

Minutes of the Regular Meeting of the Board of Directors of Austin International School
June 15, 2021; 18:30
Virtual Meeting via Google Meets

Board Members Present: Mike Carper, Mike Haberman, Dustin Hindman, Tyresse Horne, Joe James, Edward Kim, Marine Laurent, Gary Miller, Marie Musalem

Absent: Claudio Occhipinti, Clément Schwartz

Quorum: Yes

Visitors: Esther Audelo

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

The agenda having been circulated prior to the meeting, OPEN session portion of the meeting of the AIS Board of Directors was called to order at 18:35.

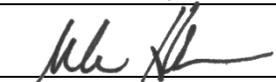
PUBLIC SESSION

1. Chair welcome
2. PTO Update from Board Chair in place of Holly Johnson
 - a. Statement from Holly read by board chair. Thank you to families for support during the year.
 - b. Need PTO volunteers for next year. Please circulate this information and encourage them to participate in the PTO
 - c. PTO planning to give about \$3k back to the school for improvements (playground, etc)
3. Meeting minutes
 - a. Motion made and seconded to approve meeting minutes from Open Sessions from 5/25/2021. Motion passed.
4. HoS Report [See HoS and COO slides and Friday Flash emails for additional details]
 - a. Covid-19 operations
 - i. Zero student cases on campus
 - ii. Zero community transmission
 - iii. Next APH meeting will be June 25
 - iv. Not likely to have off-campus instruction next academic year. Can stand up distance learning if needed, but do not anticipate adding additional burden on faculty and staff.
 - v. AIS will re-apply for HHS-CCL exemption this summer.
 - b. MAP test results
 - i. Nine instructional weeks between the previous tests, affecting growth metrics, but not significantly affecting overall performance metrics
 - ii. All grades are performing above grade level
 - c. Hiring progress (AY 21-22)
 - i. 8 – Accepted offers, 0 – Pending offers, 0 – Ongoing interviews
 - ii. Principal recruitment
 1. Shortlist is down to 3
 2. Meeting with teachers June 17-18
 3. Offer target: Week of June 21
 - iii. J-1 visa issues are the most difficult due to various restrictions
 1. Submitted a National Interest Exception (NIE)

- a. Allows travel to the US even if there is a travel ban in place
 - 2. 1 – Renewals, 2 – New issues are pending
 - iv. Détaché staff
 - 1. Submitted 7 to French Embassy, responses expected this quarter
 - a. One of which is dependent on positive decision on homologation
 - 2. One rendez-vous de carrière completed
 - d. French education updates
 - i. Updated agreement between AIS and Mission Laïque Française (MLF). Nothing materially different noted by HoS and Board Chair
 - ii. Homologation for 5e and 4e
 - 1. Meeting of the commission on June 17, decision shortly afterwards
 - 2. HoS will communicate result of decision.
 - iii. AIS has entered a partnership with the CNED to offer courses to graduating 8th graders who may wish to work toward the Brevet des Collèges at the end of 9th grade. In future years, students may also be able to work toward a French Baccalauréat (high school diploma).
 - iv. Efforts to make AIS a DELF/TCF/TEF testing center were put on hold during the pandemic. With the easing of restrictions, the HoS will continue to work with these partner organizations to become the first official French language testing center in Central Texas.
5. CoO report [Details provided in CoO financial report]
 - a. Fundraising
 - i. Overall, fundraising this year was considerably better than anticipated across the board (Gala, Fund Run, Annual Fund, ...)
 - b. The financial situation is much better than expected. (Report by M. Laurent and CoO)
 - i. Financials as of April 2021.
 - 1. Overall things are consistent with previous reports
 - 2. AIS is a much better financial situation than this time last year
 - 3. Income: Both tuition and contributed support were well-over budget, (+\$236k and +\$114k, respectively)
 - a. Tuition income is better than expected due to better-than-expected enrollment. Though still low compared to historical averages.
 - b. Contributed support high likely due to solidarity with school. Highest year of giving on record.
 - c. Academic Year 2021-2021 Budget
 - i. Budget was circulated to board members via Slack on June 12 for review and questions. Assumed an enrollment of 205.
 - ii. Total budget
 - 1. Largest deviations (from recent previous years) are tuition income and personnel expenses. The increase in tuition income is due to high enrollment, increase in personnel expenses is for additional faculty and staff for increased enrollment and increase in salary grid compared to previous years.

- a. Plan is to increase salaries over a three-year time window to make AIS salary grid more competitive with other schools.
 - 2. Budgeting \$65k to reserve funds.
 - 3. Motion made and approved for AY 2021-2022 (all present approved).
 - d. Enrollment
 - i. Current enrollment for AY 21-22 is 204. Have 4 in progress (all are current families). Projecting 210 by mid-year
 - 1. Previous year at 148 (covid), 2019 at 163 (better comparison)
 - 2. Peak enrollment is 212 (AY15-16), though that did not occur at the beginning of the AY
 - 3. Retention: Maternelle - 93%, Elementary – 88%, Middle – 86%, Overall – 88%
 - 4. Total new students: 62
 - 5. New FLE students: 6 (first time offered)
 - ii. Increases in enrollment due to a large number of factors. Successful in-person offerings were likely very influential. New marketing efforts (i.e. Niche) helped.
 - e. Calendar
 - i. N/A
 - f. Fundraising and activities
 - i. N/A
6. Committee Updates
 - a. *Advancement*: No update
 - b. *Governance*: No update
 - c. *Risk/Audit*: No update
 - d. *Strategic Planning*: No updates
7. Public comment
 - a. N/A
- 8. Session Adjourned at 20:00**

Approved On: October 27, 2021

Signed: 
 Board Secretary