

APPROVED



Voices for International Business and Education

Minutes

Board Meeting

Date and Time

Wednesday October 19, 2016 at 6:00 PM

Location

International High School of New Orleans Community Room 727 Carondelet St. New Orleans, LA 70130

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

Directors Present

C. Allen, K. Katner, M. Roney, R. Keller, S. Retzlaff

Directors Absent

C. Webb, H. Blumenthal, J. Carter, S. Thomas

Ex Officio Members Present

L. Lopez, S. Wilson

Non Voting Members Present

L. Lopez, S. Wilson

Guests Present

A. Berger, D. Deno, L. Crowe, R. McGee

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Allen called a meeting of the board of directors of Voices for International Business and Education to order on Wednesday Oct 19, 2016 at 6:15 PM.

C. Mission

S. Retzlaff read the mission.

D. Approve Minutes from September 21, 2016

S. Retzlaff made a motion to approve minutes from the Board Meeting on 09-21-16 Board Meeting on 09-21-16.

K. Katner seconded the motion.

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

E. Report of the Chair

- Maria Arguedas, a Senior at IHSNO shared about the Hispanic Heritage Celebration in the past and this year. She shared her personal experience with the celebration and her take away.
- Introduction of new potential board members. Mr. Amer Tufail, Ms. Thelma Ceballos and Debra Vaughan
- April meeting will be reschedule to April 26
- It was agreed that Rob Keller and Carol Allen will meet with the HoS for the evaluation process. B. Schilling moved to motion and M. Roney second.

F. Head of School Report

- HoS report is uploaded to BOT
- Hispanic Heritage Celebration - as the kickoff of cultural celebrations in the school.
- Survey about cross-departmental interactions. The surveys have had an overall positive feedback. The surveys had three answers to the question, how was your interaction with X department; Good, didn't have an interaction, could have been better.
- We will be conducting surveys every month with the same orientation.
- There are short practice sessions for the DIOM material. We will have this sessions every three weeks.
- Academics - building curriculum
- within this first 9-week cycle, all teachers have been observed at least twice so teachers have timely feedback for them to work on their grows and glows. Glows

are the areas that went really well and grows are those areas that have room for improvement.

- Results from surveys and efforts after them.
- Based on our yearly projection of enrollment, we are shy 11 students from our target.
- We are currently looking at ways to mitigate the budget deficit that the under enrollment means.
- Counseling department has been working diligently to make sure our juniors and seniors are receiving the support and information needed to be ready for their post secondary education chapter.
- Mock ACT is scheduled for the end of this month.
- Attendance has been closely monitored by the social worker as we continue to have a healthy attendance record.
- The health fair was a great success with a number of vendors and services provided to our students and also opportunities for our students to give back in the way of blood donation.
- On the personnel area, we have lost our chemistry teacher as her family has now relocated to Georgia.
- Facility report of projects and tickets
- Technology change of service providers
- General - 5 Board members will be attending the LAPCS in December
- There has been a breakout of Mumps. We have 35 students in the building who are not up to date with immunization. These students will be asked to stay home until they are safe to return.
- There was a move to put a moratorium on charter schools that has a great impact on students of color. In the world of legislation there are a lot of things going on that impact our students.
- C. Allen asked what has been the teacher's reaction to the increased number of observations. S. Wilson explained that the majority of teachers have had a positive reaction to timely feedback.
- There has been a turn in the reception of the the IB program among students so more have been interested in participating than previous years. We now have an Extended Essay Coordinator as well as a Creative Action Service coordinator.

II. Committee Reports

A. Finance

- Financial report for September was passed around.
- There were expenses that were part of the accounts payable from the previous month.
- We expect to hold steady at 560.
- 580 - budgeted students
- 569 - Based on last year's enrollment, this is what was expected.

- We are tracking \$15,000 within the budget. Our legal fees have exceeded the expectations and gone over \$75000
- At the end of the day we have a reasonable variance of \$15k

M. Roney made a motion to Accept the September Financials.

C. Allen seconded the motion.

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

- A pledge form was shared with the board members to be filled out by each board member and give back to D. Deno.
- A policy is on the works to be circulated well in advance for the board members to review and revise if necessary to determine how to dispose of unused equipment.
- Committee goals and key performance indicators are on the works to develop a tool to track them and evaluate them.
- There will be a revision to the compensation packets for employees that are not covered by the collective bargaining unit in process.
- Each committee has been asked to submit their strategic goals to C. Allen and S. Retzlaff.

B. Governance

R. Keller made a motion to To accept the verbal resignation from Franz McField.

C. Allen seconded the motion.

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

R. Keller made a motion to Accept Mr. Amer Tufail as a VIBE board member.

C. Allen seconded the motion.

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

- The official recommendation for Thelma Ceballos to be accepted as a VIBE board member will be made in the next board meeting.
- Ms. Debrah Vaughan has some steps to complete before being recommended.

C. Academic

- PPP available on BOT

D. Facilities

- The committee will meet next month.
- A couple of architect schools were contacted to use IHSNO as a project to evaluate the building for remodeling, demolition, or any other projects to upgrade the facilities.
- We have been granted the opportunity to have a community park on IHSNO premises. There are some concerns on our side regarding safety, parking space

and upkeep. Parking options will be made available for faculty/staff that will be taken away from our premise.

E. Move to Executive Session to discuss Litigation

F. Return to Regular Meeting

C. Allen made a motion to To return to the regular meeting.

S. Retzlaff seconded the motion.

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

III. Closing Items

A. Adjourn Meeting

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,

C. Allen