



Voices for International Business and Education

Facility Committee Meeting

Date and Time

Wednesday March 26, 2025 at 6:30 PM CDT

Voices for International Business and Education http://public.boardontrack.com/VIBE_1

<https://www.youtube.com/@IHSNOLA>

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
Opening Items			
A. Record Attendance and Guests		Sarah Olivier	1 m
B. Call the Meeting to Order		Sarah Olivier	1 m
C. Approve December 4, 2025 Minutes	Approve Minutes	Sarah Olivier	4 m
II. Committee Business			6:36 PM
A. Facilities Report / Major Projects Update	FYI	Aviva Le	20 m
1. Facility report			

	Purpose	Presenter	Time
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2. Outstanding facility needs

III. Other Business

IV. Closing Items

6:56 PM

A.	Next Meeting	FYI	Sarah Olivier	2 m
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1. The next meeting is scheduled for 6:30 ?
_____?

B.	Public Comment	Discuss	Sarah Olivier	1 m
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C.	Adjourn Meeting	Vote	Sarah Olivier	1 m
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Coversheet

Approve December 4, 2025 Minutes

Section:	I. Opening Items
Item:	C. Approve December 4, 2025 Minutes
Purpose:	Approve Minutes
Submitted by:	
Related Material:	2024_12_04_facilities_committee_meeting_minutes.pdf



Voices for International Business and Education

Minutes

Facilities Committee Meeting

Date and Time

Wednesday December 4, 2024 at 6:30 PM

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Committee Members Present

A. Berger, A. Le, C. Robinson, L. Arellano-Rivera, S. Olivier

Committee Members Absent

None

Guests Present

F. McKenna

I. Opening Items

- A. Record Attendance and Guests
- B. Call the Meeting to Order
- C. Approve September 2024 Minutes

C. Robinson made a motion to approve the minutes from Facilities Committee Meeting on 09-25-24.

L. Arellano-Rivera seconded the motion.

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

II. Closing Items

A. Next Meeting

As we get to make to closeout- we may need more direction and be busy getting this building ready for exit.

The committee should work on a closeout plan.

Aviva will have a conversation with the Building Inspector to see what needs to be done for closeout.

Need assistance for Artichetec to design a plan for this front barrier/counter

Use the closeout building form Rob Wayne and use that as a follow guide.

The next meeting is on January 22.

Inventory

What are NOLAPS and IHSNO items?

Aviva will have a conversation with NOLAPS to see the inventory and what needs to be done with the closeout. guide.- put on the agenda for the next meeting.

B. Public Comment

C. Adjourn Meeting

L. Arellano-Rivera made a motion to adjourn the meeting.

C. Robinson seconded the motion.

The committee **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 7:05 PM.

Respectfully Submitted,

F. McKenna

Coversheet

Facilities Report / Major Projects Update

Section:	II. Committee Business
Item:	A. Facilities Report / Major Projects Update
Purpose:	FYI
Submitted by:	
Related Material:	Facility Committee Meeting March 2024.pdf

Facility Committee Meeting

March 2024

Important Dates

- Mar 26: LDOE Initial Walk Through
- Apr 3: NOLA PS Site Visit
- Apr 05: Community Fair
- May 22: Graduation Ceremony
- Jun 30: Last Day in Building

Highlights

- **Shade:** The shades were installed in the courtyard

Facility Department Updates

- **Shade:** We are planning to build out some kind of shades for the outside play space to shield the students from the sun's heat. This is an ongoing project as the wind and rain destroyed the first 2 sets of covering.
- **Community Fair:** FC staff is preparing for the community fair on April 5, 2025.
- **LDOE Site Visit:** Preparing for LDOE visit on 3/26/25
- **NOLA PS Visit:** Preparing for the NOLA PS visit on 4/3/25
- **Inventory:** First draft is completed. Will fine-tune after the April 9th training.
- **ACs completely broken:** 303, 308, 2nd floor hallway outside 207 & 210, 2nd floor office -
- **Prepare for the 2025 Prom**
- **Waiting on roof inspection proposal** - must have before the closing of the building