

APPROVED



Voices for International Business and Education

Minutes

Board Meeting

Date and Time

Wednesday June 15, 2016 at 6:00 PM

Location

Community Room

Voices for International Business and Education http://public.boardontrack.com/VIBE_1
COMMUNITY ROOM IHSNO 727 CARONDELET ST, NEW ORLEANS , LA 70130

Directors Present

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

Directors Absent

K. Turner

Ex Officio Members Present

S. Wilson

Non Voting Members Present

S. Wilson

Guests Present

A. Berger, Blaire ScKilling, Denise Deno, Grace Lomba, Karen Dwyer, L. Crowe, R. McGee, Rufus McGee, T. Nguyen

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 Jun 15, 2016 at 6:09 PM.
Karen Dwyer read the mission statement.

C. Approve Minutes of May 18, 2016 and June 1, 2016

S. Retzlaff made a motion to approve minutes from the Board Meeting on 06-01-16 Board Meeting on 06-01-16.
M. Garcia seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes

S. Retzlaff made a motion to approve minutes from the Board Meeting on 05-18-16 Board Meeting on 05-18-16.
M. Garcia seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. CHAIR REPORT

A. INTERNATIONAL HIGH SCHOOL NEW ORLEANS VIDEO

A video of IHSNO was played. The video can also be found on the school's website.

B. CHAIR REPORT AND UPDATES

Board members are asked to RSVP in Board on Track for future meetings. Harry asked that if any Board Member has not made a donation to the school to please do so today.

Thanh Nguyen will be leaving IHSNO as Chief of Staff on June 17th.

III. HEAD OF SCHOOL REPORT

A. HEAD OF SCHOOL REPORT

Head of School ending June 10th.

Over the next few weeks most staff will be involved in professional development including Harvard Urban School Leadership Program and National Charter School Conference.

Academics for this year was stagnant but plans to see improvement for next year. Academics team plans to create a common curriculum that will be implemented next school year. The IB Programme is used as the framework for academics & work to ensure 100% of students participate in IB Programme. IHSNO will invest in teachers for IB programme.

Working on Employee Handbooks, Faculty Manual, Operations Manual and Parent/Student Handbook will be complete by June 30th and will be available to Board Members to review.

Implementation for Every Student Succeed Act expects that it will affect the school.

School hours are 8am - 4:15pm for July.

Projected target for student enrollment for '16-2017 SY is 680 students.

IV. Academic COMMITTEE REPORT

A. ACADEMIC COMMITTEE REPORT

Exciting report about Curriculum and Common Core.

V. Facility

A. FACILITY COMMITTEE REPORT

Facilities Committee was cancelled this month. There was miscommunication on who was suppose to create the agenda and was not posted to host a meeting. L. Hughes will schedule a Facilities meeting by June 30th.

VI. Finance COMMITTEE REPORT

A. VOTE TO ACCEPT MAY FINANCIAL STATEMENTS

Audit report was a clean bill of health from the auditors. There were no findings. The tax form 990 is also complete. Significant item to note is that the school received \$143,925 from Orleans Parish for excess sales tax collection.

M. Roney made a motion to accept the May Financial Statements as presented.

M. Garcia seconded the motion.

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

B. VOTE TO APPROVE 2016/2017 IHSNO BUDGET

Held the budget hearing on Monday, June 13th. The budget was based on expenses from department chairs and trends from previous years. Administration will adjust the budget to include an additional \$75,000 for legal fees. Next year, there will be a change in food service which will save the school money and also provide students with more options.

M. Roney made a motion to accept the budget for '16-2017 as presented.

M. Garcia seconded the motion.

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

VII. Governance

A. VOTE TO APPROVE HEAD OF SCHOOL EVALUATION INSTRUMENT AND EVALUATION PROCESS

The Head of School evaluation was distributed. All Board Members will receive an electronic version by email tomorrow and should be completed and submitted to Robert by June 22. Robert will combine the scores and take the average of all evaluations and also include all comments. Board members should include names on the evaluations. The results will be distributed as anonymous.

R. Keller made a motion to accept the Head of School's evaluation tool.

C. Allen seconded the motion.

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

VIII. Closing Items

A. Adjourn Meeting

C. Allen made a motion to adjourn the meeting.

M. Garcia 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 7:53 PM.

Respectfully Submitted,

T. Nguyen