

Dr. Ben Ploeger *Superintendent of Schools*
Dawn Rock *HS Principal*



Jessie Coyle *ES Principal*
Barnaby Payne *MS Principal*

Board of Directors

November 19, 2019 – 1:30 – 3:00 PM
Kaohsiung American School
No. 889, Cuei-Hua Rd., Zuoying District., Kaohsiung, Taiwan

KAS MISSION STATEMENT

KAS challenges students to achieve academic excellence and prepares them to be:

Balanced Individuals
Academics, arts, athletics

Independent Learners
Passionate, curious, critical thinkers

Global Citizens
Aware, ethical, cooperative

MINUTES

1. CALL TO ORDER

Chair Ken

Board Chair Ken called the meeting to order at 1:22 p.m.
Roll Call was taken at this time, Board Directors Ken Lin, Matthew O'Connor, Denny Ko, David Hwang, Monica Yang, Tony Shien, and Eric Chang were present. Cory was present electronically. Dr. Wang was absent.

2. APPROVAL OF AGENDA

Chair Ken

Denny moved, Ken second, the agenda was approved unanimously.

3. MATTERS OF PUBLIC COMMENT

Chair Ken

There were no comments from the public.

4. CONSENT AGENDA

Chair Ken

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a. Approval of Board of Directors minutes September 18, 2019 (Enclosure)

Denny moved, Eric second, the Board approved the consent agenda items as presented for September 18, 2019.

5. SUPERINTENDENT'S REPORT

Superintendent Dr. Ploeger

Dr. Ploeger reported the enrollment up to today is 777 students total. 309 students in ES, 195 students in MS, and 273 students in HS. (24 faculty students) There are 95 students on the waiting list now. PTA and several teachers are working on planning the 30th anniversary celebration on February 22, 2020. Preparations towards the Grand Opening of our History Hallway is in progress, and we hope to unveil it February 22 as well. We are currently collecting pictures and stories. The celebration on February 22 will be open to the community. The total project cost is estimated under 500,000NT. This year, we will start featuring our Alumni on our newsletter and on our website to have people be excited to be part of it. KAS Alumni Reunion has been held by Administration and mainly in the US, but in the future, the next step is for Alumni and Alumni Ambassadors to host events. We want to support the Alumni community with networking, internship for each other and for KAS students, etc. The current Strategic plan will be replaced after the WASC Accreditation based on our future goals. Since 2017, our teachers are staying longer. There's also a previously approved and filled HS position that has been unfilled since School Year 2018-19. For next school year, we will refill that position, and propose a new teacher position. The Superintendent Emeritus position will not carry forward. Board Directors will receive Dr. Ploeger's written proposal of adding a new teacher position before the January Board Meeting, more information will be explained in the proposal.

6. PRINCIPALS' REPORTS

HS, MS, and ES Principals

Mr. Coyle reported the Family Fun Day was a wonderful day, thanks to our PTA, teachers and everyone who joined the event and make it very special. The Strategic Priority #1 is to strengthen Literacy skills. ES grade level teams get together and discussed about the unpacking standards which are about "What do we expect children to know?", "What skills do we expect them to be able to do?" and "In what context do they learn it?" Teachers discussed these questions in their faculty meeting to discuss what are supposed to be taught and make sure everyone is on the same page. Mr. Coyle thought EARCOS is a good time for meeting different people, sharing different experiences. It is also a good way to get to know Admins and Board Directors well.

Mr. Payne reported he had many opportunities to do many class observations this semester. The key area of strength in Middle School is the tremendous teaching staff, and their leadership and professionalism. IBMYP has been a wonderful framework that allows a common language among teachers to discuss all aspects of instruction. Individualized attention that students get in classrooms, teachers have many opportunities to interact with

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individual students, teachers get to know what students are able to do and their area of growth. Students also have many choices among the extra curriculum program to connect to the community. The next step of MS is working on the WASC and IB review process and subsequent action plans process. Mr. Payne reported it is a good chance to attend EARCOS and get to connect to professionals across the region and to hear about real practices.

