

Minutes of the 2021-2022 HIS Executive Board Meeting #6

June 14, 2022 (Tuesday) 18:30 via Zoom

Members present: Rodney J Fisher, Nick Holywel, Karen Katayama, Phred Kaufman, Beau Miller, Tim Schlosser, Kathleen Riggins, Paul Nickel (auditor) Mitarai-Sensei (auditor)

Members absent: Jeffery Strong

Guests present: Neil Cooke (Principal), Barry Mernin (Niseko Administrator).

Quorum: We can have meeting without a quorum but cannot vote on anything. Email voting must be signed and sent before the meeting starts to be counted as present. A quorum consists of 2/3 or 6 members.

Opening:

1. Call the meeting to order

Kaufman called the meeting to order at 18:35. We have a quorum for this meeting.

2. Approve agenda:

The agenda was approved by a show of hands via Zoom.

3. Approve minutes of April 13, 2022:

Approved by all EB members by a show of hands via Zoom.

Reports:

4. EB Chair's Report: June 14, 2022

- Chair's Report received, included in the EB Google Doc. packet (Phred Kaufman)

5. Head of School Report: June 14, 2022

- Head of School's report received, included in the EB Google Doc. packet (Tim Schlosser)

6. Sapporo Principal Report: June 14, 2022

- Sapporo Principal report received, included in the EB Google Doc. packet (Neil Cooke).

7. Niseko Principal Report: June 14, 2022

- Niseko Administer's report received, included in the EB Google Doc. packet (Barry Mernin)

8. Treasurer's Report: June 14, 2022

- Treasurer's report included in the included in the EB Google Doc. packet (Kathleen Riggins)

Discussion Items:

9. Confirming CIDF withdrawal

- Schlosser motions, and Miller seconds the approval of withdrawal from CIDF in the amount appropriate to discussed expenditures.
- Approved by all, except Nick Hollywell abstains due to an inability to open the finance e-file.

10. AP presentations / Building and Grounds review

11. Rules of Employment approval

- Riggins motions, and Kaufman seconds that the Executive Board approves of the Rules of Employment, Labor Agreement, and Contractual language revision proposals as discussed, in connection with broader plans for compensation adjustments. HIS Administration may move forward with ROE & Labor agreement updates.
- Approved by all

12. Ukraine collaboration update

13. Makinohara partnership update

14. School events review

15. Exit interviews, staff transitions in and out

16. Looking ahead to 22-23: review EB Goals and Strategic Plan on first meeting of next school year.

Closing:

17. Review of meeting: very productive meeting, much was accomplished in a timely fashion.

18. Time and Place of next meeting: August 24th 2022 at 18:30.

19. The meeting was adjourned at 20:00.

Minutes by Karen Katayama EB Secretary: June 14, 2022