



# Voices for International Business and Education

## VIBE Board Meeting

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### Date and Time

Wednesday June 18, 2025 at 6:00 PM CDT

### Location

2733 Esplanade Avenue,

New Orleans, Louisiana 70119

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

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

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
Opening Items			
<b>A.</b> Call the Meeting to Order		Percy Manson	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		Percy Manson	1 m
<b>C.</b> Approve Minutes - VIBE Board Meeting	Approve Minutes	Percy Manson	1 m

	Purpose	Presenter	Time
Approve Minutes - Board Meeting April 30, 2025			
<b>D.</b>	Chair Report	Percy Manson	5 m
<b>E.</b>	Head of School Report	Adierah Berger	10 m
<b>F.</b>	Housekeeping	Approve Minutes Percy Manson	5 m

Vote to Approve Minutes or confirm Board Approval of minutes not marked as approved in Board on Track

Copies of all minutes can be found on Board on Track by meeting dates:

4/16/25

2/18/24

12/12/24

2/4/24

10/16/24

5/4/24

3/20/24

& 8/26/23

## II. Committee Reports - Finance/Development

6:23 PM

<b>A.</b>	Report-Finance From June 11, 2025 Meeting	Approve Minutes	Karen Dwyer	7 m
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Recap: There will be significant cash to pay off buyouts and invoices. Including Dr Berger's full amount of incentive pay, there is included in the transition budget a contingency for temporary office space and supplies.

Recommend to the Full Board approval of Minutes from Finance Committee Meeting June 11, 2025

<b>B.</b>	Recommendation to adopt April 2025 Financial Statements	Vote	Karen Dwyer	1 m
<b>C.</b>	Year End Audit and Closing Authorizations	Vote	Karen Dwyer	4 m

Finance Committee recommends to the Full Board that we engage Bernard and Franks as our Auditors and Authorize Dr Berger to sign the engagement letter For year 24-25.

	Purpose	Presenter	Time
	Further recommend Authorizing Dr Berger and required Board Members to sign the Compliance Questionaire		
	Further recommend Authorizing Dr Berger to sign any necessary paperwork to close the Retirement Plan		
<b>III. Committee Reports -Academic</b>			<b>6:35 PM</b>
Academic			
<b>A. Academic Report</b>	Approve Minutes	Tonya Winfield	7 m
	Report of Academic Committee		
	Vote to approve the minutes of the June 4, 2025, Academic Committee Meeting		
	Approve minutes for Academic Committee Meeting on June 4, 2025		
<b>IV. Committee Reports - Facility</b>			<b>6:42 PM</b>
Facility			
<b>A. Report of the Facilities Committee</b>	Approve Minutes	Sarah Olivier	7 m
	Approve minutes for Facility Committee Meeting on May 28, 2025		
<b>V. Committee Reports -Governance</b>			<b>6:49 PM</b>
<b>A. Report of the Governance Committee</b>	Approve Minutes	Tonya Winfield	4 m
	Review All Forms needing to be completed before June 30th		
	Spoke with Adams & Reese they are sending a questionnaire for the Alumni Association to fill out to start the process of setting up a non profit for them.		
	Recommend the Full Board Approve the Minutes of the Governance Committee Meeting June 4, 2025		
	Approve minutes for Governance Committee Meeting on June 4, 2025		

	Purpose	Presenter	Time
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**VI. Head of School Evaluation and Committee****6:53 PM**

The Executive/Head of School Evaluation Committee met to review the terms of Dr. Berger's incentive pay for the 2024–2025 school year.

<b>A.</b>	Recommendation to Board	Vote	Percy Manson	5 m
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We are recommending to the Board that Dr. Berger be awarded the maximum incentive amount of \$30,000, as permitted by her contract, to be paid by June 30th. This recommendation was contingent on the availability of funds within the budget.

After consultation with the Finance Committee and personnel involved in developing the transition budget, we understand that \$25,000 was originally budgeted for incentive pay. However, it appears there should be sufficient funds available to support the full \$30,000 payment.

**VII. Closing Items****6:58 PM**

<b>A.</b>	Request for Public Comment	FYI	Percy Manson	5 m
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<b>B.</b>	Adjourn Meeting	Vote	Percy Manson	1 m
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# Coversheet

## Call the Meeting to Order

<b>Section:</b>	I. Opening Items
<b>Item:</b>	A. Call the Meeting to Order
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	2025_04_30_board_meeting_minutes.pdf



# Voices for International Business and Education

## Minutes

### VIBE Board Meeting

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#### Date and Time

Wednesday April 30, 2025 at 6:30 PM

#### Location

2733 Esplanade Avenue,  
New Orleans, Louisiana 70119

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

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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

D. Francois, G. Espinoza, K. Dwyer, L. Arellano-Rivera, S. Olivier

#### Directors Absent

*None*

#### Ex Officio Members Present

A. Berger

#### Non Voting Members Present

A. Berger

#### Guests Present

A. Le, D. Lewis, Darrin Francois, E. Thomas, J. Davis, J. Williams, U. Yi

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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 Apr 30, 2025 at 6:35 PM.

### B. Record Attendance and Guests

### C. Vote to Move into Executive Session

G. Espinoza made a motion to to move into executive session.

S. Olivier seconded the motion.

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

### D. Vote

G. Espinoza made a motion to return to regular session.

L. Arellano-Rivera seconded the motion.

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

L. Arellano-Rivera made a motion to extend Dr. Berger's Contract to June 30, 2025.

S. Olivier seconded the motion.

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

L. Arellano-Rivera made a motion to approve Dr. Berger as the Liquidator during the school closure transition.

S. Olivier seconded the motion.

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

S. Olivier made a motion to Adopt records management policy.

G. Espinoza seconded the motion.

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

L. Arellano-Rivera made a motion to accept the March Financial Statements.

G. Espinoza seconded the motion.

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

D. Francois made a motion to accept the updated transition budget knowing it is a living document and will be updated several more times.

S. Olivier seconded the motion.

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

## II. Closing Items

### A. Request for Public Comment

### B. Adjourn Meeting

G. Espinoza made a motion to adjourn the meeting.

D. Francois 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 7:00 PM.

Respectfully Submitted,  
A. Berger

**C. Next Board Meeting**

Next meeting May 28, 2025 at 6:30pm



# Coversheet

## Head of School Report

<b>Section:</b>	I. Opening Items
<b>Item:</b>	E. Head of School Report
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	CEO EOY Report 2025.06.pdf



# 2024-25 End of Year Report

June 2025

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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## Who We Are

### Mission:

The mission of International High School of New Orleans (IHSNO) 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.

