

ICS Board of Directors Open Board Session  
Meeting Minutes  
June 3, 2020

Present via Zoom: Carmen Flores, Diane Amour, Sommer Drake, Justin Thundercloud, Carrie McGhee Gleba

Also present via Zoom: Jason Dropik, Dr. Melissa Deutsch, Dr. Mark Powless, Brian Leibl, Siobhan Marks, Bonnie Scharber, Debbie Martindale

The meeting was called to order at 3:50 p.m.

Justin Thundercloud led the group in prayer.

Brian Leibl read the Mission Statement.

**It was moved by Carrie McGhee Gleba and seconded by Justin Thundercloud to approve the May 20, 2020 Open Session meeting minutes. The motion carried. (5-0-0)**

**It was moved by Carrie McGhee Gleba and seconded by Justin Thundercloud to approve the May 20, 2020 Executive Session meeting minutes. The motion carried. (5-0-0)**

**It was moved by Carrie McGhee Gleba and seconded by Justin Thundercloud to approve the May 27, 2020 Executive Session meeting minutes. The motion carried. (5-0-0)**

Head of School Report – Mr. Dropik requested any questions on his report be sent to him. He reported:

- He met with First Student Busing to discuss the 2020-2021 School Year and more meetings will be held. Daily cleaning of the buses was not included in the RFP and will be a variable expense. This expense will be shared with ICS and First Student. Different seating arrangements to comply with guidelines and mandates as they relate to transportation will be determined when they are made available.
- ICS has been invited to attend the Green Ribbon Ceremony in Washington D.C. The Board will discuss this further and determine if any will attend.

It was asked if coaching expenses were included in the budget. Mr. Dropik responded they have been included under the consulting line item.

Chief Financial Office Report – Mr. Leibl reported:

- the department has caught up with the Financial Reports;
- a meeting was held with the State auditors about the food service grant. Great comments were received about our ICS food service program.
- to date seven budget requests have been reviewed by committees;
- the contract from First Student will be received shortly and will be reviewed with Mr. Dropik and legal counsel with the goal to have it approved and signed by July 31, 2020.

Mr. Leibl reviewed the financial report with the group.

Carmen joined the meeting at 4:13 p.m. Ms. Flores added her affirmative vote for all of the meeting minutes.

Our Ways Report – Dr. Powless reported:

- a graduate from the Menominee High School has applied for the Menominee Apprentice position;
- an Our Ways recap and planning meeting is scheduled to plan for next year;
- the report “Our Ways Teaching & Learning Framework Evaluation Report” created by UW Madison, Masters of Public Health intern Kelly Hackett will be shared with the full Board;
- the Culture Committee is discussing the existing language program;
- the Our Ways budget is near completion.

It was asked if there is information on the number of times a video has been viewed. Ms. Marks said she can provide that information. Ms. Amour stated she is interested in knowing how many people access the culture materials.

Communications & Marketing Director Report – Ms. Marks reported:

- the department’s main focus is helping to close out the school year in an upbeat positive manner;
- work on the yearbook continues and is a challenge because there are not many pictures of the 8<sup>th</sup> graders;
- distribution of the yearbook will be postponed until photos can be taken of them with the projected date for completion of July 1;
- the yearbook theme is “A Year Unlike Any Other” and will highlight the 50<sup>th</sup> Anniversary and Remote Learning;
- work continues on Employee Orientation, Student & Parent and Volunteer Handbooks.

It was asked if there would be an 8<sup>th</sup> Grade Celebration. Mr. Dropik said he hopes to have a celebration in July. He said he would like to get student graduation pictures prior to the date and are working out the details with Ms. Marks and the families.

Scholarship Committee – Mr. Thundercloud reported that Mr. Leibl attended the meeting and discussed the Scholarship Award budget. The committee will be discussing setting a spending discipline at a future meeting. The committee approved 20 applications and three additional applicants were put on probation. It was learned that since the committee meeting, one of the probationary students has withdrawn their application. The committee will be discussing service hours going forward. It was asked if anyone checks in with the students as the semester progresses regarding these hours. Mr. Dropik will ask Mr. Valtierra to identify the process used. The committee was reminded that Ms. Jeske shared some ideas about how to help families get ready for the application and transition process.

