



# Voices for International Business and Education

## VIBE Board Meeting

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### Date and Time

Wednesday November 28, 2018 at 6:00 PM CST

### Location

727 Carondelet St., Community Room, New Orleans, LA 70130

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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

Opening Items

- A. Record Attendance and Guests
- B. Call the Meeting to Order
- C. Approve October Minutes
  
- D. Approve September Minutes

#### II. Chair Report

**A. Chair Report**

**III. Head of School Report**

**A. Head of School Report**

**IV. Academics**

**A. Report of Academic Committee**

Charter work and timeline, academic dashboard

**B. Discussion of School Performance Score**

**V. Facilities**

**A. Report of Facilities Committee**

**VI. Finance**

**A. Report of Finance Committee**

**B. Vote to approve October 31, 2018 financial statements**

**C. Vote to approve FY 2018-19 budget adjustments**

**D. Vote to adopt Louisiana Compliance Questionnaire for FY 2017-2018 Financial Statement Audit**

**VII. Governance**

**A. Report of Governance Committee**

**B. Vote to modify BPM to include HOS Evaluation Committee**

Vote to renumber the Ad Hoc Committee and Executive Committee job descriptions (BPM 2.4.7-2.4.8) so the Evaluation Committee can be inserted as section 2.4.7 in the Manual near the other Standing Committees

**C. Vote on HOS Evaluation Committee description**

Recommendation from Governance Committee - to be added to BPM section 2.4.7

**D. Vote on Members of HOS Evaluation Committee**

Chair - Mariska Roney  
Academics - Gail Lazard  
Finance - Anne Kock  
Development - Blair Schilling  
Facilities - Kevin Katner  
Governance - Shontell Thomas

- E.** Vote on Board Assessment Tool  
Recommendation from Committee

**VIII. Development**

- A.** Report of Development Committee
- B.** Presentation of Board Talking Points

**IX. Other Items**

- A.** Public Comment

**X. Closing Items**

- A.** Adjourn Meeting

# Coversheet

## Approve October Minutes

**Section:** I. Opening Items  
**Item:** C. Approve October Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for VIBE Board Meeting on October 24, 2018

APPROVED



# Voices for International Business and Education

## Minutes

### VIBE Board Meeting

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#### Date and Time

Wednesday October 24, 2018 at 6:00 PM

#### Location

727 Carondelet St., Community Room, New Orleans, LA 70130

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#### Directors Present

A. Tufail, B. Schilling, D. Batiste, G. Lazard, J. Lampton, M. Roney, S. Bernard, S. Retzlaff, S. Thomas

#### Directors Absent

A. Brown, A. Kock, E. Simmons, K. Katner, R. Keller, S. Cunningham

#### Ex Officio Members Present

L. Lopez, S. Wilson

#### Non Voting Members Present

L. Lopez, S. Wilson

#### Guests Present

A. Berger, Charles Young, Jenny Carreno, M. Stewart

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## I. Opening Items

### A. Record Attendance and Guests

### B. Call the Meeting to Order

M. Roney called a meeting of the board of directors of Voices for International Business and Education to order on Wednesday Oct 24, 2018 at 6:13 PM.

### C. Approve September Minutes

### D. Approve October Minutes

B. Schilling made a motion to approve minutes from the VIBE Board Meeting on 10-02-18  
VIBE Board Meeting on 10-02-18.

D. Batiste seconded the motion.

The board **VOTED** unanimously to approve the motion.

## II. Chair Report

### A. Chair Report

#### **STUDENT:**

We have a student present tonight. Senior Mohammed Mohammed has been with IHSNO since 9th grade. He likes the diversity at the school and how everyone gets along regardless of their background.

He came to an open house and was interested in attending IHSNO after that. He is an IB student. He likes the rigor of the IB program.

He would like to pursue a medical degree. He is applying to in-city colleges.

#### **CHAIR:**

- Board members are encouraged to keep an eye on their emails for the Board holiday gathering.
- Board pledge forms - Please submit as soon as possible.

## III. Head of School Report

### A. Head of School Report

The format has changed based on what was requested by the board.

The head report now reflects more clearly the goals for the Head of School for better reporting in alignment with the HOS goals approved by the board for a better HOS evaluation at the end of the year.

SW is asking for feedback regarding the report's format and content.

SW will report more often instead of every month, there will be a bi-weekly report

Invitations:

- We are having our annual Beta Honor Society Ceremony coming up and board members are invited to attend. If they were Beta Honor Society students we would like to know.
- Paint & Pinot with Parents - Nov. 7th 5:00 pm
- Crescent City Classic - Nov. 3rd. 10:30 - 5:00 pm Following the race we will have a "park day" with staff and their families at the Fly at the Audubon Park

#### **IV. Academics**

##### **A. Report of Academic Committee**

The committee met this month to discuss updates on the charter. The committee made a significant progress in the information and will continue at the next meeting in November. This process will take board participation and administration participation for the editing. We need to define a date when we are expecting the edits to be ready for submission. The committee will review the dashboard at the next meeting in November with all of the accurate data.

The committee will discuss sharing a condensed version with the board at large

#### **V. Facilities**

##### **A. Report of Facilities Committee**

- Kevin is absent but SR shared what the committee discussed at the monthly meeting.
- M. Stewart is the new Director of Facilities

#### **VI. Finance**

##### **A. Report of Finance Committee**

- The committee met, the financial statements are in order.
- There is a re-budget that reflects the current student count to be approved at the next board meeting.

- The committee voted to recommend to the board that the board directs the administration to engage professional services to evaluate the building to be better prepared to negotiate a long-term lease.

**B. Vote to approve September 30, 2018 financial statements**

A. Tufail made a motion to accept the September financials.

B. Schilling seconded the motion.

The board **VOTED** unanimously to approve the motion.

**C. Vote to budget and perform facility assessment**

A. Tufail made a motion to For the board to direct the administration to budget and perform an assessment of facilities needs. .

B. Schilling seconded the motion.

The board **VOTED** unanimously to approve the motion.

**VII. Governance**

**A. Report of Governance Committee**

Rob was absent but MR circulated the board member agreement for each member to sign and submit theirs.

At the monthly meeting, the committee discussed the HOS evaluation and the composition of the HOS evaluation committee.

It was decided that at least one person from each committee should participate in this committee inclusive of the Board Chair.

There are three anticipated meetings for this process.

Blair made a motion to:

Motion to amend the agenda to include a vote on the HOS Evaluation Committee.

Batiste seconded.

Motion Carried

No public comment.

S. Thomas made a motion to:

Recommends on behalf of the governance committee to the board at large that the HOS Evaluation Committee to consist of the Chair of the board and a representative of each committee.

B. Schilling seconded.

Motion Carried

No public comment or further discussion.

Jennifer Lampton made a motion to:



go back to the agenda as originally scheduled.

G. Lazard seconded.

Motion Carried

## **VIII. Development**

### **A. Report of Development Committee**

The committee met this month to discuss the initiatives for this school year.

BS announced to the board to keep an eye on emails to be informed of the following:

- DDD Bussiness' list to see who you know that we can make connections for support
- A list of fundraising events
- Follow us on social media, like us and reshare
- We would like to have recommendations who the administration can connect with for asks

## **IX. Executive Session**

### **A. Vote to enter Executive Session to discuss NLRB Litigation**

A. Tufail made a motion to go into executive session to discuss the NLRB litigation.

B. Schilling seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **B. Executive Session**

## **X. Other Items**

### **A. Public Comment**

None

## **XI. Closing Items**

### **A. Adjourn Meeting**

G. Lazard made a motion to adjourn the meeting.

B. Schilling seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:15 PM.

Respectfully Submitted,  
L. Lopez

# Coversheet

## Approve September Minutes

**Section:** I. Opening Items  
**Item:** D. Approve September Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for VIBE Board Meeting on September 19, 2018

APPROVED



## Voices for International Business and Education

### Minutes

#### VIBE Board Meeting

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**Date and Time**

Wednesday September 19, 2018 at 6:00 PM

**Location**

727 Carondelet St., Community Room, New Orleans, LA 70130

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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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**Directors Present**

A. Brown, A. Kock, A. Tufail, B. Schilling, D. Batiste, E. Simmons, J. Lampton, K. Katner, M. Roney, S. Bernard, S. Cunningham, S. Thomas

**Directors Absent**

G. Lazard, R. Keller, S. Retzlaff

**Ex Officio Members Present**

L. Lopez, S. Wilson

**Non Voting Members Present**

L. Lopez, S. Wilson

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**I. Opening Items****A. Record Attendance and Guests**

## B. Call the Meeting to Order

M. Roney called a meeting of the board of directors of Voices for International Business and Education to order on Wednesday Sep 19, 2018 at 6:01 PM.

## C. Approve Minutes

M. Roney made a motion to approve minutes from the VIBE Board Meeting on 08-15-18 VIBE Board Meeting on 08-15-18.

A. Tufail seconded the motion.

The board **VOTED** unanimously to approve the motion.

## D. Approve Minutes

D. Batiste made a motion to approve minutes from the Board Retreat on 08-11-18 Board Retreat on 08-11-18.

J. Lampton seconded the motion.

The board **VOTED** unanimously to approve the motion.

## II. Chair Report

### A. Chair Report

We have two seniors with us tonight. They are both on the volleyball team:

- Amanda Bartek has seen herself grow socially and has applied to college already. She wants to study law.
  - Advice for freshmen:
    - Push your self, be very passionate about what you do. Work hard, study
  - Wish or would've liked something else or more out of the school:
    - more 1:1 time with teachers
- Irma Castro likes the diversity in the school as she deems that to be an important thing for students. She is also an IB student and has been accepted to three colleges. She is still applying to other colleges in the state and out of state. She wants to major in Biology for Medicine.
  - Advice for freshmen:
    - Push your self and don't limit yourself. Watch who you surround yourself with.
  - Wish would've liked something else or more out of the school:
    - More college exposure and college readiness support

We have most of the committee meetings scheduled. We are only missing the Governance and Facilities committee meeting.

Thank you for submitting the biographies.

Lynette will follow up with D. Batiste and S. Cunningham regarding their BOT access and taking the skills survey.

- Board contributions - the pledge form is attached to the agenda. This is a reminder for board members to complete their pledge and submit it to Denise Deno at Finance.
- Leadership Academy Board - Program designed to help educate board members to serve better. M. Roney and J. Lampton are the board members participating. The VIBE board members have been exposed to similar information at the BOY retreat.

### **III. Head of School Report**

#### **A. Head of School Report**

- The Yondr pouches is an initiative that we started this year that came out of teachers looking at ways how to engage our students better in their education and with each other. Media covered this story and we will be sharing the links shortly.
- Ms. Andrea Williams just joined the IHSNO team this week to lead the development efforts for the organization she is with us.
- Mr. David Lewis has joined the IHSNO team as a part-time IT support technician
- We will have the revised budget in alignment with our enrollment numbers.
- Our enrollment numbers are impacted by three factors this year. Enrollnola has a different process this year, more high schools have opened in the city making completion of high school more readily available without having to attend a full day school schedule, and transportation offer is different this year as well. Last year we had 6 yellow buses, this year we have 4.
- In order to fulfill the mandate, we had to make some adjustments in order to distribute transportation more equitable for our students.
- We have to be keenly aware of the schools opening next year which will impact our enrollment as more options become available.
- We stand with a 60 student variance from last year.
- KK asked what is our optimal enrollment number - SW stated that 320 would be the least amount of students to continue to operate.
- KK asked if its possible to get students from ISL with preferred admissions to IHSNO. SW explained that this is an agreement that would have to be approved by OPSB. We also have to be mindful of the impact on our school population.
- DB asked how has the enrollment difference has impacted our budget and staff? SW stated that the adjustments that have been rearranged to fulfill the needs of the organization taking advantage of the vacant positions at the time.

#### **B. Transportation**

- As mentioned before, there is a new mandate for schools to provide transportation for all students that live outside of the 1 mile radius of our school
- MR stated that as a governing body, it is the board's responsibility to monitor that administration is compliance with the law.
- SW explained that IHSNO has provided transportation in prior years to some students. Prior to 2019, charter schools were not required to provide transportation for all students.
- Last year we were able to provide transportation on the first-come-first-serve basis and did not provide RTA passes to all of our students.
- The new mandate was not issued with an increase of funds for the schools to meet the new regulation.
- In order to meet the mandate, IHSNO started the process of talking about transportation in March 2018 in board committee meetings, board meetings, surveyed parents and students.
- As previous years, families learn about their transportation options during orientation day. During the month of August, we provided students with daily passes. Starting in September, we issued monthly passes to the students.
- After the first month of operations back to school, we have reviewed the plan and the number of students served. We have included new bus stops to the routes making sure that our students are not in transit for more than 90 minutes.
- This plan has been designed to make sure we serve the most students in our organization and also continue to provide our academic.
- DB asked when and how was the new transportation plan communicated to parents. SW explained that the same way we have done it in prior years.
- ST asked if the PTO had talked about it during their meetings. SW confirmed that it had been discussed.
- AB asked if students were provided with the opportunity to learn how to navigate the public transportation system? SW stated that we did not provide that "training" for students to know which bus to take from and to home.
- Also routes took in consideration the geographical distance for students and the bus stops near their homes to get to school in order to determine that it was possible for them to ride the bus effectively with minimum time.

### **C. Public Comment - Transportation**

None

## **IV. Academics**

### **A. Report of Academic Committee**

- The academic dashboard was presented to the board.
- This is a living document that will get updated every month at the academic committee meeting.

- SW explained that the dashboard codifies the strategic plan goals and objectives.
- ST stated that the idea for the dashboard is that the board has readily available access to academic information but the dashboard looks more comprehensive due to the information people wanted to see on it. She is hoping that SR will be able to help the board navigate the dashboard with focus on specific areas at every meeting.

## V. Facility Committee

### A. Facility Committee Chair comments

The committee didn't meet on August. The next meeting is on October 2.

We miss Tim.

KK shared that AT has an idea of engaging professional support in the facilities area to get the blueprint for a plan moving forward.

The Small center has engaged with IHSNO in the visioning plan to renovate the building. We have kickoff the process with a meeting with our faculty, administration and board members. There is a second meeting for this Friday to meet with more teachers and administration. Architecture students will come with them.

AT suggested to engaged with a professional assessment to research how much would it cost to meet the main safety code requirements. With the purpose to place IHSNO in a better negotiating position for the long-term lease. This is a Finance and Facilities joined effort.

SC reminded us of the alumni as stakeholders and the interest on how would they feel about their building being renovated.

## VI. Finance Committee

### A. Report of Finance Committee

The committee met this month. Discussed student count and budget realignment.

### B. Vote to approve July 31, 2018 Financial Statements

K. Katner made a motion to Approve the July financials as presented.

S. Thomas seconded the motion.

The board **VOTED** unanimously to approve the motion.

### C. Vote to approve August 31, 2018 financial statements

Expecting to have a revised budget at the next committee meeting.

K. Katner made a motion to approve the August financials as presented.

J. Lampton seconded the motion.

The board **VOTED** unanimously to approve the motion.



## **VII. Development Committee**

### **A. Development Committee Chair Comments**

B Schilling is not in attendance.

## **VIII. Governance Committee**

### **A. Governance Committee Chair comments**

R Keller is not in attendance.

## **IX. HOS Evaluation Committee**

### **A. Review HOS Evaluation Document and Process**

- Attached to the document is the draft of the HOS evaluation.
- The HOS evaluation committee met this month to discuss the document.
- Feedback was provided in the language of the document and the measurable outcomes. The committee agreed on needing something more tangible to be able to measure and validate the assertions made in the evaluation.
- Coming through the door SW was tasked with creating and developing a strategic plan. The Head of School performance was not codified from the beginning of his tenure at IHSNO. SW created a document in alignment with the strategic plan to evaluate his performance as Head of School. Terminology and vocabulary on the presented document are in alignment with the strategic plan.
- The document also includes a timeline as to when should the board expect to see things happening.
- The last part addresses how did we perform as an organization. The academic dashboard covers a great deal of this specific component of the evaluation.
- This document is also codified with the terminology of the Head of School's contract for easy read and comparison when talking about results.
- ST asked how often does the committee meet? MR explained that the committee will meet four times a year and any board member is welcome to attend.
- MR suggested that SW modifies the HOS evaluation document to make it easier to read.
- AT asked if there would be an ad-hoc committee for this new process? MR stated that such a committee is the Head of School evaluation committee.
- AT asked if the presented document is a standard in the industry? as he is suggesting that we compare with what is already created in the industry.
- MR already has a HOS evaluation system that requires board members input as well as direct reports.

