

INNOVATIVE ARTS

ACADEMY CHARTER SCHOOL

Board Meeting Minutes for Wednesday, July 25, 2018 at 6PM

Component	Agenda Items																																													
Opening Exercises	<ul style="list-style-type: none"> • Call to Order • Notice of Meeting <ul style="list-style-type: none"> ◦ Proper notice was published in <i>The Morning Call</i> on Friday, June 22, 2018. • Flag Salute • Roll Call <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="background-color: #FFFF00;">Administrative Member</th> <th style="background-color: #FFFF00;">Attendance</th> </tr> </thead> <tbody> <tr><td>Kelly Bauer, President</td><td>Present</td></tr> <tr><td>David Rank, Member</td><td>Present</td></tr> <tr><td>Keely Collins, General Counsel</td><td>Present</td></tr> <tr><td>John Freund</td><td>Present</td></tr> <tr><td>Danny Youssef, Treasurer</td><td>Present</td></tr> <tr><td>Douglas Taylor, Chief Executive Officer//Principal</td><td>Present</td></tr> <tr><td>Tom Taylor, Accountant</td><td>Absent</td></tr> </tbody> </table>	Administrative Member	Attendance	Kelly Bauer, President	Present	David Rank, Member	Present	Keely Collins, General Counsel	Present	John Freund	Present	Danny Youssef, Treasurer	Present	Douglas Taylor, Chief Executive Officer//Principal	Present	Tom Taylor, Accountant	Absent																													
Administrative Member	Attendance																																													
Kelly Bauer, President	Present																																													
David Rank, Member	Present																																													
Keely Collins, General Counsel	Present																																													
John Freund	Present																																													
Danny Youssef, Treasurer	Present																																													
Douglas Taylor, Chief Executive Officer//Principal	Present																																													
Tom Taylor, Accountant	Absent																																													
Old Business	<ul style="list-style-type: none"> • Approval of board meeting minutes for June 28, 2018 <ul style="list-style-type: none"> ◦ Motion to approve: Kelly Bauer ◦ Motion seconded by: David Rank <ul style="list-style-type: none"> ▪ <i>Unanimously Approved.</i> • Approval of June 2018 financials <ul style="list-style-type: none"> ◦ Motion to approve: Kelly Bauer ◦ Motion seconded by: David Rank <ul style="list-style-type: none"> ▪ <i>Unanimously approved.</i> 																																													
Enrollment Update	<ul style="list-style-type: none"> • As of Wednesday, June 28, 2018, there are 539 students enrolled for 2018-2019. <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="background-color: #6AA84F; color: white;">Grade</th> <th style="background-color: #6AA84F; color: white;">Total Seats by Grade</th> <th style="background-color: #6AA84F; color: white;">Enrollment by Grade (18-19)</th> <th style="background-color: #6AA84F; color: white;">Remaining Seats by Grade</th> <th style="background-color: #6AA84F; color: white;">IEP by Grade (18-19)</th> </tr> </thead> <tbody> <tr><td>6</td><td>120</td><td>98</td><td>25</td><td>19</td></tr> <tr><td>7</td><td>120</td><td>114</td><td>9</td><td>21</td></tr> <tr><td>8</td><td>120</td><td>103</td><td>20</td><td>11</td></tr> <tr><td>9</td><td>120</td><td>89</td><td>32</td><td>20</td></tr> <tr><td>10</td><td>90</td><td>69</td><td>21</td><td>19</td></tr> <tr><td>11</td><td>60</td><td>50</td><td>11</td><td>7</td></tr> <tr><td>12</td><td>60</td><td>27</td><td>33</td><td>5</td></tr> <tr style="background-color: #FFFF00;"><td>Totals</td><td>690</td><td>550</td><td>151</td><td>102</td></tr> </tbody> </table>	Grade	Total Seats by Grade	Enrollment by Grade (18-19)	Remaining Seats by Grade	IEP by Grade (18-19)	6	120	98	25	19	7	120	114	9	21	8	120	103	20	11	9	120	89	32	20	10	90	69	21	19	11	60	50	11	7	12	60	27	33	5	Totals	690	550	151	102
Grade	Total Seats by Grade	Enrollment by Grade (18-19)	Remaining Seats by Grade	IEP by Grade (18-19)																																										
6	120	98	25	19																																										
7	120	114	9	21																																										
8	120	103	20	11																																										
9	120	89	32	20																																										
10	90	69	21	19																																										
11	60	50	11	7																																										
12	60	27	33	5																																										
Totals	690	550	151	102																																										
Chief Executive Officer/Principal Report	<ul style="list-style-type: none"> • Marketing, Recruiting, and Branding <ul style="list-style-type: none"> ◦ The school hosted two open house events in July 2018 with more than 65 families in attendance which led to a significant enrollment increase. ◦ The school will be hosting two additional open house events in August 2018. ◦ Powerschool admissions was launched, which facilitated a smooth process during the most recent Open House events. No concerns or problems were observed. ◦ Advertisement through social media has been very successful. The school will continue to utilize Facebook as its primary social media advertisement tool. ◦ The brand guide has been finalized for the school with the assistance of our marketing partner. The website will be rolled out within the next few weeks. • Information Technology <ul style="list-style-type: none"> ◦ New keyless entry checkpoints, motion detectors, and alarm keypads have been installed on the building to increase security. The CEO/Principal will be training all staff members on the new system to facilitate success. 																																													

INNOVATIVE ARTS

ACADEMY CHARTER SCHOOL

- o Remote management software has been installed on staff laptops in accordance with our agreement with our IT partner. Internet filtering has been updated as well to reflect increased security measures.
- o The school is currently auditing all technology to create a comprehensive asset registry database with asset tags.
- o 15 desktop Apple computers have been ordered for the new Mass Communications/Journalism lab. Installation will begin with two weeks.
- o A new hallway speaker/automated synchronized bell system has been ordered. Installation will begin in two weeks as well.

