

APPROVED



Voices for International Business and Education

Minutes

Governance Committee Meeting

Date and Time

Tuesday February 7, 2017 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

Committee Members Present

B. Schilling, C. Allen, H. Blumenthal, K. Katner, R. Keller, S. Retzlaff, S. Wilson

Committee Members Absent

S. Thomas

Guests Present

L. Lopez

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

R. Keller called a meeting of the Governance Committee of Voices for International Business and Education to order on Tuesday Feb 7, 2017 at 6:02 PM.

C. Approve Minutes

- Minutes are not recorded on BOT from the last meeting as to be approved.
- L. Lopez will look for the latest recorded information regarding minutes.

II. Governance Update

A. Board Recruitment

- B. Vaughn may not be as interested in becoming part of the board and participate in the development committee.
- We need people who know the people in these foundations to get the connections needed to support IHSNO.
- Blair has agreed to chair the development committee.
- Anne Stewart Kock, potential board member, will be at the next board meeting
- Carol spoke of a potential board member A Badon
- Kevin Katner spoke of a university president - Regnard
- Rob K spoke about vetting process for Ms. Kock and that she will follow the protocol

B. Drafting of New Board Policies

- There are policies that need to be updated. the recruitment policy need to be updated as new members have come aboard. The updates of the policies will be codified as the board move forward. R Keller spoke of bench marking IHSNO's process based on the actions of the other charter schools.
- R Keller would like the process to be more streamlined that others can use it a tool for recruiting board members as well as expectations of the board. The binder has information, but it is given after the candidate becomes a member of the board.
- Consistency is crucial in making sure processes are successful.
- H Blumenthal is referring to documents that existed in the past to inform/educated new or potential board members
- R Keller is asking members to pull documents should they have anything from previous years so they can be reviewed and revised to stream line information and processes.
- Public communication policy is important for board members to be aware of and consistent in statements. A policy should be drafted so the official public statements come only from the board chair.
- The main documents for the Board are on Board on Track.
- Stacie has been going through the process of making edits and updates to the current policies.
- The binders that current board members have are all dated back to 2014.

- Documents that R. Keller is referring to are documents that are required to get the board members up and going.

C. Ad Hoc Committee

This section has been cancelled as it has been voted already.

III. Closing Items

A. Adjourn Meeting

- There are things that the board members have to comply with and keep track of.
- The HoS report currently contains dates and information of school measurable outputs.
- How do we pull together all the information so board members have access to keep an eye on.
- The governance committee would like to have access to the dates of compliance that the school needs to meet.
- We need to send a reminder to anyone who got off the board to submit the tier 3 financial disclosure such as Franz, C. Webb
- We have an obligation to inform them and remind them.
- S. Wilson suggests that Tier 3 financial disclosure should be included in the off-boarding/exit interview for board members. This doesn't happen at their last board meeting, usually there is notice that board members will be leaving the board.
- It was suggested by H Blumenthal that board members should be subject to background checks.
- R Keller and B Schillings will work together in pulling previous board documents to be reviewed and revised.
- R Keller will work with S Wilson to find more about important school dates

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:49 PM.

Respectfully Submitted,

L. Lopez

B. Schilling made a motion to adjourn the meeting.

H. Blumenthal seconded the motion.

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