### Vision:

IHSNO students are compassionate, productive, global citizens who positively impact the world.

### Values:

We always remain committed to positive outcomes for students.

We always respect, encourage, and value diversity.

We are always student-centered.

We always find creative solutions for unique challenges.

### Overarching Goals

1. Ensure that all students are educated in the International Baccalaureate Curriculum Framework.
2. To improve the academic success of all students.
3. Build a safe, supportive, and nurturing environment allowing students and staff to focus on the work at hand while minimizing distractions.
4. Institute long-range planning as a built-in-aspect of the school's and administration's approach to budgetary and programmatic decision-making.

## Executive Summary

The 2024–2025 school year marked the final chapter of the International High School of New Orleans' proud service to our students and families. Despite unprecedented emotional, structural, and staffing challenges, our faculty, staff, and students showed resilience and dedication. From academic progress to strategic closure planning, this year reflects both the depth of IHSNO's mission and the legacy it leaves behind.

## Academic Overview

### Department Goals

- 80% of all initial LEAP testers will achieve Basic or above on state assessments
- Increase ACT average score to 18
- 80% of teaching staff will grow their observation ratings by 0.5 points or more

## Academic Year in Review

Staff turnover, last-minute hires, facility issues, and the impact of the school's closure announcement created a difficult learning environment. Nonetheless, targeted interventions, improved diagnostic access, a stable instructional calendar, and creative scheduling supported instructional gains.

- Tutoring was embedded into the school day without extending teacher workloads
- ELA collaboration at lower grade levels led to strong LEAP performance improvements
- Cultural engagement remained a hallmark: the World Language department upheld all annual celebrations despite attrition
- Leadership remained committed to students despite impending closure, earning backing from the State Superintendent

## LEAP 2025 Results Summary

Subject	% at Basic or Higher	Notes
English I	43%	New teacher brought stability late in semester
English II	66%	Strongest overall performance; intentional planning
Algebra I	26%	Persistent challenge since COVID; staff loss mid-year
Geometry	39%	Improved performance under new teacher
US History	38%	Teacher's medical leave disrupted instruction
Biology	42%	Incremental improvement, potential boost from IB students

- **5 of 6 LEAP subjects had improved Basic+ attainment over 2024**
- Algebra I and U.S. History remain priority areas, largely due to instruction gaps

## LEAP Spring 2024 vs 2025 Summary

Comparing 2024 to 2025, all subjects except for Algebra 1 and US History improved when it came to meeting graduation requirements for LEAP attainment. Ninth-grade math has been a major struggle since COVID, and we have not been able to break through with a solution. Geometry's improvement could be related to more consistent use of the prescribed curriculum this year. It leaves one to ponder if it could have even been better with a more experienced teacher. Biology's attainment increased, but the higher end scores stayed about the same. The numbers were not crunched specifically to prep, but it is logical to wonder if those numbers are being carried by the IB students.

## ACT

- Goal: 18 average score
- Outcome: Goal not achieved
  - Instructional gap due to ACT Prep teacher's resignation two months prior to testing
  - Limited time and structure for test-specific skills practice

## Special Education Department

### Program Description

Focused on inclusive supports and legal compliance (IDEA, ADA) through:

- Grade-level study skills courses
- Structured IEP meeting schedules
- Cognitive diagnostic testing
- Collaboration with UNO, LA-AEM, and other supports

### Key Achievements

- Caseload increased >50% over previous year
- All teachers new but remained committed through EOY
- 100% teacher participation in IEP meetings
- >95% parent attendance rate
- 3–4 point growth on NWEA assessments
- 75% graduation rate for students with disabilities
- 82.2% attendance rate for students with IEPs

### Innovations

- Text-to-speech tools via Read&Write
- Integration of Fast Forward and IXL to support literacy and math
- Study skills classes ensured students received targeted support 90+ minutes/week

## Social Work Department

### Services Provided

- Full caseload: 346 students
- Home Visits: 23
- FINS Reports: 13
- Mediations: 22 (in partnership with Culture)

### Attendance/Tuancy

- Saturday Seat Recovery (low turnout: ~5/35 students)
- Chronic absenteeism addressed with bracketed tracking, conferencing, and outreach

### Mental Health Screening

- RAAPS implemented but underutilized (student hesitance to disclose)

## Support for McKinney-Vento Students

- 18 students identified, 12 finished the year
- Provided uniforms, hygiene, supplies

## Systems & Tools

- Deployed Charity Tracker for documentation and confidentiality
- Partnered on hygiene awareness initiatives

## Development

### School Closure Transition

- Coordinated transparent communications through “Rooms”
- Hosted High School Fair – 92% of underclassmen secured placement
- Staff received PD on resumes/interviews
- Organized Hiring Fair with Jefferson Parish Schools – 2 on-site hires

### Community Engagement

- Increased social media visibility and alumni outreach
- Successful Jazz Fest Parking Fundraiser and Community Fair
- Revamped weekly newsletter to support community awareness

## Technology

### Key Goals

- Deploy and maintain classroom laptops
- Improve inventory systems
- Prioritize real-time support and infrastructure stability

### Accomplishments

- Zero disruptions during LEAP due to well-prepared devices
- Asset Tiger system implemented for improved inventory tracking
- Improved network reliability with Cisco Meraki access
- Classroom cart rollout completed—execution hindered by inconsistent teacher management

### Challenges

- Device loss due to poor check-in/out and tracking
- Ticketing system underused—most requests came via text/email
- Ongoing issues with Performance Matters testing platform



## Data Snapshot

Device Type	Total	Broken	Unreturned	Deprovisioned
Chromebooks	353	6	59	0
Teacher Laptops	49	3	7	6
iPads	6	0	0	0
iPhones	17	0	0	2
Surface Pros	6	4	0	1

**Conclusion:** Our student device shortage was mostly due to inconsistent accountability rather than lack of equipment.

## Human Resources

### Staffing Snapshot

- High turnover disrupted continuity in multiple core subjects:
  - 8 Resignations, including Algebra II, Spanish, ACT Prep, and Physical Science
  - 1 Termination (PE)
- Special Education was fully staffed by October, though started the year with only a paraprofessional
- Leadership and instructional staff juggled dual roles amid multiple mid-year teacher transitions

