



# Voices for International Business and Education

## VIBE Board meeting

### Date and Time

Wednesday April 24, 2024 at 6:00 PM CDT

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

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
Opening Items			
<b>A.</b>	Call the Meeting to Order	Karen Dwyer	1 m
	To educate and nurture a diverse learning community through the International Baccalaureate Programme, world languages and intercultural appreciation to succeed in global economy.		
<b>B.</b>	Record Attendance and Guests	Karen Dwyer	1 m
<b>C.</b>	Approve Minutes - From Meeting February 28, 2024 and Special Board Meeting March 20, 2024	Vote Karen Dwyer	3 m
<b>D.</b>	Chair Report-Events Ribbon Cutting Ceremony and Community Event April 20, 2024	Karen Dwyer	7 m

	Purpose	Presenter	Time
<p>A gratitude filled thank you for everyone who donated time, talent, raffle baskets and money to help our day be a great one!</p> <p>A Special Shout out to Grace and Pam for all their hard work leading up to and on the day of the event.</p> <p>another to Linda and Franziska Wagner, a member of AFWA, who worked the ticket/raffle table all day &amp;</p> <p>Utmost Thanks goes out To Dale, Grace's father, for volunteering to do the cooking for the event.</p>			
<p>IHSNO and AFWA have a meeting on April 26th at 9am to include a tour of the facility and discussion on a mutual partnership of AFWA working with IHSNO.</p>			
<b>E.</b>	Strategic Planning Presentatrimon Including question and answer session	Discuss Garrett Landry	45 m
<b>F.</b>	Head of School Report	Adierah Berger	10 m
<b>G.</b>	IB Career Programme	Vote Adierah Berger	5 m
<b>II.</b>	<b>Committee Reports - Finance/Development</b>		<b>7:12 PM</b>
<b>A.</b>	Report-Finance/Development	FYI Cerrita Jones	7 m
<b>B.</b>	Recommendation to adopt January 2024 Financial Statements	Vote Cerrita Jones	1 m
<b>III.</b>	<b>Committee Reports -Academic</b>		<b>7:20 PM</b>
Academic			
<b>A.</b>	Academic Report Report of Academic Committee	Discuss Tonya Winfield	7 m
<b>IV.</b>	<b>Committee Reports - Facility</b>		<b>7:27 PM</b>
Facility			
<b>A.</b>	Report of the Facilities Committee	FYI Sarah Olivier	5 m

	Purpose	Presenter	Time
<b>V. Committee Reports -Governance</b>			<b>7:32 PM</b>
<b>A.</b> Report of the Governance Committee	FYI	Karen Dwyer	4 m
<b>VI. Closing Items</b>			<b>7:36 PM</b>
<b>A.</b> Request for Public Comment	FYI	Karen Dwyer	5 m
<b>B.</b> Adjourn Meeting	Vote	Karen Dwyer	1 m
<b>C.</b> Next Meeting Date	FYI	Karen Dwyer	1 m
Next Meeting Date June 26, 2024			

# Coversheet

## Approve Minutes -

**Section:** I. Opening Items  
**Item:** C. Approve Minutes -  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** 2024\_02\_28\_board\_meeting\_minutes.pdf  
2024\_03\_20\_board\_meeting\_minutes.pdf



# Voices for International Business and Education

## Minutes

### VIBE Board meeting

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#### Date and Time

Wednesday February 28, 2024 at 6:00 PM

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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

C. Jones, C. Lacoste, Jr., C. Peterson, G. Espinoza, K. Dwyer, L. Arellano-Rivera, P. Manson, T. Winfield

#### Directors Absent

B. Holloway, C. Robinson, S. Olivier

#### Ex Officio Members Present

A. Berger, P. Stewart

#### Non Voting Members Present

A. Berger, P. Stewart

#### Guests Present

C. Bourque, CJ walker, D. Lewis, E. Thomas, Evette Spinner, F. McKenna, J. Carreno, R. Smith, Ramero Stewart, Rowan Stewart, r

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#### I. Opening Items

**A. Call the Meeting to Order**

K. Dwyer called a meeting of the board of directors of Voices for International Business and Education to order on Wednesday Feb 28, 2024 at 6:04 PM.

**B. Record Attendance and Guests**

**C. Approve Minutes - December 13, 2023 VIBE Board Meeting**

The board will Invite community people- members please email Karen's names and emails

Ceremony ribbon cutting on April 10

Grace will host the spring fundraiser event- on April 20, but the Board will finalize the date.

Cayce will not be in attendance for both of those dates

Partnership AWA

T. Winfield made a motion to approve the minutes from VIBE Board meeting on 12-13-23.

C. Lacoste, Jr. seconded the motion.

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

**D. Chair Report**

**E. Head of School Report**

Reviewing the HOS

Crosswalk More Safety and Neighborhood association-donated many items to keep our kids safe.

training our staff and parent volunteers on crosswalk safety

Empower school -MYP -doing the next steps to do the MYP implementation

Working with Empower School- strategic plan 5 yr plan

Have Garret to meet the meeting and talk about the goals for the school

Also, have parents involved

Working on Budgeting for next school year 2024

Intent to Return

Vacancy

We are attending the Teacher school fair this weekend.

Events:

March 27, State visit

Ceramic show

Black History Show- March 8

TET- student lead event-

Broad Cast Studio

Athletic

Basketball finished strong

Soccer went to the playoff

We are in the building- and making it a home for our students.

## II. Committee Reports - Finance/Development

### A. Report-Finance/Development

The financial FY 23 audit was completed- an unmodified audit with no findings. IHSNO 303K in available cash and is forecasted to close the year with 52 days of cash.

990-tax filing is underway. I will inform the Board of the submission once confirmed by Edops.

The next meeting will be on March 13, 2024, at 6:30.

Development:

They have been busy with the efforts of recruitment. marketing including yard signs, radio, and open houses.

The ribbon-cutting ceremony April 10. Everyone is invited.

Board inaugural spring Fundraiser. April 20. an outdoor event with either a boil or a barbeque, with games. entertainment.

### B. Recommendation to adopt December 2023 Financial Statements

C. Jones made a motion to Motion to move the December 2023 Financial.

T. Winfield seconded the motion.

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

### **III. Committee Reports - Facility**

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

We are in the building

Working with different sets and working with our commercial vendor

New Kitchen- available fresh food for the students.