- MR encourages board members to be active in this effort and review information and ask questions even if they are not in attendance to the HOS evaluation committee.

## **X. Closing Items**

### **A. Adjourn Meeting**

S. Cunningham made a motion to adjourn the meeting.

A. Brown seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,

L. Lopez

# Coversheet

## Head of School Report

**Section:** III. Head of School Report  
**Item:** A. Head of School Report  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** SY'18-2019-WR-2018-1116.pdf

Head of School Report



# Head of School Report

November 16, 2018

The mission of International High School of New Orleans is to educate and nurture a diverse learning community through the International Baccalaureate Programme, world languages, and intercultural appreciation to succeed in a global economy.

727 Carondelet St. New Orleans, LA 70130  
[www.ihsnola.org](http://www.ihsnola.org)

## Head of School Report



# Head of School Report

November 16, 2018

### Contents

Head of School Report .....	1
Dates to Note .....	4
OVERVIEW .....	4
DEVELOP, GROW, AND MANAGE STAFF .....	4
ORGANIZATION SUSTAINABILITY .....	4
Student Enrollment .....	4
Nursing Services.....	5
Academic Curriculum – implementation and Overview .....	5
IB Tracking & Evaluation .....	5
Financial position .....	5
Student Activity.....	6
Facility Overview .....	6
Projects in the Works.....	6
Development Strategy & Planning.....	7
Technology .....	8
Projects in the Works.....	8
COMPLIANCE AND EFFICIENCIES .....	8
Policy Updates.....	8
ACADEMIC ACHIEVEMENT AND IB FRAMEWORK .....	13
Organization .....	13
Academic.....	13
Culture Discipline.....	13
Student Attendance.....	13
IB Learner Profile Traits .....	13
Caring .....	13
World Language Performance and Growth.....	14
State Mandated Tests.....	14
Graduation .....	14

### Head of School Report



Human Resources.....14

Food Service.....14

Safety & Security .....14

## Head of School Report



### *Dates to Note*

Nov. 14: National Honor Society Induction Ceremony @ 9:30 am  
 Nov. 15: La. Dept. of Education Supervisor Collaborative  
 Nov. 16: OPSB & IHSNO Facility meeting  
 Nov. 17-25: Thanksgiving Break-School Closed  
 Nov. 26: VIBE Board Finance Meeting 5:30 pm  
 Nov. 28: VIBE Board Meeting 6:00 pm  
 Dec. 4: VIBE Governance Committee meeting 6:30 pm  
 Dec. 11: PTO Meeting 5:30 pm  
 Dec. 13: LAPCS Conference  
 Dec. 18-21: 2<sup>nd</sup> Quarter Exams – ½ day of school  
 Dec. 22-31: Winter Break-School Closed  
 Jan. 1-6: Winter Break-School Closed  
 Jan. 7: School Resume  
 Jan. 8: VIBE Facilities Committee meeting 5:30 pm  
 Jan. 8: VIBE Governance Committee meeting 6:30 pm



### OVERVIEW

#### DEVELOP, GROW, AND MANAGE STAFF

Four IHSNO team members were nominated for the 40 under 40 – Rosara Riley, Heather Causey, Jenny Carreno, and Andrea Williams. Though we had a strong pool of candidates, none of our team members were nominated. However, the New Orleans City Business chose our very own Nadia Noyola, Special Education Coordinator as “Ones to Watch” in Education. Ms. Noyola has been with IHSNO since 2013, and we are fortunate to have her as a member of our team. She is responsible for helping IHSNO maintain compliance with Special Populations.

The Staff Retention Plan remains in development. The plan will address procedural matters and give guidance regarding adaptive issues ensuring that faculty and staff members understand the responsibility and gravity of educating future generations. The Retention Plan will be available March 2019.

#### ORGANIZATION SUSTAINABILITY

Student infractions impact enrollment at IHSNO. Over the course of the past few weeks, multiple students were involved in expellable offenses – fights involving more than four students, possession of illegal drugs, and distribution of drug-laced food. These matters were referred to the Expulsion Office and the local authorities as required.

#### Student Enrollment

## Head of School Report



STUDENT DATA			
Grade	Projected	Enrollment	Percentage
9th	120	117	23%
10th	134	131	25%
11th	133	132	26%
12th	133	134	26%
<b>Total</b>	<b>520</b>	<b>514</b>	<b>100%</b>

Demographic	#	Percentage
White	30	5.8%
Black	342	66.5%
Hispanic	126	24.5%
Asian	15	2.9%
Pacific Islander	1	0.2%
<b>Total</b>	<b>514</b>	<b>100.0%</b>

in the New Orleans area promoting IHSNO as a viable and competitive option.

### Nursing Services

The Health & Wellness Fair on Friday, October 26, 2018, went well. Many staff and students received the flu shots, donated blood, and received health information relevant to their well-being.

### Academic Curriculum – implementation and Overview

#### IB Tracking & Evaluation

One-hundred and twenty-one (121) students are enrolled in the IB program. The team will be evaluating which student sit for the external assessments. In past years, all 12<sup>th</sup> graders enrolled in an IB course were tested, and this year, we are implementing criteria for testing. That is, a student must qualify for testing through demonstrated growth in work and desire to earn college credit by earning at least a four (4) out of seven (7) points on the external assessment. We will make the final decision on which students will test in January 2019 after the 1<sup>st</sup>-semester grades.

#### Financial position

As of October 31, 2018, IHSNO cash balance is \$1,103,000 and a year-to-date surplus of \$11,400, which is underbudgeted by \$4,400. The Reserves Balance is 14.5% which is two times the state's requirements.

The 2017-2018 Audit is delayed. We are working with the Bernard & Franks, CPA, on getting the draft audit delivered.

As of October 31, 2018, 514 students are enrolled. We continue working with the EnrollNOLA program to ensure our list aligns with students enrolled and registered at IHSNO. The current enrollment is slightly less than our updated projected enrollment; however, we continue to receive students and are confident that we will meet our target of 520 for the February 1, 2019 count.

We are devising strategies to work with elementary and middle schools





## Head of School Report



We are required to submit the Louisiana Compliance Questionnaire. The questionnaire is not required to be submitted to the Legislative Auditor in conjunction with the audit, but it is recommended to keep on file. The form partially completed is available for your review and requires the board's vote for adoption. This item will be added to the Board Agenda for vote.

### Student Activity

The IHSNO 3<sup>rd</sup> annual National Honor Society Induction ceremony was held November 14, 2018. Several students were inducted in the Beta and Honor Societies for English and Civics. We are proud of our students and continue to champion them as they strive for academic and citizen excellence.

### Facility Overview

The Board Facility committee members met with eh OPSB to discuss next steps in assessing the Rabouin building for modernization. The meeting went well. We are informed that OPSB does not have funds allocated to the renovation or modernization of the facility. However, they have assessments of the facility that IHSNO may use. Additionally, OPSB is in the process of soliciting vendors for facility assessments that IHSNO will be able to be added onto that we would not have to go through the process for getting proposals for a facility assessment.

After the current bonds are retired on OPSB facilities, 2021, school buildings will have funds committed to facility upkeep. It is expected that each facility will have between \$500 and \$800 per student committed to the facility maintenance and upkeep. Parameters are being considered but have not been codified as of this time. During the meeting, the team discussed OPSB's current square footage estimate of \$300 per square foot to renovate or erect a school building. A rough estimate for the Rabouin building at 60,000 square feet is \$18M.

See the attached assessment information for review.

### Projects in the Works

- **Short-Term**
  - Paint classrooms
  - Basement Pumping Station
  - Asset tracking
  - Inventory
  
- **Long Term**
  - Repair/Replacement of interior doors
  - Restrooms need updating – experiencing consistent minor issues
  - Need a long-term facility strategic plan
  - Cleaning the façade of the building
  - ASLA Community Park
  - Roof replacement

## Head of School Report



### Development Strategy & Planning

Andrea is working on finalizing the location and plans for IHSNO's first gala. We will reach out to each board member to assist with contacting community members as we move closer to the date. We have yet to confirm a date, and we are narrowing in on the date.

Many grants have been proposed and written to support programming at the school. We are utilizing an outside source to write grants. Submitted grants have focused on math and science to boost scores and provide tangible experiences for students. Additionally, we have been awarded several grants for arts, science, and math. We will continue seeking funding opportunities to improve the academic offering for students.

IHSNO has had positive media highlights in the past 90 days. We have continued working with Steve Schulkens to make known the great things that are happening at IHNSO. We have nearly 1,800 Facebook followers.

Participated in the Tulane internship fair to recruit interns for Spring semester 2019. We are looking to fill internships in counseling, social work, and community outreach. We will approach other colleges and universities to recruit interns for exposure and experience.

Scheduled events for the remainder of the school year:

Spring			
Event	Date & Time	Audience	Notes
TET – Asian New Year	January 30 11:30 am	Students Not open to the public	School Auditorium
Pins & Parents – Bowling	January 31 5:30	Parents Administrators	Rock & Bowl on Carrollton
Black History Month	February 27 11:30 am	Students Not open to the public	School Auditorium
Spring Open House	April 11 6:00 pm	Potential Students & families	School
Arabic Heritage Celebration	April 17 11:30 am	Students Not open to the public	School Auditorium
Spring Gala - iStudio Planning	April 6 6:00 pm	Students, parents, teacher, board members, community	UNO Ballroom
GiveNOLA	May 7	Internal & External Stakeholder, a community in general	Online giving
Teacher Appreciation	May	Teachers	School
International Festival	May 20 11:30 am	Students Not open to the public	School Auditorium
End of Year Celebration – Staff	May 23 12:00 – 4:00 pm	Staff & Faculty	TBD
Commencement	May 23 10:00 am	Students, their families	Xavier University

## Head of School Report



### Future Deliverables:

- Development Plan – proposed completion, March 2019

### Technology

The technology team is working diligently to resolve several challenges that seem to plague the wireless system. Several rooms have intermittent difficulties that have caused those rooms to be inaccessible for testing. We are working with the network provider, UTSI to mitigate the problem. We have had several changes in the access points in those locations which seem to solve the problem. We are hopeful to have all problem resolved before the end of the semester December 21, 2018.

We have replaced all copiers in the building. We have reallocated one of the copiers in the counselor's wing to mitigate lost transcripts and requests for information.

### *Projects in the Works*

- **Short-Term**
  - Inventory update
  - Asset tracking
  - Specific User account access
  - Update all 680 devices
- **Long Term**
  - Laptop cart in most classroom
  - Tablet cart in some classrooms

## COMPLIANCE AND EFFICIENCIES

The Louisiana Board of Ethics all board members of Type 2 charter schools to annually complete Ethics Training, [www.ethics.la.gov](http://www.ethics.la.gov). Ethics training is mandatory according to LA. R.S. 42:1170A. Please submit a copy of your completed certificate to Lynette Lopez. Please have your certificated submitted not later than December 21, 2018.

The Louisiana Association of Public Charter Schools 11<sup>th</sup> Annual conference is December 13-14, 2018. If you have not already committed and registered, discount prices are available until December 1, 2018. Please let us know if you would like to attend. The conference convenes Thursday evening and closes out Friday late afternoon. [Click](#) the link to view the conference [website](#) and learn more about sessions.

### Policy Updates

There are many more [Acts](#) that have been passed this spring legislative session. Should you wish to review them, click the [link](#).

## Head of School Report



### ACADEMIC ACHIEVEMENT AND IB FRAMEWORK

#### Organization

Overall, things are moving along in the right direction. There have been several challenges to overcome. The Academic team is working diligently to push students towards mastery of state standards and working within departments to address problems and concerns. Problems include spotty connectivity in various spots in the building to student management in the classroom.

The Technology team has been working to identify the cause of spotty wireless connectivity. They have designated several ports that are faulty or failing and are making the necessary adjustments to remedy the matter. The modifications made have mitigated many of the problems. The team will continue to monitor connectivity.

#### Academic

The first round of interim assessments is complete. The Academic Committee will review this information at the January 2019 committee meeting.

The School Performance Score was released earlier in November. The Report detailing IHSNO's standings was included in a separate report.

#### Culture Discipline

We are confident that the PBIS process will invoke the necessary shift in student behavior in the coming months, and it will take time for many staff and students to adjust. The teachers leading this cause are committed to working with their colleagues to help those struggling teachers learn strategies reducing student infractions. Based on student behavior, students will have the opportunity to earn activities, rewards, including dress-down days, merit field trips, and access to earned items through the panther-bucks designed to incentivize positive behaviors.

#### Student Attendance

Student attendance is critical for student success. Some students have already exceeded the allowable number of days absent. We are working with parents, guardians, and external agencies to work with these students that they can complete the school year. A student is allowed ten days per school year, 5 in each semester. A student who is in danger of failing has opportunities one to two Saturdays per month to make up missed time.

#### IB Learner Profile Traits

##### Caring



The October IB learning profile is Caring. We exemplify caring by making a positive a difference in the world through careful studies and actions. Care encompasses how we celebrate one another and act to ensure the wellbeing of all our members of our community. Annually, during the first week of October, the National Alliance on Mental Illness brings awareness about the reality of mental illness seeking to destigmatize and mitigate misunderstanding around mental illness. Self-care and care for others are integral to global citizenry.

## Head of School Report



### World Language Performance and Growth

Language acquisition and proficiency is part of the make-up at IHSNO. We are tasking the language department to ensure more of our students are ready to participate in active language learning to score proficient on standardized assessments.

### State Mandated Tests

As teachers are using a more defined curriculum, students are preparing for state standardized tests. The New School for New Orleans grant aided in the purchase and training for Tier 1 curriculum implementation. Tier 1 curriculum are those support and recommended by the Louisiana Department of Education (LDE) and based on the LDE significantly aligns with state assessments. Classroom visits and observations are critical to the full and faithful implementation of the Tier 1 curriculum. The Department Chairs, Assistant Principal, Principal, Data Coordinator visit classrooms periodically to aid in understanding and ensuring application of the aligned skills in the classroom.

### Graduation

Graduation is May 24, 2019, at 10:00 am. We expect all of our seniors to graduate. The counseling team is working diligently to ensure that students understand the graduation requirements and that continue to work dutifully towards graduation. Additionally, many of our students have started applications to post-graduation institutions and planning and for careers in various fields.

### Human Resources

The Administrative Team is developing the outline for the employee retention and recruitment plan. The plan will be ready for initial board review by March 2019.

#### Staff

We currently have the following positions available:

- Theater/Speech teacher

### Food Service

The food service team audit is Monday, January 28, 2019. We expect that the work being done in food service will exceed the expectations and requirements as noted by the Food Service Review committee.

### Safety & Security



This year we have included additional resource personnel to assist in securing the campus. We are fortunate to have two members returning for their third year at IHSNO, and we have welcomed a new member to the team. Throughout the year, we will adjust the schedule to ensure that we optimize their coverage providing the campus is always safe. We are seeking additional measures to safeguard the campus after several incidents have taken place in the nearby areas of the school.

Assessing our needs is an ongoing matter, and this year we are more aware of increased activities around the school and increased behavior challenges of some of our students, we must remain vigilant.

# Head of School Report



**LOUISIANA COMPLIANCE QUESTIONNAIRE  
(For Audit Engagements of Charter Schools)**

Dear Chief Executive Officer:

Attached is the Louisiana Compliance Questionnaire that is to be completed by you or your staff. This questionnaire is a required part of a financial audit of Louisiana charter schools. Upon completion, the questionnaire must be presented to and adopted by the governing body of your organization in an open meeting.

The completed questionnaire and a copy of the adoption instrument must be given to the auditor at the beginning of the audit. The auditor will, during the course of his/her regular audit, test the accuracy of the responses in the questionnaire. It is not necessary to return the questionnaire to my office.

Certain portions of the questionnaire may not be applicable to your organization. In such cases, it is appropriate to mark the representation "not applicable." However, you must respond to each applicable representation. A 'yes' answer indicates that you have complied with the applicable law or regulation. A 'no' answer to any representation indicates a possible violation of law or regulation and, as such, should be fully explained. These matters will be reviewed by the auditor during the course of his/her examination. Please feel free to attach a further explanation of any representation.

Your cooperation in this matter will be greatly appreciated.