Ms. Rock reported there are 3 EARCOS workshops that inspired her the most, the three topics are about building a positive and strong adult professional culture, using WIDA's data to support student achievement, and building a contextual response to peer on peer abuse. And as always, it is good to meet people at EARCOS that have not seen for a long time. It is the season for College applications. Deadline of University of California system is the end of November. Professor Chu Fang Yi, from Tainan National University of the Arts came to KAS to work with HS students and IB Art students. It was a great experience for our HS students.

7. EXPECTATIONS OF THE BOARD (Policy Ref 4.D) – Superintendent Dr. Ploeger

- a. Dr. Ploeger will present Monitoring Report 3.0 – Global Executive Constraint. (Separate Enclosure)

Recommended motion: “Move to accept the Expectations of the Board Report through 3.0 Global Executive Constraint as conveying reasonable interpretation of the executive limitations as presented.”

- b. Dr. Ploeger will present Monitoring Report 3.D – Financial Condition & Activities. (Separate Enclosure)

Recommended motion: “Move to accept the Expectations of the Board Report through 3.D – Financial Condition & Activities as conveying reasonable interpretation of the executive Limitations as presented.”

- c. Dr. Ploeger will present Monitoring Report 3.H – Executive Session. (Separate Enclosure)

Recommended motion: “Move to accept the Expectations of the Board Report through 3.H Executive Session as conveying reasonable interpretation of the executive limitations as presented.”

Denny motioned to approve items 7a, 7b, 7c as conveying reasonable interpretations of the executive limitations as presented. Ken second. The items were approved unanimously.

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8. GOVERNANCE PROCESS THAT SUPPORT OUR GOALS

Chair Ken

a. Board Committees

i. Finance Committee – Treasurer Denny / Business Manager Candy

1. Auditor's Report
2. Balance Sheet, P/L, Cash Flow

Mr. Eric Chen from KPMG reported the statements of activities, statements of Financial position, statements of cash flows. To summarize them all, Mr. Chen reported no audit misstatements and control deficiencies were identified. No material weaknesses or significant deficiencies were noted. It is a clean audit.

3. SY1920 YTD Income Statement

Ms. Chiu reported there are 68% of the budget remaining.

4. Enrollment and Tuition Forecast proposal

Ms. Chiu reported we budget enrollment number is 735 for SY2021. The increase of tuition will be discussed at the January 2020 Board Meeting.

5. Recommendation for Fund Balance

Ms. Chiu reported at the May 2019 Finance Committee Meeting, Board Directors discussed crisis preparation. At the November 2019 Finance Committee Meeting decided to have \$125M NTD all set at once in time deposit, which includes 80M Contingency Obligation for evacuation, 35M Emergency Reserve for unexpected issues, and a 10M separate Restricted Fund for unforeseen campus repair. Besides, according to the Audit Report and the Financial Statement, there is already 30M reserved in Contingency Fund.

Every year, September is the time where Annual Auditing procedure take place, and November is about Financial Statement with Independent Auditor's report. According to the Financial Statement with Independent Auditor's report, Board Directors will decide the percentage of repayment based on the net increase in cash and cash equivalents from last school year. In the November 2019 Finance Committee, Board of Directors has agreed to the 20% which is NTD 13M repayment.

Ken motioned, Denny seconded, the above items were approved unanimously.

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ii. Resource Committee – Director Tony

No report.

iii. Nominating Committee

No report.

iv. Policy Committee – Dr. Ploeger

Refund Policy

Ken moved, Eric second, the refund policy was approved unanimously.

b. Board Development

c. Policy Work

d. Executive Session

The Board went into executive session at 2:46 p.m. by unanimous roll call.

9. SCHEDULE OF MEETINGS

Chair Ken

January 21, 2019	12:30 PM Work Session 1:30 PM Board Business Meeting
March 10, 2019	12:30 PM Work Session 1:30 PM Board Business Meeting

10. BOARD MEETING SELF EVALUATION

Chair Ken

11. CLOSING COMMENTS

Chair Ken

12. ADJOURNMENT

Matt moved, Ken second, Board Meeting was adjourned at 2:56 p.m. unanimously.