



# Voices for International Business and Education

## Governance Committee Meeting

January 2023

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### Date and Time

Wednesday January 18, 2023 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

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:30 PM</b>
<b>A.</b> Record Attendance			1 m
<b>B.</b> Call the Meeting to Order		Jennifer Lampton	
<b>C.</b> November 16, 2022 Governance Committee Meeting Minutes	Approve Minutes	Jennifer Gordon Lampton	1 m
<b>II. Governance Committee Meeting Items</b>			<b>6:32 PM</b>
<b>A.</b> VIBE Board Recruitment	Discuss	Jennifer Lampton	10 m
1. Needed qualities and characteristics for VIBE Board			
2. List of prospective board candidates			
3. VIBE Board Meet and Greet/Open House Event for prospective board members			

	Purpose	Presenter	Time
<b>B.</b> Vote to Recommend Head of School Evaluation Committee Description to VIBE Board  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).	Vote	Jennifer Lampton	2 m
<b>C.</b> Vote to Recommend Emergency/Short-Term Succession Plan for Head of School to VIBE Board  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.	Vote	Jennifer Lampton	2 m
<b>D.</b> Long-Term Succession Plan - Head of School	Discuss	Jennifer Lampton	10 m
<b>E.</b> IHSNO Website - Update  <ul style="list-style-type: none"> <li>• Need bio for Dennis Barnes</li> <li>• Need to remove Margaret Diaz-Fugetta from website</li> </ul>	FYI	Jennifer Lampton	2 m

### III. Closing Items

**6:58 PM**

<b>A.</b> Important Dates  Next Governance Committee Meeting: Wednesday, March 1, 2023, at 6:30 P.M. VIBE Board Meeting: Wednesday, February 8, 2023, at 6:00 P.M. Graduation: Wednesday, May 24, 2023	FYI	Jennifer Lampton	2 m
<b>B.</b> Adjourn Meeting	Vote	Jennifer Lampton	