HVAC system

Beautification of the building

Build new spaces for a few people

Working on an alarm system, this building has 3 zone

We operating and working with our vendors.

### **IV. Committee Reports -Governance**

#### **A. Report of the Governance Committee**

- Went of over our goals, and reviewed the Bylaws once we got them form
- Recruited new board members and please introduce the invited new potential candidates.
- Short and long-term succession plan
- A meeting evaluation with a questionnaire - please respond to this meeting.
- Advocate for the school- a contact list for persons you like to invite to the ribbon-cutting ceremony.
- BESE board member, City Councils
- 
- Step for Recruiting new members.
- Resume
- Letter of Intent
- Invite for Governance
- Tour the school
- Attend one Board meeting
- Before the June meeting.

Next meeting March 6 at 6:30

### **V. Closing Items**

#### **A. Request for Public Comment**

No public comments

#### **B. Adjourn Meeting**



There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:54 PM.

Respectfully Submitted,  
C. Jones

**C. Nextg Meeting Date**

April 24 at 6pm



# Voices for International Business and Education

## Minutes

### Special Board Meeting

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#### **Date and Time**

Wednesday March 20, 2024 at 5:30 PM

#### **Location**

2733 Esplanade Ave, NO LA

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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**

B. Holloway, C. Jones, C. Lacoste, Jr., C. Robinson, G. Espinoza, K. Dwyer, L. Arellano-Rivera, P. Manson, S. Olivier, T. Winfield

#### **Directors Absent**

C. Peterson

#### **Ex Officio Members Present**

A. Berger

#### **Non Voting Members Present**

A. Berger

#### **Guests Present**

D. Lewis, F. McKenna, Frangy Pozo, J. Carreno, Jerry Hellman, Landen Bencaz, Maria Helmcke, Morgan Rea, R. Smith

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## I. Opening Items

### A. Call the Meeting to Order

### B. Record Attendance and Guests

### C. Mission/Vision

## II. Executive Session

### A. Opening Comments

- Karen Dwyer shared the agenda and how executive session will work.
- The board will vote to go into executive session. Once the board has voted, public comment will be allowed for 1 minute only related to the vote.
- Bert Holloway interjected that being the subject of the vote he is allowed to speak openly in public without going into executive session according to the state law.
- Karen Dwyer explained that the law pertains to personnel and Bert is not an employee of the school.
- As such the board will continue to vote to move to executive session.

### B. Executive Session

K. Dwyer made a motion to to go into executive session.

P. Manson seconded the motion.

Jeremy Hellman from AFT- would like to see what Mr. Holloway has to said. The executive session is about him and he is open to sharing in public.

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

#### Roll Call

S. Olivier	Aye
T. Winfield	Aye
L. Arellano-Rivera	Aye
G. Espinoza	Aye
C. Peterson	Absent
C. Jones	Aye
K. Dwyer	Aye
B. Holloway	No
C. Robinson	Aye
C. Lacoste, Jr.	Aye
P. Manson	Aye

### C. Return to regular meeting

Back in regular meeting

P. Manson made a motion to move back to regular session.

C. Jones seconded the motion.

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

### III. Termination of Board Member

#### A. Vote on Termination of Board Member

P. Manson made a motion to Terminate the board membership of Bert Halloway.

T. Winfield seconded the motion.

Jerry Helman - Teacher's union

Strongly opposed to the removal of Bert Hallway

Bencaz - Teacher: Mr. Halloway has shown support for students and teachers at the school. Offered financial support with time and energy to give to chess club.

Antoine Johnson- opposes. He's committed and wants to help the students and the school to thrive. People need to voice their opinions. If they don't things don't get done.

Morgan Rea- Bert has been a great supporter of educators. Been instrumental in organizing parent involvement which are important in improving the school. Committed in making headway in strategic development.

Bert Halloway requested to add to the motion - the purpose of the termination of membership solely because his son was removed from the school.

Amend the motion that removal is contingent on the fact that he is no longer a parent liaison here at International High School of New Orleans.

Bert Halloway - understands that there is no second to the motion. He believes that the board has already decided. Feels that he is viewed as a liability and not an asset. Having to bring support to the school community is seen as a liability. Believes it's wrong for him to be removed because his son is no longer here. Other board members do not have

Says IHSNO will be sorry. Has two appointments scheduled tomorrow with the media.

Bert says he will make sure everything is public. Says he will make sure all concerns are made public. Says he is on a mission. Will officially form friends of IHSNO. He has already started it. Says he already has members - previous students, teachers, etc. Get ready. He has a lot of good things to share and is looking forward to doing it.

Calls Charles out for not being here. Is only here for one board meeting.

Says he's obligated to the mission and it's disappointing. Will take Tonya's advice and will take it from there.

Hopes IHSNO will listen to teachers and students.

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

### IV. Closing Items

**A. Public Comment**

No comments

**B. Adjourn Meeting**

T. Winfield made a motion to adjourn the meeting.

C. Jones 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 6:05 PM.

Respectfully Submitted,

A. Berger

# Coversheet

## Head of School Report

**Section:** I. Opening Items  
**Item:** F. Head of School Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** CEO Report 2024.04.pdf



# CEO Report

April 2024

The International High School of New Orleans' mission 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.

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## Dates to Note

April 13: Ceramics Show  
 April 17-24: Spring LEAP Testing 2024  
 April 20: Ribbon Cutting and Community Resource Fair  
 April 26: AFW Meet and Greet  
 April 30: IB Showcase  
 April 29: IB Film Showcase @ Prytania Theaters  
 May 1: VIBE Academic Committee and Governance Committee Meetings  
 May 4: Junior and Senior Prom  
 May 6-10: Teacher's Appreciation Week and Senior Exam Week  
 May 16-21: Exam Week  
 May 23: Class of 2024 Graduation  
 May 24: Last day for Faculty  
 May 27: Memorial Day – School Closed

## Overview

The months of February through April have been busy with budgeting, testing, fest-ing, and auditing. The teams are working tirelessly on having a balanced budget for the June VIBE Board Meeting. This includes making adjustments to the programming due to the end of ESSER and SCTG funding. Testing began in March with statewide ACT for 11<sup>th</sup> grade students. LEAP assessments occur during the second half of April. The LDOE Annual Site Visit occurred in March with few findings that were since remediated. We also participated in Black History Festival, French Festival, Ribbon-Cutting/Community Festival, and Ceramics Showcase. We are looking forward to International Festival, Film Showcase, and all of the wonderful senior activities, including Graduation. After adds, drops, and transfers, in March there are 404 students. There were 399 included in our Oct 1 count.