### Professional Development

- Maintained a 4-week PD calendar with core areas: Academics, Culture, IB, Records
- Shifted PD focus in spring toward transition support for closure
- Highlights:
  - Six-part SIOP series to strengthen support for English learners
  - Literacy-focused School Support Institute participation
  - Leadership PD in new state evaluator rubric (NIET-based)

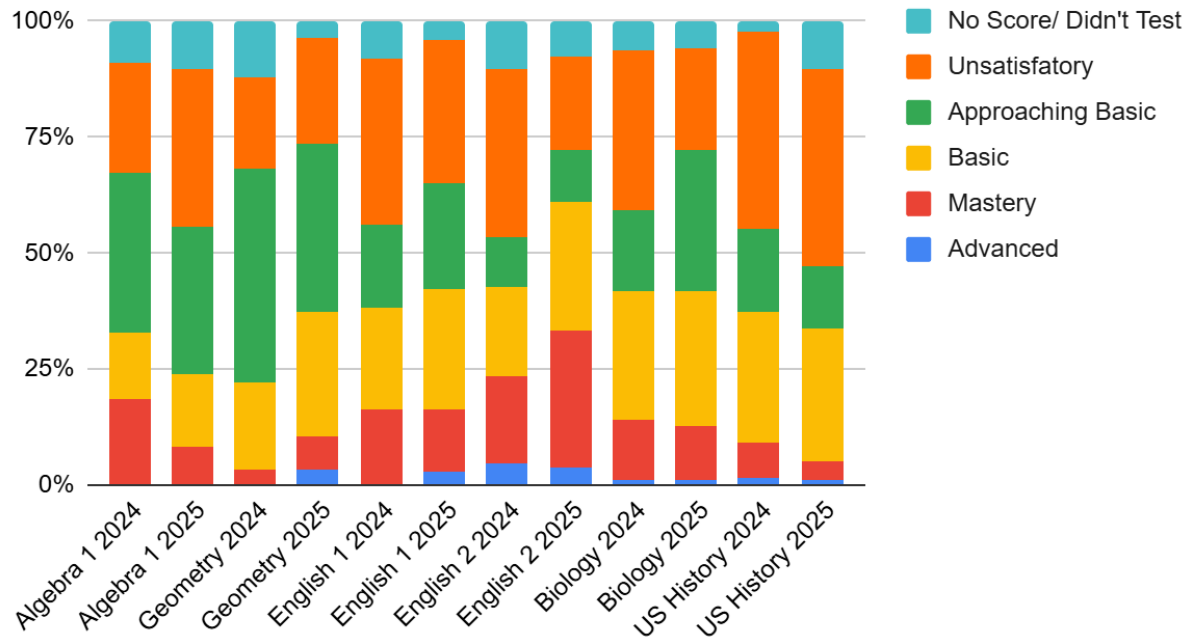
## Final Reflections

Despite falling short of academic proficiency goals, this year represents a turning point in instructional alignment, departmental growth, and student-centered practices. ELA showed promising momentum. Geometry gains highlight that strong curriculum usage, even with novice teachers, makes a difference. The greatest barriers to academic success were chronic staffing challenges and the destabilizing effect of closure-related uncertainty.

As we close our doors, we do so knowing that our staff remained committed to our students to the very end. We pressed forward through years of disruption—pandemic, hurricanes, relocations, and more—fighting for student opportunity in every season. There is no shame in this ending. Only pride in what we stood for and hope that our work lives on in the students we served.

## Appendix I: LEAP

### Spring '24 vs Spring '25



# Coversheet

## Report-Finance From June 11, 2025 Meeting

<b>Section:</b>	II. Committee Reports - Finance/Development
<b>Item:</b>	A. Report-Finance From June 11, 2025 Meeting
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Financial/Development Committee Meeting on June 11, 2025 24-25 Budget Revision - May 2025 (2).pdf

APPROVED



# Voices for International Business and Education

## Minutes

### Financial/Development Committee Meeting

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#### Date and Time

Wednesday June 11, 2025 at 5:30 PM

#### Location

2733 Esplanade Avenue,  
New Orleans, Louisiana 70119

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

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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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#### Committee Members Present

D. Francois, G. Espinoza, K. Dwyer, L. Arellano-Rivera

#### Committee Members Absent

C. Walker, P. Manson

#### Guests Present

A. Berger, Mike Dunn

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### I. Opening Items

#### A. Call the Meeting to Order

K. Dwyer called a meeting of the Finance Committee of Voices for International Business and Education to order on Wednesday Jun 11, 2025 at 5:35 PM.

#### B.

## Record Attendance and Guests

### II. IV. Financial update

#### A. April 2025 Financials

D. Francois made a motion to approve the minutes from Financial/Development Committee Meeting on 05-28-25.

L. Arellano-Rivera seconded the motion.

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

- Just under \$52,000 Surplus
- Not much has changed from last month
- 2 grants - Redesign and CLSD - very restrictive grants- trying to maximize those grants. We received clarity and are now working on getting everything submitted to the state to get reimbursed in time. Likely, we won't get reimbursed in July. But we will contact the state to see if they will expedite the reimbursement.
- The focus is on winding down and paying off the school's obligations.

L. Arellano-Rivera made a motion to Approve April 2025 financials and recommend to the full board.

G. Espinoza seconded the motion.

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

#### B. Grants Update

#### C. Cash Balances

There will be significant cash to pay off buyouts and invoices. Still waiting on some final numbers.

We are in a good spot with transition budget and cash balance.

#### D. Transition Budget

Dr. Berger's incentive pay 2024-25. There will be enough funds in the transition budget to give Dr. Berger the full amount of incentive pay.

There is a contingency for temporary office space.

#### E. Year end Audit and Closing authorizations

To engage Bernard and Franks to do our Final audit and authorize Dr. Berger to sign the audit engagement letters.

Authorize Dr. Berger and Board members to sign the Compliance Questionnaire.

Authorize Dr. Berger to sign any necessary paperwork to close the Retirement plan.

L. Arellano-Rivera made a motion to Recommend to full board to engage Bernard and Franks as auditors, to authorize Dr. Berger to sign the audit engagement letters, to authorize Dr. Berger and Board members to sign the compliance questionnaire, and to authorize Dr. Berger to sign necessary paperwork to close the Retirement Account.

