

**Minutes of the Board of Directors Meeting of
Irvington Community School, Inc.**

August 28, 2018

Irvington Preparatory Academy

Pursuant to Article II, Section 4 of the Bylaws of Irvington Community School, Inc. (the “Corporation”), a meeting of the Corporation’s Board of Governors was held on August 28, 2018, at 5751 E. University Avenue, in the community of Irvington, Indianapolis, Indiana.

Suzanne Koehler presided over the meeting and, finding that proper notice of the meeting had been given under IC 5-14-1.5 et seq., called the meeting to order at 6:40 p.m. The following Directors were present and available to vote on matters presented to the Board: John Britain, Amy Johnson, Khadijah Elshabazz, Ryan Wilson, Richard Berger, Leona Frank, and Tom Lannan.

Tim Mulherin, ICS CEO; Harold Allen, ICS Director of Finance and Operations; Deanna Pryor, ICES Principal; Loryn Venekamp, ICMS Principal; Jana Goebel, IPA Principal, as well as several other corporate staff and community members also attended the meeting. Brian Dickey represented the Indianapolis Mayor’s Office of Education Innovation and Alex Curlin, ICS Attorney.

I. Opening Items

- A. With eight directors present, Ms. Koehler observed there was a quorum present to transact business.
- B. The meeting was called to order at 6:40 p.m.
- C. Ms. Frank presented minutes from the May and June meeting. A motion was made and seconded to approve the minutes from the May and June 2018 meeting minutes. No oppositions noted. Minutes were approved.
- D. Ms. Koehler asked if there was a motion for the approval of the Board Expectations Document. A motion was made and document was approved with no oppositions noted.

II. CEO Report

- A. Mr. Mulherin presented an enrollment update, including an overview of Enroll Indy’s role and performance this year and the enrollment marketing that has taken place thus far this school year.
- B. At one point, Mr. Dickey addressed, when asked, OEI’s position on “saturation” of schools and too many seats and their interest in studying this issue.
- C. Mr. Mulherin shared the factors that are impacting enrollment along with ICS’ current enrollment numbers per school along with targeted numbers for budget. It was reported that ICS currently has 979 students enrolled, which is 97% of the budget target of 1011. OEI standard in 95%.
- D. Mr. Mulherin invited Mrs. Venekamp, ICMS Principal, shared some data from ICMS about the implementation of restorative practices, including restorative circle meetings and the goals of those practices. Mrs. Venekamp shared comparative data from this point in 2017 to

current data: At this point last year, ICMS had processed 65 behavior referrals with 8 student suspensions (for 7 students) totalling 21 days. This year, with restorative practices being implemented, ICMS has had 21 behavior referrals with 2 student suspensions (for 2 students) totalling 6 days. She believes that there are some positive outcomes at play from the staff's commitment to restorative practices, specifically restorative circles.

- E. Mr. Mulherin fielded a few questions about enrollment from Board members, including the request for enrollment numbers from surrounding schools on ADM day.

III. Financial Report (Harold to clarify and revise as needed.)

- A. Mr. Allen presented the July financial report. This included the monthly financial performance and an update on cash flow projections.
- B. Mr. Allen also included the income statement, aging, and ratios in addition to the balance sheet.
- C. Mr. Allen presented a contingency plan should enrollment targets fall short by September 14 (ADM Day.)
- D. The ICS Refinance Update was provided by Scott Rolfs by speaker phone.
- E. Ms. Koehler thanked Mr. Allen and those who have contributed to the large amount of work related to securing the Refinance for ICS.

IV. Academic Excellence Committee Report

- A. Mr. Welter presented on the committee work that has been completed thus far.
- B. In advance of the September release of currently embargoed ISTEP+ data, Mr. Welter shared the schools' plans for multi-tiered system of supports with academics. He defined each of the three tiers for academic support and described the response to students in need of academic support at each level.
- C. Mr. Welter shared some of the successes ICS has achieved with grant-funding for specialized teacher training in support of specific populations of students, including special education, English language learners, and high ability learners.

V. Governance Committee Report

- A. Ms. Frank reported updates on upcoming meetings through conference calls.
- B. The committee will be evaluating the Board on Track tool, currently used by the Board of Governors at a cost to the school. Other Board tools will be evaluated to see if a change is warranted.
- C. Upcoming by-law review will be taking place in the next few meetings. Ms. Frank called for recruitments for committee members, including staff, parent, student, and community members.

VI. Advancement Committee Report

- A. Mr. Britain presented and requested more Board members to join this committee's efforts.

- B. State of the School Breakfast event is currently being planned. This will be a new fundraiser with a goal of raising \$5000. The annual spring golf outing is still recognized as the most successful fundraiser each year.
- C. Mr. Britain cited a conversation with a professional fundraiser, who stated that Board members should spend “about 50% of their time on Advancement,” and he questioned whether all Board members are achieving that goal.
- D. Mr. Britain reminded the Board members how they can make their yearly giving commitment, including payment through the website payment tool and a check to Mr. Britain. Ms. Frank asked Mr. Britain if we have knowledge of the average amount a school our size should be able to fundraise. Mr. Allen cited \$50,000 for an annual campaign as a good amount.
- E. Ms. Koehler thanked Mr. Britain for his work on the Advancement Committee.

VII. New Business

- A. Parent Fiona Nix shared concerns with the perceived security of the new construction. She stated that she as a parent has been underutilized, and she wants to be involved with her children. She stated that the new entrance to the elementary school makes her feel panic attacks. She stated that this makes her feel a little more hesitant to walk into the elementary building. She stated that she was off-put that the glass is not bulletproof in the buildings.
- B. Mrs. Nix did state that knowing she can show up to Board meetings and hear what she is missing is helpful, but she stated that getting more people to attend these meetings would be helpful. Mrs. Nix stated that she is not a “super techy” person so she doesn’t read everything presented digitally. Ms. Frank asked Mrs. Nix if she felt there would be interest in resurrecting an active PTSA at ICS. Mrs. Nix stated that in previous experiences, she quit participating in a PTSA because she did not feel as though she was being heard. Mr. Britain mentioned one suggestion was to have smaller, more intimate meetings with parents and staff rather than a full-blown PTSA.
- C. Mr. Wilson asked Mrs. Nix to elaborate on her concerns with safety, which she did. She stated that she would like to see more actual safety measures, like metal detectors and wandering of students walking into the building. Mr. Mulherin stated that ICS was the first public charter school in Indiana to have a school resource officer and ideally we would love to have a dedicated SRO for each building. Mrs. Nix went on to discuss Mr. Hardy at ICES and his performance with students, especially when she is there volunteering and he doesn’t know that she is there. Mrs. Dehner stated that she does not disagree with Mrs. Nix, but taking these safety measures has been necessary. We will continue to ensure we are welcoming in other ways. Mr. Mulherin thanked Mrs. Nix for her suggestions.

Closing Items

- A. A motion was offered and seconded for a meeting adjournment at 8:05 p.m.

Respectfully Submitted,

Loryn Venekamp
ICMS Principal