- **Curriculum and Master Scheduling**

- o A new curriculum for English and Social Studies, *Collections*, has been selected.
 - *Collections* is proven effective at creating thoughtful, passionate readers in the classroom. Teachers put the learning in their students' hands. *Collections* presents materials and activities in a variety of ways, allowing students to interact with different types of content.
 - Students have the tools they need to think critically, expand their curiosity, and tackle challenging concepts—which helps them learn to close read selections and prepare for high-stakes assessments.
- o Science curriculum materials have been delivered. Administration has started the planning and preparation process to roll out all new materials.
- o Course selection for new students will take place in August 2018.
- o The school is currently hosting a summer school program to support at-risk students that have failed any high school English course. 5 students are currently enrolled in this new program.

- **Special Education**

- o 47 new students with IEPs from other LEAs and 55 returning students with IEPs will attend Innovative Arts to date. Administration has requested all files for these students in order to provide services on the first day of school.
- o The Director of Special Education and Special Education Coordinator have been working throughout the summer on updated case lists, special education delivery models, and professional development materials for all special education staff during the 2018-2019 academic year.
- o New software has been purchased that will aid in the development of comprehensive transition plans in the areas of independent living, postsecondary education, and employment. Transition plans are required by the PDE for every student with a disability aged 14 or older.
- o The Director of Special Education is currently reviewing a variety of different curriculum materials for the resource classroom. Materials will be ordered in the next two weeks.
- o IEP meetings will be scheduled within the first 60 days of school to revise documents from other LEAs as appropriate. Innovative Arts will need sufficient time to assess the present levels of educational performance for all newly admitted students.

- **Human Resources**

- o New Hires
 - Niki Hannon will begin on 7/23/18 as the Director of Curriculum
 - Brenden Whalley will begin on 8/20/18 as a Special Educ. Teacher.
 - Kimberly Kochanski will begin on 8/20/18 as a Special Educ. Teacher.
 - Jafet Lopez will begin on 8/20/18 as a Spanish Teacher.
 - John Stoverink will begin on 8/20/18 as a Science Teacher.

INNOVATIVE ARTS

ACADEMY CHARTER SCHOOL

	<ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ Tony Raad will begin on 8/20/18 as the Maintenance Supervisor. ○ Interviews have commenced for the Director of Business Operations. ○ Only one teaching position remains, Special Education. ○ New staff evaluation software has been purchased, Standard for Success. The software will support continuous improvement with certified staff evaluations. ● School Administration <ul style="list-style-type: none"> ○ The leadership team attended a retreat to plan for 2018-2019 in July 2018 to discuss the school's mission and vision statement, core values for staff and students, and a comprehensive school improvement plan to guide our efforts in 2018-2019. ○ Steven Lewis was hired as a leadership consultant and guided several parts of the retreat. Steven was successful with helping administration reach its goals. ○ Administration will continue to meet with Steven throughout 2018-2019 to track progress on the school improvement plan. ○ The annual report for 2017-2018 has been submitted to the PDE.
<p>New Business</p>	<ul style="list-style-type: none"> ● Approval to purchase the Social Studies Curriculum, <i>Collections based on the quantity that matches enrollment</i> <ul style="list-style-type: none"> ○ Motion to approve: Kelly Bauer ○ Motion seconded by: Danny Youseff <ul style="list-style-type: none"> ■ <i>Unanimously approved.</i> ● Approval to purchase the English Curriculum, <i>Collections</i> <ul style="list-style-type: none"> ○ Motion to approve: Kelly Bauer ○ Motion seconded by: Danny Youseff <ul style="list-style-type: none"> ■ <i>Unanimously approved.</i> ● Approval of Purchase Order with Singularis IT for New Staff Computers <ul style="list-style-type: none"> ○ Motion to approve: David Rank ○ Motion seconded by: Danny Youseff <ul style="list-style-type: none"> ■ <i>Unanimously approved.</i> ● Approval to increase the salary for employee number 7892982 to \$55,000 <ul style="list-style-type: none"> ○ Motion to approve: Kelly Bauer ○ Motion seconded by: David Rank <ul style="list-style-type: none"> ■ <i>Unanimously approved.</i>
<p>Public Comment</p>	<p>Members from the public are invited to comment on items that are listed on this agenda. Each member from the public will have 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>None. No members of the community attended the meeting.</p>
<p>Next Meeting</p>	<ul style="list-style-type: none"> ● Wednesday, August 22, 2018 at 6PM

INNOVATIVE ARTS

ACADEMY CHARTER SCHOOL

Adjournment	<ul style="list-style-type: none">• Approval to adjourn board meeting<ul style="list-style-type: none">○ Motion to approve: Kelly Bauer○ Motion seconded by: David Rank<ul style="list-style-type: none">▪ <i>Unanimously approved.</i>
--------------------	--