D. Francois seconded the motion.

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

### III. Closing Items

#### A. Adjourn Meeting

G. Espinoza made a motion to to adjourn the meeting.

L. Arellano-Rivera 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 6:05 PM.

Respectfully Submitted,

A. Berger

**International High School  
Cash Availability - Close-out**

<b>Beginning Liquidity 7/1/24:</b>	<b>\$ 974,404</b>
Operating Surplus/(Deficit)	\$ (231,116)
Transition Costs	\$ (311,109)
SBA Loan	\$ (140,000)
<u>Contract Buy-outs:</u>	
AllFax - office equipment	\$ (90,006)
Great American - network	<b>\$ (94,000)</b>
Bonterra	\$ (14,789)
Navigate 360	\$ (1,977)
EverOn/ADT	\$ (6,797)
Transamerica audit	
<b>Cash Availability</b>	<b><u>\$ 84,610</u></b>

**International High School of New Orleans**  
**FY 2024-2025 Budget**  
**Revenue & Expense Summary**

**Projected Enrollment**

**374**

**FY 2024-2025 Budget**

**Annual  
Budget**

**Revenue:**

MFP revenue	\$	4,685,798
State Stipends	\$	126,762
Title I revenue		214,355
Title IIA revenue		7,628
Title III revenue		10,525
Title IV SSAE revenue		2,634
Education Excellence Fund		7,421
Perkins		-
IDEA Part B 611		101,022
IDEA 611 Set-Aside		5,722
CLSD CIR/UIR-A (9-12)		193,000
FY23 Redesign 1003		117,828
CDF		19,702
ESSER III Incentive		343,566
Food revenue - federal		224,551
SCTG		200,573

**Total Federal & State Revenue**      **\$      6,261,087**

**Private Contributions**

Entergy	12,395
Other	11,000
Youth Force NOLA	13,000

**Other Revenue**

Student Fees/Athletics, etc	64,956
E-rate Revenue	4,842

**Total Revenue**      **\$      6,367,280**



**Expenses:**

Salaries	\$	3,211,886
Employee Benefits		
Payroll taxes		257,760
Other employee benefits		514,388
Purchased professional services		
Instructional		338,614
Admin		300,047
Facilities		103,864
Technology		114,283
Purchased property services		240,191
Utilities		85,000
Student Transportation		473,975
Insurance		187,581
Other purchased services		383,297
Materials & supplies:		
Instructional		69,541
Admin		3,250
Facilities		55,000
Technology		500
Textbooks/workbooks		122,998
Equipment		
Instructional		32,500
Miscellaneous		103,719
<b>Total Expenses</b>	<b>\$</b>	<b>6,598,396</b>
<b>Operating Surplus/(Deficit)</b>	<b>\$</b>	<b>(231,116)</b>

**IHSNO****Transition Budget - July-December 2025**

Contracted Staff - post 6/30/24		Estimate
Berger	\$ 62,500	Four months
Thomas	\$ 21,042	Two months
Vargas	\$ 4,333	One month
Per Diem	\$ 10,000	
Temporary office/Support	\$ 10,000	
Bernard Franks:		
24-25 final audit	\$ 38,500	
24-25 federal audit		
24-25 SAUP		
Final 990s	\$ 8,000	
PTO payout	\$ 61,584	Estimate
Adams & Reese	\$ 20,000	
DFS - AFR, audit, grants	\$ 12,500	
Liquidator (Dr. Berger)	\$ 5,000	Estimate
Tail insurance	\$ 7,900	Estimate
QuickBooks fees	\$ 1,750	
Powerschool	\$ 5,000	
HR fees	\$ 1,000	BambooHR - Estimate
EdOps (Data)	\$ 10,000	Data & Finance - estimate
Website	\$ 2,000	
Digitize records	\$ 20,000	Estimate
Contingency	\$ 10,000	
<b>Total Transition Costs</b>	<b>\$ 311,109</b>	

# Coversheet

## Recommendation to adopt April 2025 Financial Statements

<b>Section:</b>	II. Committee Reports - Finance/Development
<b>Item:</b>	B. Recommendation to adopt April 2025 Financial Statements
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	IHSNO_Financial_Statements_-_April_2025.pdf



## April 2025

### YTD Revenue & Expenses – Actual vs. Budget – ten months ended 4/30/25

- YTD operating surplus of \$51,817 compared to YTD budget deficit of **(\$122,525)**
- Total YTD Revenues of \$5,234,654 compared to Total TYD Budgeted Revenues of \$5,289,746
  - YTD MFP revenue under YTD budget by approximately \$334K – budget was based on 395 students, MFP was adjusted to 372 students
  - School Food Service Revenue slightly less than YTD budget
  - Estimated grant accruals for IDEA, Title I, Redesign, and CLSD included
  - Other Restricted Grants (4590) includes final submission of ESSER III of \$343,566 – this was budgeted at much lower amount; also includes Redesign & CLSD accruals
  - Other Restricted Revenues (3290) of \$126,762 represents state stipends to be passed through to employees
- Total YTD Expenses of \$5,182,837 compared to Total YTD Budgeted Expenses of \$5,412,271
  - Salaries continue to be slightly below YTD budget due to timing of starting dates of employees vs budget spread; employee departures
  - Benefit plan costs lower than YTD budget by about \$152K
  - Professional Services under YTD budget by \$78K
  - Purchased Property Services over YTD budget by \$73K primarily due to significant AC repairs of approximately \$80K
  - Insurance Expense over YTD budget by \$12K
  - Supplies over YTD budget by approximately \$119K – variances include instructional supplies \$19K, facility supplies \$39K, electricity \$23K, Textbooks/Workbooks (Curriculum) \$37K
  - Other Expenses includes MFP fee; annual dues for Greater New Orleans Collaborative and LAPCS; school events & field trips

### Balance Sheet – 4/30/25

- Operating Cash – Hancock Whitney - \$523,709
- Accounts/Grants Receivable - \$547,268
- Accounts Payable - \$80,560
- Deferred MFP represents over funding based on estimated students counts
- Other Current Liabilities includes of \$54,366 includes accrued busing and food service
- Loan payable - \$132,853
- Net Assets - \$855,332 which includes capital assets of \$215,915

