

APPROVED



Voices for International Business and Education

Minutes

VIBE Board Meeting

Monthly Board Meeting

Date and Time

Wednesday August 19, 2020 at 6:00 PM

Location

Zoom Call Meeting

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

Directors Present

A. Tufail (remote), G. Lazard (remote), G. Medford (remote), J. Lampton (remote), K. Dwyer, L. Scott Porter, M. Roney (remote), P. Manson (remote), S. Olivier (remote), S. Thomas (remote)

Directors Absent

None

Directors who arrived after the meeting opened

K. Dwyer, L. Scott Porter

Directors who left before the meeting adjourned

P. Manson

Ex Officio Members Present

S. Wilson (remote)

Non Voting Members Present

S. Wilson (remote)

Guests Present

A. Berger (remote), C. Young (remote), D. Deno (remote), K. Vo (remote), T. Huynh (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

S. Thomas called a meeting of the board of directors of Voices for International Business and Education to order on Wednesday Aug 19, 2020 at 6:05 PM.

C. Approve Minutes - June 2020 VIBE Board Meeting

G. Medford made a motion to approve the minutes from VIBE Board Meeting on 06-17-20.

M. Roney seconded the motion.

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

D. Approve Minutes - August 2020 Emergency VIBE Board Meeting regarding Covid Return to School Policy

G. Medford made a motion to approve the minutes from Covid Return to School Policy for Adoption on 08-11-20.

M. Roney seconded the motion.

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

E. Chair Report

- Discussion about the retreat which took place on Saturday 8/15/20
- Dr. S. Thomas asked if anyone had any concerns or questions or comments about the retreat and if so, to email /contact her.
- Discussion about LAPCS: email regarding LAPCS leadership program sent to BOARD members
- Discussion about reassemble of HOS Evaluation Committee
- Discussion about school expansion, topic discussed at board retreat on 8/15/2020

G. Medford made a motion to Adjust agenda for today's meeting.

M. Roney seconded the motion.

Motion was made add AdHoc Committee regarding School expansion plan. Motion was passed.

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

F. Head of School Report

- Sean Wilson spoke about the details of HOS report
- Questions were asked about some of the details of the report.
- Sean addressed the questions that were asked about the report.
- Student enrollment for the school year 20-21 has increased.
- Sean spoke about the re-opening of the school.
- Sean expressed IHSNO's commitment to ensuring students are safe and families are aware of the precautions that IHSNO are taking to ensure that students are safe.
- Distance learning was discussed.
- Survey of teachers and families were discussed.
- Students are to start returning after Labor Day 2020

L. Scott Porter arrived.

K. Dwyer arrived.

II. Governance Committee

A. Report of Governance Committee

- There was discussion about details of the Governance Committee meeting
- Questions about the meeting were answered.
- Discussion about the 3 goals that were set during the Governance Committee.

III. Academic Committee

A. Report of Academics Committee

- Academics Committee meeting was discussed.
- The goals of the Academics Committee were discussed.
- Questions were answered.

IV. Finance Committee

A. Report of Finance Committee

B. Recommendation to adopt July 2020 Financial Statements

G. Medford made a motion to Adopt July 2020 Financial Statements.

A. Tufail seconded the motion.

Motion to adopt July 2020 Financial Statements - passed unanimously

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

P. Manson left.

V. Facility Committee

A. Report of Facilities Committee

- There was discussion about details of the Facility Committee meeting
- Questions about the meeting were answered.
- Discussion about the 3 goals that were set during the Facility Committee.

VI. Development Committee

A. Report of Development Committee

- Spoke about the last Development Committee
- Spoke about the 3 goals that were discussed
- Spoke about the GALA and possibly holding it next year instead of this year due to COVID-19.
- The 3 goals are : 1. Identify and implement Fundraising Activities. 2. Identify Marketing and Advertising strategies to secure student enrollment. 3. Update and expand the Donor Database and Outreach.
- Discussion about Development Plan.

VII. Executive Session

A. Enter Executive Session to discuss HOS contract and bonus

- Committee entered into Session to discuss HOS contract and bonus,
- Committee discussed about the Session

B. Executive Session

- Discussion took place in Executive Session between Board Members.

C. Return to Open Meeting

VIII. Head of School Contract and Bonus

A. Head of School Contract and Bonus

- Discussion about HOS bonus: \$16917.00
- Discussion about the metrics that were involved when calculating bonus.

S. Thomas made a motion to Adopt HOS bonus.

G. Medford seconded the motion.

HOS bonus was adopted and motion was passed unanimously.

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

IX. Public Comment

A. Request for Public Comment

- There were not any public comment that took place.

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 7:30 PM.

Respectfully Submitted,
S. Thomas

Documents used during the meeting

- SY'20-2021-WR-2020-0811.pdf
- July 2020 Financial Reports Updated.pdf