

2024 - 2025

HIS Executive Board Meeting

March 26, 2025 (Wednesday) 18:00 (Via Zoom)

Members present:

Phred Kaufman (**Chair**)

Paul Nikel (**Treasurer**)

Tim Schlosser (**Head of School**)

Akiko Mega

Matthew Hafner

Sherrie Oda

Guests present:

Neil Cooke (Sapporo Principal) - **Secretary**

Victoria Spagnoli (Niseko Principal)

Suzanne Yonesaka (Auditor)

Miterai sensei (Auditor)

Absent:

Jeffery Strong

Nick Holywell

Quorum:

A quorum consists of 2/3 or 6 members.

**We have a quorum for this meeting*

Opening:

1. Call to order & roll call

Kaufman calls to order at **18:06**

2. Approve the agenda

The agenda approved by all

3. Approve minutes

The minutes approved by all

Reports:

4. Board chair's report

(Phred Kaufman) Chair's Report received

5. Head of School report

(Tim Schlosser) HoS's Report was received

6. Sapporo Principal report

(Neil Cooke) Sapporo Principal's Report received

7. Niseko Principal report

(Victoria Spagnoli) Niseko Principal's Report received

8. Treasurer report

(Paul Nikel) Treasurer Report received

Discussion items:

9. Labor / Collective Bargaining: review of staff presentation

- Schlosser previewed the slides that will be presented to all staff on Tuesday, April 1st.
- Answered EB questions

Resolution: Slidedeck is endorsed as the position of the board

Approved by all

10. Department of Overseas Schools grant eligibility

- A review of recent reports suggests that the EB made the correct decision in not signing

- Review of grants that have been subsequently affected
- Nevertheless, connections between the office of overseas schools and the State Department are still positive and strong.

11. PTA protocol update

- Changes to the PTA protocol to allow for a 3-year term limit for parent co-chair

Approved by all

12. Building & grounds updates

- A brief update on the attempts to acquire the land next door
- Suggestion to ask the school community / Bring up at the next PTA meeting
- Updates on building renovation

13. 25-26 tuition & fees

- Heads up that the finance committee might need an electronic decision after its next meeting

14. BBB 2025

- Vendors are being recruited / further details to come

15. Staff / Family / Student survey data

16. Updated Rules of Employment

17. MS discipline update

18. Hiring update

- New hire for next year based on new enrollments, and increased need

19. Safeguarding / governance materials

- A future focus area for the board

Closing:

20. Review of meeting ✓

21. Time and place of next meeting (April 30) ✓

22. Adjourned meeting ✓

The meeting adjourned at **20:05**