Personnel Committee – Ms. McGhee Gleba said the Personnel Committee met with Mr. Leibl and reviewed the budget. Ms. Scharber updated the committee on the open positions and efforts and will be reviewing the list of candidates for the HR Director position. A decision has not been made on the interviewing process.

Culture Committee – Ms. Amour said the committee discussed the evaluation of how culture affects well-being by Kelly Hackett, language development and the budget. There will be a meeting on June 8th to discuss the budget further.

Board Governance Committee – Ms. Flores reported that the committee met with Mr. Leibl and reviewed the Board budget. The committee will meet again on June 11.

Academic Committee – Ms. Drake said the committee reviewed the four budget areas: Academic, FRC, IT and Administration with Mr. Leibl. The committee reviewed the position requests submitted by Mr. Dropik and requested that additional information be included. Mr. Dropik will submit an updated proposal to the committee. Ms. Drake said that the positions in the proposal have not been included in the 2020-

2021 budget request and there are no recommendations at this time. Questions were also raised regarding the FRC Family Camp and the committee will receive additional information on costs and funding.

Cares Act – Ms. Scharber explained that the Cares Act allows for some changes to 401(k) plans. One change allows individuals to withdraw up to \$100,000 without paying a penalty. She is requesting Board approval to include the option in the School's 401(k) plan.

**It was moved by Justin Thundercloud and seconded by Diane Amour to allow, per the CARES ACT, participants to make a hardship withdrawal from the ICS 401(k) Plan up to \$100,000 without paying the 10% early distribution penalty tax. This feature would be in effect for the 2020 calendar year. The motion carried. (5-0-0)**

Recommended Reopening – Ms. Scharber shared with the group the proposed Reopening Plan for year round staff. The plan was created by the Direct Reports, Jeff Seigman and Natalia Woehl. The plan is to have Year Round employees return to ICS on June 26, 2020. The group discussed the proposal. It was agreed that communication needs to be done as soon as possible.

**It was moved by Justin Thundercloud and seconded by Sommer Drake to approve the Reopening Plan for Full Time year-round Employees as presented on June 3, 2020. The motion carried. (5-0-0)**

Mr. Dropik requested approval to allow the 2020 8<sup>th</sup> grade graduating class to keep the Chromebooks that they used for remote learning. He explained that the equipment is near the end of its ICS life cycle and if returned will be excess equipment with little monetary value. As part of the equipment replacement schedule, new Chromebooks are scheduled to be purchased with the 2020-2021 budget. He explained that this will be an annual program.

**It was moved by Justin Thundercloud and seconded by Sommer Drake to approve the proposal allowing the 2020 8<sup>th</sup> Grade Graduating Class to keep the Chromebooks used during the remote learning period. The motion carried. (5-0-0)**

Mr. Dropik will create protocols and practices to be distributed to the 8<sup>th</sup> Grade Graduating Class.

Mr. Dropik stated that there will be a Green Ribbon School Award Ceremony in Washington D.C. on August 4th. He asked if there is interest in in-person attendance for the ceremony. If so, we need to provide names of 5 people who will go by June 10th. The Board will discuss this and respond to Mr. Dropik.

PAT – Mr. Dropik reported that the Parents as Teachers staff are being requested to do family visits. The request is coming from families involved in the program and team members have expressed a desire to do the family visits. The Board requested Mr. Dropik to provide answers to the following:

- Are the families in “hot zones”?
- Should the program be reintroduced slowly?
- What is the process?
- How many families will be involved in the visits?
- What are the protocols for our staff going into the homes?

**It was the consensus of the Board to allow the reintroduction of family visits to begin June 29, 2020.**

It was asked if discussions are taking place about having a summer program and/or school reopening. Mr. Dropik said the Direct Reports are working on a plan and will report on it in the near future.

The meeting adjourned at 5:53 p.m.

Respectfully submitted,



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Diane Amour, Secretary

6/17/2020  
Date Approved