Sincerely,

Daryl G. Purpera, CPA, CFE  
Louisiana Legislative Auditor

Enclosure

**LOUISIANA COMPLIANCE QUESTIONNAIRE  
(For Audit Engagements of Charter Schools)**

\_\_\_\_\_ (Date Transmitted)

Bernard & Franks, A Corporation of CPA's (CPA Firm Name)

4141 Veterans Blvd., Suite 313 (CPA Firm Address)

Metairie, LA 70002 (City, State Zip)

In connection with your audit of our financial statements as of June 30, 2018 and for the year ended (period of audit) for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our internal control structure as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of September 24, 2018 (date completed/date of the representations).

**PART I. SCHOOL PROFILE**

1. Name and address of the charter school.

Voices for International Business and Education  
dba International High School of New Orleans  
727 Carondelet St  
New Orleans, LA 70130

2. List names, addresses, and telephone numbers of school officials. Include members of the governing board, chief executive and fiscal officer, and legal counsel.

- Sean Wilson, Head of School, 3913 Lake Des Allemands Dr., Harvey, LA, 504-613-5708.
- Denise Deno, Director of Finance, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Jaimmé Collins, Adams & Reese, LLC, 701 Poydras St., Suite 4500, New Orleans, LA 70139, 504-581-3234.
- Mariska Roney, Board Chair, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Gail Lazard, Board Vice Chair, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Amer Tufail, Board Treasurer, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Blair Schilling, Board Secretary, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Donald Batiste, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Stasi Bernard, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Stacey Cunningham, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Amber Brown, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Jennifer Gordon-Lampton, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Kevin Katner, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Robert Keller, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Anne Kock, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Stacie Retzlaff, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Eleanor Simmons, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Shontell Thomas, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.



3. Period of time covered by this questionnaire.

July 1, 2017 - June 30, 2018

4. Identify the charter school type and the parties to the charter.

Type 2 Charter School

5. Briefly describe the public services provided.

It is Louisiana's only open enrollment public high school to offer the International Baccalaureate Diploma program and a full college preparatory curriculum. The School's mission is educate and nurture a diverse learning community through the International Baccalaureate Programme, world languages, and intercultural appreciation to succeed in a global economy.

6. Identify the expiration date of current charter.

Six year term that began on July 1, 2015 and will terminate on June 30, 2021.

### **LEGAL COMPLIANCE**

#### **PART II. ADMINISTRATION**

7. It is true that no member of the governing or management board has received any compensation other than reimbursement of actual expenses incurred while fulfilling duties as a member of such board [R.S. 17:3991(A)(1)(b)].
8. All members of the governing board and all school administrators meet the qualifications prescribed by the charter school agreement [R.S. 17.3991(B)(10)].
9. Our actual management and accounting practices comply with those prescribed by the charter agreement [R.S. 17.3991(B)(16)].
10. It is true that the school has maintained the types and amounts of insurance coverage specified by the charter agreement [R.S. 17.3991(B)(18)].
11. The school is not affiliated with any religion or religious organization or institution [R.S. 17:3991(E)(1)].

Yes [ x ] No [ ]

#### **PART III. STUDENT ADMISSIONS**

12. Student admission requirements, if any, include a system for appropriate admission decisions and the requirements have been applied on a consistent basis [R.S. 17:3991(B)(3)].
13. It is true that all students reside within the jurisdiction of the school as described in the charter agreement [R.S. 17:3991(C)(1)(a)].
14. The student application period is not less than one month nor more than three months [R.S. 17:3991(C)(1)(b)].
15. No students, other than those enrolled in the preexisting school, if applicable, or those who attended the charter school in its previous year of operation, or the siblings of students who attended the

charter school in its previous year of operation have been given preferential admission or have been admitted during the application period [R.S. 17:3991(C)(1)(c)(i) through (iii)].

Yes [ x ] No [ ]

**PART IV. INSTRUCTIONAL STAFF**

16. The charter school has employed instructional staff who have at least a baccalaureate degree and who are subject to all provisions of state law relative to background checks applicable to the employment of public school personnel [R.S. 17: 17:3991(C)(6)].

Yes [ x ] No [ ]

**PART V FIXED ASSETS**

17. Yes, as a Type 4 charter school, if applicable, we have maintained records of fixed assets that clearly identify those assets belonging to the local school board [R.S. 17:3991(H)].

18. Yes, as a Type 1, Type 2, Type 3, Type 3B, or Type 5 charter school, if applicable, we have maintained records of fixed assets that clearly identify those assets acquired with public funds, which, if the school ceases to operate, become the property of the chartering authority [R.S. 17:3991(H)].

19. The charter school, regardless of type, has maintained records of fixed assets that clearly identify those assets which were acquired with private funds and which remain the property of the nonprofit organization [R.S. 17:3991(H)].

Yes [ x ] No [ ]

**PART VI COUNT OF STUDENTS**

20. It is true that the student count reported to the local school board or the Louisiana Department of Education, as applicable, represents the actual number of eligible students enrolled in the charter school as of October 1 of the funding year [R.S. 17:3995(A)(1)].

Yes [ x ] No [ ]

**PART VII OPEN MEETINGS LAW**

21. We have complied with the laws pertaining to open and public meetings (R.S. 42:11 through 42:28).

Yes [ x ] No [ ]

**PART VIII PUBLIC RECORDS ACT**

22. It is true that we have complied with the laws pertaining to public records (R.S. 44:1 through 44:39).

Yes [ x ] No [ ]

**PART IX PUBLIC BID LAW**

23. It is true that we obtained bids for any erection, construction, alteration, improvement, or repair of a public facility or immovable property (R.S. 38:2211 through 38:2259).

Yes [ x ] No [ ]

**PART X STATE AUDIT LAW**

24. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513..

Yes [ x ] No [ ]

25. We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes [ x ] No [ ]

**PART XI GENERAL**

26. It is true that the actual operations of the school agree with those specified in its approved charter (See Charter).

Yes [ x ] No [ ]

**PART XII ISSUERS OF MUNICIPAL SECURITIES**

27. It is true that we have complied with the requirements of R.S. 39:1438.C.

Yes [x] No [ ]

**PART XIII REPORTING**

28. We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes [ x ] No [ ]

The previous responses have been made to the best of our belief and knowledge. We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you, the Legislative Auditor, the Louisiana Department of Education, and the applicable state grantor agency/agencies any known noncompliance that may occur subsequent to the issuance of your report.

\_\_\_\_\_  
Secretary September 24, 2018 Date

\_\_\_\_\_  
Treasurer September 24, 2018 Date

\_\_\_\_\_  
President September 24, 2018 Date

**L.E. Rabouin High School**  
727 Carondelet Street  
New Orleans, LA 70113

**OPSB 2017 Facilities Condition Assessment**  
**ADA Assessment**

**PARKING**

Location: Campus Parking

Condition: Non-Compliant

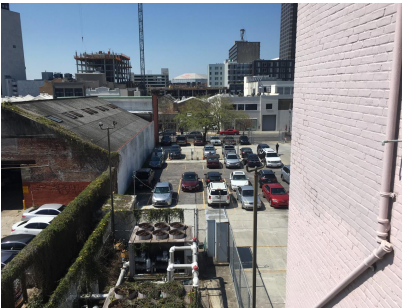
Description:

There is designated ADA parking, but the ADA striping is missing.

Other Comments:



Other Images:



**L.E. Rabouin High School**  
727 Carondelet Street  
New Orleans, LA 70113

**OPSB 2017 Facilities Condition Assessment**  
**ADA Assessment**

**EXTERIOR ROUTES**

Location: Campus Exterior Routes

Condition: Compliant

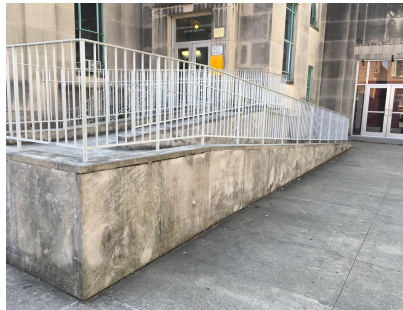
**Description:**

There is an ADA compliant ramp visible from the front entrance of the building. The stair entrance next to the ramp has compliant handrails. Back entrances have compliant ramps and handrails, or are at grade.

**Other Comments:**



**Other Images**



**L.E. Rabouin High School**  
727 Carondelet Street  
New Orleans, LA 70113

**OPSB 2017 Facilities Condition Assessment**  
**ADA Assessment**

### INTERIOR ROUTES

Location: Campus

Condition: Non-Compliant

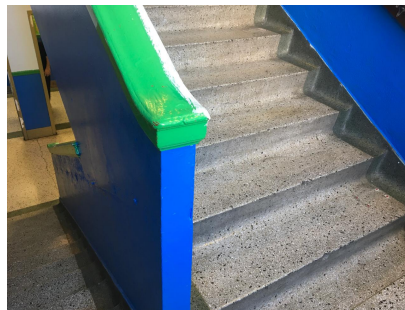
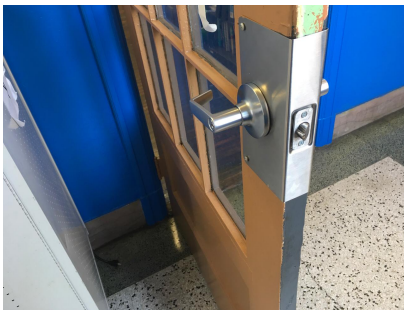
Description:

Some rooms require step up at entrance.  
Stair handrails do not extend past stair a compliant distance.  
Continuous handrail is not graspable.  
No elevator system to accessibly reach upper floors

Other Comments:



### Other Images



**MANNING ARCHITECTS**  
ARCHITECTURE | INTERIORS | PLANNING

**L.E. Rabouin High School**  
727 Carondelet Street  
New Orleans, LA 70113

**OPSB 2017 Facilities Condition Assessment**  
**ADA Assessment**

**TOILET ROOMS:**

Location: Campus

Condition: Non-Compliant

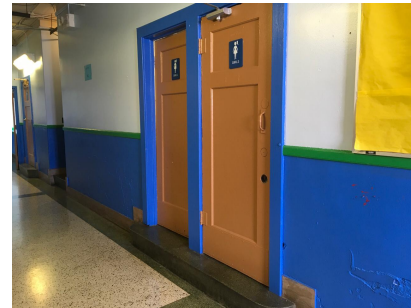
Description:

All restrooms require step up at entrance.  
There are no ADA compliant stalls, grab bars, or clear spaces.

Other Comments:



Other Images



**L.E. Rabouin High School**  
**727 Carondelet Street**  
**New Orleans, LA 70113**

**OPSB 2017 Facilities Condition Assessment**  
**ADA Assessment**

**ELEVATORS (LIFT SYSTEMS)**

<p>Location: No Elevator</p> <p>Condition: Non-Compliant</p> <p>Description: No elevator system to accessibly reach upper floors. The lack of elevator makes floors 2 and 3 non-compliant.</p> <p>Other Comments:</p>	
---	--

Other Images



**L.E. Rabouin High School**  
**727 Carondelet Street**  
**New Orleans, LA 70113**

**OPSB 2017 Facilities Condition Assessment**  
**ADA Assessment**

**MISC:**

Location: Auditorium

Condition: Non-Compliant

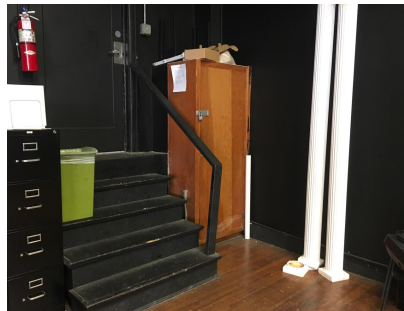
Description:

There is no designated handicapped seating in the auditorium.  
There are no compliant handrails at stairs.

Other Comments:



Other Images



# Rabouin High School

The Facility Condition Assessment for your school is on the following pages of this document. This report is provided for your review and comment and will be used by the OPSB and RSD during the master planning process.

## OPSB Assessment Methodology

Recently the OPSB engaged in a project to assess the condition of school facilities that either had refurbishment or no project in the prior phases of the School Facilities Master Plan. This assessment was designed to gather information concerning the current condition of the major building systems within the schools and to calculate the current and future costs to maintain and/or improve the buildings. This Facility Condition Assessment (FCA) was completed based on the following methodology.

### 1. Facility-Wide Systems Assessment

A Facility-Wide Systems Assessment was completed by a team of architects, mechanical engineers, electrical engineers, structural engineers and ADA Specialists. The team reviewed all building components as defined by industry standard systems. Upon review the team used the following scale to rate each system:

Condition	Life Remaining	System Remarks
Excellent	81 to 100%	New to almost new
Good	61 to 80%	Needing minor repair
Average	41 to 60%	Repair required
Fair	21 to 40%	Replacement should be considered
Poor	0 to 20%	Replacement required

The assessment team also recorded a narrative of the Assessors' observations at the time of review of each system. The observation was formulated by the assessors' physical review of the system and any information related to it provided by the school staff. Representative photographs of each system also provide a visual reference for the assessors' findings.

### 2. Facility Condition Index

The main indicator of a facility's overall condition is the Facility Condition Index (FCI). The FCI is the Repair Value divided by the Replacement Cost of the building (Repair/Replacement). The Repair Value is the estimated cost to bring the facility to 100% and the Replacement Cost is the calculated square foot estimate to replace the facility based on current OPSB construction costs. The higher the FCI, the worse the condition of the building.

## We Need Your Feedback

Please review the report for your school and let us know if you find information that you believe should be corrected or if significant items were missed. Please email your feedback and any questions to Sue [Robertson@opsb.us](mailto:Robertson@opsb.us). In order to finalize the reports for use in master planning, we need to receive your comments no later than August 4, 2017.

**Rabouin High School**  
 Address: 727 Carondelet St., 70113

Enrollment (Number of Students):  
 Facility Condition Index: 67.37%  
 Facility Replacement Cost: \$14,835,206



Building Name	Gross SF	Year Built	Last Reno.	FCI
Bldg 1 - Main	63,420	1935		67%
	63,420			

**System Level Assessment for Rabouin High School**

The Rabouin High School (now International High School of New Orleans) campus consists of one (1) school building located at 727 Carondelet Street, New Orleans. The campus was constructed in 1935.

This report contains condition data collected during the 2017 OPSB Facility Assessment. The detailed condition and deficiency statements are contained in this report for each building and site improvements on the campus.

**Bldg 1 - Main**

Last Renovation:		Year Built:	1935
FCI:	67.37%	Gross Square Footage:	63,420
		Facility Replacement Cost:	\$14,835,206

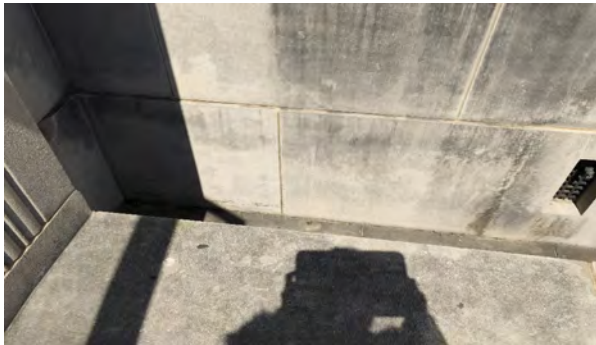
**System Analysis:**

**A10 Foundation**

A1010 Standard Foundations

Rating Average

Observation Foundation assumed to be slab with spread footings and piles. Foundation is in average condition. There was, however one crack noted with water seeping through in the basement. This crack needs to be repaired to prevent further damage to the foundation.



A1020 Special Foundations

Rating Average

Observation See Standard Foundations for comments, observations and photos.

A1030 Slab on Grade

Rating Average

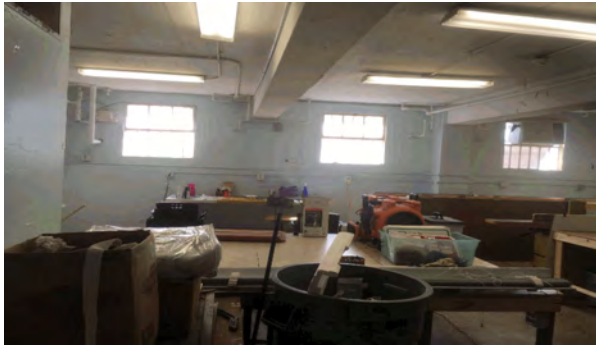
Observation See Standard Foundations for comments, observations and photos.

