

APPROVED



Voices for International Business and Education

Minutes

Governance Committee Meeting

Date and Time

Wednesday May 4, 2016 at 6:00 PM

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

Committee Members Present

C. Allen, H. Blumenthal, K. Katner, R. Keller, S. Retzlaff

Committee Members Absent

None

Guests Present

A. Berger, J. Carter, T. Nguyen

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

R. Keller called a meeting of the Governance Committee of Voices for International Business and Education to order on Wednesday May 4, 2016 at 6:05 PM.

C. Approve Minutes

S. Retzlaff made a motion to approve minutes from the Governance Committee Meeting on 02-22-16 Governance Committee Meeting on 02-22-16.

R. Keller seconded the motion.

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

II. Governance

A. Head of School Evaluation

A draft of the Head of School Evaluation was provided to committee. In the future, there may be something more robust. The evaluation includes the duties Sean has in his contract. Scale will be 1-5 and a 6th column for "no comment".

Anything that comes up in this evaluation could be used for next year's evaluation.

Suggestion: Survey staff and determine morale & solicit feedback. This would not be included in this year's Head of School evaluation. Suggested that the survey would be sent by the VIBE board.

Anything done now (this year) will help the board and Head of School to understand and set expectations.

Robert will clean up the evaluation tool and will send it to Thanh. Harry will upload the tool for the next Board meeting to vote.

R. Keller made a motion to have this evaluation tool be used to evaluate the HOS for the Scholastic Year 2015-16..

J. Carter seconded the motion.

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

B. Board Member Nominations

Committee expressed some concerns about inviting Oliver Thomas as a board member. Believes this could bring a negative connotation to the board.

Potential candidates for board members:

- Kevin knows and recommends an engineer.
- Stacie had someone express interest from CollegeTrack and also suggests Thelma Ceballos Meyers as a potential board meeting.
- Blaire Fishmen approached Robert expressing interest to serve on VIBE board.

Suggestion made that the VIBE board delay any action on incoming board members until Fall.

Question: Does the one-year term for board members begin at the start date or academic school year? The term begins when the academic school year begins.

C. Microsoft 360

This is Kendall's request. This will allow for board members to participate and contribute in board meetings virtually.

If a board member decides to attend remotely, the member will not be able to vote and will be considered absent. While participation is a great advantage, the absentee policy will apply.

If the school has the equipment, board members can use it if the he/she would like to participate.

III. Closing Items

A. Adjourn Meeting

K. Katner made a motion to adjourn the meeting.

S. Retzlaff seconded the motion.

The committee **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 6:58 PM.

Respectfully Submitted,
T. Nguyen