

APPROVED



## Voices for International Business and Education

### Minutes

#### Board Meeting

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**Date and Time**

Wednesday November 18, 2015 at 6:00 PM

**Location**

Community Room

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Voices for International Business and Education BOARD MEETING WEDNESDAY,  
NOVEMBER 18, 2015 @ 6:00PM IHS COMMUNITY ROOM, 727 CARONDELET ST, New  
Orleans, LA 70130 [http://public.boardontrack.com/VIBE\\_1](http://public.boardontrack.com/VIBE_1)

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**Directors Present**

C. Allen, F. McField, H. Blumenthal, J. Carter, K. Katner, M. Garcia, M. Roney, R. Keller, S.  
Retzlaff, S. Thomas

**Directors Absent**

K. Turner, L. Hughes

**Guests Present**

D. Deno, D. Powell, H. Bunn, L. Crowe, R. McGee, S. Fazande, T. McGregor

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

H. Blumenthal called a meeting of the board of directors of Voices for International Business and Education to order on Wednesday Nov 18, 2015 at 6:01 PM.

### **C. READ MISSION AND VISION STATEMENTS**

H. Blumethal read the Mission Statement.

### **D. Approval of Minutes of OCTOBER 21, 2015 Board Meeting**

S. Retzlaff made a motion to approve minutes from the Board Meeting on 10-21-15 Board Meeting on 10-21-15.

M. Garcia seconded the motion.

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

## **II. Chair Report**

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

H. Blumenthal announced Sean Wilson was absent due to illness. Our Report Card now shows improvement from C to B. The school is moving in the right direction. The Parent Newsletter will now also be sent to Board Members. He asked that Board Members utilize the Board Binder that Alison Anderson put together. He urged all Board Members to RSVP on Board on Track, especially for committees. Only 4 Board Members have made donations. He reminded the Board that participation is important when seeking grants. He stated the Proclamation for Marcus Reneau was very nice. We had our first Executive Committee Meeting to discuss School Expansion. Everyone is invited to those meetings. He reminded the members to fill out the Ethics forms by going to the Web Site at Ethics.LA.GOV. He reminded the members to review the Budget and Financials. Any questions about the budget can be referred to Sean Wilson or Denise Deno. Lastly, he mentioned the email from Rosi Li, a Tulane student wishing that the members participate in a survey. If any member wishes to participate, there are two ways to do so. Members can either participate at a Board meeting or by theirself. He said this can be discussed further at a later date.

## **III. Head Report**

### **A. HEAD REPORT**

S. Wilson was not in attendance to give the Head Report.

## **IV. Committee Meeting**

### **A. ACADEMIC COMMITTEE -APPROVE PUPIL PROGRESSION PLAN**

C. Allen made a motion to approve the Pupil Progression Plan.

S. Retzlaff seconded the motion.

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

C. Allen explained the PPP is mandatory and must have board approval. The actual PPP was signed and sent to the LA Board of Education because of its due date, however the majority of the language in the plan is either standard information, or "did apply to IHS." The PPP can be amended at a later date if necessary.

**B. FINANCE COMMITTEE-REVIEW LATEST FINANCIAL INFORMATION AND VOTE ON ACCEPTING INFORMATION REVIEWED**

M. Roney made a motion to to accept the financials as reviewed and presented,.

S. Retzlaff seconded the motion.

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

M. Roney briefly discussd the financials. She said there was a downward trend but there was nothing that couldn't be reversed.

**C. FINANCE COMMITTEE -APPROVE ALLOCATION OF FUNDS FROM BUDGET SURPLUS**

M. Roney made a motion to approve the allocation of funds from the budget surplus.

S. Thomas seconded the motion.

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

M. Roney reviewed th Surplus Spending Summary for the individual departments. She said there was a small surplus deficit but there was no cause for concern.

**D. FINANCE COMMITTEE-APPROVE REVISED 2015/2016 BUDGET**

M. Roney made a motion to the revised 2015/2016 budget as presented.

C. Allen seconded the motion.

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

M. Roney said the monthly report was being reinstated so members could look at projections. She briefly went over committee activities. She said it is the Board responsibility to ensure the school has adequate insurance coverage. We are in compliance with this. She said the committee would be devloping activities to be discussed at future meetings. The next committee meeting is January 19th.

**E. GOVERNANCE: UPDATE**

K. Katner explained there was no quorum at the committee meeting. He said we were waiting on recommendations from our attorneys for our Grievance Policy.

**F. EXECUTIVE /EXPANSION COMMITTEE MEETING UPDATE**

H. Blumenthal said the first meeting was a good one. A preliminary discussion was had about expansion of the school.

According to Sean Wilson, we could reasonably fit 30 - 40 more students in the building. He said because of our Type 2 Charter we draw from all over the state and not just Orleans Parish. Points made at the meeting were the largest reason for failure is due to lack of resources and one reason for expansion is for our IB languages. He said the

meeting was more of a brainstorming session. It was productive but not concrete. He said everyone is welcome to bring ideas to the table.

## **V. Other Business**

### **A. ELECTION OF CAROL ALLEN TO FINANCE COMMITTEE**

M. Roney made a motion to elect Carol Allen to the Finance Committee.

S. Retzlaff seconded the motion.

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

### **B. ELECTION OF ROB KELLER TO THE FINANCE COMMITTEE**

M. Roney made a motion to elect Rob Keller to the Finance Committee.

C. Allen seconded the motion.

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

## **VI. Closing Items**

### **A. Adjourn Meeting**

H. Blumenthal made a motion to adjourn the meeting.

C. Allen seconded the motion.

The board **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,

S. Retzlaff

### **B. NEXT BOARD MEETING JANUARY 20 , 2016 , 6:00 PM at the International High School**