

INNOVATIVE

ARTS ACADEMY

Board Meeting Minutes for Wednesday, January 13, 2021 at 6PM

Component	Agenda Items														
Opening Exercises	<ul style="list-style-type: none"> ● Call to Order: 6:05 PM ● Notice of Meeting <ul style="list-style-type: none"> ○ Proper notice was published in <i>The Morning Call</i> on Monday, July 21, 2020. ● Flag Salute ● Roll Call <table border="1" data-bbox="386 598 1263 835" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Administrative Member</th> <th style="text-align: center;">Attendance</th> </tr> </thead> <tbody> <tr> <td>David Rank, President</td> <td>Present</td> </tr> <tr> <td>Robert Sirmans, Treasurer</td> <td>Present</td> </tr> <tr> <td>Brian Taylor, General Counsel</td> <td>Present</td> </tr> <tr> <td>Danny Youssef, Secretary</td> <td>Present</td> </tr> <tr> <td>Bradley Schifko, CEO</td> <td>Present</td> </tr> <tr> <td>Tom Taylor, Accountant</td> <td>By phone</td> </tr> </tbody> </table>	Administrative Member	Attendance	David Rank, President	Present	Robert Sirmans, Treasurer	Present	Brian Taylor, General Counsel	Present	Danny Youssef, Secretary	Present	Bradley Schifko, CEO	Present	Tom Taylor, Accountant	By phone
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Old Business	<p>Approval of board meeting minutes from December 16, 2020:</p> <ul style="list-style-type: none"> ○ Motion to approve: Danny Youssef ○ Motion seconded by: Dave Rank <ul style="list-style-type: none"> ■ Unanimously approved. <p>Approval of December 2020 financials:</p> <ul style="list-style-type: none"> ○ Motion to approve: Dave Rank ○ Motion seconded by: Rob Sirmans <ul style="list-style-type: none"> ■ Unanimously approved. 														
Executive Session	Enter Executive Session to discuss pending legal matters and personnel matters at: 6:20 PM														
Return to Regular Session	Return to Regular Session at: 6:26 PM														
Enrollment Update	<ul style="list-style-type: none"> ● January Enrollment Summary <ul style="list-style-type: none"> ○ Enrollment as of January 1, 2021: 536 ○ Number of new enrollments for January: 0 ○ Number of withdrawals in January: 0 ● Year-to-Date Enrollment Summary <ul style="list-style-type: none"> ○ End-of-year enrollment (545 - 41 seniors + 8 non-grads): 512 ○ Current number re-enrolled: 407 ○ Current number of definite non-returnees: 105 ○ Current number of remaining potential re-enrollments: 0 ○ Current number of new enrollments: 129 ○ Current number of new enrollments in 6th grade: 58 ○ Current total enrollment for '20-'21: 536 														
Chief Executive Officer Report	<ul style="list-style-type: none"> ● Marketing, Recruiting, and Branding <ul style="list-style-type: none"> ○ Continuing to enroll students by appointments virtually, as well as in-person. ○ Weekly meeting with IAA representation and DayVision to discuss further options for marketing, recruitment and branding. 														