## Events

### Previous

**Black History Celebration: Black History Celebration:** Black History Month was celebrated on March 3rd. Ms. Johnson, Mr. Persica, and Mr. Washington successfully planned the black history celebration. Students participated in a series of drees with themes highlighting black excellence and the contributions to arts, music, and letters. Students prepared dances, poetry, and a theater piece; students enjoyed the acrobat and Zulu stomper presentation, played games outside, and were able to buy snacks and cold cups.

**French Festival:** The French Heritage Celebration (FHC) continues the International High School of New Orleans' (IHSNO) observance of various world language cultures. The program aims to celebrate the Francophone culture and promote cultural diversity within the school community.

**YFNOLA Career Expo:** On March 22nd, freshmen went to the YFNOLA career expo. We had 93 students participating. The event had some changes due to weather forecast, which delayed the departure of freshmen from campus. Students enjoyed the college tour at UNO and career expo at the lake floor area. Students also worked in their career exploration curriculum in quest for success class therefore it was good for them to finally see all those concepts in action.

**PTO Meetings:** The March PTO meeting was in person, but no parents attended. The April PTO meeting was held virtually on 4/16, with nine parents in attendance. We discussed EOY events, LEAP testing expectations, Attendance recovery days during LEAP, the community fair, and the ribbon-cutting ceremony. Parents received an update on the garden beautification project and how they can contribute with soil, tools, and plant donations.

**Ceramics Show:** On Saturday, April 13th, 14 students had their annual ceramic art expo. Mr. Lowe, Ceramics Teacher, organized the Show. Though it was hard to get student artists out due to previous commitments many people came in and out of NOLA Nacular to enjoy the expo.

**OWA Senior Trip:** Seniors participated in a trip to Alabama to the OWA Tropic Falls on Monday, April 15th. OWA Tropic Falls is an indoor water park and theme park. Students left school at 7:00 am and returned by 8:00 pm. They travelled by charter bus and had a great time.

Upcoming:

**International Festival:** The IHSNO plans to organize an all-inclusive cultural celebration event to celebrate various cultures worldwide. One act from each event will reprise their roles, promoting cultural diversity and inclusivity.

**IB Film Showcase:** A film will be broadcast on April 29th at Prytania Theaters at Canal Place. The event will highlight films created by students in film class. Staff interested in attending must contact Mr. Molina to reserve a seat since they are limited.

**Prom May 4th:** the contract for the prom venue has been signed, and the prom will be held in a city park. We will be sending out an email to all students with more details on the event. This year's prom will be an international theme or 80 days worldwide. Tickets went on sale the second week of April. The venue costs \$2000, and there is a refundable cleaning fee of \$500. Additionally, the estimated cost for food is approximately \$2500. A catering company will set up and serve the food.

**Graduation:** The Class of 2024 Commencement will be held on May 24, 2024 at the Mahalia Jackson Theater. More details will come soon.

**Ring Ceremony (Update):** Due to LEAP testing make-ups, we had to move the event to May 8th; students and families have received communication regarding the change.

**Career Exploration Event:** On Monday, April 29 and Tuesday, April 30, we are hosting a Passport to Success Career Exploration Event. Local professional training providers will be on hand during 1st and 2nd lunch periods to answer questions and share information on apprenticeships and industry-based certifications with IHSNO students. Participants include Operation Spark, YouthForce NOLA, NOVAC, New Orleans Career Center, Southeastern University's CTE Department as well as their Hispanic Business and Leadership Institute, the Workforce Development Department of Associated Builders & Contractors, Nunez Community College CTE, Delgado Community College CTE & Nursing, and several more.

## COVID-19 / Flu

IHSNO continues following CDC guidelines of masking recommended while on campus, but there is no mandate. New guidelines dropped the five-day Covid isolation. Americans who test positive for the coronavirus no longer need to routinely stay home from work and school for five days under new guidance planned by the Centers for Disease Control and Prevention. The CDC now recommend that people who test positive for the coronavirus use clinical symptoms to determine when to end isolation. Under the new approach, people no longer need to stay home if they have been fever-free for at least 24 hours without the aid of medication and their symptoms are mild and improving. The guidelines now mirror guidance on how to avoid transmitting the flu and RSV.

## Administration

**Strategic Plan:** Empower Schools is supporting IHSNO on creating and implementing a 5-year Strategic Plan that includes full implementation of the MYP programme. The Executive team has been working through parts of the strategic plan as it relates to the mission, vision, and values of the organization as well as the goals of the plan. We are meeting with various stakeholder groups to get buy-in on the goals and KPIs in the plan. Mr. Landry will present to the VIBE Board at the April board meeting.

**SCTG Grant Information:** Our team has been diligently working to compile and organize all the necessary data and documentation required for the SCTG grant. We have made significant headway in this regard. IHSNO has entered the final year of SCTG and we are wrapping up the grant by working on the final surveys, reporting, and expenditures.

**Neighborhood Association/Crosswalk Safety:** We have worked with the President of the Esplanade Neighborhood Association and the Department of Health on Crosswalk Safety. There have been incidents with previous schools at the Esplanade location where students have been struck by passing vehicles on Esplanade Avenue. As such, the Neighborhood Association facilitated contact with the Department of Health who donated crosswalk safety items to IHSNO. The items included pedestrian signs, stop signs, gloves, rain suits, and cones. The Department of Health also partners with New Orleans Police Department to provide training to those staff members acting as Crossing Guards. We have received some of the crosswalk items and are using them daily. We are working with NOPD to schedule the crosswalk safety training. NOPD is also working on fixing the vandalized speeding camera on Esplanade Avenue in front of the school to help increase safety for our students and staff.

