

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

February 27, 2018

Irvington Community Elementary School
6705 E. Julian Avenue

I. Opening Items

A. Dr. Stephanie Kelly, Board Chair, presided over the meeting and called the meeting to order at 6:02 p.m. The following Governors were present and available to vote on matters presented to the Board: Stephanie Kelly, John Britain, Suzanne Koehler, L. Leona Frank, and Tom Lannan. Chris Welty was not in attendance. Jennifer Darby arrived at 6:07 pm.

B. Minutes from the November 28, 2017 meeting were reviewed. Motion was made by John Britain and seconded by Tom Lannan to approve the minutes for November 2017 as discussed at meeting. Motion passed unanimously.

II. IPA Robotics Presentation and Demonstration

A. Club Overview and Demonstration. Ms. Harmeyer, Chris Ashmore and three IPA students presented an overview of the Robotics Club and its organization.

The Robotics Club is a student led club where they build the device themselves, plus do the programming. Each student learns from the other students that have been in club longer.

Every year in April, the "manipulative" changes and the Club must purchase new manipulatives. Last year, the manipulatives were giant jacks/stars. This year is cones. (The students gave a demonstration of this year's robots stacking cones.) A world robotics tournament is held in Louisville every year in April.

Unfortunately, current motors, joysticks, batteries and brains on robots will be obsolete after 2018. The Club would like to expand and has 20 students set to return. The cost for 4 new robots from Vex is \$9,000.00 approximate. Entry fees to tournament and transportation to and from tournaments are additional costs for the Club to absorb.

III. Board Chair Report

A. SPEA Innovation Board Fellows. Megan Hruska, Board fellow, has developed a survey that will go to the Board asking what information the Board members received during onboarding that proved helpful and what information the Board members wished they would have known prior to joining the Board. The Board on Track questionnaire results from 2017, which was completed by all Board members in 2017, will be shared with Ms. Hruska.

Actions to be taken: The Board will receive a survey from Ms. Hruska next week. She will also be given access to the 2017 Board on Track survey.

B. 2017-2018 CEO Evaluation. Dr. Kelly suggested using Board on Track to do the CEO evaluation again as it was useful in 2017. Dr. Kelly gave a brief review of the process: Tim

Mulherin will complete a self evaluation. Then, direct reports will complete evaluations and finally, the Board will complete. Scores will then be compared. A small committee of board members and Dr. Kelly will compile and review results. The results will be discussed for 15 minutes during a future Executive session.

C. Board Member Recruitment Event. The event originally planned in February will be rescheduled.

IV. CEO

Tim Mulherin reported the following:

A. A Community Engagement Update. Status Report was provided to the Board and is incorporated herein.

B. March 10 Board Retreat. Duke Haddad, Executive Director of Development for the Salvation Army – Indiana Division, will lead the 1.5 hr. advancement portion of the Board Retreat. In addition, we will discuss school safety.

C. Teacher Engagement and Retention Survey. A teacher engagement survey went to all 3 schools and ended last week. 42 teachers out of 61 responded. 69% of the 42 that responded are likely to return. James Welty will compile ICS' 3 strengths and 3 weaknesses. Administration will discuss and decide a plan of action to address. In 2017, ICS experienced 92% retention of staff that returned so we have a significant gap to address.

Survey to the community. OEI at one time did this for us but stopped 2 years ago. We will do one every year and preparing to send one to parents now.

D. Teacher recruiting is an issue for all schools due to a national teacher shortage. On the IDOE website, there are 85 special education, 37 science, and 48 math openings in state of Indiana. One charter school is closing. 50% of teachers leave profession in 5 years because they are underpaid, over stressed, or disrespected.

V. Governance

A. ICS Policy Updates and New 504 Accommodations

Tim Mulherin presented the following to the Board that are incorporated as a part of the Board packet: 504 Policy, Parent/Guardian Classroom Visitation, Bullying Policy, Background Checks, and Wellness Policy.

A motion made by Leona Frank, Seconded by John Britain to accept all Policies as presented. Motion was passed unanimously.

B. Governance Committee Report. No report was made. The committee will reschedule the Board recruitment event.

VI. Advancement.

A. John Britain, Chair of the committee reported. The committee will meet the 2nd Wednesday of the month at 7:00 am. The 6th annual golf outing is scheduled for May 19, 2018. Lunch will be catered. Brats, burgers, fruit, coffee cake, iced tea, beer and sodas. Cost is \$300 for a foursome and event will be held at Pleasant Run Golf Course. There will also be a live and silent auction. The Board is encouraged to attend.

VII. Academics.

A. Academic Committee Report. No report.

B. Principals' Reports

IPA: Principal Weinstein reported. The Robotics team competed and were 2nd out of 60 teams. The 1st Senior Parent night was well attended last week by 22 families. There are approximately 70 seniors who will graduate. Breakfast was provided and therapy dogs in attendance the morning students began ISTEP testing. Data shows a 20% reduction in tardies and 20% reduction of students missing afterschool tutoring. There also has been very few incidents of poor student behavior.

Middle School: Principal Venekamp reported. The 67 students who achieved Honor Roll for 1st Semester were invited to pizza, a movie and an overnight lockin. 30 students attended and teachers chaperoned. ISTEP testing has begin.

Elementary School: Principal Dehner reported on a successful fundraiser and other elementary school events held recently. IREAD 3 begins in 2 weeks; ISTEP began this week. Some minor glitches occurred with the online testing.

Principal Dehner also provided an Enrollment update. Enroll Indy is tasked with managing the lottery. This is a new process. January 15 is the first cutoff for the digital lottery. Round 2 is April 15. Round 3 is June 15.

VIII. **Financial Report.**

A. January Financials Overview.

Harold Allen reported. The January 2018 Financial update is incorporated herein in entirety. In May, the 2018-2019 budget will be presented and the Board will be requested to vote in June.

B. Accounting Policies and Procedures Manual.

Motion was made by Suzanne Koehler to approve the Manual. Tom Lannan seconded. Motion passed unanimously.

C. Refinance and IPA Building Acquisition Update.

Harold Allen reported to the Board that the refinance is in a holding pattern, awaiting a possible IPA building acquisition. Discussions are ongoing with the Mayor's office.

IX. Closing items

a. Adjourn meeting. Meeting adjourned at 7:33 pm.

XI. Other Business.

No other business was discussed

Respectfully Submitted,

L. Leona Frank, Secretary