

Board of Governors Regular Meeting
Irvington Community Schools, Inc.

Tuesday, November 16, 2021
Irvington Community Elementary 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 16, 2021, at the Irvington Community Elementary School Gymnasium.

Carrie Kriech, Board Chair, 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:

- Carrie Kriech, Board Chair
- Christina Arrom, Vice President
- Richard Berger, Treasurer
- Jwan Davidson, Secretary
- Jodie Lannan, Finance and Academic Committees
- Jamie Scott, Advancement Committee
- Keith Huehls, Governance Committee
- Tim Harris, Member

ICS leadership in attendance:

- James Welter, Interim CEO and Chief Academic Officer
- Chris Ashmore, Director of IT
- Loryn Venekamp, ICMS Principal
- Deanna Dehner, ICES Principal / Corporate Enrollment Officer
- Jana Goebel, IPA Principal
- Jenn Sahagun, Director of Student Well-Being

Other attendees included Geoffrey Cherry, financial consultant.

I. Opening Items

a. Record Attendance and Guests

Attendance was confirmed by roll call.

b. Call the Meeting to Order

With eight board members in attendance, KRIECH observed there was a quorum present to transact business and called the meeting to order at 6:03 p.m.

c. Review and Approve September Meeting Minutes – Vote

Meeting minutes from the October 26, 2021, Regular Board Meeting were presented and approved. Motion to approve the minutes entered by ARROM, and second to motion was BERGER. No objections. Unanimous approval.

II. CEO Report

a. Beloved Communities & Equity Resolution - Vote

WELTER presented the ICS Board of Governors Resolution. Motion to approve the minutes entered by LANNAN second to motion was SCOTT. HUEHLS abstained from voting. Motion Carries

b. Authorizer Update

WELTER presented an update on the authorizer inquiry and stated that he would be sending out information in email after the meeting about his findings.

c. Staffing Update

WELTER presented that there were concerns about safely being able to supervise the high school and a calling elearning days. WELTER explained to the board how our building substitute support is structured and utilized.

III. Board Chair Report

A. CEO Search Update

KRIECH presented that the job description has been posted and we do have applicants.

IV. Financial Report

a. October Financials

CHERRY reported that our schools have a strong financial position and we are making progress on enrollment. CHERRY stated that he would improve our financial reporting process to increase transparency and understanding.

b. Audit

CHERRY reported a new auditor has been identified and we are on track to meet the November 28th audit deadline.

V. Committee Reports

a. Governance Committee Report

- i. Statements of Purpose Reminder -
HUEHLS reminded the board that each committee should create and present a statement of purpose to the board.
- ii. Board Member Recruiting Reminder -
HUEHLS expressed the need for support with board recruitment from the board, ICS leadership team and community.

iii. Reviewed Policies - **Vote**

Succession Plan

Motion to approve the succession plan entered by HUEHLS, second to motion was BERGER. The motion passed.

Communication of leadership

Motion to approve Communication of Leadership Policy entered by HUEHLS, second to motion was ARROM. The motion passed.

Curriculum

Motion to approve Curriculum Policy entered by HUEHLS, second to motion was LANNAN. The motion passed.

General Policies

Motion to approve General Policies entered by HUEHLS, second to motion was SCOTT. The motion passed.

Executive and Leadership Hiring

Motion to approve Executive and Leadership Hiring Policy entered by HUEHLS, second to motion was BERGER. The motion passed.

Seclusion & Restraint

Motion to approve Seclusion & Restraint Policy entered by HUEHLS, second to motion was ARROM. The motion passed.

b. Academic Committee Report

i. Recognition programs

LANNAN reported that in partnership with the leadership team there will be a recognition for students starting in January. LANNAN reported this will happen 3 times per year. LANNAN also stated that she would also like for the exec committee to recognize a staff member as well.

ii. February board meeting - restorative practices

LANNAN reported that the next priority in board development will be restorative practices and additional topics will be presented.

c. Advancement Committee Report

i. Cookie Dough Distribution Volunteers

SCOTT reported that the Cookie Dough Sales brought in a profit of 449 dollars to a goal of 1500, from 49 donors. SCOTT also requested volunteers for cookie dough pick up for December 4th.

ii. School Level Asks

SCOTT reported on the benefits and use of the Purposity app and donors choice.

- iii. Board Member Giving
SCOTT informed the board on best practices on tracking board giving.
- iv. Spring Fundraising
SCOTT reported that she has been in talks with Topgolf about dates and costs for an event. SAHAGUN provided additional resources for partial fundraising opportunities. SCOTT also stated the need for ICS to maintain relationships with the community.
- b. Capital Project
BERGER reported on the process and progress that has been made with the Capital Project.

VII. Other Business

KRIECH read an email from a parent, expressing their desire for ICS to offer bus transportation.

VIII. Adjourn Meeting - Vote

HUEHLS made a motion for the meeting to adjourn and BERGER seconded the motion. The motion carried. The meeting adjourned at 7:07 P.M.

