

GOVERNMENT OF THE VIRGIN ISLANDS VIRGIN ISLANDS BOARD OF EDUCATION



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Winona A. Hendricks
Vice-Chairman

Shawna K. Richards
Secretary

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Winona A. Hendricks
Terrence T. Joseph
Emmanuella M. Perez-Cassius
Shawna K. Richards

St. Thomas/St. John Members
Kyza A. Callwood, MPA
Judy M. Gomez, Esq.
Nandi Sekou, Esq.
Jeanette Smith-Barry

Angel L. Bolques, Jr.
At Large Member

Stephanie J. Berry, PhD
Associate Executive Director

St. Croix Office
1123 King Street
Christiansted, VI 00820

Telephone No.
340-772-4144
Fax No.
340-772-2895

St. Thomas Office
P.O Box 11900
Dronningens Gade
Nos. 60B, 61 & 62
St. Thomas, VI 00801
Telephone No.
340-774-4546
Fax. No.
340-774-3384

WEBSITE
www.myviboe.com

Virgin Islands Board of Education Special Meeting Minutes – July 1, 2022

I. Call to Order

The special meeting of the 20th Virgin Islands Board of Education was called to order at 3:07 p.m. by Chair Kyza Callwood.

II. Roll Call

The following were present: Kyza Callwood, Winona Hendricks, Terrence Joseph, Emmanuella Perez-Cassius and Jeanette Smith-Barry. Member Angel Bolques, Jr., Judy Gomez, Shawna K. Richards and Nandi Sekou were absent.

Staff Members Present: Executive Director Stephanie Berry and Director of Business and Finance Sandra Bess

Stenographer: Desiree Hill

III. Approval of Agenda

MOTION: Vice-Chair Hendricks moved to approve the agenda as presented.

SECOND: Member Perez-Cassius

So ordered.

IV. Review and Approval of Budget for Fiscal Year 2023

ED Berry informed members that the package included two budgets. The one marked "For VIBE Internal Use Only" is the one containing the cut. She would like to present the uncut budget to the Legislature. ED Berry reported that OMB left all budget categories intact except personnel. Without the cuts, Personnel and Fringe costs would be at \$1,005,413 and \$461,689, respectively. She spoke about the critical need for positions, especially for a janitor in the St. Croix office and a part-time researcher – which is important for operations.

Vice-Chair Hendricks recommended a reduction in the amount for small tools and equipment. She also suggested that the Board write to the Legislature regarding a change in the stipends to \$100 for regular meetings and \$75 for subcommittee and other meetings. Hendricks also spoke about the need for a lift in the St. Thomas office, which is needed for ADA compliance. ED Berry said an additional budget request would be

MISSION STATEMENT

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VISION STATEMENT

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needed for the lift. She also spoke about the issues involving the lift, which would require moving the generator, and said she would look into it. ED Berry also suggested that the Board refer the matter of stipends to the Internal Controls Committee.

Member Joseph said the Board's focus should be on convincing OMB and others of the resources needed to do the Board's work. Member Smith-Barry said she was uncomfortable voting for stipends when there are members who come to meetings and do nothing.

MOTION: Member Joseph moved to forward a request to the Internal Controls Committee to increase the stipends for regular and special board meetings to \$100 and for committee meetings and all other business, VIBE related meetings to \$75.

SECOND: Vice-Chair Hendricks

Member Perez-Cassius asked how much the stipend increase would cost. Member Smith-Barry said the addition of new committees means more committee meeting, and an estimate cannot be made based on monthly general meetings.

Voting was as follows:

Yea (4) – K. Callwood, W. Hendricks, T. Joseph and E. Perez-Cassius

Not Voting (1) – J. Smith-Barry

Absent (4) – A. Bolques, Jr., J. Gomez, N. Sekou and S. Richards

The motion carried.

ED Berry also reported on the proposed new office space. She and 2 board members visited the site. Costs for the buildout can be covered in the current year budget. The Department of Property & Procurement is currently negotiating for the landlord to cover all buildout costs. The Board is also expected to see a savings in rent. Chair Callwood said he was concerned about the legal costs, which are budgeted for as professional services. Callwood attributed the higher costs to the court case. Members also discussed training for staff/professional development for members and the strategy for the budget presentation.

MOTION: Member Joseph moved to approve the FY 2023 budget with the recommended changes.

SECOND: Vice-Chair Hendricks

So ordered.

MOTION: Member Joseph moved to go into Executive Session.

SECOND: Vice-Chair Hendricks

So ordered.

Chair Callwood reported that the Board discussed personnel matters in Executive Session. There was no further business.

MOTION: Member Joseph moved to adjourn.

SECOND: Vice-Chair Hendricks

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So ordered. The meeting adjourned at 4:31 p.m.

Submitted By:



Shawna K. Richards, PMP
Secretary

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