

INNOVATIVE

ARTS ACADEMY

Board Meeting

Minutes for

Wednesday, July 15, 2020 at 6PM

Component	Agenda Items														
<p>Opening Exercises</p>	<ul style="list-style-type: none"> ● Call to Order: 6:07 PM ● Notice of Meeting <ul style="list-style-type: none"> ○ Proper notice was published in <i>The Morning Call</i> on Tuesday, July 2, 2019. ● Flag Salute ● Roll Call <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>Brian Taylor, General Counsel</td> <td>Present</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	Brian Taylor, General Counsel	Present	Danny Youssef, Secretary	Present	Bradley Schifko, Interim CEO	Present	Tom Taylor, Accountant	By phone
Administrative Member	Attendance														
David Rank, President	Present														
Robert Sirmans, Treasurer	Present														
Brian Taylor, General Counsel	Present														
Danny Youssef, Secretary	Present														
Bradley Schifko, Interim CEO	Present														
Tom Taylor, Accountant	By phone														
<p>Old Business</p>	<p>Approval of board meeting minutes from June 17, 2020:</p> <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>Approval of June 2020 (preliminary / pre-audit) financials:</p> <ul style="list-style-type: none"> ○ Motion to approve: Rob Sirmans ○ Motion seconded by: Dave Rank <ul style="list-style-type: none"> ■ Unanimously approved. 														
<p>Executive Session</p>	<p>Enter Executive Session to discuss pending legal matters and personnel matters at: 6:16 PM</p> <p>Approval to remove “Interim” from Interim CEO’s current title:</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. 														
<p>Return to Regular Session</p>	<p>Return to Regular Session at: 6:54 PM</p>														
<p>Enrollment Update</p>	<p>End-of-year enrollment (-graduates): 549 - 41 seniors = 508 Current number re-enrolled: 407 Current number of definite non-returnees: 61 Current number of remaining potential re-enrollments: 47 Current number of new enrollments: 86 Current number of new enrollments in 6th grade: 47 Current total enrollment for ‘20-’21: 494</p>														
<p>Chief Executive Officer Report</p>	<ul style="list-style-type: none"> ● Marketing, Recruiting, and Branding <ul style="list-style-type: none"> ○ Planning for student retention / enrollment for the 2020-2021 school year continues. ○ New Director of Recruitment / Enrollment, Glenda Rodriguez, has begun recruitment / enrollment initiatives since being approved in her new role, last month: 														

INNOVATIVE

ARTS ACADEMY

- Daily outreach to new / existing families to increase enrollment / raise awareness about the school
- Daily / weekly individualized / small-group enrollment events to cater to the needs of our families (new / returning).
- Weekly meeting with Interim CEO, Director of Student Services, as well as DayVision Marketing to determine needs for effectively marketing school / programs.
- The first IAA Virtual Enrollment Event took place on Thursday, May 14, 2020.
- The next IAA Virtual Enrollment Event is TBD.

- **Curriculum and Academics**
 - Planning for the 2020-21 school year is well underway.
 - IAA Administrative / Consulting team is currently working on finalizing IAA's Health & Safety Plan for the reopening of school in August.
 - Once Board approved (August), plan will be submitted to PDE
 - All options for reopening of school are being discussed and considered:
 - "Brick and Mortar"
 - Virtual
 - "Hybrid"
 - PPE / COVID-19 mitigation measures are being put into place for the protection of all teachers / staff, school visitors, students, as well as their families.
 - More planning and preparation will be taking place throughout the remainder of the summer.

- **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.
 - Added office space in Sp.Ed. suite.
 - Added conference room space in Sp.Ed suite.
 - Refinishing of hardwood floor in Mass Communications classroom / hallway
 - Repairs to classroom walls due to water damage.
 - 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 have been identified / posted.
 - Beginning next week, the 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, should the need arise.

INNOVATIVE

ARTS ACADEMY

New Business	<ul style="list-style-type: none">● Approval of School Safety and Security Report (Dean of Students):<ul style="list-style-type: none">○ Motion to approve: Dave Rank○ Motion seconded by: Danny Youssef<ul style="list-style-type: none">■ Unanimously approved. ● Approval of Board meeting dates for 2020-21:<ul style="list-style-type: none">○ Motion to approve: Danny Youssef○ Motion seconded by: Rob Sirmans<ul style="list-style-type: none">■ Unanimously approved.
Public Comment	<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>
Next Meeting	<ul style="list-style-type: none">● Wednesday, August 19, 2020, at 6:00 pm.
Adjourn	<ul style="list-style-type: none">● Approval to adjourn board meeting:<ul style="list-style-type: none">○ Motion to adjourn: Danny Youssef○ Motion seconded by: Dave Rank<ul style="list-style-type: none">■ Unanimously approved.