

## Minutes of the 2020-2021 HIS Executive Board Meeting #5

April 27, 2021 (Tuesday) 18:30 via Zoom

**Members present:** Rodney J Fisher, Karen Katayama, Phred Kaufman, Teiji Midorikawa, Paul Nickel, Robert Pickett, Tim Schlosser, David Wakabayashi, Kathleen Riggins (auditor), Mitarai-Sensei (auditor)

**Members absent:** Nick Holywell

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

**Quorum:** 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 18:44. We have a quorum for this meeting.

#### 2. Approve agenda:

The agenda was approved.

#### 3. Approve and sign minutes of February 24, 2020.

Minutes approved by motion by Kaufman and Katayama seconds verbally, then approved by all EB members by a show of hands via Zoom.

### \* Decisions made at this meeting:

#### \* 1. Salaries:

**Nikel motions and Kaufman seconds the motion that the Executive Board approves the 1% increase in base salary next school year, 2021~2022, for full-time, salaried staff (excluding administrators) at both HIS campuses, that is, Sapporo and Niseko.**

- All in favor
- The motion is passed.

#### \* 2. Tuition increases:

**Kaufman motions and Nickel seconds the motion that the EB approves of a 5% increase in base tuition rate for the 2021-2022 school year at both HIS campuses, that is, Sapporo and Niseko.**

- The middle school rate in Niseko will mirror the rate at Sapporo's middle school; in addition, the Niseko EY tuition, specifically, will come up 12% so that it is still proportionally the same amount lower than MP1 tuition as in Sapporo.
- All in favor
- The motion is passed.

#### \* 3. 2021~ 2022 Budgets:

**Pickett motions and Schlosser seconds the motion that the Executive Board approves the 2021-2022 budget for the Sapporo campus.**

- All in favor
- The motion is passed.

**Nikel motions and Kaufman seconds the motion that the Executive Board approves the 2021-2022 budget for the Niseko campus.**

- All in favor
- The motion is passed.

**Fisher motions and Midorikawa seconds the motion that the Executive Board approves the 2021-2022 budget for the Sapporo Campus Dorm.**

- All in favor
- The motion is passed.

#### **\* 4. 1 to 1 iPad Proposal**

**Kaufman motions and Pickett seconds the motion that after consideration of cost-saving options (is it feasible for some students to bring their own iPads- if fits with what is needed), the EB approves Elementary students IT proposal of 1-1 iPad program to move forward as outlined separately.**

- All in favor
- The motion is passed.

#### **Reports:**

##### **4. EB Chair's Report: April 27, 2021**

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

##### **5. Head of School Report: April 27, 2021**

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

##### **6. Sapporo Principal Report: April 27, 2021**

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

##### **7. Niseko Administrator's Report: April 27, 2021**

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

##### **8. Treasurer's Report April 27, 2021**

- HIS Treasurer Report April 2021.pdf received, included in EB packet (Paul Nickel)

**Discussion Items:**

**9. Update from Financial Committee regarding consideration of future staff salary adjustments; confirmation of 21-22 salaries and tuition.** Documents included in the EB packet: tuition 5\_↑ FY-2021-2022 draft-2.xlsx

**10. Final approval of 21-22 budgets for Sapporo and Niseko.** Documents included in the EB packet: 1\_salary up-2.xlsx (Sapporo budget), 5\_+1\_.xlsx, and 5\_-3.xlsx (Niseko budget), Dorm Budget 2017-2022.xlsx.

**11. Disciplinary process update and EB review**—document included in EB packet student with draw no expulsion

Niseko Year in Review separate document fix this too!!!!!!!

**12. Music programming—looking ahead**

**13. Monday Memo highlights**—document included in EB packet: Monday Memo April 19, 2021.pdf

**14. Elementary iPad proposal**— document included in EB packet: iPad Proposal 2021.pdf and HIS Elementary School iPad Plan.pdf and HIS Elementary School iPad Plan - Sheet1.pdf

**15. HIS EB Summary Table document:** Concerning: salaries, tuition increases, budget approval and discipline situation.

**16. Review of meeting:** Very productive meeting, much was discussed and decided upon.

**17. Time and Place of next meeting:**

- June 29th Zoom 6:30pm May 18th BoC meeting 7pm Zoom

**18. The meeting was adjourned at 20:36.**

**Minutes by Karen Katayama EB Secretary: April 27, 2021**