

# INNOVATIVE ARTS ACADEMY

## Board Meeting Minutes for Wednesday, June 19, 2024 at 6PM

Component	Agenda Items																		
<p><b>Opening Exercises</b></p>	<ul style="list-style-type: none"> <li>• Call to Order: 7:36 PM</li> <li>• Notice of Meeting               <ul style="list-style-type: none"> <li>◦ Proper notice was published in <i>The Morning Call</i> on <b>Monday, July 12, 2023</b></li> </ul> </li> <li>• Flag Salute</li> <li>• Roll Call</li> </ul> <table border="1" data-bbox="423 636 1297 940" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Administrative Member</th> <th>Attendance</th> </tr> </thead> <tbody> <tr> <td>David Rank, President</td> <td>Present</td> </tr> <tr> <td>Dan Schmidt</td> <td>Present</td> </tr> <tr> <td>Robert Sirmans, Treasurer</td> <td>Present</td> </tr> <tr> <td>Bob Susko</td> <td>Present</td> </tr> <tr> <td>Jason Nagle</td> <td>Present</td> </tr> <tr> <td>Brian Taylor, General Counsel</td> <td>By phone</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> <p>Guests: Erik Malmberg</p>	Administrative Member	Attendance	David Rank, President	Present	Dan Schmidt	Present	Robert Sirmans, Treasurer	Present	Bob Susko	Present	Jason Nagle	Present	Brian Taylor, General Counsel	By phone	Bradley Schifko, CEO	Present	Tom Taylor, Accountant	By phone
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<p><b>Old Business</b></p>	<p><b>Approval of board meeting minutes from May, 2024:</b></p> <ul style="list-style-type: none"> <li>◦ Motion to approve: Bob Susko</li> <li>◦ Motion seconded by: Jason Nagle           <ul style="list-style-type: none"> <li>▪ <b><i>Unanimously approved.</i></b></li> </ul> </li> </ul> <p><b>Approval of May, 2024 financials:</b></p> <ul style="list-style-type: none"> <li>◦ Motion to approve: Jason Nagle</li> <li>◦ Motion seconded by: Rob Sirmans           <ul style="list-style-type: none"> <li>▪ <b><i>Unanimously approved.</i></b></li> </ul> </li> </ul>																		
<p><b>Public Comment</b></p>	<p><b>Members from the public are invited to comment on items that are listed on this agenda. 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.</b></p>																		
<p><b>Executive Session</b></p>	<p>Enter Executive Session to discuss pending legal matters and personnel matters at: 5:30 PM</p>																		
<p><b>Returned to Regular Session</b></p>	<p>Returned to Regular Session at: 7:30 PM</p>																		

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### Enrollment Update

Grade	Enrollment as of Oct. 1 '23-'24	Enrollment as of 5/30/24	May New Enrollments	May Withdrawals	IEP's by Grade ('23-'24)	ELL by Grade ('23-'24)	Attend % (May)
6	55	56	0	0	10	13	77%
7	67	60	0	1	13	17	82%
8	75	80	0	1	19	21	83%
9	86	80	0	0	16	19	71%
10	90	85	0	0	24	25	76%
11	58	52	0	2*	9	13	75%
12	46	47	2*	0	8	18	78%
Totals	477	460	2	4	99	126	77%

\* Two (2) 11th grade students' grade levels were changed to 12th grade since they were eligible to graduate. This is reflected in the grade level counts above.

### Chief Executive Officer Report

- **Marketing, Recruiting, and Branding**
  - Here is what has changed since the last Board Meeting:
    - Enrollment Wednesdays:
      - Every Wednesday throughout the summer
        - An ad campaign has been created and launched to promote events.
    - Vendor Shows:
      - Wind Creek Outlet Saturday, June 15, 2024
      - LV Mall Saturday, July 20, 2024
    - Promo Video:
      - The audio for the arts department has been re-recorded and sent off for final editing.
    - Social Media Reels:
      - End-of-year Recap Video (compilation of video and photos taken throughout the year to create one large video to celebrate school year accomplishments).
      - Arts Department Reels - will be created to promote each of our arts programs individually, a reel will be created to highlight the work that students have done throughout the year.
        - These will be posted on social media:
          - These reels will highlight what makes IAA unique for students interested in the arts
    - EBC Printing Partnership:
      - A local print shop located in Allentown, PA, which also creates signage and various kinds of promotional merchandise.
      - <https://www.ebcprinting.com/>
      - After meeting with a local business, they have expressed interest in helping IAA and our students by providing students with field trips, internships, and

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community service opportunities. This would be open to students who are mainly in the field of Digital Arts.

