

**Board of Governors Regular Meeting**  
**Irvington Community Schools, Inc.**

Tuesday, November 17, 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 November 17, 2020, virtually via Zoom.

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 6:01 p.m.

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

Suzanne Koehler, Chair; Carrie Kriech, Vice-Chair; Christina Arrom, Secretary; Richard Berger, Treasurer; Keith Huehls, Member; Amy Johnson, Member; Jwan Davidson, Member; Jodi Lannan, Member; and Jamie Scott, Member

ICS leadership in attendance:

Tim Mulherin, Chief Executive Officer; Harold Allen, Chief Financial Officer; Chris Ashmore, Director of IT; James Welter, Director of Testing; Tammi Hughes, ICS Community Engagement Director; Deanna Dehner, ICES Principal; Loryn Venekamp, ICMS Principal; Jana Goebel IPA Principal

Public members: approximately 19

**I. Opening Items 6 PM**

**A. Record Attendance and Guests (SK)**

Attendance was confirmed by roll call.

**B. Call the Meeting to Order (SK)**

With all nine board members in attendance, KOEHLER observed there was a quorum present to transact business and called the meeting to order at 6:01 pm.

**C. Review and Approve October Meeting Minutes (SK)**

Not all board members had a chance to review prior to the meeting. Will review and approve at January 2021's meeting.

**D. Revisit Extension of CEO's Temporary Authority to Adjust School Calendar and Academic Model for Semester 2 (SK)**

At the August 3, 2020 board meeting, approval was given to MULHERIN to make all decisions related to COVID-19 school academic model adjustments. There was no vote necessary for this point, but discussion included HUEHLS not changing his mind that this responsibility should fall on the board. JOHNSON shared that she is confident in MULHERIN'S attention to the data, staff, and families of the school. KOEHLER applauded the leadership team in making these decisions during this school year.

## **II. CEO Report**

### **A. Semester 2 Instructional Model Planning Update (TM)**

MULHERIN shared that ending the school calendar before Thanksgiving worked out well due to the mayoral order for Marion County schools to shift to virtual learning. Of note, ICS had its first COVID-19 positive case with a staff member during the school year. Looking ahead, the mayoral order stated a restart date of January 19, 2021, for students to be on campus. Ideally, ICS would be in a hybrid mode for K-12 for the next semester, but school leadership will wait to see how the pandemic spread progresses over the winter holiday season. ICS is delaying the academic model sign-up to a later date in December so as to better assess the situation, specifically the impact of the disease spread from holiday interactions. KRIECH asked if eLearning will be provided by ICS teachers or a third-party vendor. MULHERIN responded that ICS is in conversation with potential eLearning vendors. Irvington Preparatory Academy anticipates needing this service; Irvington Community Middle School can likely handle it without one; and Irvington Community Elementary School is exploring the need for a vendor should the demand for virtual rise beyond that experienced in the first semester.

### **B. Strategic Plan Review – Growth Pillar (TM)**

MULHERIN shared that the ICS leadership team and Board of Governors worked very hard on the three-year strategic plan, but COVID-19 happened, disrupting the school corporation's best intentions. Therefore, the plan will require practical adjustments. GOEBEL provided an update regarding the plan's academic pillar. DEHNER and MULHERIN have been exploring offering a Pre-K at ICES for the coming school year, and have met with Early Learning Indiana and had a site visit to a referred Pre-K. ICS is setting up an exploratory committee that consists of MULHERIN, ALLEN, and GOEBEL and several interested elementary teachers to embark on a feasibility study per the strategic plan. ICS also signed a letter of intent with IPS to explore the possibility of becoming an Innovation Network School, particularly from a middle school standpoint. Options to consider include expansion of the existing middle school, relocating to an available IPS school, or relocating to another building that could be retrofitted as a school, all in partnership with IPS. As

well, given the impact of the pandemic and some of the key takeaways from the experience, ICS is considering conducting a feasibility study for a virtual school for grades 6-12. A SWOT analysis specific to each school has already been conducted as part of this exploration. KOEHLER asked if ICS proceeded with a virtual school, would it be under a different charter and different board; MULHERIN confirmed this. KOEHLER raised her suggestion once again to encourage ICS to consider offering summer school at the conclusion of the current school year. MULHERIN stated that it might be too much for teachers, but it is worth exploring and seeing what the needs of students and parents are this summer, especially given the negative impact of the pandemic on academic progress.

### **C. Denise Stuckey Recognition (TM)**

MULHERIN shared that Ms. Stuckey retired earlier this year and ICS wanted to recognize her outstanding teaching during the Board meeting. Both MULHERIN and DEHNER shared their appreciation for Ms. Stuckey and the impact she has made on her students throughout her teaching career. Ms. Stuckey started when the school opened in 2002. KOEHLER thanked Ms. Stuckey for her service.

## **III. CFO Report**

### **A. October Financials (HA)**

ALLEN reported on the October 2020 financials. As is the longstanding trend, the balance sheet and assets are all stable. ICS is awaiting word from the federal government to have the Payroll Protection Program (PPP) loan converted to a grant, which is expected any time now. Enrollment is well above the budget target, standing at 1,030. The current ratio is strong, exceeding OEI's requirement. The debt to asset ratio remains in the red, but that is anticipated to change for the better in the next few months.

### **B. Audit Update (HA)**

ALLEN shared that our audit went well, with no significant concerns reported.

### **C. Health Insurance Plan Renewal (HA)**

For the first time in at least a decade, medical insurance premiums will not be increased.

### **D. 2021-2022 and 2022-2023 School Calendars (HA)**

ALLEN shared the proposed 2021-2022 and 2022-2023 school year calendars for review. KOEHLER recommended the Board vote to approve at the January 2021 Board of Governors meeting.

#### **IV. Committee Reports**

##### **A. Governance Committee Report (AJ)**

###### **i. Recruitment: Candidates and “Meet ‘n’ Greet”**

JOHNSON updated the Board on member recruitment activity and progress of late. Two members are rolling off, including the Board chair. There are three candidates so far. They are meeting with other current board members and the CEO as initial vetting begins.

##### **B. Advancement Committee Report (CK)**

###### **i. Cookie Dough Sale**

KRIECH reported that the annual ICS cookie dough sale is well underway. KOEHLER asked if the Discount Cards are going to be available this upcoming year, which they will be.

##### **C. Academic Committee Report (JL)**

###### **i. Teachers’ Use of NWEA Data (JW) – FYI**

WELTER shared out how teachers use the NWEA data. It allows for teachers to see where the students are, and what they might be ready for next. Teachers are able to look at both the test and other factors to determine what is best for their students. They also use the data to share with the parents at the parent teacher conference.

###### **ii. Title I Funding for Parent Engagement (JW)**

WELTER reported that we are finding ways of using our Title I funds for parent engagement. We have held a project-based learning (PBL) night and are looking for ways to include parents in the process. HUGHES reported that ICS created educational kits to share with parents, including best practices in PBL.

#### **V. Other Business 7:25 PM**

None

#### **VI. Closing Items 7:30 PM**

##### **A. Adjourn meeting – Vote**

KRIECH made a motion for meeting adjournment, which was seconded by HUEHLS. Motion carried unanimously. The meeting adjourned at 7:18 p.m. The next Board of Governors Regular Meeting will be held on January 26, 2020.