**A20 Basement Construction**

A2020 Basement Walls

Rating Average

Observation No reported issues with basement walls, but basement is leaking through foundation. See Standard Foundation observations for description of damage.



**B10 Superstructure**

B1010 Floor Construction

Rating Average

Observation Poured in place concrete floors. In utility closets and other areas where floor is visible, concrete is in average condition. No reported problems with floor system.



B1020 Roof Construction

Rating Fair

Observation No known date of last renovations or replacement of concrete roof structure. Roofing is in fair condition due to leaking. Structure appears average.



**B20 Exterior Enclosure**

B2010 Exterior Walls

Rating Fair

Observation Exterior facade appears to be in fair condition. Brick and concrete are not past the expected life expectancy, but do show some signs of wear.





**B2020 Exterior Windows**

Rating Fair

Observation Exterior windows are functional and show some signs of wear. Windows have exceeded expected span. Consider replacement in the next 2-5 years.



**B2030 Exterior Doors**

Rating Poor

Observation Existing doors are functional, but show signs of wear or damage. Doors are past the expected life span. Replace doors in the near future.



**B30 Roofing**

B3010 Roofing: Built-up

Rating Poor

Observation Roof is leaking in various locations. Roof is from original construction and has been poorly patched. Roof has operated past its expected life.



B3020 Roof Openings



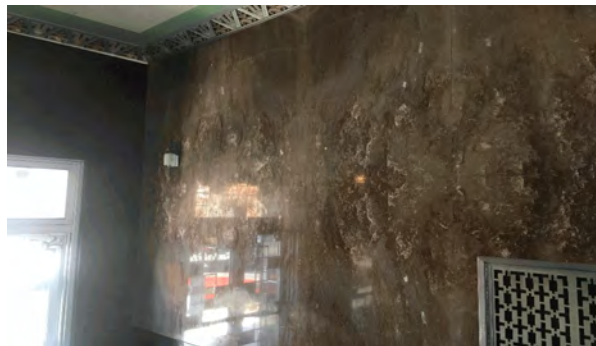
Rating                      Poor  
Observation              Roof hatch is not operational and ladder is not safe for use.



**C10 Interior Construction**

C1010      Partitions

Rating                      Fair  
Observation              Partitions are in fair condition. There is visible water damage on walls in auditorium.



C1020      Interior Doors

Rating                      Poor  
Observation              Existing wood doors are from original and are past their life expectancy. Some doors are missing wood panels or glass. Replace or restore all doors.



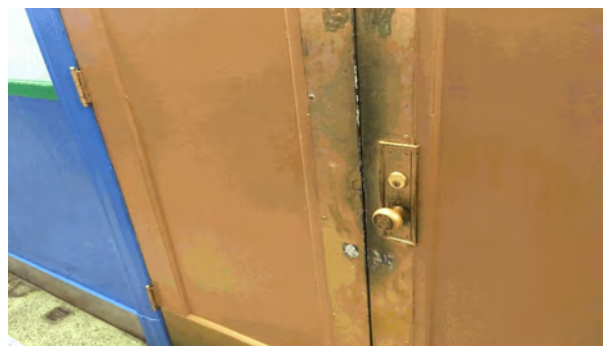
C1030 Door Hardware

Rating

Average

Observation

80% of door hardware in building is operational and compliant with current ADA standards. Remaining door hardware is from original construction.



C20 Stairs

C2010 Stair Construction

Rating

Average

Observation

Stairs are in average condition. Some damage on steps and handrails need to be updated.



**C30 Interior Finishes**

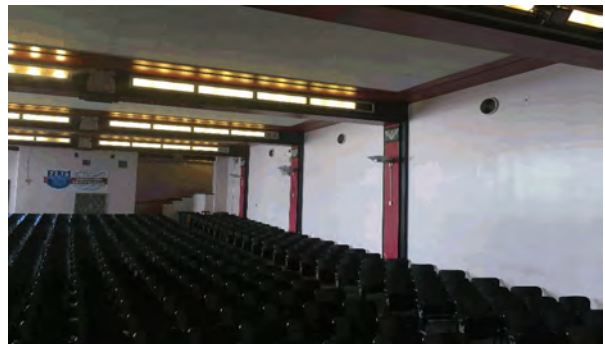
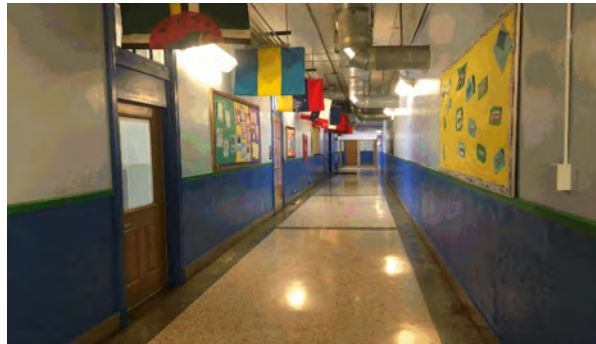
C3010 Wall Finishes

Rating

Poor

Observation

Paint is beyond expected life and peeling off in various locations.



C3020 Floor Finishes

Rating

Fair

Observation

Corridors and restrooms have terrazzo flooring from original construction; classrooms have wood flooring. Terrazzo is in fair condition, wood is in poor condition. Replace or repair all flooring in the next 5 years.



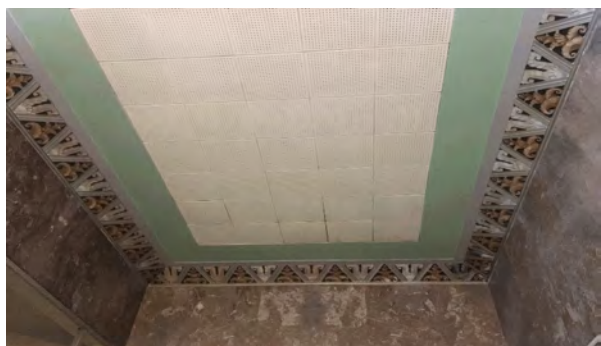
**C3031 Suspended Acoustical Ceiling**

Rating

Poor

Observation

Existing ceiling is from original construction and has visible damage in various locations presenting unsafe conditions for public traffic. Replace ceiling.



**D20 Plumbing**

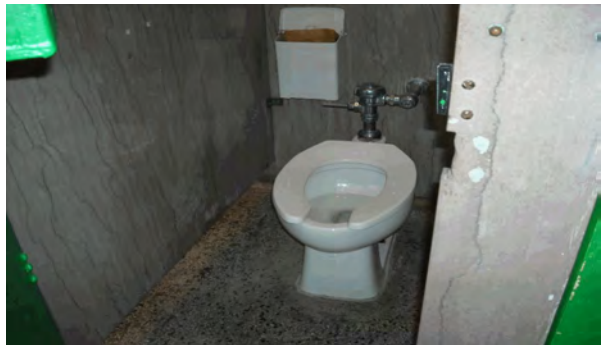
D2010 Plumbing Fixtures

Rating

Fair

Observation

The fixtures are in fair condition. Replace plumbing fixtures in the next 2-3 years.



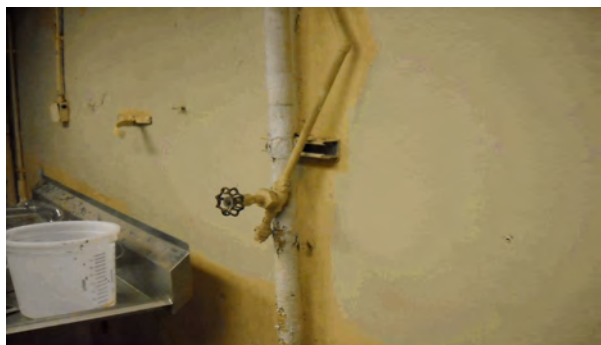
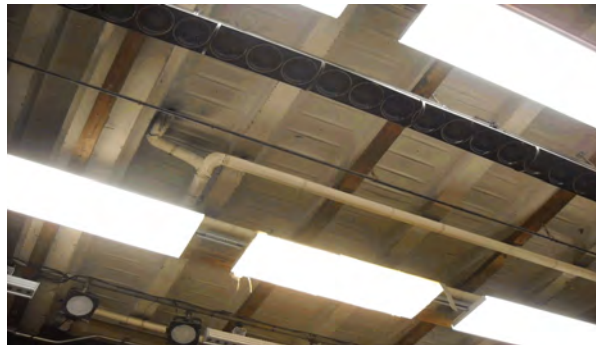
D2020 Domestic Water Distribution

Rating

Average

Observation

The system is in average condition.



D2030 Sanitary Waste System

Rating Average  
Observation The system is in average condition.



D2040 Storm Water Drainage

Rating Average  
Observation The system is in average condition.



D30 HVAC

D3020 Heat Generating System

Rating Poor  
Observation There are two boilers in this building, but they are not in use due to mechanical and electrical issues. No name plate was found on the units. The window units provide heat for the campus.



D3040 Distribution Systems

Rating Poor

Observation The AHUs are currently not in use for mechanical and electrical issues.



D3041 Ductwork

Rating Fair

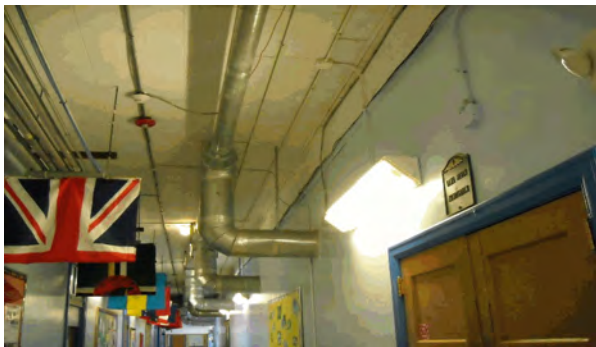
Observation The ductwork is not being used due to issues with AHU. It appears to be in fair condition.



D3042 Insulation

Rating Fair

Observation The insulation in the ducts has not been used for a long time due to mechanical and electrical issues with the HVAC system.



D3050 Terminal & Package Units

Rating Fair

Observation The campus relies on numerous window units for cooling and heating. The units vary in sizes, 1 -2 ton units. Consider alternative cooling and heating system for maximum energy efficiency.





**D40 Fire Protection**

D4030 Fire Protection Specialties

Rating Good

Observation The units were last inspected in 2016. They are in good condition.



**D50 Electrical**

D5010 Electrical Service

Rating Fair  
 Observation Switch gear appears to have been replaced within last 35 years and is beyond expected life. No major issues reported.



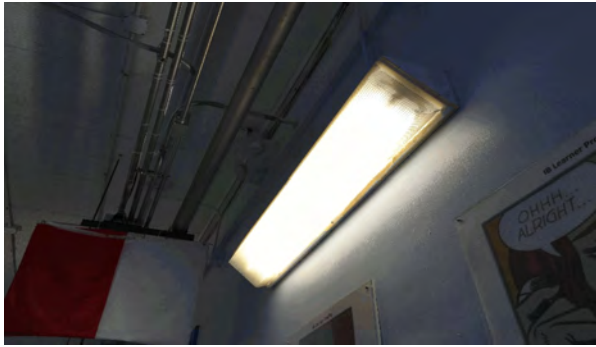
D5020 Branch Electrical Distribution

Rating Average  
 Observation Branch wiring and sub panels were replaced in 1993 and are nearing expected life. They are in average condition.



D5025 Lighting

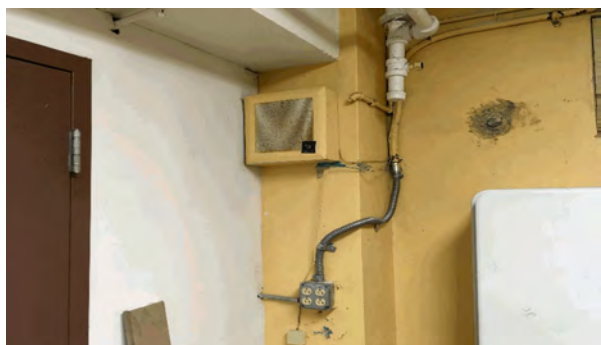
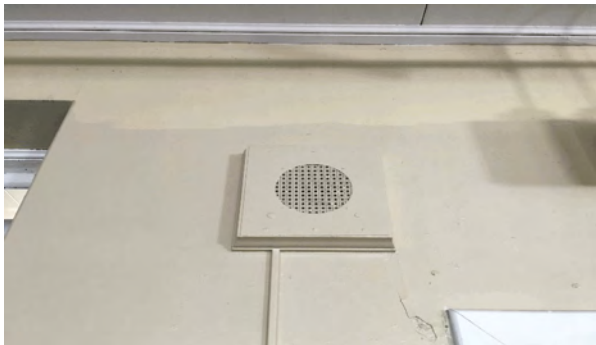
Rating Fair  
 Observation Lighting appears to have been replaced within last 30 years and is beyond expected life. Fixture lenses are yellowed and housings are starting to rust. The only site lighting is via building mounted flood lights. The building mounted lights are in fair condition.



D5030 Communication

Rating Poor

Observation PA system appears to have been replaced within last 30 years and is beyond expected life. Numerous speakers do not work and staff reports they are continuously replacing parts in the head end equipment.

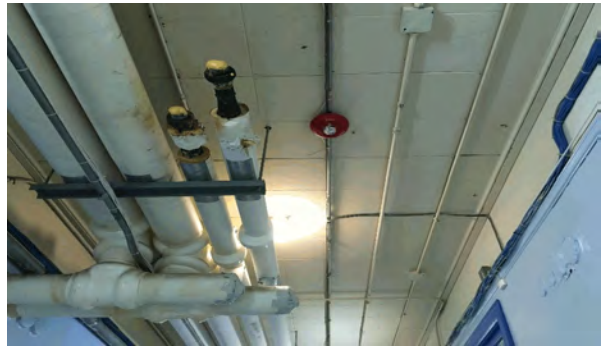
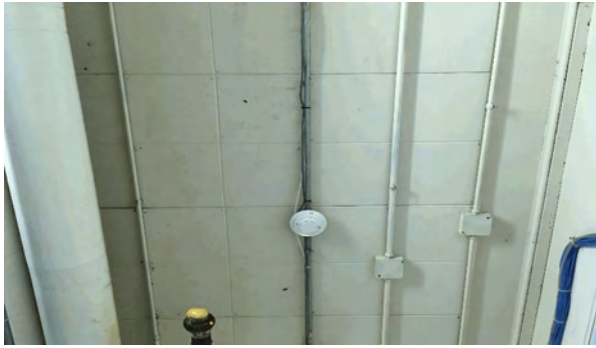


D5040 Fire Alarm

Rating Excellent

Observation

Fire alarm system was replaced in 2016 and is in excellent condition.



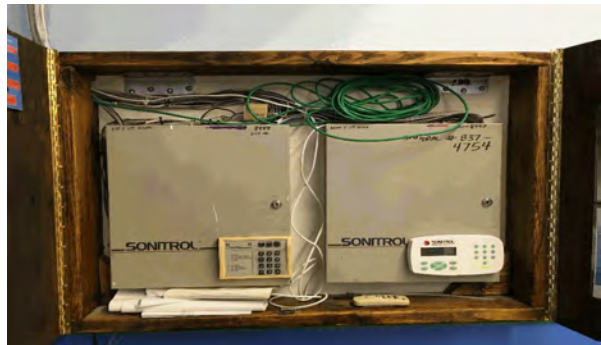
D5050 Security

Rating

Fair

Observation

Security system appears to have been replaced within last 20 years and is beyond expected life. Exterior site security system appears to have been replaced within last 15 years and is beyond expected life. Camera quality is poor and can't make out peoples faces.

