



ROCHAMBEAU

THE FRENCH INTERNATIONAL SCHOOL

Dear Parents and Employees of Rochambeau

I am pleased to remind you that the meetings of the Board of Trustees are open to all interested members of the Rochambeau community.

The dates, time and location of all Board meetings for the forthcoming academic year will be on Rochambeau's web site under the section entitled "Board of Trustees." The agenda, appropriate documents and other materials will, to the extent available, be provided prior to each Board meeting.

As required for reasons of confidentiality or otherwise to protect the interests of Rochambeau, the President may from time to time take the Board into executive session. Executive sessions are not open to non-Board members.

Minutes of all Board meetings are stored in the administrative building of the school and can be consulted by any member of the community who so desires, upon written request to the assistant to the Executive Director (lautreem@rochambeau.org)

Although all members of the Rochambeau community are welcome to attend Board meetings, the meetings are important business meetings for the conduct of deliberations by the Board members. The meetings are for the purpose of carrying on the important responsibility of governing Rochambeau. At every Board meeting, Board members have many matters to review and consider. Therefore, it is expected that non-Board members attending Board meetings will remain quiet and attentive during the meetings in order to permit Board members to carry on their important tasks in an appropriate environment.

During Board meetings, non-Board members will not be authorized to make or share comments, or to interject or ask questions unless the Board elects to permit such comments. On occasion, the Board may elect to set aside some time during which non-Board members will be allowed to address the Board or may schedule a special meeting at which comments from non-Board members will be solicited. However, generally, comments from non-Board members are expected at scheduled public meetings of the Rochambeau community and not at formal Board of Trustees' meetings. Of course, members of the Rochambeau community can always send written communications to the Board.

The Board of Trustees welcomes attendance by all interested members of the Rochambeau community at its meetings, and looks forward to the presence of as many members as possible, subject, of course, to the necessary constraints described above.

Thank you.

For the Board of Trustees, the Chair François Legros