

Board of Governors Regular Meeting
Irvington Community Schools, Inc.

Tuesday, October 27, 2020

Irvington Community Middle School

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 October 27, 2020, at the Irvington Community Middle School gymnasium.

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 6:00 p.m.

The following board members were present and available to vote on matters presented to the board:

Suzanne Koehler, Chair; Richard Berger, Treasurer; Keith Huehls, Member; Amy Johnson, Member; Jwan Davidson, Member; Jodi Lannan, Member; and Jamie Scott Member.

At 6:10 pm Carrie Kriech, Vice-Chair joined meeting

Absent board member: Christina Arrom, Secretary

ICS leadership in attendance:

Tim Mulherin, Chief Executive Officer; Harold Allen, Chief Financial Officer; Chris Ashmore, Director of IT; Jana Goebel, IPA Principal; and Loryn Venekamp, ICMS Principal.

Public members: none in attendance

I. Opening items

A. Record attendance and guests (SK)

Attendance was confirmed by roll call.

B. Call the meeting to order (SK)

With seven board members in attendance, KOEHLER observed there was a quorum present to transact business and called the meeting to order at 6:00 pm.

C. Approval of Board Meeting Minutes (SK) - Vote

Meeting minutes from the September 22, 2020 Special Board Meeting were presented and approved. Motion to approve the minutes entered by DAVIDSON, and second to motion was LANNAN. No objections. Unanimous approval.

D. Strategic Plan Academic Pillar (Jana Goebel)

A review of the three objectives forming the Academic Pillar of the ICS Strategic Plan was presented by Principal Goebel, who led the task force for this pillar. Efforts to support meeting the objectives were outlined. It was determined that two of the three objectives remained valid:

Objective #1- Classroom differentiation efficacy will be improved through classroom teachers earning increased rating of “effective” or “highly effective” on the TAP System for Teacher and Student Advancement rubric.

Objective #3- School-specific and cross-corporation instructional practices will be identified, refined and memorialized through the codification project.

Current conditions imposed by COVID 19 have disrupted work on one objective: **Objective #2-** Project-Based Learning (PBL) and Authentic Learning Experiences (ALE) will be utilized to increase educational rigor and improved students’ problem-solving skills.

Recognizing the inability to provide virtual learners routine supplies for PBL opportunities, and value of this objective when on-site learning returns, it was determined that the Academic Excellence Committee would follow up on how the plan might be modified or positioned in relation to this objective. The committee chair, LANNAN, will meet with GOEBEL and conduct advance work for discussion at the March 13, 2021 BOG Retreat.

II. CEO Report

A. Instructional Model for Quarter 2/ School Year Update (TM)

MULHERIN presented that ICS will continue to closely monitor COVID-19 positivity rates in Marion County as reported by the Indiana State Department of Health. Though there are compelling factors to consider bringing students back on campus at both ICMS and IPA, and recognizing that a hybrid model for all three schools is the aim under the current unprecedented public health circumstances, a careful, conservative pandemic safety approach will be maintained through the end of the first half of the school year. This consistent approach will also inform academic model planning for the second semester. Parents will be advised on December 14 of the intended planned model for each school for the start of the second semester, which begins January 4, 2021. These decisions will be dependent upon the most localized Covid-19 positivity/transmission data.

Concern for the needs of ICMS and IPA students, who by March 2021 may well not have been in a physical classroom for a year, was expressed and given recognition. In that regard, it was noted that additional staff training and student support will be needed once students fully return to school in person. Strategies under consideration at the high school, with a primary focus on supporting seniors to achieve graduation, were shared by GOEBEL. This includes on-site senior seminars, providing coaching to students who are struggling with eLearning, and exploring cohort arrangements in planning for a hybrid academic model implementation in January, the state of the pandemic permitting.

Of note, the ICS Strategic Plan’s Growth Pillar will be modified, adding the exploration of the feasibility of an all-virtual/eLearning model as a separate permanent academic offering.

B. Project Updates (TM)

Sun FundED MULHERIN shared that the proposed agreement presented by Sun FundED will not be pursued at the present time. Should there be an

opportunity to look at energy savings in the future, the desire would be to have more due diligence to select a vendor.

IPS Innovation Network/Middle School Expansion MULHERIN discussed the status of the recent IPS facilities study that could possibly lead to ICS having access to a school building made available by IPS per the Innovation Network Schools program. Interest remains high on School #57 as a potential ICS middle school location. At this time, given extraordinary circumstances COVID-19 has imposed on IPS management, discussions around potential Innovation Network Schools have been tabled. IPS indicated to MULHERIN that further detail will be provided to ICS regarding our status per the letter of intent issued by and signed with IPS approximately one year ago.