**CRDC:** The Office for Civil Rights (OCR) administers the Civil Rights Data Collection (CRDC) annually. This is a mandatory survey for all public schools/districts. The collection for 2021-22 school year was submitted on time.

**Super App:** Annually, schools must complete the Super App. Super App is the plan that, when approved, gives each school system access to federal formula and competitive dollars and fulfills the federal requirement for each school system's ESSA plan. The 2024-25 Super App was due in January. The application was submitted by the due date. However, it was sent back for additional information, due on February 23, 2024. The application was resubmitted by the due date and all revisions were accepted. The Super App for IHSNO is approved by LDOE.

**Family Advisory Committee:** We are delighted to share about our Family Advisory Meeting held monthly on Saturdays. These meetings serve as valuable opportunities for us to connect with our parents and guardians and provide insights into the educational experience we offer at IHSNO. A key

highlight of the meeting was a presentation by our IT department and teacher on the PowerSchool platform. This demonstration was designed to familiarize parents with how we utilize PowerSchool for communication and tracking students' academic progress. Parents gain insights into how they can access important information such as grades, attendance records, and assignments through this platform, enabling them to stay actively engaged in their child's education. Following the presentations, we facilitated an interactive question-and-answer session. Parents had the opportunity to seek clarifications on school policies, educational programs, and ways to support their child's learning journey. Sessions will move forward to discuss plans for next year and strategic planning.

**Implementation of Online Student Applications:** Collaborating closely with the Registrar's Office, we have made significant strides in transitioning student applications online. Meetings were held to refine the application process and incorporate essential information required by various departments. Special recognition goes to Mrs. Vargas for her dedicated efforts in ensuring the application is user-friendly and accessible to parents and students. This online system promises greater convenience and efficiency, eliminating manual data entry and seamlessly transferring student information to their profiles.

**LDOE Annual Site Visit:** On March 27, IHSNO had the annual site visit with LDOE. The Director of Charter Accountability came to the school, spoke with leaders about leader concerns and went through the audit sheet. A list of items that were outstanding and needed to be updated within three weeks.

*General Compliance:* NONE

*Facility Compliance:*

- Sprinkler System requires a green tag (NOLA PS to complete repairs)
- Fire Alarm System requires a green tag (NOLA PS to complete repairs)

*Special Education Compliance:* Progress Report Signed by both previous Spec Education Coordinator and previous school's Special Education Teacher.

All items were remediated before the 3-week due date.

**Enroll NOLA:** Schools have received preliminary rosters for the 2024-25 school year. Parents will receive the assigned schools on April 29, 2024. After, families will be able to accept the assigned school or reapply through the next round of school selection. Currently, IHSNO is on the path to similar numbers of students as we have currently.

## Academics

**Student Enrollment:** The enrollment for March 2024 began with 405 students. After accounting for withdrawals, no-shows, and new enrollments throughout the month, the student enrollment ended with a total of 404 students.

**Fast Forward with Clear Fluency:** IHSNO's literacy development program, Fast Forward with Clear Fluency by Carnegie Learning, is a crucial step in improving literacy skills for students. The program screens students to identify their literacy level, strengths, and weaknesses and automatically assigns practice to students based on their level. Staff buy-in has increased since completing the staff PD on the program and increased student usage. However, we've identified gaps in teacher monitoring and student participation. To address these gaps, we need to double-check that all newly enrolled students are added to the program and confirm a budget for purchasing incentives to boost student interest and effort. Additionally, we need to ensure all students take their initial RPI (literacy screener).

**Science of Reading PD series:** The Science of Reading (SOR) PD series is designed to inform secondary teachers on best practices for literacy development. These foundational sessions are crucial to improving literacy skills, and we've seen success with the 2nd session delivered and the 3rd session prepared.

**LEAP remediation for ELA/SS:** Remediation Specialist's (RS) LEAP remediation program provides additional support to students identified as struggling with their coursework. The program determines areas of weakness for each student to create a plan to assist the student in overcoming those weaknesses and developing mastery of the material. We've seen positive results with increased student engagement. However, logistical issues with finding places for RS to test students and tracking time, minutes, and frequency of intervention for proper documentation have been challenging.

**ACT Boot Camp:** Our ACT Boot Camp Experience is a test prep program that prepares students to take the ACT. We've had success with the program, but last years' experience coordinating a 1-day ACT Boot Camp with MasteryPrep was awful since they didn't honor their commitment. This year, IHSNO's Instructional Coach provided all the afternoon classes and coordinated the ACT boot camp day for all juniors. The event was well-organized, and students gave positive feedback.

**BetterLesson:** Our BetterLesson cohort PD series provides targeted professional development for new cohort teachers on culturally responsive, equitable, and inclusive instructional practices. We've added the most recently hired teachers to the cohort, but we've identified gaps in scheduling and communication.

**New teacher cohort:** Our New Teacher Check-ins give new teachers a chance to acclimate to IHSNO and identify additional areas of struggle. We've added the most recently hired teachers to the cohort. Our observation and coaching cycle for the new teacher cohort is crucial in improving instructional practices. We've redirected our focus to observe cohort teachers in ELA and math to satisfy SSI observation needs. However, scheduling observations has been a struggle all year, we will need to work on a solid schedule with administrators time preserve for observation next year.

**ACT State Administration:** ACT was conducted on March 22nd. The data below shows the March ACT scores for a group of students. The composite score, which is the average of all the section scores, was 15.7. The section with the highest average score was Science, with an average score of 16.7. The Reading section had the second-highest average score at 16.4. The lowest average score was in the English section, with an average score of 14.2. Interestingly, the STEM score was almost equal to the Science score, at 16. This suggests that the students who took this test may have a strong aptitude for these subjects. However, it is important to note that these scores are just one measure of academic achievement, and do not necessarily reflect the full range of skills and abilities possessed by these students. Overall, these scores can be used to gain insights into the academic strengths and weaknesses of students in this population, the ACT bootcamp. By identifying areas where students may need additional support or resources, educators can work to ensure that all students can reach their full potential. A comparison will be provided at a later date.

