

APPROVED



## Voices for International Business and Education

### Minutes

#### Board Meeting

---

**Date and Time**

Wednesday June 17, 2015 at 6:00 PM

**Location**

IHS Community Room

---

Voices for International Business and Education [http://public.boardontrack.com/VIBE\\_1](http://public.boardontrack.com/VIBE_1)

---

**Directors Present**

C. Allen, E. Graf, K. Dwyer, K. Turner, L. Hughes, L. Johnson, M. Garcia, M. George, S. Retzlaff

**Directors Absent**

E. George, H. Blumenthal, K. Katner

**Ex Officio Members Present**

S. Wilson

**Non Voting Members Present**

S. Wilson

**Guests Present**

Alma Reneau, Andrew Ward, Carmelita Johnson, Donald Thomas, Franz McField, Juan Valdatta, Kathryn Swoboda, Mariska Roney, Shannon Fazande, Shontell Thomas, Timothy McGregor

---

## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

E. Graf called a meeting of the board of directors of Voices for International Business and Education to order on Wednesday Jun 17, 2015 at 6:03 PM.

### **C. Approve Minutes of 5/20/2015**

C. Allen made a motion to approve minutes from the Board Meeting on 05-20-15 Board Meeting on 05-20-15.

K. Turner seconded the motion.

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

## **II. Chair Report**

### **A. ANNOUNCEMENTS AND INFORMATION**

Edward Graf presented in place of Harry Blumenthal. Board Chair, Harry Blumenthal was not in attendance due to an emergency.

Board Retreat will take place in August at IHS.

### **B. Head of School Evaluation**

Ed Graf handed out a Competency Evaluations form, for the Head of School evaluation, to the Board. Chair, Harry Blumenthal is asking that all Board members anonymously fill out the forms and mail them to Harry via the self-addressed envelopes provided. Ed Graf requested that Board members mail them in by 6/19/2015. Once received, Harry Blumenthal will assess and report the results to the Board. The Head of School will not do a self-assessment.

## **III. Head Report**

### **A. HEAD REPORT**

Academic leadership attended a two week intensive training session with Leading Educators. IHS Sr. Administrative leadership, counseling department, enrollment and school support staff attended a summer retreat; emphasis on department accomplishment, goals and the book Leadership and Self-Deception, getting out of the box. Education Pioneers is working with the Human Capital department and the organization's operational departments Re: Policy & Procedures and handbooks. Discussion of EnrollNOLA and their letter of Notice of Breach. HoS presented Founding Board members with "Thank you for your service" globes.

#### **IV. Committee Meeting**

##### **A. Finance Committee - approval of 2015/16 Budget and other items**

K. Dwyer made a motion to approve the '15-2016 budget as advertised.

E. Graf seconded the motion.

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

##### **B. ACADEMIC COMMITTEE**

Board would like HoS to send a "response" to the Board concerning Notice of Breach from EnrollNOLA since he was not given the opportunity by EnrollNOLA/OneApp.

Academic committee will revisit the OneApp discussion in the new SY.

##### **C. STRATEGIC PLANNING COMMITTEE - APPROVAL OF STRATEGIC PLAN**

L. Johnson made a motion to Recommend that the Board adopt the Board Strategic Plan.

E. Graf seconded the motion.

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

#### **V. Other Business**

##### **A. REFLECTIONS**

Mrs. Maria George reflected on her time at IHS as a founding member and as a Board member; where she started and where the school is now. Mrs. George mentioned the process of finding the right fit for IHS when going through the search for the Head of School; thinks the Board did a great job in choosing Sean Wilson and stated it has been a pleasure working with him.

##### **B. Ed Graf Reflections/Comments**

Mr. Graf mentioned some areas of that he believes need to be priority such as facilities, improvement in faculty retention, enrolling students that want to be a part of an IB school, setting the bar high academically, recruiting and retaining talented Board members that work as "one" together and with the HoS, and holding the Board and Administration accountable for aggressively seeking funding for IHS. Mr. Graf thanked all who he has served on the Board with and all of IHS.

##### **C. ELECTION OF TREASURER FOR 2015/16**

K. Dwyer made a motion to Temporarily elect Harry Blumenthal as Chair of the Finance committee.

L. Johnson seconded the motion.

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

##### **D. ELECTION OF 2015/16 COMMITTEE MEMBERS**

Recommendation was made for '15-2016 Committee members. Amendment was made that the Strategic Planning committee is an ad hoc committee and needed to be voted on separately.

L. Johnson made a motion to Recommend the '15-2016 SY committee members for the four standing committees, that are in the by-laws.

K. Dwyer seconded the motion.

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

Committees: Academics Facilities Finance Governance.

S. Retzlaff made a motion to recommend the '15-2016 SY committee members for the ad hoc Strategic Planning committee.

C. Allen seconded the motion.

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

M. George made a motion to Adopt the recommended '15-2016 SY committee Chairs, of the four standing committees.

S. Retzlaff seconded the motion.

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

Yeas: Carol Allen Stacie Retzlaff Maria George Maria Garcia Ed Graf Kendal Turner

Laval Hughes Karen Dwyer Nays: Liljana Johnson.

E. Graf made a motion to Adopt the recommended '15-2016 Chair for the adhoc Strategic Planning Committee.

L. Johnson seconded the motion.

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

#### **E. ELECTION OF 2015/16 COMMITTEE CHAIRS , LAVAL HUGHES FOR 3RD YEAR CHAIR FACILITIES**

K. Dwyer made a motion to Make an exception for the '15-2016 SY that will allow the Chair of the Facilities committee, Laval Hughes, to serve a 3rd term.

S. Retzlaff seconded the motion.

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

Yeas: Stacie Retzlaff Ed Graf Maria Garcia Laval Hughes Carol Allen Karen Dwyer

Kendal Turner Maria George Nays: Liljana Johnson.

#### **F. RESOLUTION AUTHORIZING 2 BOARD OFFICERS TO SIGN CHECKS AS OF 7/1/2015**

C. Allen made a motion to authorize two Board officers to sign checks as of July 1, 2015.

M. Garcia seconded the motion.

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

Yeas: Carol Allen Maria George Liljana Johnson Maria Garcia Stacie Retzlaff Ed Graf

Laval Hughes Karen Dwyer Nays: Kendal Turner.

Carol Allen, Vice Chair, will be the 2nd authorized signer for checks as of July 1, 2015.

#### **G. RECOGNITION OF AND THANKS TO FOUNDING BOARD MEMBERS**

Karen Dwyer and Liljana Johnson expressed their appreciation of being a part of the growth of IHS. From this process, Karen and Liljana have grown professionally, as well as personally, by being a part of the process of inception to fruition. Both Founding members were thankful for the relationships built over the years and are proud to see IHS thriving today.

## **VI. Public Comment**

### **A. Public Comment**

Board thanked IHS PTO for their hard work and service. Carol Allen recognized IHS senior Marcus Reneau's acceptance to Yale University. Shannon Fazande recognized and thanked Sean Wilson for his strong leadership and gave recognition to how he has inspired all of IHS staff and faculty to collectively define our role(s) within the organization and within the community we serve. Stacie Retzlaff thanked the Founding Board members. She will miss them all.

## **VII. 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,  
A. Anderson

### **B. NEXT BOARD MEETING AUGUST 19th , 2015 , 6:00 PM at International High School**