Corporate Signage Project MULHERIN advised that a schedule of weekly project management meetings with One 10 Studio Architects and ICS has been established, with the goal of having the project timeline produced by November 10th. Submissions for bidding will follow to determine the project's total cost, which will include wayfinding and building identification signage for all three schools. Notably, the middle school signage project will be the corporate messaging centerpiece and first stage of the project.

III. CFO Report (HA)

A. September Financials

ALLEN presented September financials. He noted that there will be an adjustment in income given that official Count Day results confirmed by the Indiana Department of Education landed at 1033 students, with the first semester 2020-2021 budget target being 1025. Forecasted cash flow remains strong, with the calendar yearend (December) projection to be well above 100 days of cash on hand. Delays in federally funded revenue continue to challenge budget expectations.

B. Audit ALLEN reported that the required annual audit was completed and is now in partners review at Donovan CPAs. It is expected to be submitted to the State Board of Accounts as scheduled. He anticipates only some minor findings in relation to food services that have been addressed. Once again, the annual audit promises to be clean with no material issues.

C. Payroll Protection Plan Forgiveness Application for forgiveness of the PPP Loan has been made and response to this request is monitored routinely (daily) by ALLEN.

D. Health Insurance Plan Review/Renewal Status ALLEN stated that work on renewal of the ICS health insurance plan has gone well and will not result in the approximately 11% rate increase that was anticipated. All other related employee insurance benefit rates, including that of vision, dental, and life, will remain at the 2020 level.

IV. Committee Reports

A. Governance Committee Report (AJ)

1. **Recruitment** JOHNSON asked that BOG members forward names and contact information for potential board members. It was noted that two BOG members would be leaving at the end of May 2021 (*Koehler and Johnson*).

KRIECH reported on the status of the virtual *Board on track* event sponsored by the Indianapolis Chamber of Commerce.

2. **Board Member Terms** JOHNSON shared proposed revision of the ICS BOG Bylaws Article II Section 2 Terms, which provides language detailing board member terms and limits:

“Section 2. Terms. Governors will serve a two-year term, adding three months for the final term to allow for the transition of new board members. Governors may serve up to three consecutive terms, subject to board approval (vote). At the conclusion of the third consecutive term, board members must cycle off the board for one term before being eligible for reelection. A board member shall be elected to a term by the Board of Governors by a vote of no less than three-fourths of a properly constituted quorum of the Board of Governors.”

A motion was made by LANNAN with second by HUEHLS. A vote by roll call was unanimous.

B. Advancement Committee Report (CK)

1. **Discount Cards** KRIECH reported that the annual Discount Card promotion will be available online by mid-December and for student clubs to sell in the second semester. The initial requests for participating businesses have focused on those in Irvington and will be expanded to other Eastside businesses.
2. **Link to Box Tops for Education** KRIECH shared that there is an app available whereby individuals can scan codes and not have to collect the coupons for submission to the schools.
3. **Scholastic Book Fair** KRIECH reported that this is now underway and will end on November 11th.
4. **Kroger and Amazon Prime** KRIECH reported that ICS has long been participating in these value programs to help support nonprofit organizations and schools and wanted to remind the BOG members to take part in this simple and convenient fundraising effort. Instructions on participation will be shared with BOG members and ICS parents.
5. **Cookie Dough Sale** KRIECH stated that sales of the product for this significant ICS fundraiser will be timed so that distribution can be done prior to the Christmas holiday.

C. Academic Excellence Committee Report (JL)

1. **Testing in a Time of COVID-19** VENEKAMP introduced teachers Tracy Uhlman (ICES) and Heather Mayhugh (ICMS), who provided insight into the experience of administering standardized testing outside of a controlled or standardized testing environment. This provided context for understanding the results of NWEA and the potential challenges to use as a valid measure. LANNAN presented results from the past three years on ICS’s K-8 student growth on NWEA in Math and English Language Arts, outlining significant comparisons and the instability in results as influenced by the pandemic, a factor present from the fourth quarter of last school year to the immediate present.
2. **2020-2021 Scorecard**

LANNAN shared that the committee met and provided the retention performance of ICES 5th graders into ICMS 6th grade. **This element of the scorecard was updated and motion to accept was made by BERGER, second by JOHNSON. Approved by unanimous vote.**

V. **Other Business** - None

VI. **Closing Items**

A. **Adjourn meeting vote**

KRIECH made a motion for meeting adjournment, which was seconded by SCOTT. The meeting adjourned at 7:30 p.m. The next Board of Governors Regular Meeting will be held on November 17, 2020, in the ICMS Gym. Face masking and social distancing will be required.