# International High School of New Orleans

## FY24-25 YTD Actuals vs YTD Budget (Summary)

July 2024 - April 2025

	ACTUAL	TOTAL	
		BUDGET	OVER BUDGET
Income			
1900 OTHER REV FROM LOCAL SOURCES	2,578,651	2,784,088	-205,437
REVENUE FROM FEDERAL SOURC	1,020,525	800,397	220,128
REVENUE FROM STATE SOURCES	1,635,479	1,705,262	-69,783
<b>Total Income</b>	<b>\$5,234,654</b>	<b>\$5,289,746</b>	<b>\$ -55,092</b>
GROSS PROFIT	<b>\$5,234,654</b>	<b>\$5,289,746</b>	<b>\$ -55,092</b>
Expenses			
100 Salaries - Regular Employee	2,512,893	2,569,801	-56,908
200 Benefits	592,160	744,638	-152,477
300 Prof Services	687,396	766,109	-78,714
400 Purchased Property Services	212,656	139,500	73,156
500 Other Purchased Svs	722,680	835,046	-112,366
600 Supplies	319,865	200,547	119,318
700 Property	19,500		19,500
800 Other Objects	115,689	156,630	-40,941
<b>Total Expenses</b>	<b>\$5,182,837</b>	<b>\$5,412,271</b>	<b>\$ -229,433</b>
NET OPERATING INCOME	<b>\$51,817</b>	<b>\$ -122,525</b>	<b>\$174,341</b>
NET INCOME	<b>\$51,817</b>	<b>\$ -122,525</b>	<b>\$174,341</b>

# International High School of New Orleans

## FY24-25 YTD Actuals vs. YTD Budget (Detail)

July 2024 - April 2025

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
<b>Income</b>			
1900 OTHER REV FROM LOCAL SOURCES			
1510000 Interest	1,898.10	567.50	1,330.60
1740000 Student Fees	21,801.78	66,600.00	-44,798.22
1921000 Unrestricted Contributions and Donations	25,895.00	85,833.30	-59,938.30
1922000 Restricted Contributions and Donations	10,500.00		10,500.00
1993000 Refund Of PY Expense	4,841.79	21,390.80	-16,549.01
1994000 State Pub Sch Fund (MFP)Loca	2,421,338.10	2,603,029.20	-181,691.10
1999000 Other Miscellaneous Revenues	92,376.18	6,666.70	85,709.48
<b>Total 1900 OTHER REV FROM LOCAL SOURCES</b>	<b>2,578,650.95</b>	<b>2,784,087.50</b>	<b>-205,436.55</b>
REVENUE FROM FEDERAL SOURC			
4515000 School Food Service	180,035.64	182,445.30	-2,409.66
4531000 IDEA - Part B	67,348.00	81,375.80	-14,027.80
4535000 IDEA High Cost Services		0.00	0.00
4541000 Title I, Part A	160,766.00	134,355.00	26,411.00
4544000 Title IV, Part A	1,756.00	0.00	1,756.00
4545000 Title II, Part A	6,992.00	0.00	6,992.00
4547000 Title III, Part A	7,017.00	0.00	7,017.00
4550000 Redesign 1003a	86,512.00	131,522.50	-45,010.50
4559000 Other NCLB Programs	7,421.00	195,833.30	-188,412.30
4590000 Other Restricted Grants Through State	502,677.00	74,865.00	427,812.00
<b>Total REVENUE FROM FEDERAL SOURC</b>	<b>1,020,524.64</b>	<b>800,396.90</b>	<b>220,127.74</b>
REVENUE FROM STATE SOURCES			
3110000 State Public School Fund (MF	1,483,492.60	1,636,014.20	-152,521.60
3110002 CDF	24,823.00		24,823.00
3200001 Restricted Grants-In-Aid	401.00	8,333.30	-7,932.30
3290 Other Restricted Revenues	126,762.00	60,914.20	65,847.80
<b>Total 3200001 Restricted Grants-In-Aid</b>	<b>127,163.00</b>	<b>69,247.50</b>	<b>57,915.50</b>
<b>Total REVENUE FROM STATE SOURCES</b>	<b>1,635,478.60</b>	<b>1,705,261.70</b>	<b>-69,783.10</b>
<b>Total Income</b>	<b>\$5,234,654.19</b>	<b>\$5,289,746.10</b>	<b>\$ -55,091.91</b>
<b>GROSS PROFIT</b>	<b>\$5,234,654.19</b>	<b>\$5,289,746.10</b>	<b>\$ -55,091.91</b>
<b>Expenses</b>			
100 Salaries - Regular Employee			
1110000 School Administrators			
1112190 Other Pupil Support –Culture	118,540.04	55,878.30	62,661.74
1112410 Principals		20,833.30	-20,833.30
1112420 Asst Principals		61,960.80	-61,960.80
1112430 CEO	81,250.00	125,000.00	-43,750.00
1112490 Other Admin	108,922.18	360,181.70	-251,259.52
1112510 Fiscal Svcs/Business Mgr	78,851.12	118,395.00	-39,543.88
<b>Total 1110000 School Administrators</b>	<b>387,563.34</b>	<b>742,249.10</b>	<b>-354,685.76</b>
1120000 Teachers	0.00		0.00

