

# INNOVATIVE

## ARTS ACADEMY

Board Meeting

Wednesday, June 17, 2020 at 6PM

Minutes for

Component	Agenda Items														
<p><b>Opening Exercises</b></p>	<ul style="list-style-type: none"> <li>● Call to Order:</li> <li>● Notice of Meeting               <ul style="list-style-type: none"> <li>○ Proper notice was published in <i>The Morning Call</i> on <b>Tuesday, July 2, 2019</b></li> </ul> </li> <li>● Flag Salute</li> <li>● Roll Call</li> </ul> <table border="1" data-bbox="402 590 1279 814"> <thead> <tr> <th>Administrative Member</th> <th>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>Keely Collins, General Counsel</td> <td>By phone</td> </tr> <tr> <td>Danny Youssef, Secretary</td> <td>Present</td> </tr> <tr> <td>Bradley Schifko, Interim 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	Keely Collins, General Counsel	By phone	Danny Youssef, Secretary	Present	Bradley Schifko, Interim 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 20, 2020:</b></p> <ul style="list-style-type: none"> <li>○ Motion to approve: Rob Sirmans</li> <li>○ Motion seconded by: Danny Youssef           <ul style="list-style-type: none"> <li>■ <b>Unanimously approved.</b></li> </ul> </li> </ul> <p><b>Approval of May 2020 financials:</b></p> <ul style="list-style-type: none"> <li>○ Motion to approve: Danny Youssef</li> <li>○ Motion seconded by: Rob Sirmans           <ul style="list-style-type: none"> <li>■ <b>Unanimously approved.</b></li> </ul> </li> </ul>														
<p><b>Executive Session</b></p>	<p>Enter Executive Session to discuss pending legal matters and personnel matters at: 6:23 PM</p>														
<p><b>Return to Regular Session</b></p>	<p>Return to Regular Session at: 7:38 PM</p>														
<p><b>Enrollment Update</b></p>	<p>Current enrollment (-graduates): 549 - 41 seniors = <b>508</b>            Current number re-enrolled: <b>363</b>            Current number of definite non-returnees: <b>27</b>            Current number of remaining potential re-enrollments: <b>118</b>            Current number of new enrollments: <b>53</b>            Current number of new enrollments in 6th grade: <b>31</b>            Current total enrollment for '20-'21: <b>416</b></p>														
<p><b>Chief Executive Officer Report</b></p>	<ul style="list-style-type: none"> <li>● <b>Marketing, Recruiting, and Branding</b> <ul style="list-style-type: none"> <li>○ Plans for student retention / enrollment for the 2020-2021 school year continue.</li> <li>○ Revised powerpoint presentation has been developed for Virtual IAA enrollment Events to more accurately represent our school.</li> <li>○ "Live" powerschool (re)enrollment / retention began on Monday, May 4, 2020.</li> <li>○ IAA staff have been calling families to encourage (re)enrollment, while also assisting them through navigating the online (re)enrollment process.</li> <li>○ Social media (re)enrollment promotions have been in full-swing.</li> <li>○ The Arts Academy Elementary Charter School has been contacted to help us spread the word to current 5th grade students / families, as a result of our event with them back on February 12, 2020.</li> </ul> </li> </ul>														

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- IAA Interim CEO will be reaching out to the Easton Arts Academy Charter School CEO to market our school to his 5th grade students / families.
- The first IAA Virtual Enrollment Event took place on Thursday, May 14, 2020.
- The next IAA Virtual Enrollment Event is TBD.
  
- **Curriculum and Academics**
  - Seniors last day of school was Friday, May 22, 2020.
  - Senior Chromebook return, as well as cap & gown pick-up, was scheduled for Friday, May 29, 2020.
  - Virtual “Drive-thru” Graduation Ceremony is scheduled for Thursday, June 18, 2020, at 6:00 PM (rain date: 6/19/20)
  - Underclass chromebook return / locker cleanout was scheduled for Wednesday, June 10 - Friday, June 12, 2020.
  - Any outstanding chromebooks (those not returned) are being collected directly from student homes.
  
- **Logistics and Operations**
  - As a result of COVID-19 and the building closure, maintenance / custodial projects continue:
    - Thorough deep-cleaning of:
      - classrooms, offices, restrooms, hallways, lockers, gymnasium, auditorium and cafeteria.
    - Stripping and waxing classroom floors.
    - Gum removal on carpeting / hardwood floors, replacement of carpet tiles as needed.
    - Light bulb replacement throughout the school
    - Ceiling tile replacement throughout the school
    - Painting / touch-up work if / where needed.
  - Capital improvements being considered:
    - Cafeteria
    - Gymnasium
  
- **Charter Renewal Process**
  - IAA is consulting with AltEd Solutions for expertise in the areas of curriculum, Human Resources, operations, student discipline, etc.
  
- **Human Resources**
  - All current vacancies are being identified and will be posted.
  - Administration will interview prospective candidates to ensure that highly-qualified professionals are in place to educate our students for the 2020-2021 academic year.
  - IAA will look to maintain its partnership with Substitute Teacher Service (STS), to temporarily fill any vacancies for the 2020-2021 school year, until a permanent teacher has been identified / hired.

### New Business

- **Approval of 2020 - 2021 School Budget:**
  - Motion to approve: Rob Sirmans
  - Motion seconded by: Danny Youssef
    - **Unanimously approved.**
  
- **Approval of 2020 - 2021 School Calendar:**
  - Motion to approve: Rob Sirmans
  - Motion seconded by: Danny Youssef
    - **Unanimously approved.**

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	<ul style="list-style-type: none"> <li>● <b>Approval of Repice &amp; Taylor Business Services Agreement:</b> <ul style="list-style-type: none"> <li>○ Motion to approve: Rob Sirmans</li> <li>○ Motion seconded by: Danny youssef           <ul style="list-style-type: none"> <li>■ <b>Unanimously approved.</b></li> </ul> </li> </ul> </li> <li>● <b>Approval of Hutchinson, Gillahan &amp; Freeh, P.C. services agreement:</b> <ul style="list-style-type: none"> <li>○ Motion to approve: Rob Sirmans</li> <li>○ Motion seconded by: Danny Youssef           <ul style="list-style-type: none"> <li>■ <b>Unanimously approved.</b></li> </ul> </li> </ul> </li> <li>● <b>Approval of the creation of Building Principal position:</b> <ul style="list-style-type: none"> <li>○ Motion to approve: Rob Sirmans</li> <li>○ Motion seconded by: Danny Youssef           <ul style="list-style-type: none"> <li>■ <b>Unanimously approved.</b></li> </ul> </li> </ul> </li> <li>● <b>Approval of the creation of the Director of Operations position:</b> <ul style="list-style-type: none"> <li>○ Motion to approve: Rob Sirmans</li> <li>○ Motion seconded by: Danny Youssef           <ul style="list-style-type: none"> <li>■ <b>Unanimously approved.</b></li> </ul> </li> </ul> </li> </ul>
<p><b>Public Comment</b></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><b>Next Meeting</b></p>	<ul style="list-style-type: none"> <li>● Wednesday, July 15, 2020, at 6:00 pm.</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: Danny Youssef</li> <li>○ Motion seconded by: Rob Sirmans           <ul style="list-style-type: none"> <li>■ <b>Unanimously approved.</b></li> </ul> </li> </ul> </li> </ul>