



# Voices for International Business and Education

## VIBE Finance Committee Meeting

### FINANCE

---

#### Date and Time

Monday March 22, 2021 at 5:30 PM CDT

#### Location

International High School of New Orleans  
Community Room  
727 Carondelet Street  
New Orleans, LA 70130

---

Voices for International Business and Education [http://public.boardontrack.com/VIBE\\_1](http://public.boardontrack.com/VIBE_1)

---

#### Agenda

##### I. Opening Items

Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Senate bill No 466 passed in 2020 to authorize public bodies to conduct certain meetings electronically during certain states of emergency or disaster;

Per RS 42:17.1 (2) (c):

Matters that are critical to the continuation of the business of the public body and that are not able to be postponed to a meeting held in accordance with the other provisions of this Chapter due to a legal requirement or other deadlines that cannot be postponed or delayed by the public body.

**C. Recitation of IHSNO Mission and Vision**

**MISSION:**

To educate and nurture a diverse learning community through the International Baccalaureate Programme, world languages, and intercultural appreciation to succeed in a global economy.

**VISION:**

International High School of New Orleans' students are compassionate, productive global citizens who positively impact the world.

**D. Approve Minutes - February 22, 2021**

**II. Committee Business**

**A. Review of Adopted Committee Goals**

1. 1. Ongoing Monitor the School Finance Activities
  1. Review Financials each month
  2. Present at Board Meeting
  3. Discuss any variances in comparative financials as per our board policy
  4. Assess the effectiveness of our spending
2. Educate Board Member on School Finances and Reporting
  1. Topics to Include:
    1. Source of Revenue
    2. Expense Breakdown
    3. Reserves
    4. Budgeting
    5. Future Planning
    6. **NOTE:** I will be doing a 20 minute presentation at our Board Retreat but, I think, we as a committee can go more in depth in each of these subject areas, as well as, the board is always changing adding and losing members - I think education should be an ongoing event.
  2. Increase Interest and Participation in the Finance Committee
    1. i. Invite other Board Member to attend and participate in our committee meeting via personal invitation - 2 each month

1. Invite other interested Parties to the meetings- (Example when discussing future planning our Insurance agent)
3. Increase Committee Efficiency
  1. Review the Package of Reports that are produced for presentation monthly to ascertain if we should
    1. discontinue any
    2. add any
    3. improve on any
    4. or change the frequency of reporting
  2. This is based on a philosophy that I have followed ever since I have been involved in Charter Schools – What went right, what went wrong and how can we do it better.)
  3. Prepare a check list of Board & Committee Responsibilities and Due Dates example:
    1. Review annual budget by (?) date
    2. Submit annual budget each year by (?) date.
    3. Submit Annual Financial Disclosure by (?) date

### **III. Finance**

#### Finance

##### **A. Discuss February 2021 Financial Statements**

As of February 28, 2021, the cash balance in the checking account is \$1,364,453. The MFP for February is \$302,727 based on a 398-student count. The MFP for March, April, May, and June will be reduced for the February 1st count of 383 students. The payment for March, April, May and June is estimated to be \$290,227 a month. The budget, for the current school year, has been updated to reflect the current student count, additional COVID expenses and the forgiveness of the PPP loan.

The reserve balance as of February 28, 2021, is 17.7%. It is estimated IHSNO will end the year with a 13% reserve balance.

##### **B. Vote to recommend acceptance of the February 2021 Financial Statements to the VIBE Board**

##### **C. Discussion of the Reserve**

1. What is it?
2. What requirements must be met by the school?
3. Who uses this information?
4. How is it calculated?
5. Other questions or statements

**D.** Presentation of the 2021-2022 Budget Timeline

**E.** On going Covid Funding

#### **IV. Closing Items**

**A.** Next Meeting Considerations

Next Meeting Date: March 15, 2021, at 5:30 pm

Proposed Agenda Items:

- Recitation of IHSNO Mission and Vision
- Review of Adopted Committee Goals
- Review March 2021 Financial Statements
- Other Business

**B.** Adjourn Meeting