

Regular Board Meeting Minutes
Thursday, April 14, 2022 – 4:30 p.m.
Zoom, Baker City

Join Zoom Meeting:

<https://bakersd-org.zoom.us/j/88154985725?pwd=NmpOU0Q4U2RUYUxKWjM2Q0NKTWc4UT09>

PRESENT

● **Board**

- Andrew Bryan, ex-officio member
- Katie Lamb, ex-officio member
- Jessica Dougherty
- Claire Hobson
- Mark Witty, OIS Executive Director

Press: No members of the press were present

● **Staff**

- Mark Witty, OIS Executive Director
- Thomas Joseph, Ed.D., OIS Principal
- Jamie Barton, Director of Student Travel and Study Abroads (introduced but not in attendance)
- Angie Peterman, Business Manager (introduced but not in attendance)
- Lindsey Bennington-McDowell, Communications
- Jason Todd, Technology Support

Public: No members of the public were present

A. Call to Order & Pledge of Allegiance: Executive Director Witty called the meeting to order at 4:32 p.m.

B. Approve, Modify Meeting Agenda

C. Presentations

- 1) Oath of Office for Board Members: Dr. Joseph swore in all OIS Board members: Mark Witty, Andrew Bryan, Katie Lamb, Jessica Dougherty, and Claire Hobson took the oath of office.
- 2) Review of OIS Bylaws: Executive Director Witty reviewed the Bylaws, paying specific attention to the number of members articulated in Article 4 and made the roles, voting rights, and terms of office clear. He set the calendar for reconstituting the roles as well. Director Witty next reviewed the specific timelines articulating length of term a member can serve as the Board Chair. Member Bryan advised State statute mandates term limits of 4 years for the Chair.

D. Public Comment

No public comment.

E. Correspondence/Information

1. Personal Report

a. Staffing for '22/'23

- i. Mr Witty explained his .3 fte contract in the role as Director: management of contracts, recruitment agent contracts, and sister-school relations and MOUs. He will also supervise OIS principals.
- ii. Jamie Barton's in a .5 fte role as Assistant Principal will supervise student travel and study abroad among our sister-schools.
- iii. Jason Todd will serve as Technology Support on various media platforms, including social media and our OIS website at .05 fte.
- iv. [Lindsey Bennington-McDowell](#) will serve as Communications director at .05 fte.
- v. Angie Peterman will serve as Business Manager (unable to attend due to training) at .05 fte.

b. Host Parents

- i. International House 1706 Washington: Director Witty introduced [Mayte Alvarado](#) and her fiance Sean (not in attendance), who will serve as host parents in the Washington St. home.

- ii. International House 1503 2nd Street: Jason Todd will serve as host dad in the 2nd St. home.
- iii. Director Witty explained that we are currently determining if there are tax implications based on providing host parents free rent and utilities as they supervise the OIS homes. Further, he updated the Board on the status of the renovations and invited the Board to visit anytime they would like to review. He updated the team on the exterior painting and room staging status currently being done by Baker community member Molly Willson.
- iv. Director Witty and Mr. Bryan are in communication with the owner of the Baker Towers, who is interested in creating a youth hostel and expressed special interest in supporting the OIS project.

F. Discussion/Reports/Action

1. Budget OIS: Angie Peterman/Mark Witty **Informational**
 - a. Director Witty offered to review the financial models; 3 present members have already examined and felt no need to review. Ms. Hobson asked to review at a later date.
 - b. Mr. Bryan emphasized the budget is a living document, as the program is dynamic and growing by the week.
2. Elect Officers as outlined by OIS Bylaws **Discussion/Action**
 - a. Director Witty asked if the group would support a Board Chairperson and Secretary/Treasurer as the sole officers. The team affirmed unanimously.

Motion by member Dougherty to nominate member Claire Hobson to the Board Chair and Katie Lamb as Secretary/Treasurer. **seconded** by Ms. Lamb.

Vote: Members voted unanimously to appoint member Hobson to the Chair and member Lamb to the Secretary/Treasurer.

3. Review Board Terms **Discussion/Action**
 - a. Director Witty recommended off-setting terms at 4 years and 2 years for OIS board members.

Motion by Director Witty to appoint Claire Hobson to 4 years, Katie Lamb to 2 years, Jessica Dougherty to 4 years, Andrew Bryan to 2 years and Mark Witty to 4 years. **seconded** by member Dougherty.