# International High School of New Orleans

## FY24-25 YTD Actuals vs. YTD Budget (Detail)

July 2024 - April 2025

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
1121130 Secondary Teachers	1,184,219.70	987,522.50	196,697.20
1121210 Special Education Teachers	141,914.07	136,770.80	5,143.27
<b>Total 1120000 Teachers</b>	<b>1,326,133.77</b>	<b>1,124,293.30</b>	<b>201,840.47</b>
1130000 Therapists/Specialists/Counselors			
1132113 Social Worker		95,780.00	-95,780.00
1132122 Counselors/Specialist	158,897.37	101,030.80	57,866.57
1132211 Remediation Specialist		74,916.70	-74,916.70
<b>Total 1130000 Therapists/Specialists/Counselors</b>	<b>158,897.37</b>	<b>271,727.50</b>	<b>-112,830.13</b>
1142400 Clerical / Secretarial	158,003.90	107,216.70	50,787.20
1150000 Para Educators			
1151210 Aides-Special Education		27,735.80	-27,735.80
<b>Total 1150000 Para Educators</b>		<b>27,735.80</b>	<b>-27,735.80</b>
1160000 Service Workers	112,736.10		112,736.10
1162620 Custodial Staff	79,212.72	113,270.00	-34,057.28
<b>Total 1160000 Service Workers</b>	<b>191,948.82</b>	<b>113,270.00</b>	<b>78,678.82</b>
1180000 Degreed Professional			
1182329 Director of Development	34,451.18		34,451.18
<b>Total 1180000 Degreed Professional</b>	<b>34,451.18</b>		<b>34,451.18</b>
1190000 Other Salaries	60,283.31	32,186.70	28,096.61
1192200 Behavior Interventionist	28,135.59	61,621.70	-33,486.11
1192845 IT Support	52,894.97		52,894.97
<b>Total 1190000 Other Salaries</b>	<b>141,313.87</b>	<b>93,808.40</b>	<b>47,505.47</b>
1231130 Substitute Teachers		27,000.00	-27,000.00
1300000 Salaries for Extra Work	375.84	62,500.00	-62,124.16
1500000 Stipend Pay	114,204.47		114,204.47
<b>Total 100 Salaries - Regular Employee</b>	<b>2,512,892.56</b>	<b>2,569,800.80</b>	<b>-56,908.24</b>
200 Benefits			
210 Health Insurance	56,404.83	443,690.00	-387,285.17
2101100 Health Insurance-Regular Programs	194,843.32		194,843.32
2101210 Health Insurance - Special Education	9,865.08		9,865.08
2102400 Health Insurance - School Admin	37,721.24		37,721.24
2102510 Health Insurance - Fiscal Svcs	5,827.89		5,827.89
2102840 Health Insurance - Technology	6,394.55		6,394.55
<b>Total 210 Health Insurance</b>	<b>311,056.91</b>	<b>443,690.00</b>	<b>-132,633.09</b>
220 Social Security	143,638.08	159,203.30	-15,565.22
225 Medicare	33,595.22	37,233.30	-3,638.08
2300000 Retirement	33,926.43	77,034.20	-43,107.77
2391100 Retirement-Regular Programs	14,150.45		14,150.45
2391210 Retirement-Special Education	4,160.86		4,160.86
2392400 Retirement-School Admin	22,985.51		22,985.51
2392510 Retirement-Fiscal Svcs	2,466.09		2,466.09
<b>Total 2300000 Retirement</b>	<b>77,689.34</b>	<b>77,034.20</b>	<b>655.14</b>

# International High School of New Orleans

## FY24-25 YTD Actuals vs. YTD Budget (Detail)

July 2024 - April 2025

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
2500000 Unemployment	8,131.85	12,070.00	-3,938.15
260 Workers Compensation	17,717.00	15,406.70	2,310.30
290 Other Benefits	331.76		331.76
<b>Total 200 Benefits</b>	<b>592,160.16</b>	<b>744,637.50</b>	<b>-152,477.34</b>
300 Prof Services			
3001210 Other Purch Tech Svcs-SPED	17,304.67	18,405.00	-1,100.33
3001420 Athletics	21,756.00		21,756.00
3002130 Health Services	58,745.00	47,025.00	11,720.00
3002150 Speech Svcs	9,144.00	13,500.00	-4,356.00
3002160 Occupational Therapy	2,281.74	3,150.00	-868.26
3002220 Other-Instruction Dev Svcs	1,800.00		1,800.00
3002310 Board of Education Purch Tech Svcs	10,995.00		10,995.00
3002400 School Admin Purch Tech Svcs	13,544.21		13,544.21
3002510 Fiscal Svcs	143,333.72	60,416.70	82,917.02
3002660 Safety and Security Svcs	62,431.42	80,000.00	-17,568.58
3002830 Human Resource Svcs	4,945.15	10,000.00	-5,054.85
3003100 Food Service	1,021.75		1,021.75
3100000 Purchased OfficialAdministrative Services		42,495.80	-42,495.80
3200000 Purchased Educational Services	11,875.06	175,552.50	-163,677.44
3201000 Purchased Educational Services Instruction	93,245.67		93,245.67
3202100 Purchased Educational Services Pupil Support	35,477.86	30,505.80	4,972.06
3202200 Purchased Educational Services Instructional Staff	52,349.00	10,000.00	42,349.00
<b>Total 3200000 Purchased Educational Services</b>	<b>192,947.59</b>	<b>216,058.30</b>	<b>-23,110.71</b>
3300000 Other Purchased Professional Services			
3322310 Legal Services	17,738.50	54,166.70	-36,428.20
3332310 Auditing Services	47,200.00	52,400.01	-5,200.01
3390000 Other Professional Services		38,329.20	-38,329.20
3392662 Other Professional Services - Security	2,548.30		2,548.30
3392830 Other Professional Services - Background Checks	69.00	1,000.00	-931.00
<b>Total 3390000 Other Professional Services</b>	<b>2,617.30</b>	<b>39,329.20</b>	<b>-36,711.90</b>
<b>Total 3300000 Other Purchased Professional Services</b>	<b>67,555.80</b>	<b>145,895.91</b>	<b>-78,340.11</b>
3402510 Fiscal Purch Prof and Tech Svcs		2,000.00	-2,000.00
3402840 Admin Tech Svcs	79,589.45	127,162.50	-47,573.05
<b>Total 300 Prof Services</b>	<b>687,395.50</b>	<b>766,109.21</b>	<b>-78,713.71</b>
400 Purchased Property Services			
4212620 Disposal Services	6,262.45	6,916.70	-654.25
4232620 Custodial Services	24,835.40	75,000.00	-50,164.60
4302620 Repairs and Maintenance	134,372.89		134,372.89
4422400 Rental of Equip-School Admin	41,335.60		41,335.60
4422650 Vehicle Operation and Maintenance Services		57,583.30	-57,583.30
<b>Total 4422400 Rental of Equip-School Admin</b>	<b>41,335.60</b>	<b>57,583.30</b>	<b>-16,247.70</b>
4422620 Equipment Rental	1,404.38		1,404.38



