



Learners inspiring learners to be inquisitive in life, principled in character, and bold in vision.

American School of Brasilia

Board Meeting – May 21, 2019: 16:00 - 18:00

Composition of the Board of Directors

Position	Nominee	Initials	Date of Entrance
President	Mr. Caio Prado	CP	June 15, 2012
Vice President	Ms. Naomi Fellows	NF	September 5, 2017
Secretary	Ms. Márcia Farias	MF	August 8, 2016
Treasurer	Mr. João Victor Mokdissi	JV	August 8, 2016
Board Member	Ms. Anne Posthuma	AP	February 24, 2015
Board Member	Mr. James Wiggins	JW	June 5, 2018
Board Member	Ms. Kristin Kane	KK	September 5, 2017
Board Member	Ms. Anna More	AM	May 22, 2018
Board Member	Ms. Julia Staunig	JS	February 19, 2019
Board Member	Mr. Paul Furguele	PF	June 5, 2018
Board Member	Ms. Annette Windmeisser	AW	June 5, 2018
Head of School	Mr. Allan Bredy (Ex-Officio)	AB	July 1, 2017

Caio Prado (President)

Naomi Fellows (Vice President)

Márcia Farias (Secretary)

João Victor Mokdissi (Treasurer)

Anne Caroline Posthuma

Kristin Kane

Anne Moore

Annette Windmeisser

James Wiggins

Julia Staunig



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Paul Furgiuele

MEETING MINUTES

- Members Joining the Board:
- Members Leaving the Board:

Call to Order at 16:08

1. Consent Agenda

- April Board Meeting Minutes
- April Board Meeting Self-Evaluation Summary

4 = Strongly Agree; 3 = Agree; 2 = Disagree; 1 = Strongly Disagree

- All board members arrive on time: 3.64
- It was evident that all board members were prepared for the meeting, including reading the board materials in advance: 3.71
- The discussion was focused and stayed on each topic at hand: 3.71
- The different topics were not over-discussed: 3.85
- Board members worked to seek consensus: 3.85
- The board chair expedited the meeting, appropriately cutting off or re-focusing discussion as needed: 3.71
- As a board member, I have had the opportunity to be heard on issues discussed at this meeting: 4
- The agenda was:
 - a. Too ambitious -
 - b. Just right – 7
 - c. Poorly planned -
 - d. A waste of the board's time -
- CP - started the meeting at 4:08 pm.
- April meeting minutes to be signed.
- Envision Committee - DH announced that the 30 days campaign for donations raised R\$ 30.000,00.

2. Strategic Planning Task Force Report

- JV presented the Strategic Planning Task Force Report and pointed the objectives and recommendations to the Board.



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Objectives	Recommendations
Establish shared direction	A continuous plan (no end date): Work with Clustered Goals from SWOT.
Remain true to our value proposition and identity (mission, vision and values)	Format: Strategic Plan structured around our mission and vision; adjust to match objectives.
Support the EAB Campaign (which is a vehicle of the shared direction)	Align strategic plan timeline with the EAB Campaign timeline and needs (next slide)
Strengthen alignment in communications (internal and external)	Decide upon hiring consultant once data needs are determined
Increase accountability	Align Strategic Plan to an Action Plan and Scorecard
Ensure organizational and fiscal sustainability	Consider making “Enablers a visible part of the Strategic Plan
Build community (retaining faculty, families and integrating different stakeholders)	All stakeholders should be consulted in the Strategic Planning process

3. Summer Project

- Liz Sullivan presented the renovation project for the summer. The areas involved are:
 - **ECP RENOVATION** - R\$ 496.948,34
 - **PLAYGROUND E.C.P.** - R\$ 336.400,00
 - **REFURBISHING AUDITORIUM** - R\$ 167.724,00
 - **AUDITORIUM - STAGE FLOOR** - R\$ 53.262,35
 - **REFURBISHING SEATS** - R\$ 31.920,00
 - **LS iCOMMONS - GLASS CONFERENCE ROOMS** - R\$ R\$ 40.296,24
 - **COVER WALKWAY BEHIND GYM**- R\$ 41.834,00

TOTAL OF : **R\$1.2 million**

- MF moved the action



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- NF seconded
- All in favor

4. Tolerance Discussion

- It was recommended to create a task force.
 - CP moved the action
 - MF seconded
 - All in favor

5. Executive Session

Board President
Caio Prado

Board Secretary
Marcia Farias