

Board of Governors Regular Meeting
Irvington Community Schools, Inc.

Tuesday, November 19, 2019

Irvington Preparatory Academy
Cafeteria
5751 East University Avenue
Indianapolis, IN 46219

Pursuant to article II, section 5 of the bylaws of Irvington Community School, Inc. (the “corporation”), a regular meeting of the corporation’s board of governors was held on November 19, 2019, in the cafeteria at the Irvington Preparatory Academy, 5751 East University Avenue, Indianapolis, IN 46219.

Suzanne Koehler presided over the meeting and, finding that proper notice of the meeting had been given under I 5-14-1.5 et seq., called the meeting to order at 6:03 p.m.

The following board members were present and available to vote on matters presented to the board: John Britain, Vice-Chair; Carrie Kriech, Secretary; Tom Lannan, Treasurer; Suzanne Koehler, Chair; Carlos Ramirez, member; Amy Johnson, member; Keith Huehls, member; Richard Berger, member; and Ryan Wilson, member.

ICS leadership in attendance included Tim Mulherin, Chief Executive Officer; Loryn Venekamp, ICMS Principal; Jana Goebel, IPA Principal; Chris Ashmore, Director of IT; James Welter, Director of Testing, Data, and Curriculum; and Tammi Hughes, Community Engagement Specialist.

I. Opening Items

a. Record Attendance and Guests

Guests include Jamie Scott, IPA Alumna and Youth Program Coordinator at the Edna Martin Christian Center; Aerionna Martin, Governance Performance Analyst with the Indianapolis Mayor’s Office of Education Innovation (OEI); Christina Arrom, Irvington community member and Marks Cannon, Jr., community member.

b. Call the Meeting to Order

With nine board members in attendance, Ms. Koehler observed there was a quorum present to transact business and called the meeting to order.

c. Review October Board Meeting Minutes

Meeting minutes from October were presented and approved. (See vote matrix.)

II. Chair Report

a. Executive Committee Meeting Report (Suzanne Koehler)

Patrick McAlister, Executive Director of OEI, met with the Executive Committee to discuss securing the deed to the Irvington Preparatory Academy property. Mr. McAlister shared his perspective regarding how to approach the Marion County Commissioners. Also broached were concerns about public charter school saturation in certain areas of Indianapolis. Mr. McAlister mentioned that Enroll Indy historically has been largely supported by grant

funding and that sustainability is a challenge. Following the committee's visit with Mr. McAlister, the possibility of middle school expansion was briefly discussed.

b. Scorecard Update (Suzanne Koehler)

Ms. Koehler presented the scorecard for this school year. The board had discussion around the school grade portion of the scorecard as it may not be available this year due to the "hold harmless" provision to be voted upon once the state legislature is in session in January 2020. Board discussed removing the school grade line item altogether and replacing it with something else to measure. A resolution was proposed by Mr. Britain to change the scorecard. The board discussed replacing the corporate letter grade (as the Indiana Department of Education will most likely carry over the 2017-2018 letter grade for all schools due to poor ILEARN results statewide) with two new board involvement measurements: up to 5% of the overall scorecard's worth for 100% board participation for classroom visits along with up to 5% for 100% board participation for the annual advancement commitment. A board vote was taken and passed. (See vote matrix)

c. Board and Committee Candidate Interviews (Suzanne Koehler)

Ms. Koehler reported she and Mr. Mulherin have met with most of the candidates and have one more meeting next week. Ms. Johnson later provided information regarding the board member candidate vetting and election process.

III. Advancement Committee Report

a. Cookie Dough Sale Results (Carrie Kriech)

Ms. Kriech reported that 66 students participated in the annual cookie dough fundraiser, with 458 boxes of cookies sold. The sale netted \$2,570.00.

b. Giving Tuesday (Carrie Kriech)

Ms. Kriech informed the board that the corporation would be participating in the annual Giving Tuesday fundraiser, which occurs on December 3, 2019. This year, funds will be dedicated to obtaining needed classroom equipment and supplies, and to provide more professional development opportunities. Messaging would start later this week through social media and email. Members were encouraged to share the message with their personal and professional networks.

c. Ways for the Board to contribute (Carrie Kriech)

Ms. Kriech has been asked many times how a board member can meet his/her advancement commitment to Irvington Community Schools. She shared numerous examples of ways board members have contributed in the past, including monetary donations, in-kind gifts such as raffle items for the annual ICS Open golf outing, bringing sponsorships and/or golf teams to the annual event, and participating in DonorsChoose projects that specifically benefit ICS classrooms. Board members were encouraged to reach out to her directly if they had additional questions.

IV. Governance Committee Report

a. Board Recruiting Update and Candidate Introductions (Amy Johnson)

Mr. Huehls and Mr. Ramirez shared their Get-on-Board recruiting event experiences. They represented ICS along with Mr. Mulherin. Mr. Ramirez indicated that the event was well

attended, with significant interest shown in ICS by a number of visitors to the booth. Intentions are to participate in Get-on-Board next year.

Ms. Johnson noted that Ms. Koehler and Mr. Mulherin have been meeting with the five potential board and committee members. A social event planned for early January for the rest of the board to get acquainted with the candidates. A slate will be presented for a board vote at the January 28 board meeting.