# International High School of New Orleans

## FY24-25 YTD Actuals vs. YTD Budget (Detail)

July 2024 - April 2025

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
4900000 Other Property Services	4,445.00		4,445.00
<b>Total 400 Purchased Property Services</b>	<b>212,655.72</b>	<b>139,500.00</b>	<b>73,155.72</b>
500 Other Purchased Svs			
5192720 Student Transportation	365,817.50	381,825.00	-16,007.50
5212310 Liability & Flood Insurance	41,095.73	47,247.50	-6,151.77
5222620 Property Insurance	18,165.00		18,165.00
530 Communications	2,382.48		2,382.48
5302400 Communication	57,936.24	23,849.20	34,087.04
<b>Total 530 Communications</b>	<b>60,318.72</b>	<b>23,849.20</b>	<b>36,469.52</b>
5402310 Professional Advertising	11,962.61	8,520.80	3,441.81
550 Printing and Binding		8,333.30	-8,333.30
5641100 Tuition to Other LEA's	34,075.00	119,907.00	-85,832.00
5703100 Food Service Management	165,812.37	177,030.00	-11,217.63
5800000 Travel		26,666.70	-26,666.70
5821100 Travel Reimbursement	3,070.49		3,070.49
5822400 Travel-School Admin	9,037.60		9,037.60
<b>Total 5800000 Travel</b>	<b>12,108.09</b>	<b>26,666.70</b>	<b>-14,558.61</b>
5900000 Miscellaneous Purchased Service	12,576.94	41,666.70	-29,089.76
5902400 Miscellaneous Purchased Services	747.80		747.80
<b>Total 500 Other Purchased Svs</b>	<b>722,679.76</b>	<b>835,046.20</b>	<b>-112,366.44</b>
600 Supplies			
6101100 Supplies and Materials	67,406.58	49,617.50	17,789.08
6101210 Supplies-Special Education	96.85		96.85
6101490 Supplies - Other Programs	7,129.30		7,129.30
6102130 Supplies - Nursing	2,476.86		2,476.86
6102220 Supplies-Instruction Dev Svcs	685.93		685.93
6102400 Supplies-School Admin	15,620.15	6,875.00	8,745.15
6102620 Supplies-Bldg	54,541.18	15,000.00	39,541.18
6151100 Technology Supplies	7,307.65	27,083.30	-19,775.65
6152400 Tech-School Admin	2,222.11	416.70	1,805.41
6222620 Electricity	71,411.16	48,000.00	23,411.16
6400000 Textbooks & Workbooks	90,966.80	53,554.39	37,412.41
<b>Total 600 Supplies</b>	<b>319,864.57</b>	<b>200,546.89</b>	<b>119,317.68</b>
700 Property			
7342400 Tech Hardware	19,499.80		19,499.80
<b>Total 700 Property</b>	<b>19,499.80</b>		<b>19,499.80</b>
800 Other Objects			
8102400 Dues and Fees	99,268.81	85,463.30	13,805.51
8352510 Interest Expense	3,694.75		3,694.75
8950000 Miscellaneous non-public Expens	12,725.68		12,725.68
8970000 Insurance per child		71,166.70	-71,166.70
<b>Total 800 Other Objects</b>	<b>115,689.24</b>	<b>156,630.00</b>	<b>-40,940.76</b>

# International High School of New Orleans

## FY24-25 YTD Actuals vs. YTD Budget (Detail)

July 2024 - April 2025

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Total Expenses	\$5,182,837.31	\$5,412,270.60	\$ -229,433.29
NET OPERATING INCOME	\$51,816.88	\$ -122,524.50	\$174,341.38
NET INCOME	\$51,816.88	\$ -122,524.50	\$174,341.38

# Voices for International Business and Education

## Stmt Rev & Exp vs Prior Year

July 2024 - April 2025

	TOTAL	
	JUL 2024 - APR 2025	JUL 2023 - APR 2024 (PY YTD)
Income		
1900 OTHER REV FROM LOCAL SOURCES	2,578,650.95	2,509,610.85
REVENUE FROM FEDERAL SOURC	1,020,524.64	858,626.77
REVENUE FROM STATE SOURCES	1,635,478.60	1,761,750.51
<b>Total Income</b>	<b>\$5,234,654.19</b>	<b>\$5,129,988.13</b>
GROSS PROFIT	<b>\$5,234,654.19</b>	<b>\$5,129,988.13</b>
Expenses		
100 Salaries - Regular Employee	2,512,892.56	2,331,334.44
200 Benefits	592,160.16	451,357.38
300 Prof Services	687,395.50	726,410.15
400 Purchased Property Services	212,655.72	245,966.16
500 Other Purchased Svs	722,679.76	824,140.41
600 Supplies	319,864.57	234,706.31
700 Property	19,499.80	
800 Other Objects	115,689.24	185,471.17
900 Other Uses of Funds		0.00
<b>Total Expenses</b>	<b>\$5,182,837.31</b>	<b>\$4,999,386.02</b>
NET OPERATING INCOME	<b>\$51,816.88</b>	<b>\$130,602.11</b>
NET INCOME	<b>\$51,816.88</b>	<b>\$130,602.11</b>

# International High School of New Orleans

## Balance Sheet As of April 30, 2025

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
10000 Cash and Cash Investments	523,709
1000999 Anybill Clearing	92,315
<b>Total Bank Accounts</b>	<b>\$616,024</b>
Accounts Receivable	
1530000 Accounts Receivable	547,268
<b>Total Accounts Receivable</b>	<b>\$547,268</b>
Other Current Assets	
10160 Prepaid Salary	0
1810000 Prepaid expenses	19,866
1910001 Security Deposit	7,886
<b>Total Other Current Assets</b>	<b>\$27,752</b>
<b>Total Current Assets</b>	<b>\$1,191,043</b>
Fixed Assets	
2000000 Fixed Assets	215,915
<b>Total Fixed Assets</b>	<b>\$215,915</b>
Other Assets	
2650000 ROU Asset	104,610
<b>Total Other Assets</b>	<b>\$104,610</b>
<b>TOTAL ASSETS</b>	<b>\$1,511,569</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
4210000 Accounts Payable	80,560
<b>Total Accounts Payable</b>	<b>\$80,560</b>
Credit Cards	
4200000 Whitney Pay Cards	3,473
<b>Total Credit Cards</b>	<b>\$3,473</b>
Other Current Liabilities	
10600 Deferred MFP	87,900
451 Other Current Liabilities	54,366
4510000 Loan Payable	132,853
4610000 Accrued Salaries & Benefits	107,023
4613000 Accrued Vested PTO Benefits	45,028
471 Payroll Liabilities	38,920
5310000 ROU Liability	106,113
<b>Total Other Current Liabilities</b>	<b>\$572,203</b>

# International High School of New Orleans

## Balance Sheet

As of April 30, 2025

	TOTAL
<b>Total Current Liabilities</b>	<b>\$656,237</b>
<b>Total Liabilities</b>	<b>\$656,237</b>
Equity	
10701 Temp. Restricted Net Assets	11,084
10798 Retained Earnings	792,431
Net Income	51,817
<b>Total Equity</b>	<b>\$855,332</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,511,569</b>

# Coversheet

## Academic Report

<b>Section:</b>	III. Committee Reports -Academic
<b>Item:</b>	A. Academic Report
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Academic Committee Meeting on June 4, 2025

APPROVED



# Voices for International Business and Education

## Minutes

### Academic Committee Meeting

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#### Date and Time

Wednesday June 4, 2025 at 5:30 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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#### Committee Members Present

D. Francois, G. Espinoza, P. Manson, S. Olivier, T. Winfield

#### Committee Members Absent

*None*

#### Committee Members who arrived after the meeting opened

G. Espinoza, P. Manson

#### Guests Present

A. Berger, D. Lewis, E. Thomas, J. Davis, K. Dwyer, U. Yi, james davis

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### I. Opening Items

#### A. Call the Meeting to Order

T. Winfield called a meeting of the Academic Committee of Voices for International Business and Education to order on Wednesday Jun 4, 2025 at 5:33 PM.

