

American School of Brasilia

Board Meeting— May 20, 2014: 16:00

Composition of the Board of Directors

Position	Nominee	Initials	Date of Entrance
President	Mr. Don Jacobson	DJ	June 12 th 2013
Vice President	Mr. David Millward	DM	September 14 th , 2011
Secretary	Ms. Laura Chamberlin	LC	May 8 th , 2013
Treasurer	Mr. Caio Prado	CP	June 15 th , 2012
Board Member	Mr. Benjamin Garcia	BG	May 8 th , 2013
Board Member	Mr. Pedro Oliveira	PO	August 17 th 2011
Board Member	Ms. Marion Walshe	MW	November 19, 2013
Board Member	Mr. Jack Thompson	JT	March 12 th , 2013
Head of School	Mr. Barry Dequanne	BD	July 1 st , 2010

Attendance

Present:

Signature

Don Jacobson, President

David Millward, Vice President

Laura Chamberlin, Secretary

Caio Prado, Treasurer

Benny Garcia

Pedro Oliveira

Jack Thompson

Marion Walshe

Barry Dequanne, Head of School

Board Members Joining: None

Board Members Resigning: None

Call to Order at 16:00

MINUTES

1. Minutes of April 2014 Meeting

- a. March Meeting Minutes Approved by all Board members in attendance.

2. Finance Committee

- a. April Finance Report
 - i. Financial report presented to Board for review
 - ii. No concerns with current budget report; executed budget currently inline with projected budget
- b. 2014-2015 Budget
 - i. Board approved 2014-2015 budget (see accompanying Budget file for more information)

3. Facilities Committee

- a. RFP Status
 - i. Architectural firms submitted formal proposals by May 16, 2014
 - ii. Facilities Committee currently reviewing proposals as the Committee moves forward towards identifying the architectural firm who will work with EAB with respect to the Facilities Master Plan
 - iii. Facilities Committee conducted its first meeting and determined the next step would be to schedule individual presentations with the three finalist architectural firms.
- b. Facilities Committee Membership
 - i. Facilities Committee now consists of several members of community with expertise in the areas of engineering, architecture, and construction to serve on Facilities Committee

4. Governance Committee

- a. Recruitment of New Board Members
 - i. Jeremy Freeman nominated to serve as a new Board member, effective starting the June, 2014 Board meeting.
- b. Election of Officers
 - i. The election of officers for the 2014-2015 school year will take place at the June, 2014 Board meeting.

5. Development Committee

- a. Development Director
 - i. Members of the Development Committee will be interviewing two finalists this week, with the hope of finalizing a candidate for the next school year.

6. Admissions Policy

- a. Board reviewed EAB's current admissions policy.
- b. It was decided that no actions would be taken at this time but that the Board would continue to review the policy at future meetings.

7. Executive Session

Meeting ended at 18:20

Mr. Donald E. Jacobson

Board President

Ms. Laura Chamberlin

Board Secretary



American School of Brasilia

Budget 2014-2015

REVENUE (millions/R\$)

Upper School (6-12)	15.3
Lower School (K5-5)	11.0
Early Childhood (K3-K4)	1.8
Other (Grants)	0.2
TOTAL REVENUE	28.3

Expenses (millions/R\$)

Personnel Cost	21.1
<i>Salaries</i>	17.3
<i>Benefits</i>	3.8
Educational Material & Program	2.2
Technology	1.0
Administration	3.8
TOTAL EXPENSES	28.1

RxE **0.2**

Unpaid Fees/Collect Debt Net **(0.2)**

Net result **0.0**

Tuition Rates - SY 2014-2015					
K-3 & K-4 Full Day		K-5 to 5th Grade		6th to 12th Grade	
Annual	Monthly	Annual	Monthly	Annual	Monthly
R\$37,699	R\$3,142	R\$48,336	R\$4,028	R\$55,812	R\$4,651