

INNOVATIVE ARTS

ACADEMY CHARTER SCHOOL

Board Meeting Minutes for Wednesday, May 16, 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, July 21, 2017. • Flag Salute • Roll Call <table border="1" data-bbox="553 569 1362 789"> <thead> <tr> <th>Administrative Member</th> <th>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>Dan Fennick, Attorney</td> <td>Absent</td> </tr> <tr> <td>Danny Youssef, Treasurer</td> <td>Present</td> </tr> <tr> <td>Douglas Taylor, Principal/CSA</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	Dan Fennick, Attorney	Absent	Danny Youssef, Treasurer	Present	Douglas Taylor, Principal/CSA	Present	Tom Taylor, Accountant	Absent																						
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Old Business	<ul style="list-style-type: none"> • Approval of board meeting minutes for April 18, 2018 <ul style="list-style-type: none"> ◦ Motion to approve: Kelly Bauer ◦ Motion seconded by: David Rank <ul style="list-style-type: none"> ▪ Unanimously approved. • Approval of April 2018 financials <ul style="list-style-type: none"> ◦ Motion to approve: David Rank ◦ Motion seconded by: Kelly Bauer <ul style="list-style-type: none"> ▪ Unanimously approved. 																																				
Enrollment Update	<ul style="list-style-type: none"> • As of Wednesday, May 16, 2018, there are 401 students enrolled for 17-18 and 413 students enrolled for 18-19. <table border="1" data-bbox="542 1188 1487 1503"> <thead> <tr> <th>Grade</th> <th>Enrollment by Grade (17-18)</th> <th>IEP Enrollment by Grade (17-18)</th> <th>Enrollment by Grade (18-19)</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>88</td> <td>11</td> <td>46</td> </tr> <tr> <td>7</td> <td>73</td> <td>15</td> <td>89</td> </tr> <tr> <td>8</td> <td>54</td> <td>11</td> <td>77</td> </tr> <tr> <td>9</td> <td>67</td> <td>17</td> <td>63</td> </tr> <tr> <td>10</td> <td>47</td> <td>19</td> <td>66</td> </tr> <tr> <td>11</td> <td>30</td> <td>7</td> <td>43</td> </tr> <tr> <td>12</td> <td>42</td> <td>5</td> <td>29</td> </tr> <tr> <td>Totals</td> <td>401</td> <td>75</td> <td>413</td> </tr> </tbody> </table>	Grade	Enrollment by Grade (17-18)	IEP Enrollment by Grade (17-18)	Enrollment by Grade (18-19)	6	88	11	46	7	73	15	89	8	54	11	77	9	67	17	63	10	47	19	66	11	30	7	43	12	42	5	29	Totals	401	75	413
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Chief School Administrator Report	<ul style="list-style-type: none"> • Marketing and Recruiting <ul style="list-style-type: none"> ◦ The school hosted an Open House event on May 3- May 4, 2018! The event was successful with more than 40 families in attendance. We are working to secure enrollment paperwork for each family. ◦ The school will be hosting another Open House event on June 4-June 5, 2018. ◦ The school has contracted with the La Mega Radio Station in Allentown as a marketing strategy to increase enrollment for 2018-2019. ◦ The school has launched several advertising campaigns to recruit students and spread brand awareness. Our marketing partner has been instrumental in facilitating success for the school. ◦ The logo and branding project has started. The school picked initial logo materials but additional adjustments are still needed. ◦ The Principal and Director of Admissions has developed a 90 day marketing action plan to guide recruitment efforts. 																																				

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	<ul style="list-style-type: none"> o To meet recruitment goals, the school must enrollment at least 180 students by August 2018. • Information Technology <ul style="list-style-type: none"> o A new telephone system has been installed with the help of our IT partner, Singularis. It is fully functional and operational. • Curriculum and Master Scheduling <ul style="list-style-type: none"> o Course selection for 2018-2019 has been completed. All current student schedules have been completed with the help of the administrative team! o PSSA exams were administered in April, and the administration was successful. o High school students will take the Keystone Exam in May in English, Biology, and Algebra I. Keystone began this week. o The school will host a summer school program to support at-risk students that have failed the Keystone Exam in Algebra, Biology, or English. Summer school will also be open to students that have not passed either of the Keystone tested courses. o A professional science and math consultant has been contracted to improve programming in these areas. The consultant has helped the school write improved curriculum in a several areas. o The music and dance department performed last week. The event was a success- more than 100 guests were in attendance. o The Junior/Senior prom will be held this Friday, May 18, 2018 at the Best Western Ballroom. • Educational Leadership Consultant <ul style="list-style-type: none"> o The Principal has been working with Dr. Angelo Senese on a variety of projects since April 2018. <ul style="list-style-type: none"> ▪ Updated job descriptions ▪ Human resources procedures ▪ Staffing models ▪ Staff supervision matrices • Human Resources <ul style="list-style-type: none"> o The human resources audit that was completed in May 2018 was successful. o The Principal will continue to interview candidates for teaching and administrative positions for 2018-2019. <ul style="list-style-type: none"> ▪ Middle School English ▪ High School Math/Science ▪ Mass Communications/Journalism ▪ Director of Curriculum and Instruction • Federal Programs <ul style="list-style-type: none"> o The school passed the federal Title I audit on April 30, 2018.
<p>New Business</p>	<ul style="list-style-type: none"> • Approval to appoint Douglas A. Taylor as the Chief Executive Officer effective July 1, 2018 <ul style="list-style-type: none"> o Motion to approve: David Rank o Motion seconded by: Kelly Bauer <ul style="list-style-type: none"> ▪ <i>Unanimously approved.</i> • Approval of Purchase Order with Singularis IT for Student Desktop Computers with a purchase date of August 1, 2018 <ul style="list-style-type: none"> o Motion to approve: Kelly Bauer

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	<ul style="list-style-type: none"> ○ Motion seconded by: David Rank <ul style="list-style-type: none"> ▪ <i>Unanimously approved.</i>
Executive Session	<ul style="list-style-type: none"> ● This administration moves to an executive session to discuss a personnel and property matter. <ul style="list-style-type: none"> ○ Executive session started at: 7:02 ○ Executive session ended at: 8:03
Return to General Session	<ul style="list-style-type: none"> ● This administration returns to the general session. <ul style="list-style-type: none"> ○ General session started at: 8:03
Public Comment	<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>
Next Meeting	<ul style="list-style-type: none"> ● Wednesday, June 20, 2018 at 6PM
Adjournment	<ul style="list-style-type: none"> ● Approval to adjourn board meeting <ul style="list-style-type: none"> ○ Motion to approve: Danny Youssef ○ Motion seconded by: Kelly Bauer <ul style="list-style-type: none"> ▪ <i>Unanimously approved.</i>

Signature of Kelly Bauer, Board President