

APPROVED



Voices for International Business and Education

Minutes

VIBE Board Meeting

Date and Time

Wednesday April 22, 2020 at 6:00 PM

Location

Remote Zoom call

Topic: VIBE Board Meeting

Time: Apr 22, 2020 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/942752863?pwd=aWRHMTFDMFZqY1BxZldXR0xoL0VhQT09>

Meeting ID: 942 752 863

Password: 557290

One tap mobile

+19294362866,,942752863# US (New York)

+13126266799,,942752863# US (Chicago)

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

Directors Present

A. Tufail (remote), G. Lazard (remote), J. Lampton (remote), K. Dwyer (remote), K. Katner (remote), M. Roney (remote), P. Manson (remote), S. Retzlaff (remote), S. Thomas (remote)

Directors Absent

S. Cunningham

Ex Officio Members Present

S. Wilson (remote)

Non Voting Members Present

S. Wilson (remote)

Guests Present

A. Berger (remote), A. Williams (remote), A. Winchell-Stieffel (remote), C. Young (remote), D. Deno (remote), J. Carreno (remote), K. Vo (remote), Leslie Scott Porter, M. Stewart (remote), R. McGee (remote), Sarah Olivier

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. Roney called a meeting of the board of directors of Voices for International Business and Education to order on Wednesday Apr 22, 2020 at 6:05 PM.

Meeting is being conducted remotely pursuant to Louisiana Governor's proclamation JBE 2020-30

C. Approve Minutes - February 2020 VIBE Board Meeting

S. Retzlaff made a motion to approve the minutes from VIBE Board Meeting on 02-18-20.

K. Dwyer seconded the motion.

No discussion.

No Public comment.

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

Roll Call

A. Tufail	Aye
K. Katner	Aye
S. Thomas	Aye
P. Manson	Aye
G. Lazard	Aye
J. Lampton	Aye
K. Dwyer	Aye
S. Retzlaff	Aye
M. Roney	Aye
S. Cunningham	Absent

D. Chair Report

Chair commended board members and staff for the work during the COVID-19 pandemic.
Noted the IB Learner Profile for the month is Balanced.

Reminder about Tier 3 reporting due May 15, 2020

Continue to have virtual meetings until further notice.

Acknowledged two visitors (board candidates) - Sarah Olivier & Leslie Scott Porter

Next month teacher appreciation - thoughts and inputs from board members

E. Head of School Report

Head of School gave report to board highlighting several items:

- Tier3 reporting for VIBE Board members
- commending work of faculty and staff during the transition from in-person instruction to distance learning.
- Application for Paycheck Protection Plan to SBA loan, which was funded at \$774,000
- Federal waivers approved at LDE for the remainder of the school year.

II. Governance

A. Report of Governance Committee

Recap of the meeting. Actively recruiting board members.

Acknowledged potential candidates present at the meeting.

Working on charter renewal review.

Please complete the board evaluation in Board on Track

B. Recommendation to admit Sarah Olivier as new Board member

C. Vote on new Board Member committees

GV committee makes a recommendation to admit Sarah Olivier to the VIBE Board.

J. Lampton made a motion to to admit Sarah Olivier to the VIBE Board.

K. Katner seconded the motion.

Discussion had about skills and appreciation to Sarah Olivier to join the board.

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

Roll Call

P. Manson	Aye
S. Cunningham	Absent
G. Lazard	Aye
K. Katner	Aye
A. Tufail	Aye
S. Retzlaff	Aye
K. Dwyer	Aye
S. Thomas	Aye

Roll Call

J. Lampton Aye

M. Roney Aye

J. Lampton made a motion to modify the existing agenda voting item for Sarah Olivier committee nomination from Facilities and Develop to Facilities and Finance.

P. Manson seconded the motion.

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

Roll Call

A. Tufail Aye

J. Lampton Aye

K. Katner Aye

M. Roney Aye

K. Dwyer Aye

S. Cunningham Absent

S. Thomas Aye

P. Manson Aye

G. Lazard Aye

S. Retzlaff Aye

J. Lampton made a motion to add Sarah Olivier to the Finance and Facilities committee.

P. Manson seconded the motion.

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

Roll Call

M. Roney Aye

G. Lazard Aye

S. Retzlaff Aye

S. Cunningham Absent

J. Lampton Aye

K. Katner Aye

K. Dwyer Aye

S. Thomas Aye

A. Tufail Aye

P. Manson Aye

D. Recommendation to adopt Expanded Family and Medical Leave and Emergency Paid Sick Leave Policy

J. Lampton made a motion to adopt the Expanded Family and Medical and Emergency Leave policy.

K. Dwyer seconded the motion.

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

Roll Call

S. Retzlaff Aye

A. Tufail Aye

G. Lazard Aye

J. Lampton Aye

Roll Call

M. Roney	Aye
S. Thomas	Aye
S. Cunningham	Absent
P. Manson	Aye
K. Dwyer	Aye
K. Katner	Aye

E. Recommendation to adopt COVID-19 Work Arrangements Policy

J. Lampton made a motion to to adopt COVID-19 Work Arrangements Policy.

K. Dwyer seconded the motion.

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

Roll Call

J. Lampton	Aye
P. Manson	Aye
M. Roney	Aye
S. Retzlaff	Aye
A. Tufail	Aye
S. Cunningham	Absent
K. Katner	Aye
K. Dwyer	Aye
S. Thomas	Aye
G. Lazard	Aye

III. Academic

A. Academic Report

- The discussion had around distance learning and the work happening at the school.
- Online classes through Google Classroom, mail packets,
- AC committee chair spoke to challenges of the athletics.
- Adjusting with changes as they happened amid COVID-19.
- Added a 4th goal of monitoring the implementation and improve the effectiveness of the distance learning program.
- AB gave an example of a distance learning platform for students.
- a discussion occurred around student progression. Students are still earning A-F grades to determine promotion from one grade to the next.