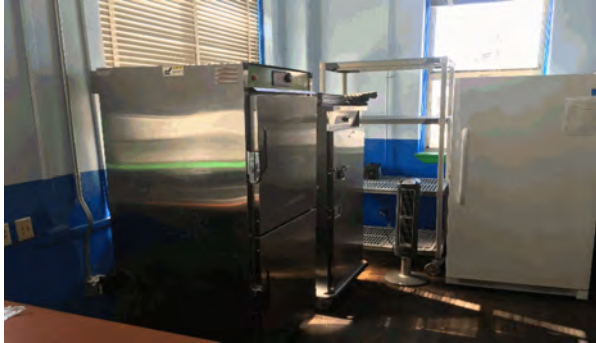


**E10 Equipment**

E1010 Commercial Equipment

Rating Good

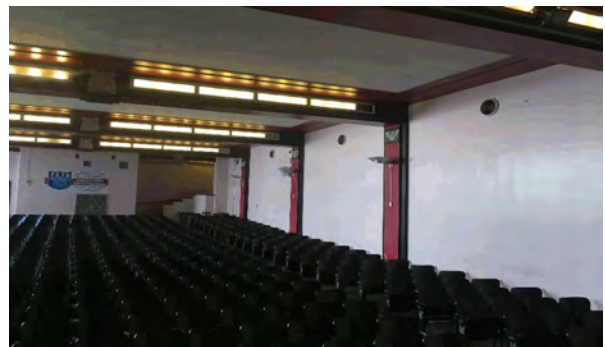
Observation Commercial kitchen equipment is in good condition.



E1020 Institutional Equipment

Rating Fair

Observation Auditorium seating is beyond expected life but in fair condition. Consider replacement in the next 5-10 years.

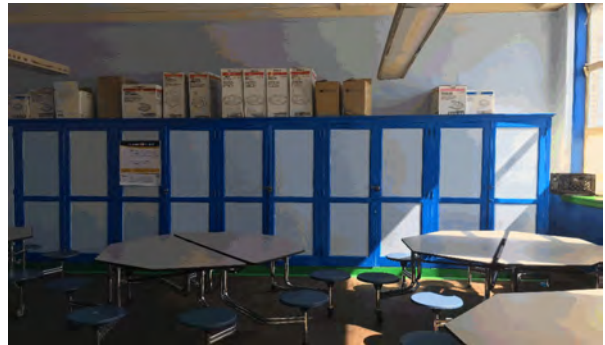


**E20 Furnishings**

E2010 Fixed Casework

Rating Fair

Observation Existing casework is from original construction and is in fair condition due to visible signs of wear. Consider replacement in the next 10-15 years.

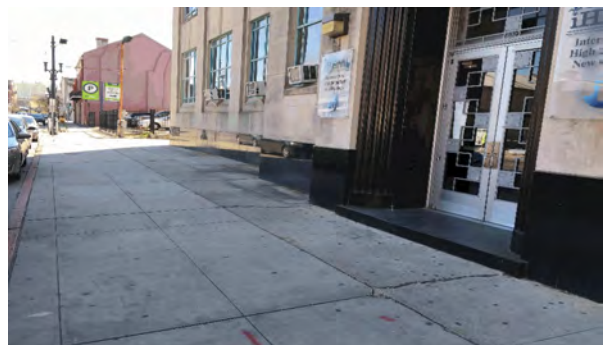


**G10 Site**

G1030 Site Earthwork

Rating Fair

Observation Drainage of the site is slow and outdated. Regrading may be necessary if renovations to structure are ever done.



**G20 Site Improvements**

G2020 Parking Lots/Driveways

Rating Good

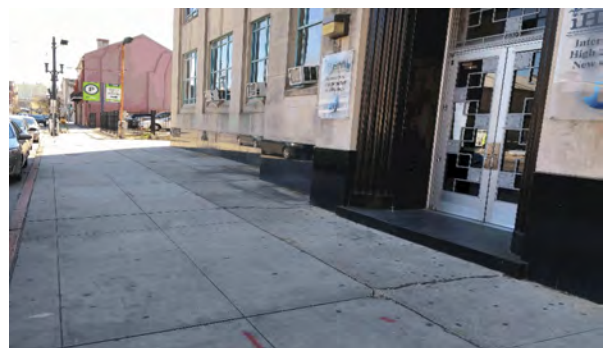
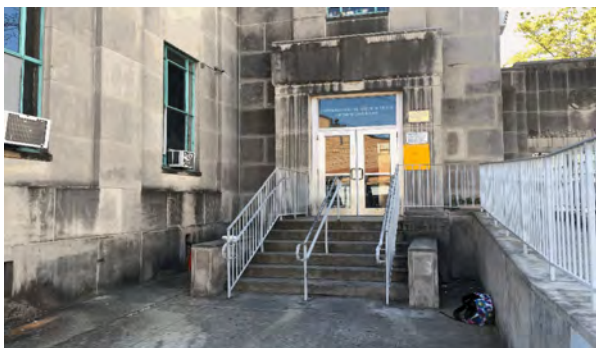
Observation Entire west end of lot is combined parking, recess, and bus pick up. Lot is split evenly between concrete and asphalt. According to historical photos, lots were refinished in 2012 and are in good condition.



G2030 Pedestrian Walkways

Rating Average

Observation No known date of when walkways were last repaired or replaced. Only walkways on campus are door landings and entrance ramp. All other sidewalks are city-owned.



G2040 Fencing

Rating Average

Observation Chain-link fencing is in average condition and was most likely replaced in the past 10 to 15 years. Parts of fencing is heavily rusted with some areas of bent fencing observed; mainly on swing gate.



**G2050 Landscaping**

Rating Average

Observation Minimal landscaping present on campus. One area by curb in front of the building and one custodial storage lot are the only spaces with landscaping. Both require maintenance.



**G30 Site Mechanical Utilities**

**G3010 Water Supply**

Rating Average

Observation System is original construction and the majority of system is underground; however, the system appears to be in average condition. No major issues reported.





G3020 Sanitary Sewer

Rating Average

Observation System is original construction and the majority of system is underground; however, the system appears to be in average condition. No major issues reported.



G3030 Storm Sewer

Rating Poor

Observation

A duplex pump system for storm water removal, however only one unit is operational. The current system is in poor condition.



G3050 Cooling Distribution

Rating

Fair

Observation

The existing cooling piping is not being used due to issues with the chiller system.

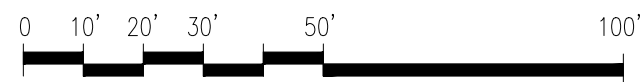






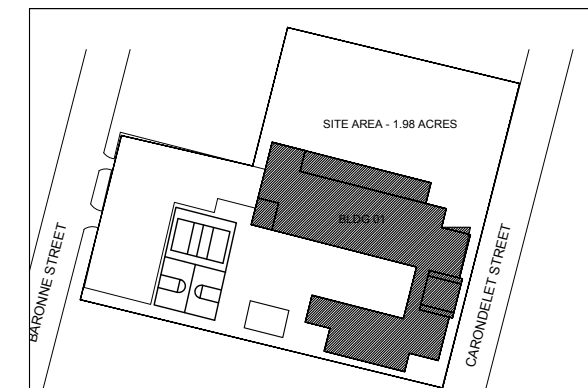
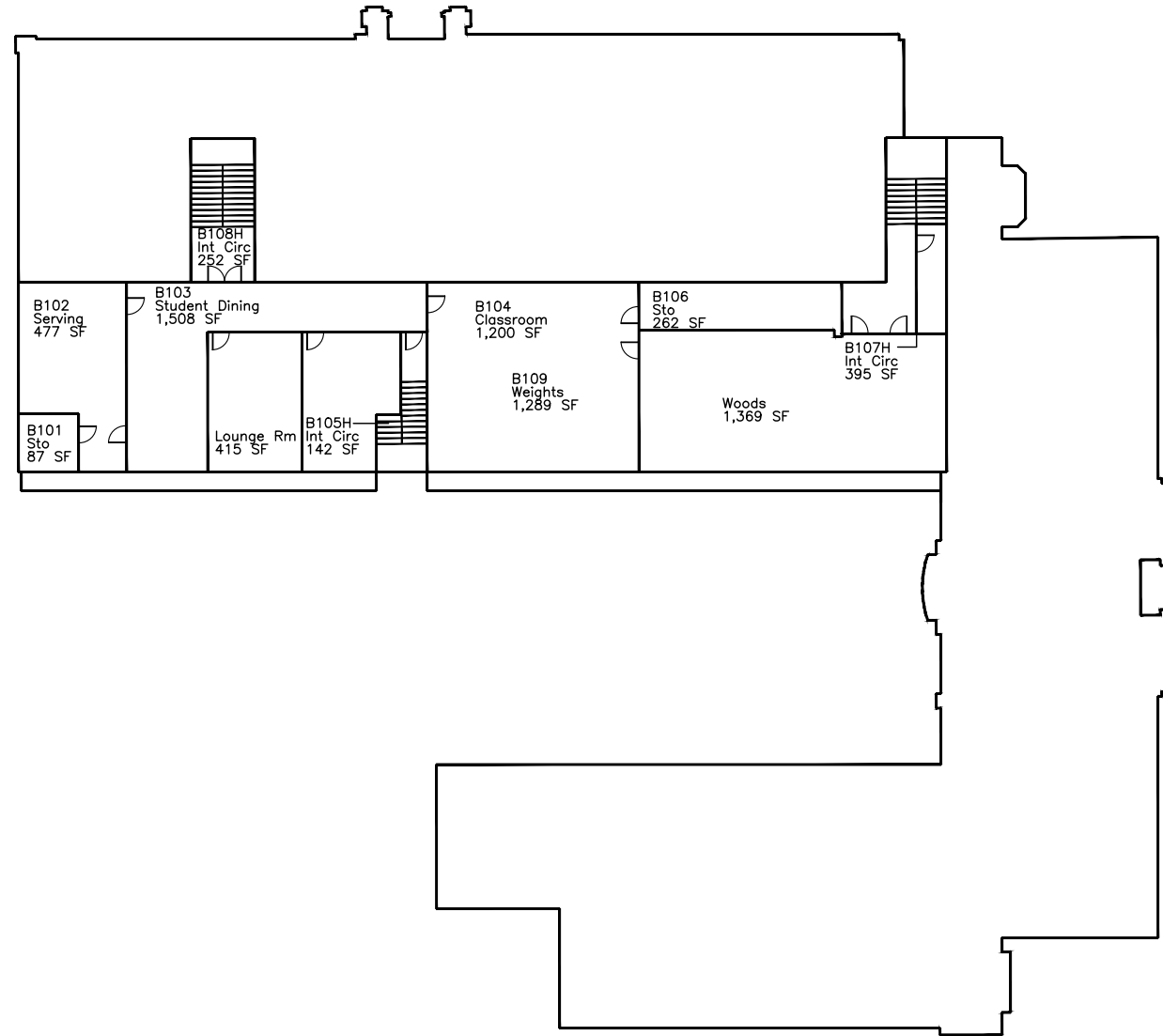


CAD Conversion for Schematic Reference Only - Not for Construction



GRAPHIC BARSCALE

# BUILDING 01 - BASEMENT



## KEY PLAN

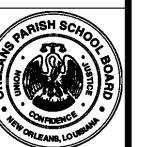
NOT TO SCALE

**BLDG 1 BASEMENT : 5,688 SF**

UPDATES

**Orleans Parish School Board**  
3520 General DeGualle Drive  
New Orleans, LA 70114

**L.E. Rabouin High**  
727 Carondelet St  
New Orleans, La 70130



Site Code  
**110**

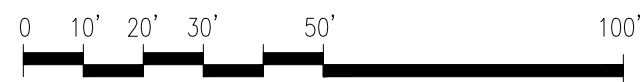
SHEET No.

**4 of 7**

File Name: 110\_Rabouin\_HS

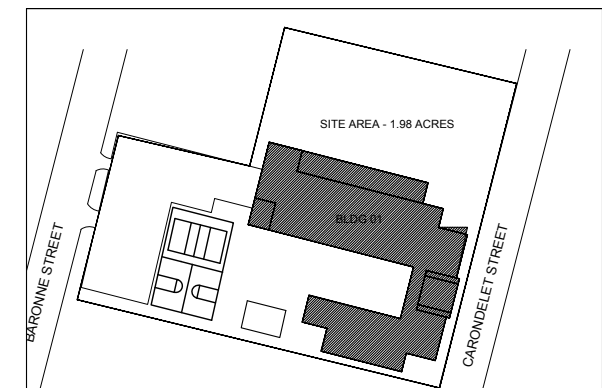
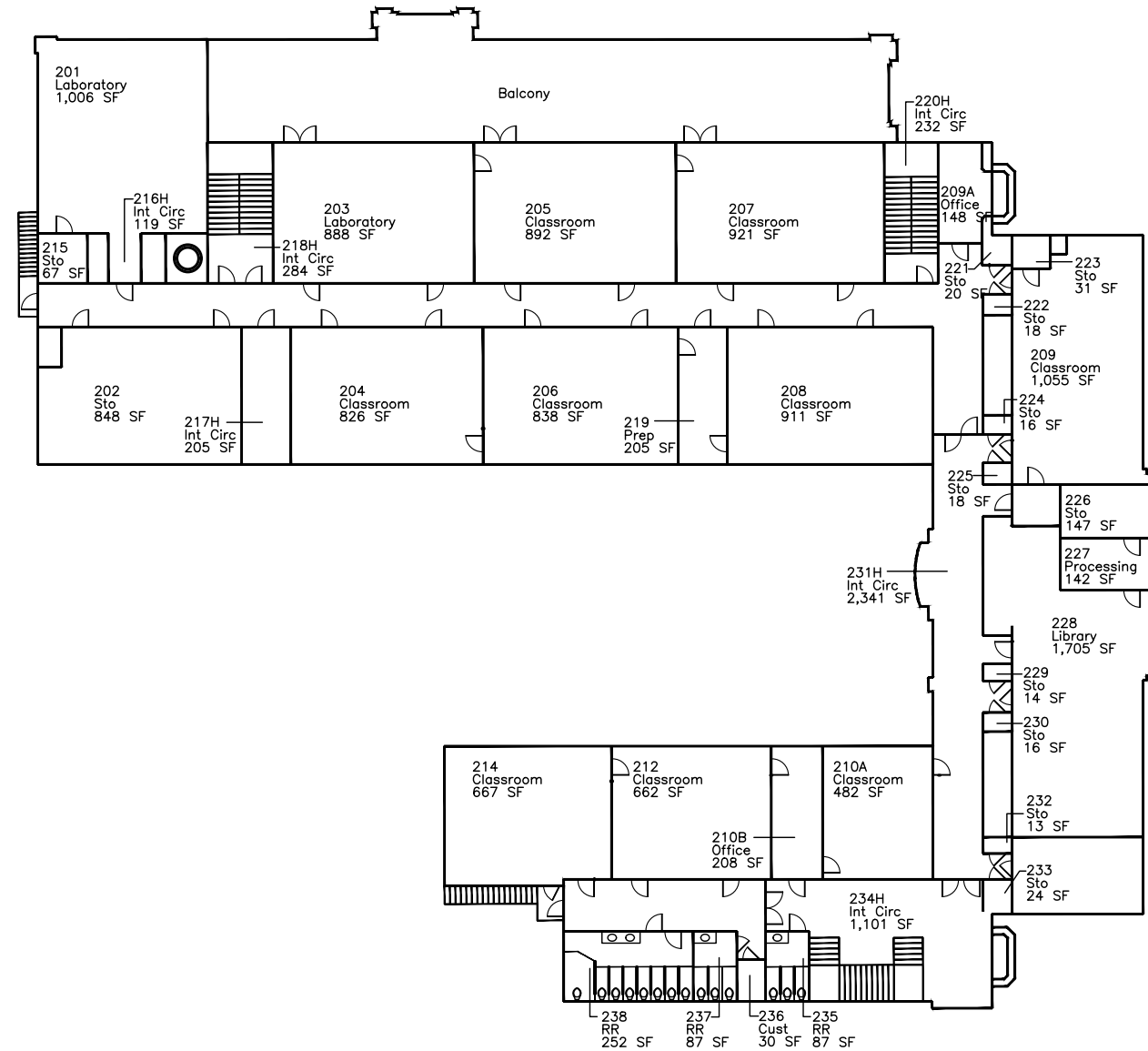


CAD Conversion for Schematic Reference Only - Not for Construction



GRAPHIC BARSCALE

# BUILDING 01 - 2ND FLOOR



## KEY PLAN

NOT TO SCALE

**BLDG 1 FLR 2 : 18,010 SF**

UPDATES

**Orleans Parish School Board**  
3520 General DeGualle Drive  
New Orleans, LA 70114

**L.E. Rabouin High**  
727 Carondelet St  
New Orleans, La 70130



Site Code

**110**

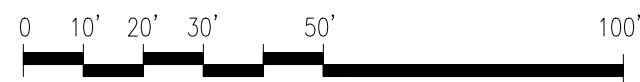
SHEET No.

