



# Voices for International Business and Education

## Minutes

### VIBE Academic Committee Meeting

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**Date and Time**

Tuesday February 12, 2019 at 6:00 PM

**Location**

727 Carondelet St., New Orleans

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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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**Committee Members Present**

A. Berger, G. Lazard, L. Lopez, S. Retzlaff, S. Wilson

**Committee Members Absent**

A. Brown, S. Thomas

**Guests Present**

Charles Young, Jenny Carreno, M. Roney, Rufus McGee

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

S. Retzlaff called a meeting of the Academic Committee of Voices for International Business and Education to order on Tuesday Feb 12, 2019 at 6:03 PM.

**C.**

### **Approve Minutes**

G. Lazard made a motion to approve minutes from the VIBE Academic Committee Meeting on 10-09-18 VIBE Academic Committee Meeting on 10-09-18.

S. Retzlaff seconded the motion.

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

## **II. Academic**

### **A. Academic Dashboard December 2018**

At the last meeting, the assessment scores were not available.

SRetzlaff requests the dashboard is sent to the committee on the 8 of each month.

S. Retzlaff wants to set up a process to get the dashboard to the committee members.

SW will send dashboard to the committee on the 8th of each month.

Reviewed assessment section on the dashboard.

New curriculum and new diagnostic/interim assessments takes some time to get used to.

### **B. Academic Dashboard January 2019**

Some misalignment between scope and sequence of LEAP 360 and Tier I Curriculum.

### **C. Charter**

Charter revision page 69: There have been some changes in the requirements of health education, it needs to be updated.

Update Nutrition Services to CEP Program.

Timeline for making amendments: Target is June 2019 to have it ready for BESE

Amendments must be brought to the committee to review

Tillman and Kiernon will work on the majority of the changes. Other departments will be tapped as needed.

Target to be presented in the April meeting.

Sent to Retzlaff ahead of the meeting.

### **D. Timeline for making amendments to Charter**

April 2019 for Academic Committee Meeting

Kiernon and Tillman will do the majority of the work while tapping on other departments as needed.

### **E. School Performance Score Action Plan**

In search of remediation specialists. Search has been more difficult than expected. Trying to find the right fit.

#### ACT Prep

- some students are taking online ACT prep courses
- some advisers are working with students during advisory class
- daily ACT questions for all students
- Daily do nows/bell ringers are ACT questions

#### Instructional Coaches

- sent one offer letter out
- searching for the second IC.
- desire candidates with experience

Synopsis: remediation, instruction coaches, scope and sequence, assessments  
Concerned about ACT prep

How to demonstrate to the board whether or not the decision to provide funds was successful--

How will this be tracked/monitored?

Next meeting: April 9th

### III. Closing Items

#### A. Adjourn Meeting

G. Lazard made a motion to adjourn the meeting.

S. Retzlaff 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 7:30 PM.

Respectfully Submitted,

L. Lopez