IV. Finance

A. Report of Finance Committee

Discussion ensued about the happenings at the April 2020 FN Committee meeting.

Budget Revision for the Fiscal Year 2019-2020 from 475 to 450.

Ask that all committee chairs include budget discussion at their next meeting.

B. Recommendation to adopt February 2020 Financial Statements

A. Tufail made a motion to adopt February 2020 Financial Statements.

P. Manson seconded the motion.

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

Roll Call

A. Tufail	Aye
G. Lazard	Aye
P. Manson	Aye
J. Lampton	Aye
M. Roney	Aye
S. Thomas	Aye
S. Cunningham	Absent
S. Retzlaff	Aye
K. Katner	Aye
K. Dwyer	Aye

C. Recommendation to adopt March 2020 Financial Statements

A. Tufail made a motion to adopt March 2020 Financial Statements.

K. Katner seconded the motion.

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

Roll Call

K. Dwyer	Aye
S. Cunningham	Absent
S. Retzlaff	Aye
M. Roney	Aye
G. Lazard	Aye
A. Tufail	Aye
S. Thomas	Aye
K. Katner	Aye
J. Lampton	Aye
P. Manson	Aye

D. Board ratification of Resolution of CARES Act loan authorization

M. Roney made a motion to ratify the Resolution of CARES Act loan authorization acted on by Board Chair.

G. Lazard seconded the motion.

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

Roll Call

K. Katner	Aye
M. Roney	Aye
S. Cunningham	Absent

Roll Call

P. Manson	Aye
A. Tufail	Aye
J. Lampton	Aye
S. Thomas	Aye
S. Retzlaff	Aye
G. Lazard	Aye
K. Dwyer	Aye

Paycheck Protection Program loan applied for due to uncertainty around future funding through MFP and other grants/donors as a result of COVID-19 pandemic. This will enable IHSNO to continue to pay its teachers and certain other overhead costs while protecting the reserve balance as required by the State. The Board has previously approved use of some of IHSNO's reserve balance to improve Academic programs. Board Chair authorized HOS to apply for this loan under provisions of the Chair description in the Board bylaws, and it was necessary to do so based on the short timeline for application to secure these funds. Board ratification is required by the bylaws.

V. Facility

A. Report of Facilities Committee

Committee chair spoke about getting meeting with OPSB to discuss
OPSB asked for a reprieve for a while during COVID-19
Roofing work to start May 2020 and conclude August 2020
The custodial and maintenance summer work beginning now that students and staff are not in building.

VI. Development

A. Report of Development Committee

Postponement of Gala to September 19
The discussion had about Gala postponement after September based on Distance measures in place.
GiveNOLA postponed to June 2, 2020.
Plan B for student recruitment for the 21-2022 school year.

VII. CEO Support And Eval

A. Report of HOS Evaluation Committee

Item deferred for the next month.
Board Chair will schedule meeting with HoS before the next board meeting.
M. Roney made a motion to enter into executive session to discuss NLRB matters.
K. Katner seconded the motion.

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

Roll Call

G. Lazard	Aye
K. Katner	Aye
P. Manson	Aye
A. Tufail	Aye
S. Retzlaff	Aye
S. Cunningham	Absent
M. Roney	Aye
J. Lampton	Aye
K. Dwyer	Aye
S. Thomas	Aye

VIII. Executive Session

A. Enter Executive Session to discuss NLRB matters

M. Roney made a motion to enter into Executive Session.

K. Katner seconded the motion.

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

Roll Call

S. Thomas	Aye
G. Lazard	Aye
S. Cunningham	Absent
M. Roney	Aye
A. Tufail	Aye
J. Lampton	Aye
S. Retzlaff	Aye
P. Manson	Aye
K. Dwyer	Aye
K. Katner	Aye

B. Executive Session

Discussion had regarding NLRB

C. Return to Open Meeting

M. Roney made a motion to return to Open Meeting.

K. Katner seconded the motion.

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

Roll Call

M. Roney	Aye
S. Retzlaff	Aye
K. Dwyer	Aye
S. Thomas	Aye

Roll Call

J. Lampton	Aye
P. Manson	Aye
G. Lazard	Aye
S. Cunningham	Absent
A. Tufail	Aye
K. Katner	Aye

IX. Public Comment

A. Request for Public Comment

No public comment

X. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:38 PM.

Respectfully Submitted,
S. Retzlaff

Documents used during the meeting

- Key Questions during Pandemic.pdf
- SY'19-2020-WR-2020-0417.pdf
- IHSNO FFCRA policies.pdf
- IHSNO WFH policy.pdf
- adobe.pdf
- adobe.pdf
- adobe.pdf