



# Voices for International Business and Education

## Governance Committee Meeting

November 2022

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### Date and Time

Wednesday November 16, 2022 at 6:30 PM CST

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

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### Agenda

#### I. Opening Items

- A. Record Attendance
- B. Call the Meeting to Order
- C. September 7, 2022 Governance Committee Meeting Minutes

#### II. Governance Committee Meeting Items

- A. VIBE Board Recruitment
  - 1. Males
  - 2. Asian Community
  - 3. Medicine
  - 4. STEAM (Science, Technology, Arts, Mathematics)

5. Lawyers
6. Fundraisers
7. Strong Community and Governmental Connections

**B. Head of School Evaluation Committee - Description**

Head of School Evaluation Committee - The Head of School (HOS) Evaluation Committee assesses and evaluates the job performance of the HOS, in accordance with the timeline stated within the HOS contract. The HOS Evaluation Committee is comprised of the Board Chair and one representative from each of the standing committees (Finance, Governance, Development, Academics, and Facilities).

**C. Emergency/Short-Term Succession Plan - Head of School**

The purpose of the emergency/short-term succession plan is to ensure that in the unanticipated event there is a vacancy in the Head of School (HOS) position, someone is in place to immediately assume the position until the Board is able to meet and confer. In the event of a vacancy in HOS position, the Chief of Staff will immediately assume the Acting HOS position. Should the Chief of Staff be unable to fill the Acting HOS position, the Principal and Director of Operations will both assume the Acting HOS position, with the Director of Operations having final decision-making authority. Within ten days of notice of the vacancy in the HOS position, the Board shall convene and discuss the vacancy and interim position. No more than thirty days from the notice of vacancy in the HOS position, the Board shall meet and select an Interim HOS.

**D. Long-Term Succession Plan - Head of School**

**E. IHSNO Website - Update**

- Need bio for Tonya Winfield and Dennis Barnes
- Need bio and picture for Margaret Diaz-Fugetta

**III. Closing Items**

**A. Important Dates**

Next Governance Committee Meeting: January \_\_\_\_ 2023, at 6:30 P.M.

VIBE Board Meeting: Wednesday, December 7, 2023, at 6:00 P.M.

**B. Adjourn Meeting**