



Board Meeting Notes, January 17, 2019

In attendance:	Sarah Samson, Carsten Schemel, Micha Ramsey, Robert Glatz, Ulrike Weiler, Simone Helbling, Shawn Bavaresco, Michelle Meyer, Karen Keene (on phone)
• Board	
• Staff	Blake Peters, Jackie Ortega
Excused:	Malika Sharma, Florian Gstrein
Absent:	
Additional attendees:	

Topic		Description
Old Business	Prior Meeting Minutes	Rob Glatz moved to approve the December minutes. Ulrike Weiler seconded. In favor: all
Head of School Update	Blake Peters	Germany Trip: Blake attended the head of German schools conference about digitization. GIS is ahead of the curve. He also had multiple meetings with potential donors/sponsors of the school Trip concluded with meeting several alumni as part of establishing alumni program. More detail on the program to come soon. Blake started his work as honorary consul today
Committee Reports	Simone updated for RDC	Working on review of bylaws and researching election process and best practices
	Sarah presented for RDC	Spring Gala coming up on March 9 th at Embassy Suites We exceeded our sponsorship goal! Kathryn to attend next meeting for more in-depth information on fundraising Admissions and Marketing: Reenrollment begins January 23 rd New marketing launch on February 1 st
	Ulrike presented for Finance	Last fiscal year ended in a surplus of \$238k • Proposed allocation is \$17k to operational reserve and \$221k to

		<p>operations to cover shortfall from building project.</p> <p>Michelle moved to approve surplus allocation. Micha second. All in favor.</p> <p>Preliminary 2018/19 budget projection is \$89k deficit.</p> <p>Tuition Setting:</p> <p>Main drivers of tuition are</p> <ul style="list-style-type: none"> • Preliminary budget • Evaluated against competitor schools • Assess overall business <p>Changes to enrollment contracts</p> <ul style="list-style-type: none"> • Rename and increase development fee • Move withdrawal date to July 1 from August 1 <p>Recommendation from Finance Committee is to increase tuition by 2.5%</p> <p>Shawn moved to accept the Finance Committee recommendation to increase tuition by 2.5%. Michelle seconded.</p> <p>In favor: all</p>
	Rob presented for Building Committee	<ul style="list-style-type: none"> • Additional back fence project underway -necessary for final permit • Final accounting underway • Anticipated final cost is expected to be within budget
Looking forward	Topics for next board meeting	To be announced separately
Next meeting		February 21, 2019

Closed session