

Minutes of the Regular Meeting of the Board of Directors of Austin International School
May 16, 2018; 6:30 pm
Adelphi Campus

Board Members Present:

Amy Brown, Kate McCarthy, Stacey McDougal, Holly Johnson, Kathleen Baireuther, Marie Musalem, Francois Waelbroeck, Claudio Occhipinti

Absent: Nathan Yang, Ricardo Sanchez

Quorum: Yes

Visitors: none

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

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.

PUBLIC SESSION

- I. General Announcement: from Amy, don't forget the offsite
 - Board would like to try and start trying to post the agenda ahead of time
 - Voted on Open minutes from April session.
- II. HOS Report
 - Events and activities, Finance, and other
 - HOS recent events and updates (see HOS presentation)
 - 50% parents have gone to MAP workshops or 1:1, parents must attend a session to get MAP results
 - Parent meetings on Communications, Accreditation, Middle School lightly attended
 - ISAS visitor on May 11th
 - PTO elections on May 15th
- III. French Education- Audrey (Guest Speaker)
 - Homologation (AEFE) Visit from Christine Paufam (May 2018)
 - Visit in next 24 months because we now have a 7th grade to make sure we are compliant
 - Emphasis is on AEFE Projet d'établissement for direction of school and improvement
 - Action/strategic plan related to cycles and the French Curriculum. (improvement plan for schools with resources)
 - Will have stakeholder input, will be workshops for teachers thru our AEFE network (train the trainer model).
 - A LOT of work for staff, Principles etc. with accreditation and with Homologation and the AEFE Project d'établissement.
 - Detachment is getting harder to obtain (w/retirement in place). Some regions and academies. Right now AIS has plenty of applicants.
 - Third MLF advisor (and speaks English). Schools pay part (required) \$4/student
 - Workshops/training can cover training like coding project, gamification of learning, other Parcours.(expensive \$200-300 /class as example)
 - Will have to start reporting 'outside' the classroom participation
 - This is official French government process

- **ENROLLMENT UPDATE**
- Projecting 53 new students, Mathilde is doing a great job and supported by April
- Projection of 187 Total (start with ~180).
- New enrollment is fairly strong (especially since many international schools are having issues w/ maternelle enrollment).
- Attrition is higher than we want (58 is the most conservative i.e. worst case scenario).
- Normal GS attrition, and many from CP families are moving, ~121 students returning
- CM2-Made good from difficult situation. Classes seem to really love the new sub (6th grade) teachers and the teachers are really pulling their weight and dedicated, very dedicated, 6th grade teachers.

Upcoming Events and Activities:

- FIS Tech plans, Donor appreciation, and FIS on report cards
- Financial Aid- outsourced
- Teacher Appreciation week is next week
- More teacher training on MAP
- EOP and picnic is June 1
- June 4 is ES Achievement Ceremony: Guest is Alexis Andres CG France
- June 6th is Field Day
- June 7th last day
- Lots of volunteer hours (equal several thousand in giving hours)

TEACHERS-New

- Visa Cordell Hull foundation that sponsor our teacher visas (we pay them to help get visa thru)
- Filling 9 new positions; 12 interviews and offers soon for most. Candidates have been good w/ high level experience.

PTO

- 59 people at PTO to vote
- President is Rana Turman, VP Gregory Stein, Sec is Andie Morgan Treasurer is Andrea TenBrink

Finance

- See Finance slides for more detail
- YTD \$2.5M actual, \$1.8M Expense w/ Net CashFlow \$458k
- Debt Service fees (HOS got help from Bruno in DC in charge of French schools). We have fees (not written in our finance agreement, but in French Gov Documents). 0.3% of remaining principle. 2011 thru now is \$56k. And it may be legit French expense. (1 Euro/year plus 0.3 on

Communication Timeline

- HOS showed timeline he is building out a master calendar w/ communication to community
- Flushing out Friday Flash, vs separate email, vs RenWeb
- Two big lenses (mechanics vs softer F2F)

Policy Update

- Need a positive influence on the community, and be transparent, and constructive
- Help with clarity and difficult school related situations.