#### B.

## Record Attendance

### C. Approve Minutes-

S. Olivier made a motion to approve the minutes from Academic Committee Meeting on 12-09-24.

D. Francois seconded the motion.

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

Confirming the approval of March 19, 2025 minutes.

## II. Academic

### A. Academic Report

- End of Year Closeout items being done. Key end-of-year responsibilities include:
  - Packing and inventorying all school assets
  - Finalizing student grades and distributing student report cards
  - Completing teacher evaluations using the new Louisiana Evaluation System (LES)
  - Compiling and distributing student records
- **Teacher Evaluations:** IHSNO opted to participate in the trial implementation of the new Louisiana Evaluation System (LES). While this has presented some challenges, the remaining academic team is working to complete all evaluations before the year's end.
- **SLP:** We are organizing a scaled-down summer learning program (SLP). This year, we will offer only the required 30 hours of LEAP remediation for students who did not pass the Spring LEAP assessments. The program will run from June 9–20, followed by Summer LEAP testing from June 23–27.
- Spring LEAP:
  - Algebra I held steady from last year; US History stayed the same
  - Geometry, Eng 1, Eng 2, Biology- we saw an increase in this.
- Records Requests
  - Liquidator will have to handle all records requests

P. Manson arrived at 5:39 PM.

G. Espinoza arrived at 5:45 PM.

## III. Other Business

### A. Final Review

There is nothing additional the board needs to do for the closeout in terms of Academics. There needs to be a contingency for tech needs and any additional needs for the liquidator.

## IV. Closing Items



#### A. Adjourn Meeting

S. Olivier made a motion to adjourn the meeting.

G. Espinoza 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 6:00 PM.

Respectfully Submitted,

A. Berger

# Coversheet

## Report of the Facilities Committee

<b>Section:</b>	IV. Committee Reports - Facility
<b>Item:</b>	A. Report of the Facilities Committee
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Facility Committee Meeting on May 28, 2025

APPROVED



# Voices for International Business and Education

## Minutes

### Facility Committee Meeting

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#### Date and Time

Wednesday May 28, 2025 at 6:30 PM

#### Location

2733 Esplanade Avenue,  
New Orleans, Louisiana 70119

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

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

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

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#### Committee Members Present

C. Robinson, L. Arellano-Rivera, S. Olivier

#### Committee Members Absent

*None*

#### Guests Present

A. Berger, A. Le, D. Francois, E. Thomas, Emelio Espinosa, G. Espinoza, K. Dwyer

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### I. Opening Items

#### A. Record Attendance and Guests

#### B.

### **Call the Meeting to Order**

S. Olivier called a meeting of the Facility Committee of Voices for International Business and Education to order on Wednesday May 28, 2025 at 6:18 PM.

### **C. Approve March, 2025 Minutes**

C. Robinson made a motion to approve the minutes from Facility Committee Meeting on 03-26-25.

L. Arellano-Rivera seconded the motion.

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

## **II. Closing Items**

### **A. Next Meeting-TBD**

### **B. Public Comment**

### **C. Adjourn Meeting**

C. Robinson made a motion to adjourn the meeting.

L. Arellano-Rivera 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 6:38 PM.

Respectfully Submitted,

A. Berger

# Coversheet

## Report of the Governance Committee

<b>Section:</b>	V. Committee Reports -Governance
<b>Item:</b>	A. Report of the Governance Committee
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Governance Committee Meeting on June 4, 2025

APPROVED



# Voices for International Business and Education

## Minutes

### Governance Committee Meeting

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#### Date and Time

Wednesday June 4, 2025 at 6:30 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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#### Committee Members Present

C. Robinson, C. Walker, K. Dwyer, T. Winfield

#### Committee Members Absent

P. Manson

#### Guests Present

A. Berger

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

K. Dwyer called a meeting of the Governance Committee of Voices for International Business and Education to order on Wednesday Jun 4, 2025 at 6:28 PM.

#### C. Approve Minutes

C. Walker made a motion to approve the minutes from Governance Committee Meeting on 03-19-25.

T. Winfield seconded the motion.

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

## II. Governance

### A. Governance responsibilities

#### Complete Governance Forms

- Tier 3 Financial Disclosure Form
  - 2024 - Forms should have been submitted by May 15, 2024
  - 2025 - Need to be submitted by May 15, 2026
    - Tonya has a reminder set for 2026 to send 2025 form in.
- Ethics Training
  - 2024 - Everyone should have done the training
  - 2025 - Ethics training due by December 2025
- Volunteer Hours
  - Need to submit volunteer hours for 2024-25. Includes any time you spent on IHSNO.
  - AB will share a google sheet with a tab for each board member.
- Liquidator Responsibilities
  - Karen will contact attorneys to inquire about a clause to provide the necessary items needed to successfully liquidate the school. Office supplies shall include IT needs, postage, communication, paper, ink, printer, office rental.
- Incentive Pay 2024-25
  - Executive Committee will meet as soon as possible
  - Tonya will speak with Percy tonight to set a date to meet.

### B. Discussion - New Non Profit

Karen spoke with Adams and Reese about setting up Alumni Association non-profit. They will work on it.

Karen gave \$300 to the Alumni Association. They did not spend it all. Karen wants to make sure to give it to them. They do not yet have a checking account.

- Consider a final board dinner
- Remind all board members about items they need to submit before June 30.

## III. Closing Items

### A. Important Dates

June 18 is full board meeting at 6pm

**B. Public Comment**

**C. Adjourn Meeting**

C. Robinson made a motion to Adjourn the meeting.

C. Walker 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 7:00 PM.

Respectfully Submitted,

A. Berger