

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

September 25, 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 September 25, 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 6:05 p.m. The following Governors were present and available to vote on matters presented to the Board: John Britain, Amy Johnson, Ryan Wilson, Richard Berger, Carlos Ramirez and Tom Lannan. Leona Frank was present by conference call.

Tim Mulherin, ICS CEO; Harold Allen, ICS Director of Finance and Operations; Deanna Dehner, ICES Principal; Loryn Venekamp, ICMS Principal; Jana Goebel, IPA Principal; and James Welter, ICS Director of Curriculum, Testing, and Data; as well as several other corporate staff and community members, were in attendance at the meeting.

I. Opening Items

- A. With seven directors present and one present by conference call Ms. Koehler observed there was a quorum present to transact business.
- B. The meeting was called to order at 6:05 p.m.
- C. Ms. Frank presented minutes from the June and August meetings. A motion was made and seconded to approve the minutes. No oppositions were noted. Minutes were approved.

II. Board Chair Report

- A. Ms. Suzanne Koehler provided background information on the Executive Committee’s decision to decline pursuit of the Innovation School relationship with IPS.

III. CEO Report

- A. Mr. Mulherin presented an enrollment update. After the first year relationship with Enroll Indy, ICS filled all but 25 seats corporation-wide. Actual enrollment achieved 98% of planned enrollment, which is favorable to OEI standard of 95%.
- B. Mr. Mulherin shared information about the budgetary impact of the enrollment shortfall and how the corporation was managing that shortfall.
- C. Mr. Mulherin explained the recent background involving ICS’s attempt to acquire the deed to IPA’s property. City-County Councilor Blake Johnson, working on behalf of ICS, recently informed him that according to involved attorneys for the city, they have determined that an intergovernmental transfer of the deed is not possible because ICS is a charter school and is therefore not considered to be an Indiana school corporation. Mr.

Mulherin has reached out to Patrick McAlister, OEI's Director; Marcie Brown Carter, Director of the Indiana Charter School Network; and ICS legal counsel Alex Curlin to research this and help find a solution, including the possibility of a more conventional real estate transaction.

- D. Mr. Mulherin reported briefly on the 10-year review per OEI at a \$16,000 cost to the corporation. Mary Jo Rattermann, who served as the evaluator for the most recent ICS charter renewal process, will again provide this academic performance report. The Board chair requested that the process also extend to include input from the Board of Governors.
- E. Mr. Mulherin provided building reports prepared with the school Principals.
- F. Through the work of Ms. Tammi Hughes, Mr. Mulherin provided a Community Engagement report.
- G. Mrs. Shannon Williams, the ICS Special Education Coordinator, presented an overview of the ICS Special Education Program, including the services available and the staffing for all three schools. Currently, 17% of students enrolled at ICS are identified with a disability and receive Special education services. Mrs. Williams shared data on special education numbers over the past four years. Mrs. Williams also included information on ICS's special education funding. Board members asked questions related to funding timelines and diagnosis of students. Mrs. Jana Goebel, former ICS Special Education Coordinator, assisted with this response. Mr. Allen addressed funding questions related to special education.

III. Financial Report

- A. Mr. Allen presented the Financial Committee Report, including the cash flow projections, the balance sheet, income statement, aging, and ratios.
- B. Mr. Allen presented information related to the ICS debt refinance plan, including terms on the bond and the savings it will incur. The refinance project is now concluded and effective as of September

IV. Academic Excellence Committee Report

- A. Mr. James Welter defined and explained the key academic performance indicators for each of the three schools along with the rating scales used: Exceeds, Meets, Does Not Meet. This work will be incorporated into the balanced scorecard evaluation for leadership.
- B. Mr. Welter answered questions related to the division of percentages as they relate to the overall ICS Scorecard.
- C. Mr. Welter then presented the new Indiana ILEARN standardized test subjects as compared to the ISTEP+ in years past. He shared how AIR rather than Pearson will provide the computer adaptive tests along with the accessibility tools available for students. The amount of testing will be reduced to a single testing window, and the goal is to have student results in school's hands by July 1.
- D. Mr. Welter also explained how the IDOE developed the ILEARN assessment as well as the challenges to adopting the new assessment.

V. Governance Committee Report

- A. Ms. Frank citing the annual cost for Board on Track, and in response to request, the committee evaluated other board management software options and have recommended a move to Boardable as it is more cost effective and will meet our needs.
- B. Ms. Frank suggested November 1 as a recruitment event, which was agreed to verbally by the other Board members. Ms. Frank noted Ms. Ojo's resignation and shared that she would not be renewing her own commitment after March 2019. She identified the need for expertise in finance, advanced education and Advancement. Ms. Koehler thanked Ms. Frank for her report, and asked for members to identify potential candidates for membership on the board or committees on or before October 12.
- C. Mr. Mulherin asked the principals to suggest parents of ICS students who may be recruited as committee or board members.
- D. Ms. Frank noted that October 8 at 5:45 p.m., at IPA, would be the next in-person committee meeting for the purpose of bylaws revisions.

VI. Advancement Committee Report

- A. Mr. John Britain shared his report on meetings with teachers at ICES and ICMS. He stated that this information can provide more direction for the Advancement Committee.
- B. Mr. Britain reminded the Board members of their \$1,500 minimum annual commitment. He also referenced the Board members approaching their sphere of influence. Mr. Britain introduced Mrs. Carrie Kriech, who serves on the Advancement Committee.
- C. Mr. Britain put in a plug for the Texas Roadhouse fundraisers currently running on the 1st and 3rd Tuesday of the month.
- D. Mr. Mulherin reinforced the need that exists based on the teachers' list of needs for our students.

VII. New Business

- A. None

Closing Items

- A. A motion was offered and seconded for a meeting adjournment at 7:33 p.m.

Respectfully Submitted,

Loryn Venekamp
ICMS Principal