

APPROVED



# Voices for International Business and Education

## Minutes

### VIBE Board Meeting

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**Date and Time**

Wednesday May 16, 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. Tufail, B. Schilling, C. Allen, D. Batiste, G. Lazard, J. Lampton, K. Katner, M. Roney, R. Keller, S. Cunningham, S. Retzlaff, S. Thomas

**Directors Absent**

A. Kock, E. Simmons

**Ex Officio Members Present**

L. Lopez, S. Wilson

**Non Voting Members Present**

L. Lopez, S. Wilson

**Guests Present**

D. Deno, 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 May 16, 2018 at 6:05 PM.

### **C. Approve Minutes**

B. Schilling made a motion to approve minutes from the VIBE Board Meeting on 04-18-18 VIBE Board Meeting on 04-18-18.

S. Retzlaff seconded the motion.

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

### **D. Chair Report**

Kenyan Cooper is our student for today's meeting. He has been at IHSNO since he started 10th grade. He is now a raising senior. He has been on the HOS List (above 4.0 GPA).

He wanted to share with the board tonight that he has been accepted in the Harvard Summer program where he will be taking college credits. He is asking for support from the board for the remainder of the cost for this program which is \$2500. There is a gofundme page where he is asking for donations to go to. The deadline is this Sunday, May 20th.

KK asked if Ms. James can come to one of the board meetings to talk more about the college acceptances this year.

DB asked if the administration has any funding for scholarships for students.

Guest, Mr Dan Willerman, President of Rotary from the Rotary Distric 6840 - Riverbend

There are a couple of programs that the organization leads:

- Youth Exchange Program

- Interact - Service program club. The school would have to provide a place to meet to host the club.
- Rotary Youth Leadership Awards District 6840 - Takes juniors for a leadership camp.
- Rotaract - College club

Mr. Dan Willeman is asking IHSNO to host foreign exchange students that come through their organization for next year. Also opening the opportunity for our students to go abroad as an exchange student.

CA asked that the administration find out about the process that will need to take place in order for this to happen.

SR asked what is the process that host families would have to go through in order to participate? - Mr. Willeman explained that multiple families participate and they undergo a background check.

Faculty & Staff lunch was a great event.

Graduation is coming up and everyone is invited to attend.

CA reminded board members of their Board donations - Givenola, write a check, etc.

Ms. Jennifer G. Lampton is joining the board.

June 9th - CA will be hosting the end of the year board party

Fr. Carter has resigned to the board.

#### **E. Vote on June Board Meeting Date**

The June meeting will take place on June 27th

B. Schilling made a motion to Move the June meeting to the 27th.

M. Roney seconded the motion.

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

#### **F. Head of School Report**

- The parent and student satisfaction survey were presented. The results presented are from the 2017 Fall, and will be conducted again in Spring 2018.
  - MR asked if the administration has any ideas on increasing students' participation in the survey.
    - SW explained that 30% is a good number for students' participation but definitely looking for ways to increase responses.

- SC asked if the survey was sent to everyone, the answer was yes
- SC how will the information will be shared? In order to increase participation, it is important to share the results of the action taken. SW explained that parents will have access to that information in PTO meetings and students through the student council meetings.
- AT asked how will the results be used? SW explained that the administration is interested in getting a pulse and learning about our community's needs.
- The survey presented was conducted in October. ST asked what are the timeline plans for next year's results. If a survey is conducted by October, results will be available by November. The spring survey results will be ready by June at the board meeting.
- SW stated that in the future, it will take about a month to get the results disaggregated and analyzed.
- BS asked if the possibility of mailing a hard copy has been considered to increase participation. The answer is no due to the amount of paperwork and collection of data.
- ST asked if the administration has considered developing the survey in a different language such as Spanish.
- CA overall the results are positive on the work that is being done in the building. The majority of complaints had to do with uniforms and bathrooms (facilities).
- NRA is no longer with IHSNO, the position will be restructured for next year.
- Sr. Baccalaureate program is tomorrow evening.
- The International Fest was a great event today
- Graduation is coming up and everyone is invited and encouraged to attend.
- April's profile is Balanced - Board member of the month is Stacie Retzlaff

## **II. Academic Committee**

### **A. Report**

The dashboard has been approved by the committee as presented.

The committee discussed looking at the charter as a goal for next year.

ST asked SW to speak on the new scoring system for next year.

SW explained that next year there will be two scores available to compare the previous year and the new year (2017-2018) according to the new scoring. The curve will be removed from the algorithm causing more schools to be rated lower.

## **III. Development Committee**

### **A. Report**

Nothing to report

#### IV. Facility Committee

##### A. Report

Nothing to report

#### V. Finance Committee

##### A. Report

The next committee meeting will take place in June 25th to be in alignment with the Board meeting.

The budget proposed was presented in the board packet, if anyone has more questions, let SW or MR know. Everyone is invited to the June meeting for further discussion.

The April financials were presented.

M. Roney made a motion to accept the April financial's as presented.

B. Schilling seconded the motion.

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

#### VI. Governance Committee

##### A. Report

Ms. Lampton has been interviewed and found a great board candidate. The committee is recommending her as a board candidate.

R. Keller made a motion to Accept the recommendation from the committee to accept Ms. Jennifer Gordon Lampton.

K. Katner seconded the motion.

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

The board meeting survey was circulated earlier today. RK is asking board members to be very cautious when answering in order to have more accurate results.

There are 11 multiple choice questions and two open-ended questions.

#### VII. Executive Session

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

A. Tufail made a motion to Move in executive session to discuss the HOS contract.

D. Batiste seconded the motion.

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

##### B.

### **Return to Open Board meeting**

R. Keller made a motion to get back to regular session.

S. Cunningham seconded the motion.

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

M. Roney made a motion to Award SW a bonus of 3% of his base salary.

R. Keller seconded the motion.

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

S. Thomas made a motion to approve the HOS contract as amended by the contract committee. Still making adjustments to the bonus for next year.

R. Keller seconded the motion.

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

## **VIII. Closing Items**

### **A. Adjourn Meeting**

M. Roney made a motion to adjourn the meeting.

K. Katner 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