



February 28, 2024

Via Zoom | 8401 Aero Dr, San Diego CA 92123

## Board members in attendance

- Cameron Hibbert, President
- Lindsey Head, Treasurer
- Heline Mirzakhanian
- Tracy Turfait
- Alyssa Andersen, Secretary
- Amandine Berro
- Aurore Watts

## Others attendees

None.

**Quorum:** Yes.

## Voting items

None.

## Discussion

Google Docs instead of Word to be used for agendas so that all Board members can modify the agenda as needed prior to the meeting.

## Standing Agenda Topics and Actions (Redacted if Confidential)

**Due-dates upcoming & Critical actions: (e.g., requiring immediate action)**

Discussion:

- State of the School on March 6th at 5pm. Discussion of who prepares and who presents.
- CPA compilation is due to the Board from the CFO March 15.
- April standing meeting is during the break and may need to be rescheduled.

**French Immersion & Educational Excellence:**

(eg. AEFÉ accreditation, compliance, teacher survey, STEM)

Lead: Aurore

Discussion:

AEFE Interview of Board Members for Middle School Accreditation - Aurore shared that while we can't tell the outcome from the meeting, the inspector seemed happy with the dynamic growth of the school, Board activity and involvement. Class size in middle school could potentially be expanded, which is a further topic to discuss. Aurore to follow up with François to recap the Board interaction with the inspector.

**Community & Culture:** (eg. Fundraising, community events, PTR links)

Lead: Amandine

Discussion:

Tracy addressed complaints raised about the Board in the PTR meeting, and she discussed with a handful of parents from the preschool, elementary, and middle school. Parents are unclear about the Board's purpose, and what it can or cannot do. It may also be a good time to evaluate Board bylaws, research other nonprofit board/private school bylaws, and determine whether they are current and specific to our needs.

Amandine indicated that surveys could be beneficial in addressing communication problems. We could also email the parents after meetings. We could also set a term duration or limit.

Cameron described the process for the last major review and revision of bylaws.

Board members discussed generally possible communication improvements and how to handle them going forward.

Discussed potential for greater transparency in Director evaluation process. Also discussed modifications to website for greater transparency. Explaining recent accomplishments may also clarify Board's role.

Amandine will prepare short statements for François' regular newsletter regarding Board's activities to keep the community updated.

**Sustainable Growth & Facilities:** (eg. Director contract and succession planning, tuition, capital, risk, second Floor, high school / partnering)

Facilities Lead: Tracy, Alyssa

Facilities and Director Lead: Lindsay

Discussion:

[Confidential discussion regarding tuition rates.]

Cameron and Tracy raised questions about construction status; more information is needed from the school regarding the status. Alyssa and Tracy will get information from the school administration just prior to monthly Board meetings that they are not attending, so that we will have a construction update in each meeting.

**Budget:**

Lead: Lindsey

Lindsey presented the January cash flow information prepared by the CFO. Current month's bank balance shows a cash surplus, partially inflated due to influx of enrollment deposits for the coming school year. School's long-term expenses were discussed, and in the next meeting we will review the five-year financial forecast to bring newer Board members up to speed on finances.

Signed: /s/ Alyssa Andersen