

ICS BOARD OF DIRECTORS MEETING

June 24, 2019
ICS Media Center

ICS Mission:

The International Community School (ICS) is an International Baccalaureate World School that welcomes refugee, immigrant, and local children and provides a rigorous and holistic education in an intentionally diverse community of mutual learners.

Board Members present: Trang Wisard (Interim Chair), Rebekah Pollock (Vice Chair), Alia Kerimbaeva (Treasurer), Julie Allen (Principal, Ex-Officio), Barry Balint, Iris Goodson, Kristine Hansen-Drederick, Candice McKinley, Troy Covington

Board Members attending by phone: Jon Schmidt-Davis (Past Chair)

Board Members absent: Tomika Johnson

Visitors: Marinella Tawshiani, Peter Mbugua, Jason Hern, Irene Asay

The Minutes

I. Call to Order

- Meeting called to order by Trang Wisard at 6:07 p.m.

II. Agenda and Minutes Approvals

- Motion made by Alia Kerimbaeva with a second by Iris Goodson to amend the agenda to add approval of auditor and renewal of insurance to finance consent agenda. Motion unanimously approved.
- Motion made by Rebekah Pollock with a second by Iris Goodson to approve May meeting minutes with revisions to conform to ICS Board template. Motion unanimously approved.

III. Reflection and Recognition – Principal Julie Allen

- Julie spent the year striving to be better every day, and some days were harder than others.
- ICS should be a highly sought-after school.
- Julie is going to focus on committee structures, with increased cooperation and accountability among staff.
- Julie is going to stick to core values and will focus on problem solving and coaching her team.
- Julie is thankful to the Board for its support of her and the school.
- Trang Wisard observed that Julie handled a tough year like a champ and thanked her for her leadership.
- Kristine Hansen-Drederick observed that ICS is better for Julie being here.

IV. Public Comment

- Peter Mbugua – spoke about his interest in the board
- Jason Hern – attending his second board meeting
- Irene Asay – attending her first board meeting

V. Principal's Report

- Julie finalized a contract for a part-time Response to Intervention Chair position which will dramatically improve the services and data that can be provided to monitor and support students who struggle.
- All staff have been briefed on the organizational chart for the 2019-20 school year.
- New staff orientation will be held from July 24, 2019 – August 2, 2019.
- All Program of Inquiry guides except for 3rd grade have been completed.
- IB training has been completed for all staff members except for three.
- Ms. Frazier managed Rising Scholars and GMAS retake process for students who did not pass Milestones.
- Student, staff, and personnel survey data are available through GADOE portal.
- Georgia Milestones scores provided – 2019 math saw a 6% increase in students scoring as proficient; 34.8% of students in grades 3-5 tested as proficient.
- 2019 social studies saw a 3% decrease in students testing as proficient; 88.9% of students tested as not proficient.
- It is very difficult for children from other countries to understand American concepts.
- Development Report by Marinella
 - 2019-20 Strategic Plan focuses on Annual Fund, Grants, Cultivating Major Donors, and continuing to build community engagement.
 - Marinella reported on challenges she has been working through in fundraising
 - Cleaned up donor database
 - Worked on image building and reputation repair
 - Wrote a case statement
 - Need a funding video for digital communications
 - Need a grant calendar, grant pipeline, and grant committee
 - Need 100% giving from our stakeholders to get foundation giving and need to focus on annual fund
 - Need to acknowledge donors and be transparent
 - Need to create closer relationships with community
 - Marinella reported on a number of grants and in-kind donations that have been received recently
 - Eight official fundraising partnerships and have had 300 volunteers serve since October (80-100 per week)
 - ICS has an AMERICORPS staff member starting in September
 - ICS received FFVP grant – fresh fruits and vegetables program
 - Marinella selected to participate in a grant program by the Boys and Men of Color which will provide access to large donors
 - ICS is working with church supply drive (5-6 churches) that has yielded a large number of donations

- Vibra Technology & Project Material Drive – non-profit working on bringing Chromebooks up to a 1:1 ratio and opening up computer system
- Learning in Color – classroom paint project (December 2019)
- The Mission Continues – veterans who want to work in schools – 4 projects from \$1,200 to \$10,000; want to get them to fund new soccer field
- Next year will work to diversify funding streams and focus on annual fund
- The bus campaign did not do very well because there was not much time to launch and prepare it
- We don't expect all of our families to be able to give \$100 per year, but it is important to have this goal
- Development Committee ideas – Board members host dinners for potential donors – one in fall and one in spring
- Possible large event in spring; going to work on touching base with large prior donors and repairing damaged relationships
- Work on partnerships with successful businesses owned by immigrants
- Feeder school resolution – Julie has had discussions with DeKalb County
 - Very important to be a feeder school – we want to be a feeder school to Druid Hills Middle School, which will be a great selling point for ICS
 - Estimate that 40 students per year would take advantage of this
 - Julie will work with our cluster next and then the DeKalb County Board of Education
 - Barry Balint made motion to approve feeder resolution; seconded by Rebekah Pollock; motion approved unanimously

VI. Governance

- Discussion regarding potential board member Irene Asay – she worked for Morris Manning & Martin and for a technology company; her daughter will be a first grader at ICS.
- Barry Balint and Kristine Hansen-Drederick nominated for Board Co-Chairs by Rebekah Pollock; seconded by Iris Goodson
- Iris Goodson nominated for Board Vice-Chair by Barry Balint; seconded by Kristine Hansen-Drederick
- Troy Covington nominated for Board Secretary by Candice McKinley; seconded by Alia Kerimbaeva
- Alia Kerimbaeva nominated for Board Treasurer by Rebekah Pollock; seconded by Barry Balint
- Officer slate approved by unanimous vote
- Discussion of prospective board member Kathleen Cole – she has been to board meetings and governance committee meetings; she is the Director of Resources at The Children's School and has HR experience.
- Motion made by Rebekah Pollock to approve Board membership for Kathleen Cole with a second by Candice McKinley. Motion unanimously approved.

VII. Finance

- Have been working on the annual budget since March – we are in a good place now due to savings from past years

- But, we need to increase income to make sure that
- Consent Action Items:
 - Approve annual budget
 - Approve lunch contract
 - Approve copier contract
 - Approve audit firm
 - Our fiscal year ends at the end of June
 - We asked for quotes from three other audit firms and received two quotes – they were in the same range as the quote from our current firm – Brooks McGinnish & Company
 - We requested a change in our audit team to have fresh eyes
 - Annual independent audit is required for charter renewal
 - \$20,500 is contract price for our audit
 - Approve insurance policy for school
 - USI – property and casualty
 - Cost is \$51,300 this year due to adding fiduciary liability coverage
- Motion made by Alia Kerimbaeva with a second by Rebekah Pollock to approve consent agenda. Motion unanimously approved.

VIII. Charter Renewal Accountability

- Tracking test scores is important for charter accountability.
- Julie will prepare a cheat sheet for when different testing is done and how they are used to help the board keep track of them.
- Tableau is a good platform to pull data together for analysis and takes into account different formats from different tests
- Review of scores in reading

IX. Executive Session

- Executive session called to order at 8:08 p.m.
- Personnel recommendations made by Julie Allen to fill seven positions
- Public Session: Motion made by Rebekah Pollock with a second by Barry Balint to approve personnel recommendations made by Julie Allen. Motion unanimously approved.

X. Adjourn Meeting

- Motion made by Alia Kerimbaeva with a second by Candice McKinley to adjourn meeting at 8:28 p.m. Motion unanimously approved.