Composite	Math	Science	STEM	English	Reading
15.7	14.9	16.7	16	14.2	16.4

## International Baccalaureate Programme

**Reimagine IHSNO - MYP Implementation.** IHSNO has been working tirelessly to meet all the MYP authorization requirements. To ensure that all requirements are met, the school will host the IB MYP Mid-Consultancy Visit on April 15th and 16th. This visit is a mandatory milestone in the authorization process and provides a progress assessment with color-coded (green, yellow, red) indicators for each requirement.

The IB Coordinator has been collaborating closely with the school's dedicated IB consultant to meet all requirements. Preparations are intensifying to address any outstanding areas and align fully with IB standards before the visit. Ongoing review and refinement of MYP unit plans remains a critical focus, maintaining tight alignment with the IB's curriculum framework. The IB Coordinator ensures that all requirements are thoroughly understood, and evidence is compiled to demonstrate successful implementation.

In addition to this, the school has also met the Early Component deadline of March 20th with a 93% submission rate for the 22 candidates on various subjects and core elements. This is a significant achievement and showcases the school's commitment to meeting all the requirements and deadlines set by the IB.

Professional Development for MYP has been a critical focus for third quarter, and the IB Coordinator conducted a school-wide professional development review session focused on IB unit planning. Targeted support was explicitly provided to faculty teaching MYP courses, along with universal unit planning aside from the Diploma Programme, with a focus on trends the IB Coordinator saw while reviewing Q3 grades. This has helped the faculty better understand the requirements and expectations of the IB and has enabled them to align their teaching practices with the IB standards effectively.

The school also participated in the IB Career Programme (CP) and ASU Accelerate Webinar on 3/19/24, where we found how affordable and flexible options for college and career credentials. This program allows flexibility with possible CP addition or standalone options for dual enrollment and will enable students to explore different career paths and make informed decisions after graduation.

## Culture

**Discipline:** This month's OSS (Out of School Suspension) infractions resulted in unresolved student conflict that escalated into physical altercations. Evidently, these issues are affecting the student community and need to be addressed promptly. The culture department does its best to address these issues through mediation. Still, it may be beneficial to find programs where licensed therapists come in to provide sessions for students to cope with the issues students are facing outside of the school.

## Student Support

### Counseling

**IGP Meetings:** 12th-grade parents are required to attend IGP meetings. The AP has explained what an IGP is in the school newsletter. The Lead Counselor will also attend the next PTO meeting on February 20th at 6:00 pm to discuss IGPs and answer any parents' questions. Counselors will present the importance of IGPs in student assemblies during quarter two and quarter three.

**Assessments:** Juniors and seniors participated in ACT the Work Keys assessment on Thursday and Friday, February 22-23. The assessment measures foundational skills required for success in the workplace and helps measure the workplace skills that can affect job performance.

## Social Work

**Student Attendance Tracking:** The Attendance project records students' daily presence/absence, which impacts their promotion, graduation, and advancement to the next grade. Ed-Ops has updated the attendance codes, and student conferences are ongoing. Communication is being sent to parents in various modes. There has been an increase in students attending seat recovery, allowing them to recover seat time. The seat recovery monthly numbers are as follows: September 14 students, October 24 students, November 0 students, December 3 students, and January 165. The increase in January is a result of the attendance assemblies held in January. Students were informed on the importance of attendance, attendance law, and how it may affect their promotion/graduation. It also reflects offering three attendance recovery days in January instead of 1. Early-release Seniors can also recover seat time by staying till the end of the day.

**No place for hate:** The No Place for Hate Initiative (NPFH) program aims to create a safe space and environment for staff and students, focusing on anti-bullying education, activities, and student engagement. The Unity Day field trip was planned for February 2nd, 2024, and involved 11 students and one chaperone. The workshop covered anti-bias and anti-discrimination training for students. The initiative has also submitted three proposed activities to the NPFH committee, and the first activity, a school-wide video contest, has already been initiated. The competition encourages students to express what makes the student body unique and what it means to be part of a no-place-for-hate community. One of the identified gaps in the initiative is the need to find a common time to meet with staff to collaborate on future engagement and activities specific to the NPFH initiative.

The NPFH initiative is on track to carry out all three activities proposed to the NPFH committee. The first activity, the school-wide video contest, has already been initiated. All pre-work has been completed, including the banner and pledge, and brainstorming three activities. The initiative plans to update the attendance policy to reflect all 2024-2025 school year seat recovery options.

**Social Services:** Mental health sessions have been steady and are expected to increase due to the end of the school year approaching. Student visits generally are increasing regarding concerns of attendance, grades, and promotion.

Homelessness slightly increased as a result of environmental factors.

- Resources are available for basic needs through the community.
- Uniforms, school supplies, technology assistance/replacement are available on a school level when proper documentation is submitted.

Additional resources are available through different organizations that are interested in partnering with IHSNO to maximize student growth, balance, and success. (**College Track**-Freshmen ONLY)

**Attendance:** Attendance is improving as a result of the continuous communication with families by counseling department relative to grades primarily. There were 46 students in attendance for March seat recovery. Seat recovery credits and excused absence documentation are entered weekly by the attendance clerk on Friday.

## Finance

**Move to the Dent:** We are continuing to receive invoices for expenses incurred with the move. Note these additional expenses (materials & supplies needed for the move, moving company, facilities installation, repairs, maintenance, cleaning & janitorial services, electrical work, IT network connectivity including the phones) were not included in the 23-24 SY budget.

**Payables:** Continuing to work on timely processing of invoices in Anybill. Advised that no more in-house check processing at last call with EdOps.

**Student Fees:** Working with Senior Teacher Leads on student balances. Will do the same for 9th, 10th, and 11th grades. Students are not paying their fees. Need to review student fee policy & procedure for 24-25 SY.

**Grants:** Working with Dev/Comms on amending the budget for 23-24 SY grant. Submitted a reimbursement request for SCTG. Will meet with Pam to review the budget and identify allowable costs (whiteboards, etc.) for ESSER III. These funds must be spent by September 30. SuperApp for 24-25 SY was approved by LDOE.

**Budget 2024-2025 FY:** Received input from some of the department heads. This is a project in progress. The draft was submitted to the Finance Committee and the final budget will be ready for review in May.

