

APPROVED



## Voices for International Business and Education

### Minutes

#### VIBE Board Meeting

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**Date and Time**

Wednesday June 27, 2018 at 6:00 PM

**Location**

727 Carondelet Street, New Orleans, LA

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Voices for International Business and Education [http://public.boardontrack.com/VIBE\\_1](http://public.boardontrack.com/VIBE_1)

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**Directors Present**

A. Kock, A. Tufail, C. Allen, D. Batiste, G. Lazard, J. Lampton, K. Katner, M. Roney, R. Keller, S. Cunningham, S. Retzlaff, S. Thomas

**Directors Absent**

B. Schilling

**Guests Present**

A. Berger, D. Deno, L. Lopez, S. Wilson, T. McGregor

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**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 Jun 27, 2018 at 6:04 PM.

### C. Approve Minutes

S. Thomas made a motion to approve minutes from the VIBE Board Meeting on 05-16-18  
VIBE Board Meeting on 05-16-18.

S. Cunningham seconded the motion.

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

### D. Chair Report

- We don't have a student tonight since school is out.
- Ms. James the senior counselor wasn't able to make it.
- The list of board meetings was presented and recommended for approval -  
January 16

S. Thomas made a motion to Accept the dates as presented including the January meeting to take place on January 16.

S. Retzlaff seconded the motion.

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

S. Retzlaff made a motion to To nominate Mariska Roney for board Chair.

K. Katner seconded the motion.

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

K. Katner made a motion to Nominate Gail Lazard for Vice-chair of the board.

A. Tufail seconded the motion.

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

M. Roney made a motion to Nominate Amer Tufail for treasurer of the board.

S. Retzlaff seconded the motion.

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

M. Roney made a motion to Blair for secretary of the board.

K. Katner seconded the motion.

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

Carol Allen recommends the committees to be chaired as follow:

- S. Retzlaff - Academic Committee
- R. Keller - Governance Committee
- A. Tufail - Finance Committee
- B. Schilling - Development Committee
- K. Katner - Facilities Committee

C. Allen made a motion to accept the committee chairs as presented.

S. Thomas seconded the motion.

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

The updated strategic plan was presented. The list of board of directors found in the 2018 version of the Strategic Plan reflects the directors who were involved during the revision process.

S. Retzlaff made a motion to accept the Strategic Plan updates as presented.

M. Roney seconded the motion.

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

### **E. Head of School Report**

The head report was presented. The information reflected in the report is a compilation from the different departments' work.

- This year we had the greatest number of graduates and SpEd students graduating within 4 years.
- As every year, at the end of the academic school year, we take time to reflect on what has happened in the year, gone well and areas of work to improve the following year. This year we had the Leadership retreat encompassing 34 leaders from the faculty and staff team.
- We are adopting a new curriculum for Language acquisition and math to get our students ready for the standardized tests
- Next year we will provide transportation for all students through bus tokens and yellow bus service.
- Our students continue to be engaged in extracurricular activities
- Our seniors have reached up to 11mil in scholarships which reflects the work our school counselors have done.
- 47 students had the opportunity to make up their academic time over the summer due to truancy during the school year.
- In the area of facilities, we are moving forward with the short-term projects. Roof work has started and will be done by tomorrow after three years of waiting for this process.
- We have started conversations with different funders to engage in a financial plan to improve our facilities.
- The technology plan continues to be codified as we gain knowledge and information on how to move forward more efficiently.
- Our 9T students passed their EOC courses. 9T students are those who are coming to high school below grade level, therefore are granted five years to complete their high school career.
- Another challenge we face is that not all IB students show up for testing.
- Culture has performed searches on students' bags finding items that are not welcomed in the school environment and students have been handled with accordingly.

The board member nominated as embodying the IB learner profile of the month of May; Reflective.

We thank the board members for their time and commitment.

We especially thank our dear Carol Allen for her leadership and commitment to the VIBE board.

## II. Academic Committee

### A. Report

- The academic committee dashboard was presented. There has been a lot of work behind it from the committee and finally, we have this tool to track progress and guide committee work and conversations.
- The dashboard will be available on board on track with the rest of the board documents readily accessible for everyone
- Next year the committee will focus on the charter to review and update what may need reviewing and updating.
- SC would like to see some charts, graphics to read the data a lot more digestible.

## III. Development Committee

### A. Report

B. Shilling is not in attendance.

## IV. Facility Committee

### A. APPROVE THE OPSB IHSNO LEASE DOCUMENT

- The lease was presented to the committee. The Adams & Reese firm was involved in putting together the lease with OPSB
- Signing this lease doesn't keep us from negotiating and pursuing a different lease in the future

K. Katner made a motion to To accept the presented lease from OPSB.

M. Roney seconded the motion.

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

We were notified to have been selected, by the smalls center for the envisioning project. Meaning they will provide us with their expertise in envisioning the modernization of our building.

AT is part of the public land committee who is looking at fundraising and planning for improvement of different facilities including IHSNO.

## V. Finance Committee

### A. Report

The graphs in the packet do not accurately reflect the information the committee reviewed this month.

We are not in red numbers.

We are in the high of two months of cash.

M. Roney made a motion to Accept the financials as presented.

S. Retzlaff seconded the motion.

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

The general budget for next year was presented. The budget is based on 570 students.

The prominent items that are increasing the budget for next year are the transportation service for all students with a combination of yellow bus service and public transportation tokens.

The administration has been working in committees and as a result, the finance Staff & Faculty committee proposed a benefits packet impacting PTO and 104K organizational contributions. These efforts are intended to increase retention of our employees. Ms. Hunt attended the finance committee meeting to comment on the work that was done behind the proposal from the staff and faculty.

SC asked if out of the new roles in the development will be different in terms of the funds coming instead of the one role. SW explained that the expected revenue was not included in the budget, yet the salaries for the staff members in this role has been included. The previous salary was based on the value of the staff member, rather than the outcomes.

Ms. Brown asked if there have been conversations regarding transportation and the school owning their own transportation to service more students safely. SW explained that students that exceed the 1mile radius will be provided with transportation.

M. Roney made a motion to Adopt the 2018-2019 budget as presented.

G. Lazard seconded the motion.

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

## **VI. Governance Committee**

### **A. Report**

RK presented the results from the survey assessing board meetings.

The overall results were positive.

There are two candidates tonight with us. They have both completed the prerequisites to be recommended to the board.

Stasi has a background in finance and would like to serve in the Finance and Academic meetings

Amber would like to serve in the academic and finance committees with background in community and academic service.

R. Keller made a motion to recommend Stasi Bernard for the board.

D. Batiste seconded the motion.

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

D. Batiste made a motion to Recommend Amber Brown to the board.

S. Retzlaff seconded the motion.

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

SR reminded us to make sure to include a parent/guardian on the board in alignment with the latest legislative updates.

S. Thomas made a motion to To move into executive session.

D. Batiste seconded the motion.

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

## **VII. Executive Session**

### **A. Motion to move into Executive Session**

### **B. Return to Open Board meeting**

K. Katner made a motion to Return from executive session.

S. Retzlaff seconded the motion.

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

M. Roney made a motion to Approve the contract for presentation to Sean Wilson.

K. Katner seconded the motion.

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

The expectation is that Sean Wilson will return the contract by July 7.

C. Allen made a motion to Move into executive session.

M. Roney seconded the motion.

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

## **VIII. Closing Items**

### **A. Adjourn Meeting**

S. Retzlaff made a motion to adjourn the meeting.

D. Batiste seconded the motion.

The board **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 7:30 PM.

Respectfully Submitted,

L. Lopez