

APPROVED



Voices for International Business and Education

Minutes

Executive Committee Meeting

Date and Time

Tuesday September 20, 2016 at 6:00 PM

Location

727 Carondelet St. New Orleans, LA

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

Committee Members Present

C. Allen, S. Retzlaff, S. Thomas, S. Wilson

Committee Members Absent

L. Lopez, M. Roney

Guests Present

R. Keller

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

C. Allen called a meeting of the Executive Committee of Voices for International Business and Education to order on Tuesday Sep 20, 2016 at 6:13 PM.

C.

Approve Minutes

II. Executive

A. Discuss Evaluation process for the Head of School for the '16-2017

A discussion was held in reference to Sean's evaluation and the list of objectives Sean listed. Shontell suggested evaluate on the Outputs based on suggestions previously made by Carol. The committee was in agreement with the depth and scope of Sean's objectives and goals. Carol said she would like to incorporate assessment conferences to be held with Sean and the Chair and one other board member to be determined with the objective of having no surprises at the end of the evaluation period.

C. Allen made a motion to send the evaluation to the full Board for approval.

S. Thomas seconded the motion.

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

III. Closing Items

A. Adjourn Meeting

S. Retzlaff made a motion to adjourn the meeting.

S. Thomas 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 6:45 PM.

Respectfully Submitted,

S. Retzlaff