**6 of 7**

File Name: 110\_Rabouin\_HS

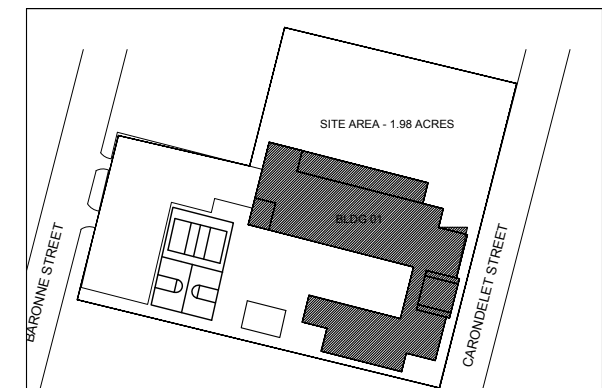
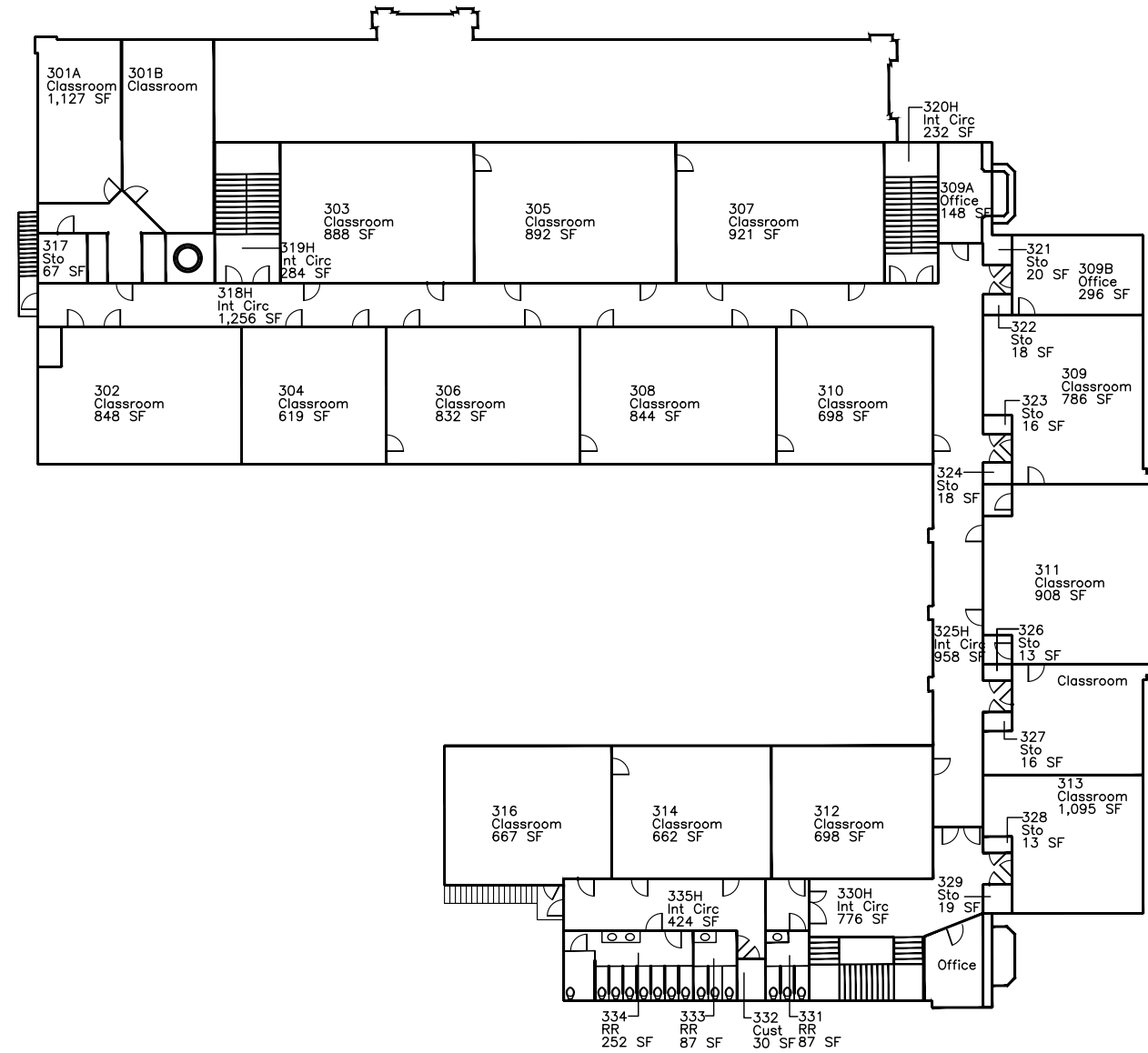


CAD Conversion for Schematic Reference Only - Not for Construction



GRAPHIC BARSCALE

# BUILDING 01 - 3RD FLOOR



## KEY PLAN

NOT TO SCALE

**BLDG 1 FLR 3 : 18,010 SF**

UPDATES

**Orleans Parish School Board**  
3520 General DeGualle Drive  
New Orleans, LA 70114

**L.E. Rabouin High**  
727 Carondelet St  
New Orleans, La 70130



Site Code

**110**

SHEET No.

**7 of 7**

File Name: 110\_Rabouin\_HS

# Coversheet

## Discussion of School Performance Score

**Section:** IV. Academics  
**Item:** B. Discussion of School Performance Score  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** SY'18-2019-SP Score-FINAL-2018-1031.pdf

IBSchool Performance Score Report



# School Performance Score Report

EMBARGOED UNTIL NOV 8, 2018  
AT 2:00 PM

October 31, 2018

The mission of International High School of New Orleans is to educate and nurture a diverse learning community through the International Baccalaureate Programme, world languages, and intercultural appreciation to succeed in a global economy.

727 Carondelet St. New Orleans, LA 70130

[www.ihsnola.org](http://www.ihsnola.org)

0BSchool Performance Score Report



# 0BSchool Performance Score Report

October 31, 2018

## Contents

School Performance Score Report .....	0
School Rating .....	2
SPS SUMMARY .....	2
High School Assessment .....	2
High School Progress.....	3
ACT Scores .....	3
Strength of Diploma.....	3
Graduation Rate .....	3
Areas of Growth .....	3
Areas in Need of Improvement .....	4
So Now What: .....	4
SPS INTERVENTIONS.....	4
Comprehensive .....	5
Student Group .....	5
Next Steps: .....	5
Discipline .....	5
WHAT'S NEXT .....	5

OBSchool Performance Score Report



### School Rating

Annually, the Louisiana Department of Education rates schools based on the school’s performance in several areas. The high school score is based on the Assessment Index, Progress Index, ACT Index, Strength of Diploma, Cohort Graduation Rate Index, and Cohort graduation rate. Each area is measured based on student achievement which reflects the work inside and outside of the classroom.

In 2016-2017, IHSNO ranked as a letter grade C school. For the 2017-2018 school year, IHSNO ranks as a letter grade C. The school’s overall performance score has not changed. Though we remain a C ranked school in light of changing metrics scoring schools, we are not satisfied to be a middle of the

road schooling option for families and the community. We have noted areas of improvement and areas of growth in this year’s performance score. The School Performance Score is presented in two separate documents. The SPS Summary report provides information on six (6) indices used to determine IHSNO’s overall performance.

Site Code	School	School System	School Type (Elementary, Middle, High, Combination)	2018 Letter Grade New Formula	2018 SPS New Formula
344001	International High School of New Orleans	Voices for International Business & Education	High School	C	63.2

### SPS SUMMARY

The SPS Summary report reflects two years of comparative information including IHSNO’s letter grade in each area – Assessment, Progress, ACT, Diploma Strength, and Graduation Rate Index. Using both

2018 Letter Grade Equivalents for Key Indices				
2018 K8 & High School Assessment Letter Grade Equivalent	2018 K8 & High School Progress Letter Grade Equivalent	2018 ACT Letter Grade Equivalent	2018 Strength of Diploma Letter Grade Equivalent	2018 Graduation Rate Letter Grade Equivalent
D	C	F	A	C

the New Formula and the Old Formula, IHSNO would remain C rated. The five (5) Letter Grade Equivalents for Key Indices represents IHSNO letter grade performance in these areas.

### High School Assessment

The High School Assessment Letter Grade Equivalent is D. Student scores remained flat from the prior year even as the rigor of the assessments have increased. Each year, students are in English Language Arts levels 1 and 2, Algebra 1, Geometry, US History, and Biology. For the 2017-2018 scholastic year, we noted a sharp decline in student scores in US History and Geometry, and we were mostly flat in Algebra 1 and English Language Arts, and we made great strides in Biology.

Using the old formula, which is less stringent than the New Formula, IHSNO would have seen a modest decrease in the High School Assessment index. This index denotes how students performed on state

## OBSchool Performance Score Report



standardized assessments. Using the old formula, we would not have grown. However, we would have seen our scores flatten from the previous year moving from a 63.3 to 62.

### High School Progress

High School Progress is the measure by which students grew one year over the next. The High School Progress index is new for the 2017-2018 scholastic year. This indicates the school's ability to academically improve students based on where the student ended the previous school year. For the 2017-2018 academic year, IHSNO earned a letter grade of C regarding student progress. For example, a student entering IHSNO from middle school who was not adequately prepared in math and passes the math portion of the LEAP in their 9<sup>th</sup>-grade years, IHSNO would earn 150-progress points for this student. We have identified students in this category and continue to find ways to support these students to success on state-mandated tests.

### ACT Scores

Annually, all 11<sup>th</sup>-graders must take the ACT. This test is the state's measure of student readiness for college. The states average ACT score is 19.3, and our rating is 17. IHSNO's score in the ACT assessment is F. This reflects that we are not meeting the LDE's standard of preparing students for the test and tertiary connotes that our students are not ready for success.

As IHSNO sends more students to college and more students earn scholarships, we need to improve in this area. Currently, about 30 of our students enrolled with Entergy for ACT preparation, and we will explore additional resources for students to improve their ACT scores.

### Strength of Diploma

The Strength of the Diploma represents student graduates and the various pathways completed. This marker capture students who have earned college credit earned industry-based certifications and passed IB exams. IHSNO scored 92.6 percent, which IHSNO earned an A. We will continue working with partners who successfully assist and work with students to achieve success while concurrently enrolled in high school.

### Graduation Rate

The Graduation Rate represents the number of students that IHSNO graduates each year. This number is representing the percentage of 12<sup>th</sup> graders who graduated in the 2016-2017 scholastic year. The graduation cohort rate is a lagging indicator used by the LDE. IHSNO scored 66.8 and 74.2 percent, which IHSNO earned a C. Over the years we have seen this number increase, and we are working to ensure that we continue to graduate our students on time and alongside the cohort with which the student entered IHSNO.

### Areas of Growth

The School Performance Report provides information based on the performance of the student on assessments and the school's ability to improve the academic prowess of students. Though we had seen modest gains in some areas, those gains were not significant to push IHSNO to become a B rated institution. In the 2016-2017 scholastic year, the Cohort Graduation Rate Index was 86.8, and in the 2017-2018 academic year, it improved to 98.4. The 2016-2017 Cohort Graduation Rate (actual graduation rate) was 68.4, and the 2017-2018 rate is 74.2.

## OBSchool Performance Score Report



We have grown in the Strength of the Diploma by the percentage and number of students earning college course credit, industry-based certifications, and the skills necessary for employment post-secondary education. The 2016-2017 rate was 79.8, and the 2017-2018 rate is 92.6

### Areas in Need of Improvement

Testing is a significant component of the school's rating denoting the High School Assessment Index on the SPS. Our student must be prepared and trained to take the necessary assessments and perform better year over year. Our performance on LEAP and EOC tests fall short of the state's average and does not hit the levels I believe our students and staff can achieve. For state assessments, the 2016-2017 results were noted at 63.3, and the 2017-2018 results are 62. The 2017-2018 rubric changed being more rigorous. Based on the new scale, the High School Assessment Index declined by 10.8 points. Though many more of our student passed the state's assessments, fewer of our student achieved Mastery and Advance on the test. To be considered an achieving school, A and B rated, more than 65% of our students must score Mastery and above on LEAP, and more than 30% must score Advance.

Additionally, the LDE mandate that all 11<sup>th</sup>-graders take the ACT in March of their junior year. Our performance in this year area had the steepest decline by 20 points using both the Old Formula and the New Formula. This is a glaring concern as the ACT determines eligibility for TOPS earning and admission to University, College, and Technical Institutions. We are working with Entergy and will implement additional opportunities for students to practice ACT type assessment questions, and offer remediation and interventions to move the score for the current year.

### So Now What:

To ensure students are prepared for state assessments, we have adopted a Tier 1 curriculum for Math and Language Arts. A Tier 1 curriculum means that the textbooks, classroom assessments, interim assessments, and baseline assessments all align to the LEAP exam. Additionally, ninth graders entering IHSNO who have not made adequate progress in English Language Arts and Math are assigned to double blocks in each area preparing them for success on the Algebra 1 and ELA 1 LEAP assessments. We were fortunate to have funding from New School New Orleans to offset some of the cost of the Tier 1 curricula, and we participate in the Johns Hopkins Redesign grant. Both programs focus on increasing student achievement and success in high school.



### SPS INTERVENTIONS

2018 Letter Grade	2018 SPS	2017 Cohort Graduation Rate (used in 2018 SPS)
C	63.2	74.2

This document reflects the area that is in need of urgent intervention. Overall, IHSNO has not moved the needle on student academic progress. We remained flat in all tested areas, and on the ACT our scores declined significantly. Despite the decline in this area, IHSNO remains in good academic standing with the LDE, but we have a subgroup area that

Needs Urgent Intervention.

## OBSchool Performance Score Report



### Comprehensive

The Comprehensive Report determines if the school as a whole needs intervention to redirect efforts to improve student performance. IHSNO met the standard of Academic Progress by earning a C letter grade and a 2017 Cohort Graduation Rate of 74.2.

### Student Group

The Student sub-group reflect student performance by race and Economically Disadvantage status. We noted declines in all areas which aligns with the school's overall performance. However, we have grown with regards to the Hispanic/Latino student performance, however, we did not achieve enough gains to move to a letter C. for the 2016-2017 school year, we earned an F, 49, and for the 2017-2018 we earned D, 55.4, placing IHSNO in the 16<sup>th</sup> percentile in meeting the academic needs of Hispanic/Latino students.

### Next Steps:

We recognized our failure in meeting the needs our Hispanic/Latino students after the testing season ended. This year, we hired an additional teacher to assist our Hispanic/Latino students We believe the additional resource and follow up will aid in keeping student present and participating in school. As with all students, we want more our Hispanic/Latino students to achieve in the rigors of high school and be prepared for post-secondary education for work and additional schooling.

### Discipline

Over the years, IHSNO has seen the ebbs and flows regarding discipline. We do not foresee this trend needing intervention in the current school year. However, we are keenly aware, that the current year we have had more suspension due to gang fights, and other expellable actions by students. We continue to address issues in a restorative manner, and we have noted that teachers and students require additional training in mediation and restorative practices.

## WHAT'S NEXT

Hitting the moving target can be challenging, and we are up to the challenge. Adopting the necessary practices and curricula are critical to student success and teacher training. The Tier 1 curriculum adoption helps as teachers are not any longer trying to develop coursework while attempting to ensure it meets the state's rigor. Additionally, teachers are provided testing resources, practice assessments, interim assessments, and tools from the textbook vendors that are positively aligned with the state's assessment. We are confident that with the additional training, resources, and a defined and articulated curriculum, we will meet the challenge of improving the academic prowess of all students.

Ninth-grade students entering IHSNO without the necessary academic acumen in Math and English language arts are enrolled in double block classes to provide them with instruction and practice skills to improve before taking the state assessments in May 2019. Additionally, all students are provided with additional tutoring opportunities. A student requiring additional resources are identified and provided accommodations, tutoring, and pull-out services to assist in meeting their deficits through 504-plans and IEPs (Special Education) services. Our priority is improving educational outcomes for students.





