



Head of School Report

November 13, 2020

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

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OBHead of School Report

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Dates to Note

Nov. 9: Virtual Open House
Nov. 10: Academic Committee Meeting
Nov. 11: Virtual Open House
Nov. 16: VIBE Finance Committee Meeting at 5:30 PM
Nov. 16: VIBE Development Committee Meeting at 6:30 PM
Nov. 17: PTO Meeting
Nov. 18: Courageous Conversations
Nov. 18: VIBE Board Meeting at 6:00 PM
Nov. 23-24: Asynchronous Learning -
Nov. 25-27: Thanksgiving Holiday
Nov. 30: Classes Resume
Dec. 1: VIBE Facility Committee Meeting at 5:30 PM
Dec. 1: VIBE Governance Committee Meeting at 6:30 PM
Dec 8: VIBE Academic Committee Meeting at 6:00 PM
Dec. 14-18: LEAP 2025 Testing
Dec. 21-Jan. 4: Winter Break



OVERVIEW

At IHSNO, being knowledgeable means expanding one's knowledge to better understand the world around us while using our talents to improve our community. We continue developing our understanding and using that understanding to better ourselves, providing opportunities for others to grow. This past month we learned more through our weather events. We realized that even with distance learning in our mix of instructional practices, without electricity and internet connectivity, we cannot provide instruction as desired.

We missed three days of instruction due to Hurricane Zeta. We will make up the lost time through instruction Monday and Tuesday, November 23 & 24. Though we know our students, teachers, and staff need time off, we must meet the academic minutes and days to remain compliant with the LDE.

We have been in conversations with Tulane Medical School regarding COVID-19 testing for all employees. The intention is to provide staff regular access to testing. We have been fortunate the no one on the team have tested positive upon student entering the building. Still, we want to provide additional supports to all IHSNO employees. We will have more information soon on this agreement. Additionally, we may consider offering the same service to our students.

COVID Highlights

Hybrid learning continues Mondays and Tuesday 9th and 10th -graders attend in-person and Thursdays and Fridays, 11th and 12th-graders attend the campus in person. About 60% of each cohort is on campus daily.



DEVELOP, GROW, AND MANAGE STAFF

Ms. Michele Holmes is the September 2020 Employee of the Month. Ms. Holmes is the In-House Substitute teacher who has worked for IHSNO since 2013. She can be seen filling many positions around the building and helping her colleagues. Congratulations to Ms. Holmes.

Virtual Team Building

Team building will resume in November. October events were canceled due to Hurricane Zeta.

Professional Development

We are building teacher capacity in Virtual and Hybrid learning. Teachers have been meeting with their respective Better Lesson instructional coaches to build their individual capacity further and work with their teams to strengthen content knowledge further. Additionally, teachers have access to the Louisiana Department of Education Virtual Learning series.

Media Coverage

IHSNO students Akayla Bailey and Darriel Brooks were selected to participate with artist Jessica Strahan to inspire the mural in Legacy Park. [Unframed](#) is presented by the Helis Foundation and is a project of the Arts Council of New Orleans.

ORGANIZATION SUSTAINABILITY

Student online performance and behaviors. Changing to hybrid as we enter the 2nd Quarter of the school year. Mid-semester is critical to determine student performance.

Student Enrollment

STUDENT DATA			
Grade	Projected	Enrollment	Percentage
9th	150	109	27.6%
10th	127	97	24.6%
11th	100	96	24.4%
12th	92	92	23.4%
Total	469	394	100%
Demographic	#	Percentage	
White	19	4.8%	
Black	251	63.7%	
Hispanic	113	28.7%	
Asian	8	2.0%	
Pacific Islander	3	0.8%	
Total	394	100.0%	

The official October 31, 2020, student count is 394. Current enrollments fall about 25 students less than our projected 420 count. We are utilizing new strategies to increase enrollment.

We are using virtual meetings and in-person tours to continually recruit students and fill seats for the 2021-2022 school year. Enrollment opened for the 2021-2022 school year in late October, with the window closing in February 2021.

Nursing Services

This year we have outsourced nursing services with Danita Raymond Nursing Services. The nurse is on campus daily from 9:00 AM to 4:00 PM. The nurse works with students and staff, identifying and



mitigating the spread of infections on campus. We are scheduling a flu clinic during the coming weeks to ensure maximum coverage of employees and students to receive the flu shot.

Transportation

Student demographic information has been sent to each bus company. WR Transport responded, and we meet with the owners to determine viability for services. WR Transport will provide transportation services. We will continue seeking alternatives as the services are more expensive than the prior year. We would be paying \$500 per day per bus.

Academic Curriculum

Genetics and Stem Labs are coming online soon. The Genetics Lab is made possible through funding from the McMoRan Foundation. The team is working with Xavier University, discussing strategies for implementation. We are working with Todd Wackerman of the STEM lab to reintroduce the science and math department members to the program. Additionally, all Student Learning Targets for the first semester have been uploaded in the Compass Information System. All uploaded information is in the process of receiving feedback.