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- Targeted efforts are ramping-up to not only focus on current student retention for 2021 - 22 school year, but much greater emphasis must be placed on attracting incoming 6th graders, as well as “filling-in” vacant seats in the current 6th grade class (who will become 7th graders).
- **Curriculum and Academics**
 - 2020 Recap:
 - September 2020:
 - Implemented a comprehensive synchronous blended instructional model with professional development throughout. Collaborated with CASD Food Services to determine an appropriate and manageable schedule for food preparation and curbside delivery.
 - October 2020:
 - Uploaded all required data to PDE through PIMS and updated all staff and student data to 100% accuracy. Hosted virtual technology meetings for parents/guardians in English and Spanish. Hosted a successful "Trunk-or-Treat" Halloween event for the IAA and Catasauqua communities.
 - November 2020:
 - Per PDE / PA DOH Attestation Mandate, IAA Board of Trustees voted in favor of a move to full-virtual instruction, beginning on 12/1/2020.
 - We will likely remain virtual until **Monday, February 1, 2021**.
 - December 2020:
 - IAA is in the final stages of completing the development of a Gifted Support Program due to the increase of identified gifted students within our building.
 - We are currently putting the finishing touches on a comprehensive "Gifted Support Handbook," as well as identifying a highly-qualified Gifted Support Teacher to serve our gifted student population.
 - All students proficient with using IAA online resources and platforms. Hotspots have addressed specific connectivity issues allowing for all students to have full access.
 - Benchmark Testing (CDT)
 - Initial CDT scores distributed to teachers. The Interactive Reports use [colors](#) to indicate relative Strengths to Build On and Areas of Need.
 - A majority of students' scores fall in the Areas of Need color.
 - The initial assessment serves as a Benchmark by which the Winter and Spring testing sessions will be used to demonstrate growth and progress.
 - Teachers to conduct individual student conferencing based upon benchmarks to review areas of strength and need and to establish goals for mid and end of year CDT sessions.
 - Curriculum
 - Moving forward with approved template
 - Starting with Mathematics
 - Creating Scope & Sequence for each grade level / specific content area - in progress
 - Utilizing Tested PSSA / Keystone Anchors to pace and determine units of study
 - Revisions include adding new content to address online learning scenarios

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	<ul style="list-style-type: none"> ● Logistics and Operations <ul style="list-style-type: none"> ○ Updating and verifying past/current PIMS data. ○ Navigate 360 is scheduled to be on site visit for floor mapping on 1/19 and 1/20. <ul style="list-style-type: none"> ■ Kick-off meeting to be held on 1/12/21 at 10:00 AM ○ PPE / deep cleaning: <ul style="list-style-type: none"> ■ Fogging: <ul style="list-style-type: none"> ● Curis system runs at end of each week ■ Graco sprayers: <ul style="list-style-type: none"> ● Completed bi-weekly ■ Deep cleaning: <ul style="list-style-type: none"> ● Regular cleaning occurs daily ● All bathrooms are cleaned every two hours ● Graco sprayers every other Wednesday, carpet cleaning occurs on non-spraying Wednesdays. ● Human Resources <ul style="list-style-type: none"> ○ Current vacancies include: <ul style="list-style-type: none"> ■ Special Education (1) ■ ESL (1) ○ Touching base with multiple staff members dealing with name changes, certifications, etc. within TIMS. Ongoing throughout the year. ○ Updating and verifying past/current PERMS data. ○ Updating and revising HR processes and procedures. Ongoing throughout the year.
<p>New Business</p>	<ul style="list-style-type: none"> ● Approval of Kami document annotation / mark-up tool for educators: <ul style="list-style-type: none"> ○ Motion to approve: Dave Rank ○ Motion seconded by: Rob Sirmans <ul style="list-style-type: none"> ■ Unanimously approved. ● Approval to extend an employee contract to the following: 2840389: <ul style="list-style-type: none"> ○ Motion to approve: Danny Youssef ○ Motion seconded by: Rob Sirmans <ul style="list-style-type: none"> ■ Unanimously approved.
<p>Public Comment</p>	<p>Members from the public are invited to comment on items <u>that are listed on this agenda.</u> Each member from the public will have up to two minutes to address the Board of Directors. The board may choose to hear public comment without providing an immediate response. The two-minute time allotment per public member may be shortened if comments are made about items that are not listed on the agenda for today's meeting.</p>
<p>Next Meeting</p>	<ul style="list-style-type: none"> ● Wednesday, February 17, 2021, at 6:00 pm.
<p>Adjourn</p>	<ul style="list-style-type: none"> ● Approval to adjourn board meeting: <ul style="list-style-type: none"> ○ Motion to adjourn: Dave Rank ○ Motion seconded by: Danny Youssef <ul style="list-style-type: none"> ■ Unanimously approved.