## 2018 School Performance Scores and Letter Grades

*Note: 2017 simulated results under the new formula are provided for informational purposes only. The grey columns will not appear in the public release files. The report contains personally identifiable information or information that when combined with other reports and/or information a student's identity may be revealed. Personally identifiable student information must be kept confidential pursuant to the Family Educational Rights and Privacy Act (FERPA) codified at 20 U.S.C. 1232g. Information in this report cannot be disclosed to any other person, except for employees of a student's school or school system who must have access to that information in order to perform their official duties and for those persons and entities specified in 20 U.S.C. 1232g.*

Site Code	School	School System	School Type (Elementary, Middle, High, Combination)	2018 Letter Grade New Formula	2018 SPS New Formula	2017 Letter Grade Simulated New Formula	2017 SPS Simulated New Formula	2018 Letter Grade Old Formula	2018 SPS Old Formula	2017 Letter Grade Old Formula	2017 SPS Old Formula
344001	International High School of New Orleans	Voices for International Business & Education	High School	C	63.2	C	69	C	78.1	C	77.4

2018 Letter Grade Equivalents for Key Indices				
2018 K8 & High School Assessment Letter Grade Equivalent	2018 K8 & High School Progress Letter Grade Equivalent	2018 ACT Letter Grade Equivalent	2018 Strength of Diploma Letter Grade Equivalent	2018 Graduation Rate Letter Grade Equivalent
D	C	F	A	C



## 2018 School Performance Scores and Letter Grades

<i>2018 Results Details: New Formula</i>											
2018 K8 & High School Assessment Index	2018 K8 & High School Progress Index	2018 High School Assessment Index	2018 High School Progress Index	2018 ACT Index	Strength of Diploma (Graduation Index) (2016-2017 Cohort)	Cohort Graduation Rate Index (Points Earned for Cohort Graduation Rate) (2016-2017 Cohort)	Cohort Graduation Rate (Actual Graduation Rate) (2016-2017 Cohort)	2018 Top Gains Honoree	2018 Equity Honoree	2018 Academically Unacceptable Schools (AUS)	2018 Selective Admissions or Alternative School
50.6	62.9	54	62.9	35	92.6	66.8	74.2	No	No	Not in AUS	

<i>2017 Results Details: Simulated New Formula</i>								
2017 K8 Assessment Index	2017 K8 Progress Index	2017 Dropout Credit Accumulation Index	2017 High School Assessment Index	2017 High School Progress Index	2017 ACT Index	Strength of Diploma (Graduation Index) (2015-2016 Cohort)	Cohort Graduation Rate Index (Points Earned for Cohort Graduation Rate) (2015-2016 Cohort)	Cohort Graduation Rate (Actual Graduation Rate) (2015-2016 Cohort)
			63.2	98.6	53.6	79.8	61.6	68.4



## 2018 School Performance Scores and Letter Grades

2018 Results Details: Old Formula							
2018 K8 Assessment Index	2018 Dropout Credit Accumulation Index	2018 High School Assessment Index	2018 ACT Index		Cohort Graduation Rate Index (Points Earned for Cohort Graduation Rate) (2016-2017 Cohort)	Cohort Graduation Rate (Actual Graduation Rate) (2016-2017 Cohort)	2018 Progress Points
		62	41.7	92.6	98.4	74.2	4.4

2017 Results Details: Old Formula							
2017 K8 Assessment Index	2017 Dropout Credit Accumulation Index	2017 High School Assessment Index	2017 ACT Index	Strength of Diploma (Graduation Index) (2015-2016 Cohort)	Cohort Graduation Rate Index (Points Earned for Cohort Graduation Rate) (2015-2016 Cohort)	Cohort Graduation Rate (Actual Graduation Rate) (2015-2016 Cohort)	2017 Progress Points
		63.3	62.1	79.8	86.8	68.4	4.4

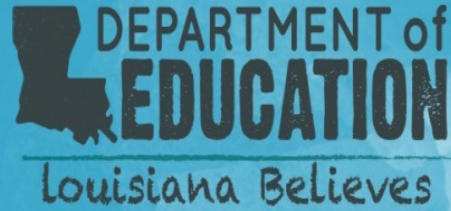


## 2018 Scores and Comprehensive Intervention Labels

**2018 Comprehensive Intervention Required:** Schools that earned a D or F letter grade in 2018, 2017, and 2016, and/or had a 2017 cohort graduation rate less than 67%. New schools are identified based on 2018 and 2017 only.

**On track to exit:** Schools must earn a C or higher overall letter grade for two consecutive years to exit CIR. School that earned a C or higher letter grade in 2018 and had a 2017 cohort graduation rate of 67% or above (if applicable) are identified as "on track to exit" and the CIR label will not appear in School Finder.

School System Code	School System Name	Site Code	Site Name	School Type (Elementary/Middle, High, Combination)	2018 Letter Grade	2018 SPS	2017 Cohort Graduation Rate (used in 2018 SPS)
344	Voices for International Business & Education	344001	International High School of New Orleans	High School	C	63.2	74.2
					<b>2017 Letter Grade (Simulated New Formula)</b>	<b>2017 SPS (Simulated New Formula)</b>	
					C	69	
					<b>2017 Letter Grade (Actual)</b>	<b>2017 SPS (Actual)</b>	
					C	77.4	
					<b>2016 Letter Grade</b>	<b>2016 SPS</b>	
					C	81	



## 2018 Subgroup Scores and Academic Urgent Intervention Labels

**2018 Urgent Intervention Required (Academic):** Any student group for which the school would earn a school performance score equivalent to an F in 2018 and 2017 (old and new formula).

**2018 Urgent Intervention Needed:** Any student group for which the school would earn a school performance score equivalent to a D or F in 2018.

**On track to exit:** Schools must earn a subgroup score equivalent to a D or higher for two consecutive years to exit UIR. Subgroups for which the school earned a D or higher in 2018 are identified as "on track to exit" and the UIR label will not appear in School Finder.

Note: This file is for school and school system leadership only. Subgroup performance scores and letter grade equivalents are for informational purposes; only intervention labels and percentile ranks are reported in School Finder.

School System Code	School Type (Elementary/Middle, High, Combination)	Student Group	2018 Urgent Intervention Needed or Required	2017 Urgent Intervention Needed or Required	On Track to Exit in 2019?	2018 Subgroup Performance Score	2018 Letter Grade Equivalent	2018 Percentile Rank	2017 Subgroup Performance Score (Simulated New Formula)	2017 Letter Grade Equivalent (Simulated New Formula)	2017 Subgroup Performance Score (Actual)	2017 Letter Grade Equivalent (Actual)	2016 Subgroup Performance Score	2016 Letter Grade Equivalent
344	High School	Black				70.7	C	71	77.5	B	83.8	C	87.6	B
344	High School	Economically Disadvantaged				66.2	C	46	70	C	79.1	C	81.6	C
344	High School	Hispanic/Latino	Needed	Needed		55.4	D	16	47.7	F	49.2	F	71.5	C
344	High School	White											88.6	B



## 2018 Out-of-School Suspension Rates and Urgent Intervention Labels

**2018 Urgent Intervention Required (Discipline):** The school's out-of-school suspension rate is more than twice the national average in 2018, 2017, and 2016. For grades PK-4, the OSS rate is higher than 5.2%, and for grades 5-12, the OSS rate is higher than 20.2%.

**On track to exit:** Schools must have out-of-school suspension rates below the thresholds for two consecutive years to exit UIR. Schools that had out-of-school suspension rates of 5.2% or lower for grades PK-4 (if applicable) and 20.2% or lower for grades 5-12 (if applicable) in 2018 are identified as "on track to exit" and the UIR label will not appear in School Finder.

School System Code	2018 Urgent Intervention Required	2017 Urgent Intervention Required	On Track to Exit in 2019?	2017-18 Grades PK-4 OSS Rate	2017-18 Grades 5-12 OSS Rate	2016-17 Grades PK-4 OSS Rate	2016-17 Grades 5-12 OSS Rate	2015-16 Grades PK-4 OSS Rate	2015-16 Grades 5-12 OSS Rate	2014-15 Grades PK-4 OSS Rate	2014-15 Grades 5-12 OSS Rate
344					14.0		9.0		12.6		14.1

## Coversheet

### Vote to approve October 31, 2018 financial statements

**Section:** VI. Finance  
**Item:** B. Vote to approve October 31, 2018 financial statements  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** November financial info\_Board.pdf

# International High School of New Orleans

## Dashboard

### October 2018

Financial Monthly Report

	July	August	September	October
Cash	1,050,158	1,085,795	1,035,992	1,103,299
Line of Credit	400,000	400,000	400,000	400,000
Amount Borrowed	-	-	-	-
Available Funds	400,000	400,000	400,000	400,000
Student Count (Last day of Month)	584	525	525	520
Budget Student Count	570	570	570	525
Total Revenues Year to Date Actual	441,267	940,936	1,425,885	1,869,312
Total Revenues Year to Date Budget	464,850	996,371	1,535,892	1,959,848
Total Expenses Year to Date Actual	355,394	873,230	1,357,051	1,857,897
Total Expenses Year to Date Budget	317,488	947,883	1,493,459	1,944,067
Total Profit Year to Date Actual	85,873	67,706	68,834	11,415
Total Profit Year to Date Budget	147,362	48,488	42,433	15,781
Reserve Balance	906,149	887,982	889,110	831,691
Percentage	15.8%	15.5%	15.5%	14.5%

\*Reserve calculation

Our Reserve is based on our MFP Budget for 570 students:

General Fund Budget 2017 - 2018	5,722,387
Reserve Balance AFR 2015 - 2016	820,276





## October 2018

### Notes to the Financial Statements

The following accounts have been selected for further review. The selection process consists of all Object Code totals (accounts 100, 200, 300, 400, 500, 600, 700 and 800) with a budget variance greater than 10% for both over budget and under-budgeted dollar amount exceeding \$30,000. If the total for the object item is greater than 10% budget variance and the dollar amount exceeds \$30,000 then each account in the object category will be reviewed for accounts with a budget variance of 10%. The accounts that meet the criteria will be reported in the following notes.

Revenue from Federal Sources is 40% under budget for federal Title and SPED funding. This is a timing difference and the annual projected budget is what we will receive. The budgets have been submitted and returned for changes. The budgets were resubmitted to the state in November.

Object Item 200 Benefits has a budget variance and is 13% under budget. Several individual accounts in this Object Code meet the criteria for further examination.

Account 210 Group Health Insurance is under budget 11%. Several Administrative positions were not filled at the beginning of the year.

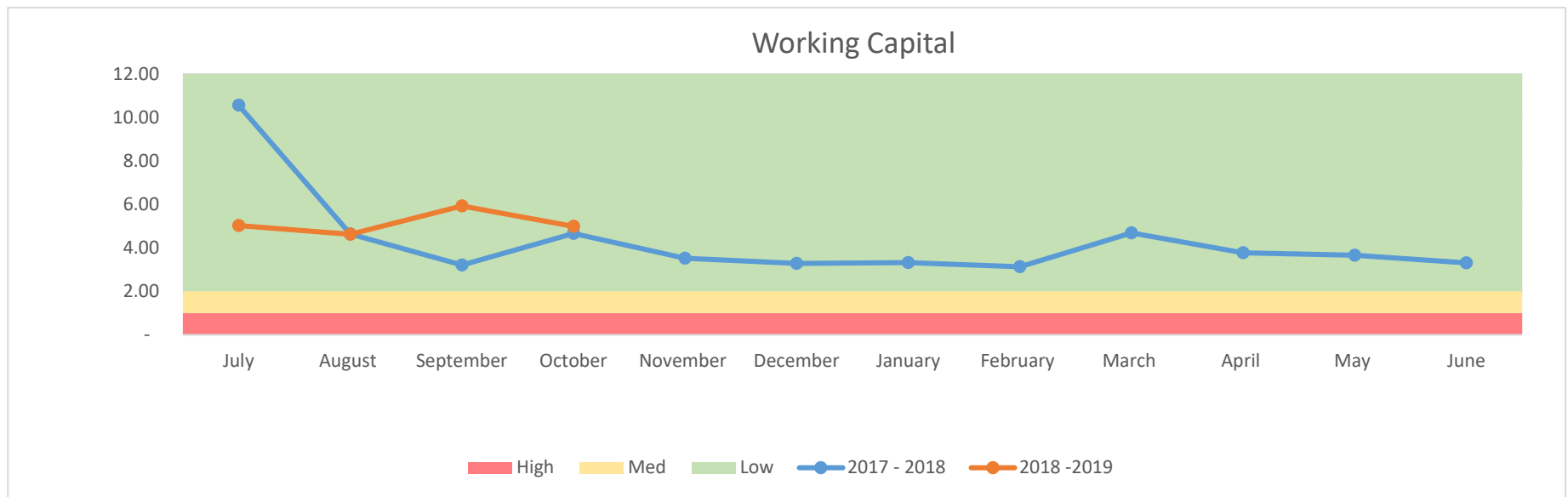
Account 230 401K is under budget 16%. Several Administrative positions were not filled at the beginning of the year.

Account 250 Unemployment and Account 260 Worker's Comp are under budget 65%. Under budget due to most of the Unemployment is paid in the beginning of the calendar year. This is a timing difference.

## International High School of New Orleans KPI as of October 2018

### Working Capital

	July	August	September	October	November	December	January	February	March	April	May	June	
2017 - 2018		10.56	4.64	3.20	4.66	3.52	3.29	3.32	3.13	4.68	3.77	3.66	3.31
2018 -2019		5.03	4.63	5.93	4.99								

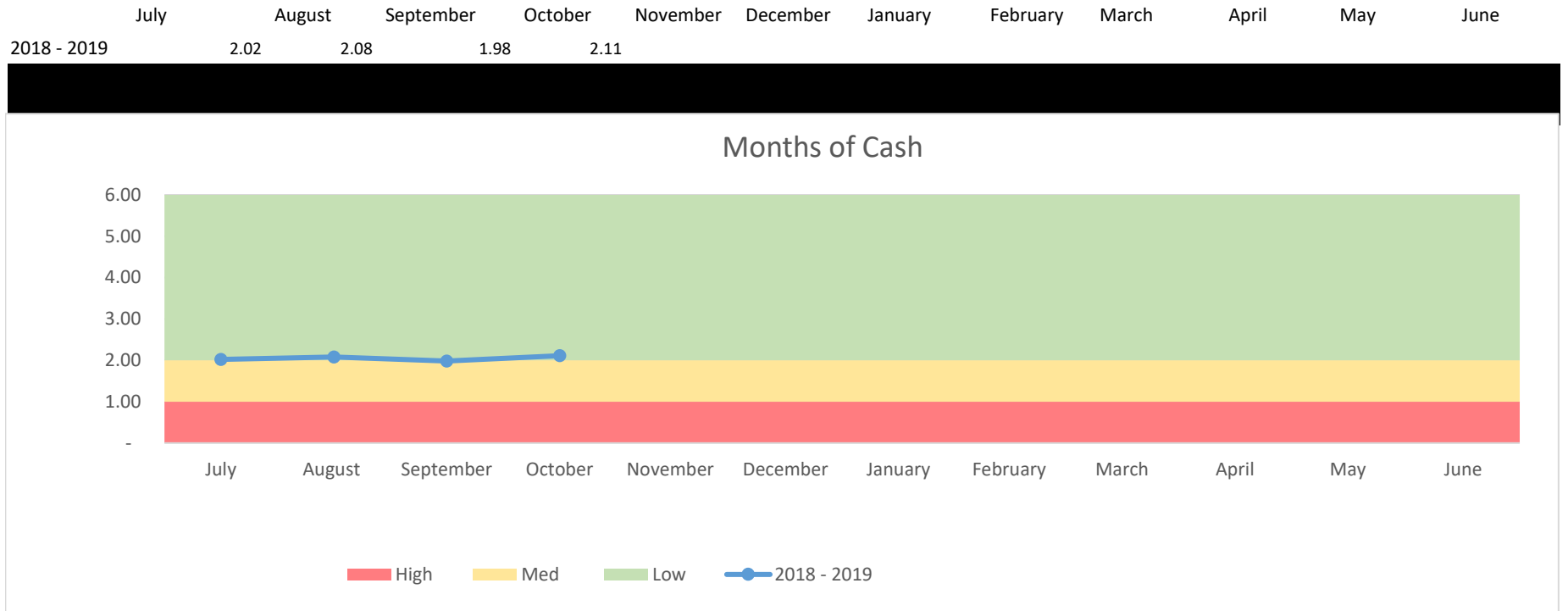


Working Capital indicates IHSNO’s ability to meet short-term obligations. Anything below 1 indicates negative working capital, while, anything over 4 means that organization is not investing excess cash.

High risk is indicated by a ratio of <2, medium between 2 and 4, and low risk is >4. Currently, IHSNO has a working capital of ratio of 4.99 as of October 2018.

