

APPROVED



Voices for International Business and Education

Minutes

Governance Committee Meeting

Date and Time

Tuesday November 7, 2017 at 6:30 PM

Location

727 Carondelet St. New Orleans, LA 70130

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

Committee Members Present

C. Allen, K. Katner, L. Lopez, R. Keller, S. Wilson

Committee Members Absent

B. Schilling, S. Thomas

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 Nov 7, 2017 at 6:37 PM.

C. Approve Minutes

K. Katner made a motion to approve minutes from the Governance Committee Meeting on 10-03-17 Governance Committee Meeting on 10-03-17.

R. Keller seconded the motion.

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

II. Governance

A. Student Fees

SW - according to the Spring legislative session, schools are required to have a policy around student fees. At IHSNO, we require from \$25 - \$275 being seniors the ones who pay the most due to the testing and other activities that are required at this grade level. Those fees do not include any social activity such as dances and other social events. Our current fee schedule was presented. We are in compliance, though the board does not have a policy on this matter.

The administration will draft a policy and bring it back to the committee to vote adoption at the January meeting.

B. Confirm Upcoming Board Candidate Interview Schedule

Next Governance meeting will be on January 10th tentatively

Two candidates will be interviewed at the next meeting in order to be ready for the board meeting.

C. Board Member Agreement

RK - Since the Board Agreement was approved already, the question is should we have only the new board members sign it or also the current board members?

CA - The board member agreement should be presented/introduced to potential candidates as they come on board.

RK - stated that the agreement should be signed within a timeline of being voted on. This should be included in our policy as requiring signature and filing within a month or a week of the beginning of the school year's retreat.

Renew for existing board members and for new board members annually. The school will file these signed agreements.

D. Head of School Evaluation

- The bylaws mention that the Governance committee is involved in the HoS evaluation process. As a committee, it is an obligation that is currently being fulfilled.
- We have been in compliance with this item represented by R. Keller.
- CA stated that the governance committee is also responsible for board evaluation. She is recommending that it is done in January and in June.

Next Meeting:

- Tentatively on the 10th
- Interview 2 candidates
 - S. Cunningham
 - G. Lazard
- Admin will present the committee with a student fees policy
- RK will draft a policy on how to use the board member agreement
- Board evaluation, instrument, and timeline

III. Closing Items

A. Adjourn Meeting

R. Keller made a motion to adjourn the meeting.

K. Katner 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 7:08 PM.

Respectfully Submitted,

L. Lopez