Common Planning

The Instructional Coach is working with teachers on how to improve instruction. Through modeling and one-on-ones, the instructional Coach works with individual teachers on specific strategies to improve student engagement and academic improvement strategies.

LEAP 2020 Fall Testing

LEAP 2025 Fall testing will happen during the 1st Semester testing in December 2020. Testing will be arranged for the student taking regularly assessed courses this fall.

Asynchronous Learning

We are still working on the Asynchronous Learning Protocols. As we have been working to provide teachers support and tools to appropriately address their learning during this time, we are simultaneously building protocols that will fit IHSNO's expectations.

Special Education Advisory Council

The SpEd team continues recruiting parents to participate in the Special Education Advisory Council. Annually, the school must report to the LDE the disposition of the Advisory Council. We must hold three meetings annually. Links to the meeting are included in the Parent Newsletter.

Financial position

As of October 31, 2020, IHSNO cash balance is \$1,465,400 and a year-to-date deficit of \$182,700, which is underbudgeted by \$15,000. The Reserves Balance is 16.0%, which is more than two times the state's requirements.

Annual Financial External Audit

The 2019-2020 Audit is with the Bernard & Franks, CPA, and expected to be delivered Wednesday, November 18, 2020.



Payroll Protection Plan Loan Forgiveness Process

IHSNO will only use payroll for the forgiveness process. The finance team is working with Hancock Whitney. The application should be completed by the end of November 2020.

Finance Deadlines and Due Date

- File PPP Loan Forgiveness – extended from October 31, 2020, to November 30, 2020
- 1st Quarterly Report' 20-2021 – October 31, 2020 - Completed
- Annual Financial Report Finalized – October 31, 2020 - Completed
- Audit Finalized – December 31, 2020

School Food Service

We started in-house breakfasts and lunch services on October 24, 2020. Daily lunch count averages about 70 students. Breakfast is available by grab and go from 7:45 AM to 8:00 AM.

The Health Department's visit requires a handwashing station near the cafeteria for students to utilize before entering the cafeteria. The Handwashing station remains on order and will be installed once on-site.

Student Count (Data Submission)

We have run into several issues submitting the October 1 student count. We are working with the LDE as our understanding is there is a challenge on their end. We have verified the closing date of November 17, 2020.

Student Activity

Dual Enrollment

There are 98 dual enrollment course selections for 11th & 12th-grade students for undergraduate admissions

- Forty-nine students are enrolled in Criminal Justice with Southern University at New Orleans undergraduate school.
- Forty-nine students enrolled in an English course with Southern University at New Orleans undergraduate school.
- Six students are enrolled in Operation Spark courses for Fall 2020.
- Three students are enrolled in NOCCA for Fall 2020.

Counseling and Social Work

The Counselors continue working with students to refine their schedules to ensure proper placement in classes and develop their Individual Graduation Plans.

Progress reports have been mailed to parents, and the Progress Reports are available on the PowerSchool platform.

IHSNO will be participating in the Tulane Upward Bound program. We have had eighteen -11th and 12th graders applied.



Culture & Discipline

The Culture Team is working closely with the Positive Behavior Interventions and Support Coordinator to deliver professional development to implement PBIS in the classroom. The PBIS work is closely related to the work of Capturing Kids' Hearts. Based on the recent visit by CKH, we have considerable work to do to implement CKH and see the benefits desired fully.

The Team is drafting an IHSNO specific handbook. In recent years, we have been relying on NOLA-PS to guide our work. We noted several critical shortcomings using the NOLA-PS guide and are in the process of developing an IHSNO specific Handbook. This document will be available for review in the Spring of 2021.

We did not participate in the Fall 2020 Athletics. We are convening a meeting to determine our participation during Spring 2021. There are several matters to be resolved, including those governed by the Louisiana High School Athletic Association.

Facility Overview

The roofing project is estimated to be completed by September 20, 2020. There was a delay due to rain. Multiple classrooms have sustained ceiling tile damage due to water intrusion during the roof replacement. Those rooms are scheduled to be repaired the week of September 14, 2020.

Basement Renovation is estimated to begin December 2020 – 120-day projected completion. IHSNO has been promised greater involvement in scheduling to minimize the renovation's impact on student learning.

COVID-19 Safety

We are still awaiting the delivery of the water bottle filling stations that they may be installed. The vendor proposes a mid-December 2020 delivery date.

