

**American School of Brasilia**

**Board Meeting – March 8, 2016: 16:00 - 18:00**

**Composition of the Board of Directors**

<b>Position</b>	<b>Nominee</b>	<b>Initials</b>	<b>Date of Entrance</b>
President	Ms. Marion Walshe	MW	November 19, 2013
Vice-President	Mr. Caio Prado	CP	June 15 <sup>th</sup> , 2012
Secretary	Ms. Laura Chamberlin	LC	May 8 <sup>th</sup> , 2013
Treasurer	Mr. Jeremy Freeman	JF	June 10, 2014
Board Member	Mr. Indranil Chakrabarti	IC	August 12, 2014
Board Member	Ms. Anne Posthuma	AP	February 24, 2015
Board Member	Mr. Marcio Queiroz	MQ	September 8, 2015
Board Member	Ms. Adelle Gillen	AG	November 17, 2015
Board Member	Ms. Holly Kirking	HK	November 17, 2015
Board Member	Mr. Robert Frazier	RF	November 17, 2015
Board Member	Ms. Janice Mills	JM	November 17, 2015
Head of School	Mr. Barry Dequanne	BD	July 1 <sup>st</sup> , 2010

**ATTENDANCE**

Signature (If Present)

Marion Walshe, President

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Caio Prado, Vice President

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Laura Chamberlin, Secretary

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Jeremy Freeman, Treasurer

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Indranil Chakrabarti

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Anne Posthuma

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Marcio Queiroz

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Adelle Gillen

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Holly Kirking

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Robert Frazier

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Janice Mills

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Barry Dequanne

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Board Members Joining: None

Board Members Resigning: None

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## MINUTES

Call to Order at 16:00

### 1. Consent Agenda (MW)

- a. The following item was approved by the Board as part of the consent agenda:
  - i. February 2016 Board Meeting Minutes
  - ii. Board Members required to submit signed copy of Conflict of Interest form.

### 2. Head of School Search Process (MW)

- a. Board meeting with Carney Sandoe, represented by John Chandler and Fred Wesson
  - i. Overview of details associated with Head of School search process
  - ii. Details established with respect to timelines and goals

### 3. Finance Committee

- a. The Board reviewed the February financial reports. All indicators demonstrate that the school is on track to meet and/or exceed budget expectations.
- b. The Board also continued its ongoing analysis of the impact on EAB's budget and financial status given the concerns surrounding the question of exchange rates
- c. The Board reviewed the draft parameters associated with the 2016-2017 budget: VCMH, INPC, IGPM, IPCA, and Exchange Rate. Schools are anticipating a *dissidio* increase of INPC +2% of real gain (as established by the labor union)

### 4. Investment Security Fund

- a. The Board established a policy that no action will be taken on the security fund until the exchange rate returns to R\$4.10:US\$1. At that time, the Business Manager is authorized to work with the Finance Committee to determine next steps with regards to the investment.

### 5. International Tuition

- a. The Board reviewed the proposal from the U.S. Embassy that the U.S. Embassy pay the optional International Tuition at a fixed US dollar rate, converted to Reais each month.

**6. Governance Committee**

- a. The Board reviewed the process of recruiting new members to the Board, within the context of the Board’s self-perpetuating model. The recruitment and orientation aspects were both confirmed.

**7. Executive Session**

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Board President  
Marion Walshe

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Board Secretary  
Laura Chamberlin