



April 12, 2024

Via Zoom | 8401 Aero Dr, San Diego CA 92123

Board members in attendance

- Cameron Hibbert, President
- Helene Mirzakhanian (unavailable for part of meeting)
- Tracy Turfait
- Aurore Watts
- Alyssa Andersen, Secretary

Others attendees

None.

Quorum: Yes.

Voting items

None.

Discussion

Discussion regarding format of minutes and treatment of confidential and non-confidential information in publishing minutes.

Standing Agenda Topics and Actions

Upcoming due dates critical actions:

Discussion:

Le Lycée Français de San Diego

- Next Board meeting to include Director, or separate meeting to be scheduled (Cameron)
- DFO to provide tax return to Board Treasurer to sign by 4/30
- Enrollment update due from director 5/1
- Next Board meeting 5/22
- Finalize annual performance evaluation form for Director and schedule for evaluation process

French Immersion & Educational Excellence:

(e.g., AEFÉ accreditation, compliance, teacher survey, STEM)

Lead: Aurore

Discussion:

The school received an AEFÉ grant (detailed below).

Community & Culture:

(e.g., Fundraising, community events, PTR links)

Lead: Amandine (not present)

Discussion:

Community and culture were discussed in connection with potential impacts from growth (detailed below).

Sustainable Growth & Facilities:

(e.g., Director contract and succession planning, tuition, capital, risk, second Floor, high school/partnering)

Facilities Lead: Tracy, Alyssa

Facilities and Director Lead: Lindsay

Discussion:

Board discussed which grades are believed to have waitlists; potential practical need for larger class sizes in middle school, and balancing this with the Strategic Plan, consideration of expected AEFÉ recommendations, etc. These issues will be further discussed when updated enrollment information is received.

There is an upcoming meeting on 4/18 with Gerald, Tracy, the architect, and the construction manager to discuss the status of designs for upstairs. The meeting should result in a budget cost for either the entire second floor, or broken down by phase. This will contain updated labor and material pricing. A current suggestion for financing is to potentially combine a loan for this project

with the prior loan for the initial improvements. As the project progresses, the Board needs to request/ensure meaningful advance notice from the Director and/or DFO of project-related decisions, presented to the Board with sufficient alternatives for informed decisions can be made. The Board also will need to know the outcome of the high school Feasibility Study to make any major construction decisions. The Board will actively pursue open communication regarding these issues. Tracy to communicate with the Director/DFO regarding the Board's communication needs for construction-related approvals, and this can also be discussed at the next meeting with the Director. Aurore and Helene to look into potential investigation of construction alternatives (*e.g.*, estimates of commercial rents or mortgages) as a basis for comparison with the construction estimate.

Before proceeding with upstairs construction, identifiable impacts to the community such as increased cost will need to be communicated.

Budget, Enrollment:

Lead: Lindsey (not present)

LFSD received an AEFÉ grant for 342,000 euros. The Board reviewed the grant document and discussed its terms, and the need for additional information from the Director/DFO regarding the requirements, the application process, how the school qualified, whether and how more funds could be made available. More information will be requested.

LFSD's current lease was discussed in the context of having a cost comparison for the development upstairs.

Aurore, Tracy, Amandine, and Lindsey met with the DFO to discuss the budget last Friday. Recap: Gérald presented current numbers and projected future years based on budget assumptions. The Board has sufficient information for a more in-depth review in next year's budget process. In the next meeting, the Board will review the budget schedule to determine if more advance notice to the Board is needed of the proposed budget from the Director/DFO for next year's budget approval. Tracy suggested that the Board and Director/DFO send a brief year-end financial summary to the community so they have a sense of the school's operational expenses and needs. The Board will continue to keep in mind whether potential school growth is sustainable, and the balancing of that growth and increased costs against preservation of the school's culture.

[Confidential discussion regarding future years' tuition.]

Signed: /s/ Alyssa Andersen