- **Principal's Report**

- Here is what has changed since the last Board meeting:
  - Graduation and 8th Grade moving up ceremonies were very successful. (All seniors graduated)

- **Curriculum and Academics**

- Here is what has changed since the last Board meeting:
  - Working with the IU to write our goals for the 24-25 School Improvement Plan
  - Meeting with IU on Monday, 6/17 to review outcomes for this year's goals

- **Federal Programs**

- Here is what has changed since the last Board meeting:
  - [Federal Programs Spreadsheet](#)

- **Logistics / Operations / Technology**

- Here is what has changed since the last Board meeting:
  - Met with Tom Taylor to discuss the budget for the '24-'25 school year:
    - Seeking approval of the Operational Budget academic year 2024-2025.
  - Strategic Administrative reorganization underway. Seeking approval for the following:
    - CEO - CEO / HR
    - Bldg. Principal - HS Principal / Athletic Director
    - Dir. of Sp.Ed. - MS Principal
    - AP - Dir. of Curriculum & Instruction
  - The Comprehensive Capital Improvement Planning process has begun.
    - Steering Committee:
      - Committee meeting occurred on Monday, June 3, 2024.
      - Met with Matthew Wardecker, from Schneider Electric:
        - Mr. Wardecker will be onsite to share initial recommendations per initial observations from onsite walkthrough on 6/6.
          - Date: Monday, June 17, 2024.
          - Bob Susko (update)
      - Seeking approval of the following:
        - Approval of expenditure not to exceed **\$5,000** for masonry repairs.
        - Approval of expenditure not to exceed **\$4,000** repair of fascia on main building.
        - Approval of expenditure not to exceed **\$4,000** for the repair of the gymnasium floor.
    - School Safety & Security:
      - Seeking approval for the Annual School Safety & Security Report.
    - 60 Student/Staff Tickets Resolved
    - Successful collection of 6-12 chromebooks
    - Working on ESports Lab Equipment/Furniture with use of Esser Funds

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	<ul style="list-style-type: none"> <li>● <b>Human Resources</b> <ul style="list-style-type: none"> <li>○ Here is what has changed since the last Board meeting:           <ul style="list-style-type: none"> <li>■ All remaining vacancies have been posted:               <ul style="list-style-type: none"> <li>● Interviews will be scheduled and conducted to address staffing needs.</li> </ul> </li> </ul> </li> </ul> </li> </ul>
<p><b>New Business</b></p>	<ul style="list-style-type: none"> <li>● <b>Motion to approve the IAA Operating Budget for the 2024 - 2025 Academic Year:</b> <ul style="list-style-type: none"> <li>○ Motion to approve: Dan Schmidt</li> <li>○ Motion seconded by: Bob Susko           <ul style="list-style-type: none"> <li>■ <b><i>Unanimously approved.</i></b></li> </ul> </li> </ul> </li> <li>● <b>Motion to approve the Administrative appointments for the following staff members: 6836285, 2763796, 1062858, 3257258:</b> <ul style="list-style-type: none"> <li>○ Motion to approve: Dan Schmidt</li> <li>○ Motion seconded by: Bob Susko           <ul style="list-style-type: none"> <li>■ <b><i>Unanimously approved.</i></b></li> </ul> </li> </ul> </li> <li>● <b>Motion to approve expenditures not to exceed \$5000 / ea. for repairs to building masonry, fascia, as well as gymnasium floor:</b> <ul style="list-style-type: none"> <li>○ Motion to approve: Jason Nagle</li> <li>○ Motion seconded by: Dan Schmidt           <ul style="list-style-type: none"> <li>■ <b><i>Unanimously approved.</i></b></li> </ul> </li> </ul> </li> <li>● <b>Motion to approve the School Safety &amp; Security Report:</b> <ul style="list-style-type: none"> <li>○ Motion to approve: Bob Susko</li> <li>○ Motion Seconded by: Dan Schmidt           <ul style="list-style-type: none"> <li>■ <b><i>Unanimously approved.</i></b></li> </ul> </li> </ul> </li> </ul>
<p><b>Public Comment</b></p>	<p><b>Members from the public are invited to comment on <u>non-agenda items</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.</b></p>
<p><b>Next Meeting</b></p>	<ul style="list-style-type: none"> <li>● <b>Wednesday, July 17, 2024, at 6:00 pm.</b></li> </ul>
<p><b>Adjourn</b></p>	<ul style="list-style-type: none"> <li>● <b>Approval to adjourn board meeting:</b> <ul style="list-style-type: none"> <li>○ Motion to adjourn: Dan Schmidt</li> <li>○ Motion seconded by: Rob Sirmans           <ul style="list-style-type: none"> <li>■ <b><i>Unanimously approved.</i></b></li> </ul> </li> </ul> </li> </ul>