

**Minutes of the Regular Meeting of the Board of Directors of Austin International School
December 13, 2017; 6:30 pm
Adelphi Campus**

Board Members Present: Amy Brown, Ricardo Sanchez, Kate McCarthy, Marie Musalem, Holly Johnson, Stacey McDougal, Kathleen Baireuther, Ann Idiart

Absent: Claudio Occhipinti, Francois Waelbroeck, Nathan Yang,

Quorum: yes

Visitors: 7:27pm a visitor arrived--Laila McCaskill

Resources: Jacque Weber, Head of School; April O'Quinn, COO, Emily

The agenda having been circulated prior to the meeting, the regularly scheduled meeting of the AIS Board of Directors was called to order at 6:40 pm.

- I. Open Proceedings – Public Session
 - Vote on November minutes, motion passed.

- II. HOS/ COO Report: See JACQUES slides
 - Enrollment put us at 192 current students, 195 in Spring
 - OPEN House (7 families - 4 applications from the event)
 - 4 families in 6e right now--discussion on this point.
 - Next Open House Feb 3

- III. Tech Overview and planning (Emily)
 - Planning overview 2018-2021 w/ slides
 - Current AIS owns many software licenses for RAZ Kids, IXL Math etc. that we paid for and can use more effectively IF we had more tech in school
 - Merge in to RenWeb
 - NEED more tech. 21 laptops for CP to CM. only 6e is 1:1
 - We are a google school. Lease vs Buy, and numbers for Cycle 3 and Cycle 2
 - Have a need for some Windows based laptops for Teacher and school use. Refer to slides from Emily
 - Lease vs Buy discussion

- IV. Finance and Budget Overview -April
 - Highlights for Oct 2017, (192 Actual vs Budget 196 students)
 - Total Expenses (\$2948k)
 - Net Cash Flow \$9477k
 - FundRun is under normal and expected
 - -\$7877 Net Income

- V. Upcoming Events
 - See slides - Few callouts below
 - Dec 15 Parties and Winter break starts, Jan 3 school resumes
 - MLK day holiday - first time at AIS
 - Jan 26th is the GALA

- Jan 31 AEFSE Seminar (Montreal), Jacques going to planning

VI. NO PTO report or attendees

VII. Committee Reports

- No Governance, No Audit
- Advancement -focused on the Gala
- YTD \$26,842 for Annual Fund

Public Comments Section

- Hard # on classroom size
- Board Escalation on family issue, communication
 - Bullying policy and gap in behavior policy and who is notified
 - Communication issue -Not getting progress or resolution since last meeting
 - Handbook covers the policy, but it is being questioned or misunderstood
 - Safely and well-being needs to be addressed and communicated

Signed _____