**SAMs.gov registration:** Renewal is complete and now expires 3/18/2025.

## Operations

### Facility

**Annual Fire Extinguisher Inspection:** Cease Fire was subcontracted by ADT Commercial to inspect all fire extinguishers. The signed agreement covers the inspection of up to 40 extinguishers. Cease Fire identified 26 fire extinguishers but a walkthrough by the Ops Team revealed 2 additional fire extinguishers located in the Community Room and the Art Room for a total of 28 serviceable extinguishers. Two fire extinguishers had expired and needed to be replaced, three needed to be mounted. All 28 fire extinguishers were "Green Tagged" The next annual fire extinguisher inspection will be March 2025

**Other Fire Systems:** All Fire Systems continue to be repaired and inspected. Every fire system has been green tagged except the fire panel. The fire panel had a yellow tag which indicated repairs needed to be done. Those repairs were successfully completed which gave the panel a blue tag. A request to have the final fire panel inspection has been made. ADT has to schedule this final inspection of the fire panel. The fire systems that have been successfully green tagged include: Ansul Fire Suppression System, Fire Extinguishers, Backflow Preventer, and Fire Sprinklers

**Evacuation Maps:** Final Evacuation Maps were created, distributed, and displayed in each classroom, office, and hallway spaces. The updated Evacuation Maps show each color-coded Evacuation Zone (yellow, blue, green), each "Exit" (LePage, N. White, Crete) and "Fire Extinguisher" location indicated by a red star. Classroom Flags were distributed to each teacher indicating the teacher's name and room number.

**Fire Drill:** The March Fire Drill was held on 3/26/24 with staff and students. The building was cleared in 3 minutes. All students were accounted for within 2 minutes of the building being cleared. Everyone was



cleared to return to the building within 9 minutes of the alarm. As we are still getting to know the building and the neighborhood, adjustments will be made to the

**Caterpillar Treatment:** Buck Moth Caterpillar Treatment will be initiated the first week of April by Orkin Pest Control during Spring Break. Each large oak tree [2] will cost \$65 each and small oak tree [3] will cost \$25 each for a total treatment cost of \$205.

### Safety and Security

**2024-25 Security Services:** Three quotes will be sought for daily security at the school. The current security company (L&R) will be allowed to submit a quote along with Courtesy Security and Allied. The request will be for armed guards for 2 established security shifts (7 AM to 4 PM and 9 AM to 6 PM, Monday-Friday).

### Transportation

**Dent Move:** Fifteen students were identified with addresses that are 1 mile or less from the new school site. They will be identified with the assigned route and stop to determine future ridership. There was no identified stop that needed to be removed due to the distance.

**Cariina:** There will be continued training for bus drivers on the Cariina Transportation Module. This will ensure any new driver will be able to successfully use the app. As of now, there are two new bus drivers who have received training on the Transportation Module. It will be a continuation and refresher for the other drivers.

**2024-25 Transportation Provider:** An RFP will be issued to 3 school bus transportation companies to enter into an agreement for new vendor school bus services. This will be for services for the 24-25 SY. Five routes are going to be requested of the new vendor with newly created routes that have combined services for the Westbank in mind (Algiers/Jefferson Parish). The current transportation company, All About Kids, will be invited to submit a quote.

### Food Service:

**Permanent Permit to Operate:** The permanent permit to operate was issued in April 2024. The Permit to Operate has been issued with the following deficiencies corrected:

- Coat of cement floor paint in the dry storage area (all floors in kitchen area have been repainted with a coat of cement paint including the walk-in freezer area).
- New toilet seat in kitchen staff restroom with an open front has been installed.
- Holes have been patched in the walls, ceilings, and under the sink in the kitchen.
- Although the current usable cold storage is adequate there is a walk-in freezer tagged by Heritage as not in service.

**USDA Review:** The USDA Commodity Review was finalized with all guidelines completed. This included submitting a current signed agreement for commodities, latest health inspection, order and pick tickets, updated inventory, evaluation of the available storage, and daily participation for past month.

**CEP Status:** CEP Population Data was submitted through the CEP Manager Portal. The student enrolled count (417) and total identified (256) as CEP eligible was confirmed. The LEA still qualifies for CEP with 61.39% Identified Student Percentage. Therefore, all students will receive free meals (breakfast and lunch) under the National School Lunch Program (NSLP). Meals will be reimbursed at free and paid rates. An ISP of at least 62.5% would reimburse all at the free rate.

**Kitchen Equipment:** Heritage Food Service will conduct preventive maintenance semi-annually as per agreement on both the cold side units and hot side units will need to be conducted in order to ensure proper operation and identification of any potential breakdowns.

The walk-in freezer will need to be serviced to maximize the freezer space in the kitchen. The kitchen has an existing standup freezer and a deep freezer and the option to have those as a backup will be used but the walk-in freezer should be used as the main freezer storage.

## Technology

**Ecollect Forms:** We have been collaborating with PowerSchool to create and establish the enrollment forms for online use. The rough drafts have been done and will be updated a final draft is coming this week

**Cabling:** Our cabling company Benecom did not perform every task necessary for our printers and access points to be functional.

**Laptops/Chargers:** Students misplace computer chargers and damage laptops and not pay the fees for them.

**Testing:** We were able to get through the ACT online testing with minimal technical issues. I believe this was a test for the network as we head into LEAP testing and I believe our new network will be able to work well for testing.

## Development

**Website Launch:** To coincide with our ribbon cutting theme of a "new chapter", our website has been redesigned to focus in on the student experience at IHSNO. While there is still some tweaking to do, the new site features more information on school programs, and highlights the accomplishments of our school and our students. We'll shortly be adding video and student testimonials.

**Pending Grants:** See grants pipeline; note\* New Orleans Recreation and Culture fund is shown as "under consideration" in GNOF's grant portal however, no notice of new funding has been released.

**Give NOLA:** Give NOLA Day is coming up on May 7th however, early giving is open NOW! [Your support on Give NOLA Day](#) will help us to provide IHSNO students with immersive intercultural experiences through classroom exploration and community celebrations that develop cultural understanding. <https://www.givenola.org/ihsno>

**Open House:** Our spring open house will be held on May 15 which aligns with the Open Enrollment Period for Enroll NOLA, which opens on June 5. Lawn signs in our neighborhood will be going up next week, to take advantage of the increased traffic related to Jazz Fest; another round of advertising will run May 8 - 15.

