

APPROVED



Voices for International Business and Education

Minutes

VIBE Facility Committee Meeting

Facility Committee

Date and Time

Monday November 2, 2020 at 5:30 PM

Location

Zoom Call

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

Committee Members Present

A. Tufail (remote), G. Lazard (remote), J. Giovengo, Jr. (remote), S. Olivier (remote), S. Thomas (remote), S. Wilson (remote), T. Huynh (remote)

Committee Members Absent

K. Vo, L. Scott Porter

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

A. Tufail called a meeting of the Facility Committee of Voices for International Business and Education to order on Monday Nov 2, 2020 at 5:32 PM.

C.

Approve September 1, 2020 Minutes

G. Lazard made a motion to approve the minutes from VIBE Facility Committee Meeting on 10-06-20.

S. Olivier seconded the motion.

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

D. Approve October 6, 2020 Minutes

G. Lazard made a motion to approve the minutes from VIBE Facility Committee Meeting on 09-01-20.

S. Olivier seconded the motion.

Minutes from October 6, 2020 approved and not September. September's minutes were already approved in October, This vote is for October 6, 2020 minutes.

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

II. Committee Business

A. Update on 2019-2020 Goals for Facilities Committee

- Amer Tufail listed the Committee's goals.

B. COVID-19 matters

- Sean Wilson addressed the COVID-19 matters. These are related to the facility.
- Items like the water filling stations and sneeze guards have been bought for IHSNO staff and students to use.
- The updated amount of funding that was used was addressed.
- Details of the items for COVID-19 were discussed.
- Cleaning by COVID-19 guidelines was discussed.
- Questions that were asked were answered.

C. Facilities Report / Major Projects Update

- John Giovengo spoke about his challenges and positives at IHSNO.
- Students have returned to the building for classes. COVID-19 rules are enforced at school, and the students have adapted to the rules nicely.
- IHSNO projects as it pertains to the building were spoken about.
- The basement project is projected to take place during the latter part of December 2020. The details of the project were discussed. This project is estimated to last for 120 days.
- Giovengo addressed the bids submitted to the school board contractor. 2 bids were submitted for the project.
- John Giovengo spoke about the items in this section.
- Security items and details were spoken about.
- Exterior lights need to be installed for security purposes. I

- Air conditioner details were conveyed.
- The truck for IHSNO's use is currently being researched for purchase in the future.
- Windows are original and metal. Most of them do not have any more glazing. Windows are an issue when we have a bad rainstorm. They may need to be fixed/replaced.
- The fog permit application has been a challenge; however, it is being worked on.
- The roof project at IHSNO is complete.
- OPSB's responsibilities for the building as the landlord is not clear.
- There is a \$10,000 threshold for items that OPSB would be responsible for. This is basically a deductible.
- 270 sneezeguards have been ordered and distributed. These items are still being tweaked as student numbers are still changing. Additional sneeze guards may need to be ordered depending on the needs of each classroom.
- Questions that were asked by Committee Members were answered.
- Robertson, which is with New Orleans Public Schools, is doing assessments of schools that help them get an idea of update and renovation funds.

D. Emergency Operations Plan

- John Giovengo spoke about the details of this report.
- Active shooter and fire drills were discussed.
- Every charter school has to have an emergency preparedness plan available.
- This plan is updated periodically by IHSNO.
- Items of the documents within the plan were discussed.
- Plan is usually updated on an annual basis in the month of October.

III. Other Business

A. Next Meeting: November 3, 2020

- The next meeting is on December 1, 2020. The meeting for the month of December is tentative.
- The Committee is to review the current lease and discuss it during the next meeting.
- The monthly triage and priority list should also be discussed.
- There may be items discussed at the School Expansion Committee Meeting that may need to be discussed at the Facility Committee Meeting. The agenda will be tentative.

B. Public Comment

- There is no public comment.

IV. 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 6:30 PM.

Respectfully Submitted,
A. Tufail

Documents used during the meeting

- COVID-19 Expenditures as of-2020-1031.pdf
- VIBE-FC-Monthly Report 2020-1031.pdf
- SIGNED_1.PDF
- IHSNO Emergency Preparedness Manual-Rev-2020-0531.pdf