Projects in the Works

- **Short-Term**
 - Door closers to be placed on all classroom and office doors
 - OPSB inspection
 - Installation of the weather station
 - Permanently affixed handwashing basin for cafeteria
 - Working on PM program for the classroom, bathroom, and common areas
 - Asset tracking
 - Inventory
 - Basement renovation
 - Installation of door closers for all classrooms and offices
 - Installation of the weather station
 - Working on Preventative Maintenance Plan

- **Long Term**
 - Paint classrooms
 - Repair/Replacement of interior doors



- Restrooms need updating – experiencing consistent minor issues
- Long-term facility strategic plan
- Cleaning the façade of the building

Development Strategy & Planning

Grants

Continue to explore options for funding with the grant writer. We are looking to fund the following:

- Computer Lab redesign (use as a study room for students)
- Outfitting IHSNO as a Chromebook campus (450 units needed)
- Expansion

Marketing

Working with the Schulkens team to plan the Annual Gala, Open Houses, Virtual Tours, and other events to increase public awareness and attract students to IHSNO.

Scheduled events for the remainder of the school year:

Spring			
Event	Date & Time	Audience	Notes
Fall Open House	TBA	Prospective students and families	Virtual
TET – Asian New Year	TBA	Students Not open to the public	School Auditorium
Pins & Parents – Bowling	TBD	Parents Administrators	Rock & Bowl on Carrollton
Black History Month	TBA	Students Not open to the public	School Auditorium
Spring Open House	TBD	Potential Students & families	School
Arabic Heritage Celebration	TBD	Students Not open to the public	School Auditorium
Spring Gala - iStudio Planning	April 17, 2021 6:00 PM to 10:00 PM	Students, parents, teacher, board members, community	UNO Ballroom
GiveNOLA	May	Internal & External Stakeholder, a community in general	Online giving
Teacher Appreciation	May	Teachers	School
International Festival	TBD	Students Not open to the public	School Auditorium
End of Year Celebration – Staff	May 2021	Staff & Faculty	TBD
Commencement	May 2021	Students, their families	Xavier University

Future Deliverables:

- Development Plan – in progress
- Gala venue and format



Technology

The team increased Zoom storage and licenses. This was to accommodate the number of licenses needed for all relevant employees and ensure a 7-day recording capacity.

The team scheduled the required training for the Counselors on building student schedules, automating teacher and course assignments, and creating the master schedule. The 21-hour training happened on November 9-11.

All emails have been added to PowerSchool to provide students and employees access to Schoology, the Learning Management System.

Challenge: speedy response to repair laptops virtually. We need to devise a plan for virtual responses.

Projects in the Works

- **Short-Term**
 - Distance Learning Tech Equipment (exchange of devices)
 - Carbonite installation on administrators' laptops
 - Website update
 - 3-year Tech Plan
 - Inventory update
 - Asset tracking
 - Fall Testing for LEAP 2020

- **Long Term**
 - Chromebook campus
 - Network overhaul – E-Rate funding
 - Tablet cart in some classrooms

COMPLIANCE AND EFFICIENCIES

REMINDER: The Louisiana Board of Ethics requires all board members of Type 2 charter schools to complete the annual Ethics Training, www.ethics.la.gov. Ethics training is mandatory, according to LA. RS 42:1170A. Please submit a copy of your completed certificate to Lynette Lopez. Please have your certificate submitted to the Chief of Staff not later than December 15, 2020.

The Louisiana Association of Public Charter Schools Annual conference is December 2-4, 2000. There is no fee to attend as a member of IHSNO. You can register for the [LAPCS Conference 2020](#) by clicking the [link](#).

Policy Updates

Working the Greater New Orleans Collaborative of Charter Schools, we have an updated Title IX policy, which will be presented at the next Governance Committee for review and adoption.



ACADEMIC ACHIEVEMENT AND IB FRAMEWORK

Organization

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

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

Academic

Baseline assessments & interim assessments have been delayed due to the LDE opening LEAP 360 portal in November instead of August 2020. We will assess our students; however, the overarching shortcoming is the test is only available to students attending school in person. The assessment information will only cover students attending in person and will not assess students attending virtually. The LDE has not devised a manner to provide testing external to school buildings.

IB Learner Profile Traits

Knowledgeable



November — Knowledgeable

I build my knowledge across many subjects through exploration and engagement.

The November IB learning profile is Knowledgeable. The

more we know, the better we are expected to perform. As such, November gives us much to be thankful for. This month we honor those who have served our country in the pursuit of peace. Additionally, the national day of Thanksgiving falls in this month. We learn more about our country and its founding and remain focused on strengthening our resolve to work collaboratively.

State Mandated Tests

First Semester LEAP 2025 assessment takes place on December 14-18, 2020. This is specific to students who have taken courses requiring the state's assessment.

Human Resources

The Leadership Guide is under review for the inclusion of information requested at committee meetings. The document will be available for further consideration in January 2021.

Staff

We have the following positions open:

- Math Teacher





Safety & Security

This year we have streamlined security resource personnel to assist in securing the campus. Throughout the year, we will adjust the schedule to optimize security coverage and provide a safe campus. We are working with the vendor to ensure that security services are consistent with personnel and substitute personnel as needed.