**Ribbon Cutting/ Community Fair:** Despite the heat and humidity, our Ribbon Cutting / Community Fair was well attended, especially for a 1st Annual event. Students, alumni, staff, board members, and families enjoyed a day of community-building. We want to thank the board members who attended and assisted in making the day a success. A special growl-out to Grace and Karen for their leadership. [WWL ran a story](#) on the ribbon cutting that can be viewed [HERE](#).

**Broadcast studio:** The broadcast studio funded by a Selley Family Foundation Grant is taking shape. Our podcast series, [Panther Tales](#), has launched; you can listen to the first episodes [HERE](#). To leverage the capacity of this grant-funded program, we are exploring Career and Technical Education certifications through a partnership with [NOVAC Youth Programs](#), that will allow students to earn an industry-based certification in Digital Media as they learn to produce content in our studio.

**New Orleans Culture & Recreation Fund:** We have Submitted funding application to New Orleans Culture & Recreation Fund for \$94,014 in operating funds. The maximum grant awarded is \$100,000. NOCRF awarded the first round of funds in December; they've announced that there will be additional rounds but have not released the dates. Our application is still under review.

**2023-24 Grants Update**

SUBMITTED AS OF 04/24/24	Amount	Submitted	AWARDED	Amount	Awarded	DECLINED	Amount	Date
LA DOE 8g	\$ \$3,259	8/23/23	Booth Bricker Foundation	\$ 17,000	6/1/23			
ProBono Publico	\$ 25,000	7/17/23	USDA Farm to School	\$ 15,510	7/19/23			
NO Tourism & Cultural Fund	\$ 15,000	9/29/23	NO Tourism & Cultural Fund	\$ 15,000	10/31/23			
New Orleans Recreation and Culture Fund	\$ 94,014	11/17/23	LA DOE 8g	\$ 3,259	11/13/2023			
YouthForce NOLA	\$ 25,000	4/24/24	Pro Bono Publico	\$10,000	12/4/2023			
			Selley Family Foundation	\$ 20,000	01/29/24			
<b>Grand Total</b>	<b>\$ 162,273</b>		<b>Grand Total</b>	<b>\$ 80,769</b>		<b>Grand Total</b>	<b>\$ -</b>	
<b>2023 - 24 Budget Gap</b>				<b>\$ 94,014.00</b>				
<b>Percent toward closing Gap</b>				<b>86%</b>				
<b>Percent of Year</b>				<b>75%</b>				

**Human Capital**

**Offer Letters for School Year 2024-25:** We have been diligently working on preparing offer letters for the upcoming school year. The process involved finalizing details and utilizing Bamboo for electronic signatures, ensuring seamless documentation and storage. Offer letters will be distributed to staff via email on April 30<sup>th</sup>.

**Recruitment Efforts:** Intent to Return letters were sent out in February to assess our staffing needs for the next academic year. The process allowed IHSNO to determine vacancies for the upcoming year. Vacancies will be finalized upon receipt of signed offer letters. As part of our ongoing commitment to excellence, we are diligently working to recruit and retain qualified staff members who are dedicated to our mission and the well-being of our students. Our goal is to create an environment where every student can thrive and succeed. We understand the importance of having a strong and supportive team, and we are focused on:

- Identifying and filling key vacancies promptly with talented individuals who share our vision.
- Providing ongoing professional development and support to our existing staff members to help them excel in their roles.
- Enhancing communication and collaboration across departments to ensure a cohesive and effective team approach.

# Coversheet

## IB Career Programme

**Section:** I. Opening Items  
**Item:** G. IB Career Programme  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** CP\_Cost\_Estimate\_2023.pdf.docx  
VIBE CP Financial support letter .docx

**Start-Up Cost Estimate – Career-related Programme (CP) *within existing or seeking to become schools with the Diploma Programme (DP)***

<b>Year of consideration</b>	<u>ONE-TIME Authorization services fee*</u> This fee accounts for the application for candidacy fee, three years of candidacy, and also covers two online workshop registrations to be used during the school's candidacy period.	<b>\$8,500 USD</b>	Copy of check, or purchase order is uploaded into documents section of the application.
<b>Year 1</b>	<u>Candidacy, consultation and authorization services Y1 fee</u> Includes remote consultation, consultant visit report, end of consultancy report, access to the IB's Programme resource centre, direct support from the authorization department via Programme Relationship Manager.	<b>(PAID)</b>	
<p><i>All teaching IB DP courses must be trained, including Personal and Professional Skills course</i></p> <p><i>See p.7 of <u>Guide to school authorization: Career-related Programme</u></i></p>	<p style="text-align: center;"><b><u>Training Costs per participant</u></b></p> <p style="text-align: center;"><b>Option 1: <u>Online</u> - approx. \$450 USD (4 weeks)</b></p> <p style="text-align: center;"><b>Option 2: <u>Face-to-face (F2F)</u> - starting at \$744 USD (two and a half days)</b>          (Travel and accommodation are additional expenses)</p> <p style="text-align: center;"><b>Option 3: <u>Virtual</u> – starting at \$550 (three days)</b></p> <p style="text-align: center;"><b><u>Option 4: Multi-school workshop (potential option for districts with multiple CPs)</u></b></p> <p style="text-align: center;"><b><u>F2F: \$585-595 USD (2 – 2.5 days)</u></b></p> <p style="text-align: center;"><b><u>Online: \$270 USD (4 weeks)</u></b></p> <p style="text-align: center;"><b><u>Virtual: \$290 USD (2 days)</u></b></p> <p><b>Other Options:</b> Refer to PD Offerings PDF and/or <a href="https://www.ibo.org/professional-development/find-events-and-workshops/">https://www.ibo.org/professional-development/find-events-and-workshops/</a></p> <p style="text-align: center;"><b><u>Developing the CP (OPTIONAL)</u></b></p> <p style="text-align: center;">Face-to-face - 1-day on-site training - \$3,000 USD per 50 participants</p> <p style="text-align: center;">Virtual 1-day training- \$75 USD per participant (up to 50 participants) and \$60 USD per participant (51+ participants)</p> <p><b>Other Options:</b> Refer to PD Offerings PDF and/or <a href="https://www.ibo.org/professional-development/find-events-and-workshops/">https://www.ibo.org/professional-development/find-events-and-workshops/</a></p> <p style="text-align: center;"><b><u>NOTE:</u> Training requirements must be met for authorization as an IB World School and for future evaluations</b></p>		
<b>Year 2</b>	<u>Annual school fee</u> (Post authorization)	<b>\$1,610 USD</b>	July (Invoiced in June., US schools)