Vote: The motion was passed unanimously.

4. Executive Director OIS-Mark Witty **Informational**
 - a. Articles of Incorporation reviewed.
 - b. Charter School Agreement BSD and OIS is in process.
 - c. Sister School/Country/Update: Director Witty explained the status of our current agent MOUs:
 - i. Lincoln Management in Taiwan, serving 20 students online during the year, summer course in Baker. This cohort should grow by 20 per year and reach a 60 student cap within 3 years.
 - ii. Cambodian group: 8 students screened and accepted; working on their visa documents.
 - iii. Thai group: Working with our agent in China, Jon Santangelo and "Pookie" in China.
 - iv. Mainland China: Agent in San Diego Yonghong is sending one student from Beijing.
 - v. UK: Isle of Jersey a Hautlieu School: 10 students and 1 educator to Baker this fall for a 4 week cultural exchange, and we will reciprocate a trip to their school in September as well. Three representatives from their school will visit Baker April 25th to 28th.
 - vi. Wales: Government motivated to start the very exchanges we want to build. Excited to move forward with this group.
 - vii. Spain: new contact seeking to place two students
 - viii. Italy: new agency wishing to send as many as 5 students this fall and anxious to set up opportunities for Baker/OIS students to matriculate in Italy as well.
 - ix. Germany: two new schools ready to partner and start the partnerships.
 - x. Austria: Contacts are hit and miss; will seek U.S. Commerce help to rekindle discussions.

- xi. South America and Africa are of interest but we need to rekindle relations.
- xii. Ukraine: new contact, expressing great interest in placing students as might be expected. Director Witty stated we will scholarship \$7,250 from the fee to show support. The tuition must be paid in order to be granted a F1 Visa which is set at \$10,000. Director Witty is working with the Leo Adler Board, The Ford Family Foundation and the Oregon Community Foundation to determine if they would be interested in sponsoring several students from Ukraine due to the unusual circumstances. Dr. Joseph expressed a desire to create service-trips to Ukraine once conditions are safe for our students to travel and serve/lead in a humanitarian effort.

d. Advocating for Immigration Law Change for F1 Visas

Director Witty stated he is committed to lobbying Congress to change immigration law to level the playing field between private and public schools in their ability to host F1 visa students for multiple years.

- e. Two staff members from Karl Rehbein Schule located in Germany are making preparations to visit Baker SD in October.

5. Principal of OIS-Thomas Joseph

a. Update on J1 Students

- i. Dr. Joseph reviewed the current admissions status of J1 students
 - 1. 8 from Cambodia
 - 2. 4 from Thailand
 - 3. 1 from China
 - 4. 1 from Taiwan who holds dual citizenship; will not need a J1 visa

b. Update on F1 Students

- i. Dr. Joseph explained there is current F1 interest for next fall but no current applications to process.

c. Hautlieu Cultural Exchange

- i. Dr. Joseph explained the status of the OIS trip to the Isle of Jersey next September and the plans to begin garnering interest among Baker high school students. Marketing for that trip will begin within the next week.

d. Report on French Students

- i. Dr. Joseph explained the current visa status of our two French students who had intended to arrive in March. The students first attempted to enter on ETSY waivers, but were denied entry. They applied for expedited student visas; one boy was approved, the other is in administrative approval "pending" status. Dr. Joseph is in daily contact with the French parents and working through documentation issues with them as needed.

6. Board Reports:

- a. Newly elected Chairperson Hobson deferred the report to the next meeting.
- b. Secretary Lamb asked about the curricular plans. Dr. Joseph explained an action-research capstone project as the vision within the next 3 years, which would bring our best and brightest together with their international peers around high level, college research, writing and presenting.

G. Action Items

Action

- 1. Consent Agenda
 - a. Approve staffing as presented
 - b. Approve Host Parents as presented

Motion by member Bryan to accept consent agenda, **seconded** by member Lamb , to approve Action Items 1.A-B..
Vote: The motion was passed unanimously.

H. Adjourn

There being no further business, Board Chair Claire Hobson adjourned the meeting at 6:04 p.m.

Katie Lamb
Sec/Treasurer's Signature

5/20/2022
Date

Mon W. Withy
Executive Director's Signature

5/13/2022
Date

NOTE: *These minutes are a reflection of the meeting. To listen to the meeting in its entirety, contact the Board Secretary at (541)524-2260 ext. 1048.*