## International High School of New Orleans KPI as of October 2018

### Months of Cash



Cash Ratio is an indicator of IHSNO’s liquidity that measures the amounts of cash there is to cover current liabilities.

High risk according to LAPCS is <2 months, medium risk is between 2 and 4 months, and low risk is >4 months of cash on hand.  
IHSNO’s Months of Cash ratio is 2.11 **as of October 31, 2018**. With LOC funds included ratio is 2.88.

# Coversheet

## Vote to approve FY 2018-19 budget adjustments

**Section:** VI. Finance  
**Item:** C. Vote to approve FY 2018-19 budget adjustments  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Budget SY'18-2019-Summary-2018-1126.pdf

# International High School

## Adjusted Budget 2018 -2019

### As of November 2018

	Actual	ORIGINAL BUDGET	REVISED BUDGET
	2017 - 2018	2018 - 2019	2018 - 2019
	Total	TOTAL	TOTAL
<b>Income</b>			
1900 · OTHER REV FROM LOCAL SOURCES			
1990 · Miscellaneous	16,454	20,000	20,000
1510 · Interest	6,854	6,000	6,000
1610 · Income From Meals	243	1,072	1,072
1740 · Student Fees	58,342	53,187	57,138
1790 · Other Activity Income	62,809	40,000	40,000
1910 · Rental	18,150	16,000	16,000
1920 · Contributions and Donations	57,527	50,000	100,000
1994 · State Pub Sch Fund (MFP)Loca	3,072,798	3,024,990	2,835,706
Total 1900 · OTHER REV FROM LOCAL SOURCES	3,293,177	3,211,249	3,075,916
REVENUE FROM FEDERAL SOURC			
4547 · Title III	9,785	8,500	8,500
4546 · Title III Immigrant	5,000	4,938	4,938
4515 · Food Service	139,038	147,151	147,151
4531 · IDEA - Part B	110,199	135,000	135,000
4541 · Title I	218,131	212,000	212,000
4545 · Title II	35,855	31,225	31,225
XXXX · E-rate	-	-	-
4551 · Restricted Grants-In-Aid Fro	124,059	10,000	10,000
Total REVENUE FROM FEDERAL SOURC	642,067	548,814	548,814
REVENUE FROM STATE SOURCES			
3110 · State Public School Fund (MFP)	2,329,989	2,481,210	2,276,619
3200 · Restricted Grant	11,077	10,000	10,000
Total REVENUE FROM STATE SOURCES	2,341,066	2,491,210	2,286,619
Total Income	6,276,310	6,251,273	5,911,349
Gross Profit	6,276,310	6,251,273	5,911,349
<b>Expense</b>			
100 Salaries - Regular Employee			
115 · Para Educators	89,928	103,839	66,740
150 · Stipend Pay	134,012	91,550	90,500
119 · Other Salaries	215,370	276,955	232,387
118 · Degreed Professional	239,267	115,828	104,639
130 · Salaries for Extra Work	21,570	20,600	13,250
114 · Clerical / Secretarial	109,048	112,057	105,216
113 · Coun / Social Worker / Speciali	140,899	154,137	167,175
116 · Custodial / Maintenance	117,515	151,773	94,868
123 · Substitute Teachers	65,409	68,483	68,454
111 · School Administrators	674,335	726,807	679,214
112 · Teachers	1,667,133	1,724,806	1,742,968
Total 100 Salaries - Regular Employee	3,474,486	3,546,835	3,365,410

# International High School

## Adjusted Budget 2018 -2019

### As of November 2018

	Actual	ORIGINAL BUDGET	REVISED BUDGET
	2017 - 2018	2018 - 2019	2018 - 2019
	Total	TOTAL	TOTAL
200 Benefits			
230 · 401K Retirement	49,583	57,095	55,174
210 · Group Health Insurance	346,316	376,110	354,388
225 · Medicare	48,281	51,254	48,907
290 · Other Benefits	43,323	27,000	25,441
220 · Social Security	202,512	219,154	209,120
250 · Unemployment	15,288	16,790	16,217
260 · Worker's Compensation	13,351	26,511	25,297
Total 200 Benefits	718,654	773,914	734,544
Total Employee Expense	4,193,140	4,320,749	4,099,954
300 Professional Services			
339 · Other Professional Services	139,558	153,650	146,750
320 · Purchased Educational Services	140,188	141,690	112,480
333 · Accounting/Auditing Services	16,700	17,000	15,000
332 · Legal Services	256,861	100,000	75,000
340 · PurchaseTech Svcs	27,548	25,548	25,548
Total 300 Professional Services	580,855	437,888	374,778
400 Purchased Property Services			
421 · Disposal Services	6,930	8,000	5,700
423 · Custodial Services	5,923	3,500	100,100
430 · Repairs and Maintenance	49,999	40,000	35,000
442 · Equipment / Property Rental	44,553	44,000	44,000
490 · Other Property Services	6,127	6,000	6,000
Total 400 Purchased Property Services	113,532	101,500	190,800
500 Other Purchased Services			
561 · Tuition to other LEAs	38,977	20,000	20,000
519 · Student Transportation	403,713	497,300	430,375
590 · Miscellaneous Purchased Service	104,967	92,254	81,254
570 · Food Service Management	-	-	-
521 · Liab/Property/Flood Insurance	64,910	68,986	65,701
550 · Printing and Binding	18,555	10,000	10,000
540 · Professional Advertising	53,299	43,500	43,500
530 · Communications	44,679	48,000	48,000
580 · Travel	89,649	82,250	81,583
Total 500 Other Purchased Services	818,749	862,290	780,413
600 Supplies			
615 · Supplies Technology	14,048	60,000	45,000
640 · Textbooks/Workbooks	59,170	50,000	50,000
622 · Electricity	51,412	55,000	55,000
610 · Materials and Supplies	240,487	172,500	141,798
Total 600 Supplies	365,117	337,500	291,798



## Coversheet

### Vote to adopt Louisiana Compliance Questionnaire for FY 2017-2018 Financial Statement Audit

**Section:** VI. Finance  
**Item:** D. Vote to adopt Louisiana Compliance Questionnaire for FY 2017-2018  
Financial Statement Audit  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** LA AUDIT QUESTIONNAIRE\_charter\_school-2018-116.pdf



**LOUISIANA COMPLIANCE QUESTIONNAIRE  
(For Audit Engagements of Charter Schools)**

Dear Chief Executive Officer:

Attached is the Louisiana Compliance Questionnaire that is to be completed by you or your staff. This questionnaire is a required part of a financial audit of Louisiana charter schools. Upon completion, the questionnaire must be presented to and adopted by the governing body of your organization in an open meeting.

The completed questionnaire and a copy of the adoption instrument must be given to the auditor at the beginning of the audit. The auditor will, during the course of his/her regular audit, test the accuracy of the responses in the questionnaire. It is not necessary to return the questionnaire to my office.

Certain portions of the questionnaire may not be applicable to your organization. In such cases, it is appropriate to mark the representation "not applicable." However, you must respond to each applicable representation. A 'yes' answer indicates that you have complied with the applicable law or regulation. A 'no' answer to any representation indicates a possible violation of law or regulation and, as such, should be fully explained. These matters will be reviewed by the auditor during the course of his/her examination. Please feel free to attach a further explanation of any representation.

Your cooperation in this matter will be greatly appreciated.

Sincerely,

Daryl G. Purpera, CPA, CFE  
Louisiana Legislative Auditor

Enclosure

**LOUISIANA COMPLIANCE QUESTIONNAIRE  
(For Audit Engagements of Charter Schools)**

\_\_\_\_\_ (Date Transmitted)

Bernard & Franks, A Corporation of CPA's (CPA Firm Name)

4141 Veterans Blvd., Suite 313 (CPA Firm Address)

Metairie, LA 70002 (City, State Zip)

In connection with your audit of our financial statements as of June 30, 2018 and for the year ended (period of audit) for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our internal control structure as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of September 24, 2018 (date completed/date of the representations).

**PART I. SCHOOL PROFILE**

1. Name and address of the charter school.

Voices for International Business and Education  
dba International High School of New Orleans  
727 Carondelet St  
New Orleans, LA 70130

2. List names, addresses, and telephone numbers of school officials. Include members of the governing board, chief executive and fiscal officer, and legal counsel.

- Sean Wilson, Head of School, 3913 Lake Des Allemands Dr., Harvey, LA, 504-613-5708.
- Denise Deno, Director of Finance, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Jaimmé Collins, Adams & Reese, LLP, 701 Poydras St., Suite 4500, New Orleans, LA 70139, 504-581-3234.
- Mariska Roney, Board Chair, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Gail Lazard, Board Vice Chair, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Amer Tufail, Board Treasurer, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Blair Schilling, Board Secretary, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Donaldo Batiste, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Stasi Bernard, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Stacey Cunningham, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Amber Brown, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Jennifer Gordon-Lampton, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Kevin Katner, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Robert Keller, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Anne Kock, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Stacie Retzlaff, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Eleanor Simmons, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.
- Shontell Thomas, 727 Carondelet St., New Orleans, LA 70130, 504-613-5703.

3. Period of time covered by this questionnaire.

July 1, 2017 - June 30, 2018

4. Identify the charter school type and the parties to the charter.

Type 2 Charter School

5. Briefly describe the public services provided.

It is Louisiana's only open enrollment public high school to offer the International Baccalaureate Diploma program and a full college preparatory curriculum. The School's mission is educate and nurture a diverse learning community through the International Baccalaureate Programme, world languages, and intercultural appreciation to succeed in a global economy.

6. Identify the expiration date of current charter.

Six year term that began on July 1, 2015 and will terminate on June 30, 2021.

### **LEGAL COMPLIANCE**

#### **PART II. ADMINISTRATION**

7. It is true that no member of the governing or management board has received any compensation other than reimbursement of actual expenses incurred while fulfilling duties as a member of such board (R.S. 17:3991(A)(1)(b)).
8. All members of the governing board and all school administrators meet the qualifications prescribed by the charter school agreement [R.S. 17.3991(B)(10)].
9. Our actual management and accounting practices comply with those prescribed by the charter agreement [R.S. 17.3991(B)(16)].
10. It is true that the school has maintained the types and amounts of insurance coverage specified by the charter agreement [R.S. 17.3991(B)(18)].
11. The school is not affiliated with any religion or religious organization or institution [R.S. 17:3991(E)(1)].

Yes [ x ] No [ ]

#### **PART III. STUDENT ADMISSIONS**

12. Student admission requirements, if any, include a system for appropriate admission decisions and the requirements have been applied on a consistent basis [R.S. 17:3991(B)(3)].
13. It is true that all students reside within the jurisdiction of the school as described in the charter agreement [R.S. 17:3991(C)(1)(a)].
14. The student application period is not less than one month nor more than three months [R.S. 17:3991(C)(1)(b)].
15. No students, other than those enrolled in the preexisting school, if applicable, or those who attended the charter school in its previous year of operation, or the siblings of students who attended the

charter school in its previous year of operation have been given preferential admission or have been admitted during the application period [R.S. 17:3991(C)(1)(c)(i) through (iii)].

Yes [ x ] No [ ]

**PART IV. INSTRUCTIONAL STAFF**

16. The charter school has employed instructional staff who have at least a baccalaureate degree and who are subject to all provisions of state law relative to background checks applicable to the employment of public school personnel [R.S. 17: 17:3991(C)(6)].

Yes [ x ] No [ ]

**PART V FIXED ASSETS**

17. Yes, as a Type 4 charter school, if applicable, we have maintained records of fixed assets that clearly identify those assets belonging to the local school board [R.S. 17:3991(H)].

18. Yes, as a Type 1, Type 2, Type 3, Type 3B, or Type 5 charter school, if applicable, we have maintained records of fixed assets that clearly identify those assets acquired with public funds, which, if the school ceases to operate, become the property of the chartering authority [R.S. 17:3991(H)].

19. The charter school, regardless of type, has maintained records of fixed assets that clearly identify those assets which were acquired with private funds and which remain the property of the nonprofit organization [R.S. 17:3991(H)].

Yes [ x ] No [ ]

**PART VI COUNT OF STUDENTS**

20. It is true that the student count reported to the local school board or the Louisiana Department of Education, as applicable, represents the actual number of eligible students enrolled in the charter school as of October 1 of the funding year [R.S. 17:3995(A)(1)].

Yes [ x ] No [ ]

**PART VII OPEN MEETINGS LAW**

21. We have complied with the laws pertaining to open and public meetings (R.S. 42:11 through 42:28).

Yes [ x ] No [ ]

**PART VIII PUBLIC RECORDS ACT**

22. It is true that we have complied with the laws pertaining to public records (R.S. 44:1 through 44:39).

Yes [ x ] No [ ]

**PART IX PUBLIC BID LAW**

23. It is true that we obtained bids for any erection, construction, alteration, improvement, or repair of a public facility or immovable property (R.S. 38:2211 through 38:2259).

Yes [ x ] No [ ]

**PART X STATE AUDIT LAW**

24. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513..

Yes [ x ] No [ ]

25. We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes [ x ] No [ ]

**PART XI GENERAL**

26. It is true that the actual operations of the school agree with those specified in its approved charter (See Charter).

Yes [ x ] No [ ]

**PART XII ISSUERS OF MUNICIPAL SECURITIES**

27. It is true that we have complied with the requirements of R.S. 39:1438.C.

Yes [x] No [ ]

**PART XIII REPORTING**

28. We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes [ x ] No [ ]

The previous responses have been made to the best of our belief and knowledge. We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you, the Legislative Auditor, the Louisiana Department of Education, and the applicable state grantor agency/agencies any known noncompliance that may occur subsequent to the issuance of your report.

\_\_\_\_\_  
Secretary November 28, 2018 Date

\_\_\_\_\_  
Treasurer November 28, 2018 Date

\_\_\_\_\_  
President November 28, 2018 Date

# Coversheet

## Vote on HOS Evaluation Committee description

**Section:** VII. Governance  
**Item:** C. Vote on HOS Evaluation Committee description  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** BPM amendment HOS Eval.pdf

## **DRAFT Proposed Amendment(s) to the Board Policy Manual:**

2.4.7 The Head of School Evaluation Committee (EC) is commissioned by and responsible to the Board to assume the primary responsibility for developing and implementing an annual process to evaluate the Head of School, and in accordance with the Member Composition requirements and Duties provided below.

2.4.7.1 Composition. As a Standing Committee, the annual election of the Head of School Evaluation Committee Chair and Members shall be accomplished in accordance with the provisions of BPM 2.4.1. The annual ratification of the Head of School Evaluation Committee Members at the June Board meeting shall further be subject to the following stipulations: Committee Membership of the Head of School Evaluation Committee shall be allocated so that each of the other Standing Committees [i.e. Governance (GV); Finance (FN); Facilities (FC); Academics (AC); and Development (DC)] have at least one Member designated to serve on the Head of School Evaluation Committee. The Board Chair shall serve as a voting member on the Committee.

2.4.7.2 Duties. The Head of School Evaluation Committee shall develop and recommend policies to the Board pertaining to:

2.4.7.3 ongoing assessment of the Head of School through the year,

2.4.7.4 annual review of Head of School performance at the June Meeting, pursuant to BPM 2.3.7.3,

2.4.7.5 creation of annual timeline and Head of School assessment schedule, including at least three (3) evaluation meetings with the Head of School throughout the year,

2.4.7.6 annual review and revisions as necessary of the Head of School job description in the Board's Governing Documents,

2.4.7.7 processes to support the Head of School in the development of annual organizational goals and the Board's annual approval of same,

2.4.7.8 procedure for the Committee and/or Head of School to report to the Board regularly on the Head of School's progress towards the Board-approved annual organizational goals,

2.4.7.9 creation of instruments, surveys and assessments as necessary to support and evaluate the Head of School,

2.4.7.10 annual implementation of a comprehensive Head of School evaluation instrument that includes a Head of School self-evaluation, input from the full Board and anonymous input from the Head of School's direct reports,

2.4.7.11 compensation adjustments, including bonus attainment, as appropriate under the Head of School's Contract and based on the Head of School's annual performance evaluation,

2.4.7.12 regular communication throughout the year with the Board on the progress of the Head of School evaluation and other related updates as appropriate,

2.4.7.13 annual evaluation and reporting to the Board of the Committee's work and accomplishment of its objectives,

2.4.7.14 review of the Head of School's Contract terms and provisions revisions as necessary of the Head of School job description in the Board's Governing Documents.