V. Academic Committee Report

a. AIRways Assessment Overview (James Welter)

Mr. Welter presented an overview of the various options ICS has available for student growth assessments. NWEA is currently used. An IDOE Formative Assessment grant completely funds the expense of NWEA and can be applied to AIRWays should ICS move to that platform.

AIRWays is approved by the IDOE and is offered by the American Institutes for Research (AIR), the organization that developed the ILEARN assessment. Mr. Welter a comparison of NWEA and AIRWays and pointed out the strategic advantage to migrating to AIRWays. ICS will be using AIRWays at IPA this school year and will consider adapting AIRWays for use in the 2020-2021 school year.

VI. Finance Committee Report

a. October Financials (Tom Lannan)

In Mr. Allen's absence, Mr. Lannan presented the October Financials. Mr. Huehls reported on his research regarding a possible lead abatement project at ICMS (targeting external soffit panels) and potential funding, as well as information regarding the ideal EPA-registered contractors. Unfortunately, he confirmed that there is apparently no funding for schools for abatement projects. He also recommended a more cost-effective solution, training ICS facilities management staff in lead renovation.

b. Update on Audits (Tom Lannan)

Mr. Lannan reported there are four audits going on in different stages. Two of them involve school lunch program audits. A federal Title I audit for the 2015-2016 school year is also underway. The remaining audit is the annual school corporation financial audit, now in the final review stage, which will be submitted to the State Board of Accounts.

c. Employee Insurance (Tom Lannan)

Mr. Lannan reported Mr. Allen is still negotiating with the current insurance broker on rates. Health insurance was quoted at an 11% increase, with smaller proposed increases in dental and eye care coverage. ICS will most likely be moving from the Sagamore network to Encore.

VII. CEO Report

a. Tuition Recovery Lawsuit Update (Tim Mulherin)

Mr. Mulherin reported that there is no material progress at this time. Corporate legal counsel will provide a written update for the board regarding the latest court proceedings.

b. IPA Deed Acquisition Update (Tim Mulherin)

Based on the information received at the Executive Committee meeting from Mr. McAlister, Mr. Mulherin and Ms. Koehler will be reaching out to the Marion County Assessor, who serves on the City-County Commission, to discuss the IPA deed situation and see how it might best be resolved.

c. Strategic Planning: Fifth Pillar Addendum (Tim Mulherin)

As discussions about possibly expanding the middle school have arisen, Mr. Mulherin suggested the need to add a fifth pillar to the ICS Strategic Plan directly addressing growth/expansion. The two growth objectives involve the exploration of adding a Pre-K program to ICES and expanding the number of middle school seats. The timeline for accomplishing the objectives of all five pillars in the strategic plan will be presented at the January Board of Governors meeting.

d. IPS Letter of Intent: Exploring Middle School Expansion (Tim Mulherin)

Mr. Mulherin explained the non-binding Letter of Intent with Indianapolis Public Schools to explore the possibility of becoming an Innovation Network School IPS, primarily involving the above-mentioned middle school expansion project. Enroll Indy data and OEI information indicate a high demand exists on the East Side of Indianapolis for high-quality middle school seats, and ICMS has experienced such demand during the past several years, substantiating that claim. ICMS middle school expansion options include gaining access to an existing IPS building and becoming an Innovation Network School, expanding the physical plant of the current middle school (and not becoming an Innovation Network School partner with IPS), or obtaining a non-school property in the area that would be feasible to convert to a middle school. The letter is now public record. (See vote matrix)

e. Signage Project Update (Tammi Hughes/Rick Berger)

Ms. Hughes explained the overall goal for the signage project. The main corporate sign will be a low profile, non-digital monument style facing Arlington Avenue. The budget for this sign specifically is \$22,000, proceeds from the 2019 ICS Open. One Ten Studio and Mr. Berger's engineering firm will be collaborating on the signage architectural design, engineering requirements, etc. Mr. Berger confirmed that the current zoning allows for such signage to be installed. The goal is to have this first sign, part of an overall all-campus signage campaign (which will feature wayfinding signage at the other two ICS campuses), to be on display by the ICS Open in late May 2020.

Ms. Hughes also informed the board of another project in the works. School community members have been concerned about safety at the intersection of Kitley and Julian avenues near the elementary school. This intersection has a four-way stop, with heavy semi-trailer traffic due to commercial interests in the area. School zone signs will be installed in the next several months, thanks to her communication efforts with local government officials and agencies, which has involved outreach to and advocacy by our local City-County Councillors.

Further traffic safety improvements will be forthcoming following the results of a requested traffic study.

f. **Principals' Report (Tim Mulherin)**

Mr. Mulherin presented the principals' report and highlighted items from each school. Of note, for the first time, ICS students are not in session next week for Thanksgiving Break.

VIII. **Other Business**

None

IX. **Closing Items**

a. **Adjourn Meeting (See vote matrix)**

The meeting adjourned at 7:35 p.m. The next Board of Governors Meeting will be held in the IPA Dining Hall on Tuesday, January 28, 2019, at 6 p.m.