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:
  o Approve annual budget
  o Approve lunch contract
  o Approve copier contract
  o 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
  o 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.