<b>Year 7</b>	DP-CP Combined Evaluation Visit (Every 5 years)	<b>\$5,500</b>	
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### Summary of Estimated Start-up Costs for CP per school from Application to First Year of Authorization

**Fees:** Authorization fee (Year 1), Annual school fee (Year 2), Evaluation visit

**Minimum Training Costs:** CP Coordinator + 2 IB DP course teachers + Personal and Professional Skills teacher

**Additional costs for consideration:** IB Coordinator release time to oversee the programme, Student fees for authorized schools can be found by visiting our website <http://www.ibo.org/become-an-ib-school/fees-and-services/>

\* **All fees on this document are in \$USD and are subject to change.** Please refer to the School Guide to Authorization for requirement details. This document is to be used as a guide. The IB is not responsible for budgetary items unaccounted for beyond the information provided to outline core fees related to application, candidacy, professional development and authorization.



### Start-Up Cost Estimate – Career-related Programme (CP) **ONLY** – For schools **not** having or seeking an authorized Diploma Programme

<b>Year of consideration</b>	<u>Application for Candidacy fee*</u> (and required <i>PD for the Head of School</i> )	<b>\$4,000 USD</b>  (+\$450-\$1600 for initial PD)	Copy of check, or purchase order and workshop completion certificate are uploaded into documents section of the application.
<b>Year 1</b>	<u>Candidacy and consultation services Y1 fee</u> Includes remote consultation, 2-day on-site visit, consultant visit report, end of consultancy report, access to the IB's Programme resource centre, direct support from the authorization department via Programme Relationship Manager	<b>\$9,500 USD</b>	Once a school has been awarded candidacy, a non-refundable candidacy and consultation services fee will be charged to the school on the 1st of the month following the granting of their candidacy.

<p><i>All teaching IB DP courses must be trained, including Personal and Professional Skills course</i></p> <p><i>See p.7 of <a href="#">Guide to school authorization: Career-related Programme</a></i></p>	<p><b><u>Training Costs per participant – Same comments as above</u></b></p> <p><b>Option 1: Online</b> - approx. <b>\$450 USD</b></p> <p><b>Option 2: Face-to-face</b> - starting at <b>\$744 USD</b> (Travel and accommodation are additional expenses)</p> <p><b>Other Options:</b> Refer to PD Offerings PDF and/or <a href="https://www.ibo.org/professional-development/find-events-and-workshops/">https://www.ibo.org/professional-development/find-events-and-workshops/</a></p> <p><b>Developing the CP Training</b></p> <p>1-day on-site training - \$3,000 USD per 50 participants</p> <p><b>Other Options:</b> Refer to PD Offerings PDF and/or <a href="https://www.ibo.org/professional-development/find-events-and-workshops/">https://www.ibo.org/professional-development/find-events-and-workshops/</a></p> <p><b>NOTE:</b> <i>Training requirements must be met for authorization as an IB World School</i></p>		
<p><b>Year 2</b></p>	<p><u>Candidacy and application for authorization services Y2 fee</u> Candidacy and consultation services fee will no longer be charged. This service fee will be billed yearly from this point until the school is authorized: covers cost of assessing and processing the application for authorization, a 2-day verification visit to the school (only one visit per candidacy is covered), a verification visit report, final authorization of the school, access to the IB's</p>	<p><b>\$9,500 USD</b></p>	<p>Once a school notifies the IB that it would like to apply for authorization, a non-refundable candidacy and application for authorization services fee will be charged to the school on</p>
	<p>Programme resource centre, direct support from the authorization department via your Programme Relationship Manager.</p>		<p>the 1st of the month following this request.</p>
<p><b>Year 3</b></p>	<p><u>Annual school fee</u> (Post authorization)</p>	<p><b>\$9,240 USD</b></p>	<p>July (Invoiced in June, US schools)</p>
<p><b>Year 8</b></p>	<p>CP Evaluation Visit (Every 5 years)</p>	<p><b>\$3,700</b></p>	

**Summary of Estimated Start-up Costs for CP per school from  
Application to First Year of Authorization**

**Fees:** Application, Candidacy fees (per year), Annual school fee, Evaluation visit, Professional Development workshops

**Minimum Training Costs:** Head of School + CP Coordinator + 2 Subjects + Personal and Professional Skills (PPS) Teacher + Developing the CP Workshop

PLEASE NOTE: *Head of School must be registered for training or trained before application can be submitted.*



**Additional costs for consideration:**

- IB CP Coordinator release time to oversee the programme
- Student fees for authorized schools, visit our website <http://www.ibo.org/become-an-ib-school/fees-and-services/>

***\*All fees on this document are in \$USD and are subject to change.*** Please refer to the School Guide to Authorization for requirement details. This document is to be used as a guide. The IB is not responsible for budgetary items unaccounted for beyond the information provided to outline core fees related to application, candidacy, professional development and authorization.



April 24, 2024

**International Baccalaureate Organization**

IB Global Centre, Washington DC  
7501 Wisconsin Avenue, Suite 200 West  
Bethesda, Maryland 20814, USA

**Re: Support from authorities**

We, the Voices for International Business and Education, guarantee the financial support to the International High School of New Orleans in the implementation and growth of the IB Career-Related Programme. We confirm that we fully understand the financial requirements, including IB fees and projected costs for professional development, and are committed to providing the necessary financial support for the duration of the school's candidate journey, and if authorized, as an IB World School.

We further understand that if we cannot meet our financial obligations to the IB, the IB has full discretion to terminate the candidacy status of the programme as described by *Rules for candidate schools* Article 10.1.b.

Thank you for your consideration.

Sincerely,

Karen Mayer Dwyer  
VIBE Board Chair

Percy Manson  
VIBE Board Vice Chair

IHSNO Seal