



# Voices for International Business and Education

## Minutes

### Executive Committee Meeting

---

#### **Date and Time**

Thursday November 3, 2016 at 6:00 PM

#### **Location**

International High School, 727 Carondelet Street, NOLA 70130, Community Room

---

Executive Committee Voices for International Business and Education

[http://public.boardontrack.com/VIBE\\_1](http://public.boardontrack.com/VIBE_1)

---

#### **Directors Present**

C. Allen, S. Retzlaff, S. Thomas

#### **Directors Absent**

M. Roney, R. Keller

#### **Ex Officio Members Present**

S. Wilson

#### **Non Voting Members Present**

S. Wilson

---

### **I. Opening Items**

#### **A. Record Attendance and Guests**

**B. Call the Meeting to Order**

C. Allen called a meeting to order on Thursday Nov 3, 2016 at 6:00 PM.

**C. Approve Minutes**

**D. Strategic Plan Review**

Stacie Retzlaff presented the AC goals as discussed at the last AC meeting. She made note that AC was unable to vote on them because there was no quorum. Committee agreed with the goals as presented. A review of the Finance Committee goals that Mariska Roney had shared via email was conducted. Carol said she would recommend Rob Keller (Governance Chair) and Kevin Katner (Facilities Chair) present their committee goals to the Board at the January Board Meeting.

S. Thomas made a motion to accept the Academic Committee Goals and the Finance Committee Goals as presented.

S. Retzlaff seconded the motion.

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

**E. HoS Evaluation Process**

Carol at previous meeting recommended implementing evaluation conferences to be held with Sean, Carol (Board Chair) and Rob Keller (Governance Chair). 1st conference date to be held on 11/15/16. Dates to be determined for the next 2 conferences.

S. Thomas made a motion to approve implementation of evaluation conferences with Sean to be conducted by Board Chair and one other Board member.

S. Retzlaff seconded the motion.

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

**F. Employer Contract HoS**

S. Thomas made a motion to defer the discussion to the January Committee Meeting.

S. Retzlaff seconded the motion.

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

**II. Closing Items**

**A. Adjourn Meeting**

S. Retzlaff made a motion to adjourn the meeting.

S. Thomas seconded the motion.

The team **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,

S. Retzlaff