

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES OF
THE FRENCH AMERICAN INTERNATIONAL SCHOOL
HELD ON February 17, 2022 ZOOM REMOTE PLATFORM**

The Regular Meeting of the Board of Trustees of the French American International School (the "Corporation") was called by email notice (the "Notice") of the Board of Trustees in accordance with the notice provisions of the Oregon Revised Statute (ORS) and the Corporation's bylaws. Such notice stated that such Meeting would be held as a virtual meeting on February 17, 2022 via the Zoom remote platform due to ongoing effects of the COVID-19 pandemic. An Agenda (attachment A) was sent electronically to all members of the Board of Trustees.

In accordance with the Notice, the meeting was held via Zoom, beginning at 6:30 PM. In attendance were the following members of the Board of Trustees, constituting a quorum of the members of the Board of Trustees:

Attending: Cyreena Boston Ashby, Erin-Kate Barton, Matt Birchard (Secretary), Amy Duryea, Julie Falk (Chair), Scott Hardister, Charles Jenkins, Dan Kirschner, Patti Shaffner Jordan, Larry Lewis, Gaston Suarez, Denisse Reyes, Stacey Reiber, Jim Sever, Laura Taylor (Treasurer)

Absent: Conor Reiten, Michael Smythe

Guests: Diego Zaragoza Tejas (Assistant Head of School), Aurore Molerus, Jerry Punket, Shawna Foster, Cedric Strapart, Nadine Zaouk-Strapart

Welcome and Consent Agenda

The meeting was called to order at 6:33 PM by Chair, Julie Falk.

Motion: To approve the minutes of the Regular January 20, 2022 Board Meeting, sent to all board members by email prior to the meeting: Minutes of the January 20, 2022 BoT.

M/S/A

Head of School Report

Scott Hardister gave his report to the board starting with "Small Wins" and updates:

- COVID-19 cases have declined
- Removal of masks coming, will start with optional masking outdoors, still determining when to make indoor masking optional
- Strong applications coming in
 - TPS to PS saw full re-enrollment
 - 5th to 6th saw full re-enrollment
- Opening up campus more, with Site meeting occurring in-person as well as having more volunteers on campus
- Planning to have an all-school Mardi Gras parade in March
- Professional Development Day was held and it covered:
 - IB Learner Profile and International Mindedness
 - Play Based Learning
 - Mapping our current work in DEI
 - DEI focus group
- Converted the Boy's bathroom in the Admin building to a gender neutral, single use bathroom

Executive Committee Update

Julie Falk reported for the EC that the group had met to prep for this Board meeting and for agenda setting.

Strategic Planning Retreat Recap

Julie Falk provided a brief recap of the Strategic Planning Retreat, including these topics:

- The Identity group decided to distribute into the other groups
- Admin team is looking at potential consultants for Naming. Immediate tactical help is needed. Timing for naming decision is by September of '22, through a thoughtful process to include Branding.
- Some discussion followed on the work product for the small groups.

New Innovations in the Lower School

Aurore Molerus, Division Head of the Lower School, gave a presentation to the Board on innovations in the lower school. Topics covered in the presentation were:

- Who we are
- How we organize ourselves
- Celebrations & Strengths
- Areas of Opportunities
- Conclusion

For the “Who we are” section, Aurore highlighted for Lower School there are 178 students plus 27 Faculty and Staff. These are broken out as 18 Teachers – 12 French and 6 English, 1 French Teacher Assistant, 4 Specialists, 3 Student Support & Progress, and 1 Administrative assistant. An exercise done by the Lower School Faculty and Staff revealed insights into where they are from and where they view home to be.

For the “How we organize ourselves” an organization chart for the department was also shared, and it was noted that the PYP Cycle Coordinator helps ensure curriculum alignment.

Under “Celebrations & Strengths”, Aurore had done classroom observations and these revealed that FAIS has a safe learning environment that’s calm, with confident learners. It also was noted that the teachers are connected with their students. The average tenure of our Lower School teachers is 12 years. Our students are the center and they are active learners. A side discussion was held around an example given of the 4th grade students having independently developed an economy based on marbles, where they exchange small crafts and other items for marbles during recess. Also, it was discussed that our curricula is connected to the rest of the world, through the Programme de l’Education Nationale Françaises, US Oregon State Common Core, and IB PYP Framework.

For “Areas of Opportunity” four items were highlighted, which were: Learning differences, STEAM Specialist, Teaching in a plurilingual environment, and Teacher mentorship and professional development. Some topics from this portion included the big goal of earlier screening for support of students with learning differences and working with student support and finding best practices. For a STEAM Specialist, the school is in a hiring search process, with the goal of adding this position in the next school year. There was also discussion of how to best support students in a plurilingual and multilingual learning environment. ~90% of students don’t speak French at home. English plus many other languages spoken in the home. Working to support this could create multiple new entry points at FAIS. Finally, with regards to supporting our Faculty and Staff, the school is sponsoring two staff members in Green Cards to keep them at FAIS. There also needs to be work done for supporting and mentoring our new teachers.

For the conclusion of the presentation, Aurore shared some reflections on how to organize time to support the teaching and learning to its full potential. How to make teaching and learning visible. And how to allow for agency for teachers and students to lead and build diversity, equity, inclusion and justice.

Development Update

Shawna Foster, Director of Development, provided a brief update to the Board covering:

- Annual Fund
- 1979 Society
- Gala
- Special Appeal

Annual Fund exceeded goal. For the 1979 Society, 33% of the donors represent 75% of giving. The Gala will be held in-person, and silent and student art items will be auctioned online. The Special Appeal was revealed to the Board as Investing in the Forest, for infrastructure, curriculum & professional development, and outdoor supplied.

Finance Update

Laura Taylor, Board Treasurer, provided a brief update on finances, noting:

- The Veracross updates haven't been great, but are being worked through
- No red flags and no indication that we are not staying on budget
- Very little "uproar" over the tuition letter
- Reserve policy discussions are being had at the committee level

Site Committee Update

Stacey Reiber and Scott Hardister, co-chairs of the Site Committee, gave a presentation to the Board on site work to date. They started with the statement that the committee is seeking to be Bold! To transform, imagine, reflect, and include. Things that a new site plan must consider are:

- Traffic
- Community Spaces
- Learning
- Sustainability

Some key dates were shared, covering Site Committee charrettes (working sessions with the site consultants), all Faculty & Staff workshops, plus a staff-led student workshop. The Site plan is a four-phase project, and we're currently in phase one, of startup. Gensler (the hired site consultants), are meeting with the Site Committee on March 7th for the first charrette, parent workshops will be held April 7th as well as a second Site Committee charrette where Gensler will present different design options for comments. May 12th is the date of the third Site Committee charette with Gensler and a Trustee workshop will be held to present refined site plans. May 27th is slated for the Site Committee to present a final report. Some discussion followed by the Board with questions around cost, next steps and overall timing. It was noted that the Site Plan will provide a decision between one or two buildings for Maternelle and Lower School for the next phase of construction.

Adjourn: 9:08 PM

Attachments:

A: Agenda