

INNOVATIVE

ARTS ACADEMY

Board Meeting

Wednesday, November 28, 2018 at 6PM

Minutes for

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: 40px;"> <thead> <tr> <th style="background-color: #D3D3D3;">Administrative Member</th> <th style="background-color: #D3D3D3;">Attendance</th> </tr> </thead> <tbody> <tr> <td>David Rank, President</td> <td>Present</td> </tr> <tr> <td>Robert Sirmans, Member</td> <td>Present</td> </tr> <tr> <td>John Freund, General Counsel</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	David Rank, President	Present	Robert Sirmans, Member	Present	John Freund, General Counsel	Present	Danny Youssef, Treasurer	Present	Douglas Taylor, Chief Executive Officer//Principal	Present	Tom Taylor, Accountant	Absent																															
Administrative Member	Attendance																																													
David Rank, President	Present																																													
Robert Sirmans, Member	Present																																													
John Freund, General Counsel	Present																																													
Danny Youssef, Treasurer	Present																																													
Douglas Taylor, Chief Executive Officer//Principal	Present																																													
Tom Taylor, Accountant	Absent																																													
Executive Session	Approval to Enter Executive Session at 6:05																																													
Return to Regular Session	Approval to Return to Regular Session at 6:35																																													
Old Business	<ul style="list-style-type: none"> • Approval of board meeting minutes for October 26, 2018 <ul style="list-style-type: none"> ◦ Motion to approve: Danny Youssef ◦ Motion seconded by: Robert Sirmans <ul style="list-style-type: none"> ▪ <i>Unanimously approved.</i> • Approval of October 2018 financials <ul style="list-style-type: none"> ◦ Motion to approve: David Rank ◦ Motion seconded by: Robert Sirmans <ul style="list-style-type: none"> ▪ <i>Unanimously approved.</i> 																																													
Enrollment Update	<ul style="list-style-type: none"> • As of Wednesday, November 28, 2018, there are 596 students enrolled for 2018-2019. <table border="1" style="margin-left: 40px;"> <thead> <tr> <th style="background-color: #D3D3D3;">Grade</th> <th style="background-color: #D3D3D3;">Total Seats by Grade</th> <th style="background-color: #D3D3D3;">Enrollment by Grade (18-19)</th> <th style="background-color: #D3D3D3;">Remaining Seats by Grade</th> <th style="background-color: #D3D3D3;">IEP by Grade (18-19)</th> </tr> </thead> <tbody> <tr> <td style="background-color: #D3D3D3;">6</td> <td style="background-color: #D3D3D3;">120</td> <td style="background-color: #D3D3D3;">123</td> <td style="background-color: #D3D3D3;">-3</td> <td style="background-color: #D3D3D3;">15</td> </tr> <tr> <td style="background-color: #D3D3D3;">7</td> <td style="background-color: #D3D3D3;">120</td> <td style="background-color: #D3D3D3;">109</td> <td style="background-color: #D3D3D3;">11</td> <td style="background-color: #D3D3D3;">26</td> </tr> <tr> <td style="background-color: #D3D3D3;">8</td> <td style="background-color: #D3D3D3;">120</td> <td style="background-color: #D3D3D3;">100</td> <td style="background-color: #D3D3D3;">10</td> <td style="background-color: #D3D3D3;">27</td> </tr> <tr> <td style="background-color: #D3D3D3;">9</td> <td style="background-color: #D3D3D3;">120</td> <td style="background-color: #D3D3D3;">102</td> <td style="background-color: #D3D3D3;">18</td> <td style="background-color: #D3D3D3;">20</td> </tr> <tr> <td style="background-color: #D3D3D3;">10</td> <td style="background-color: #D3D3D3;">90</td> <td style="background-color: #D3D3D3;">73</td> <td style="background-color: #D3D3D3;">17</td> <td style="background-color: #D3D3D3;">15</td> </tr> <tr> <td style="background-color: #D3D3D3;">11</td> <td style="background-color: #D3D3D3;">60</td> <td style="background-color: #D3D3D3;">54</td> <td style="background-color: #D3D3D3;">6</td> <td style="background-color: #D3D3D3;">15</td> </tr> <tr> <td style="background-color: #D3D3D3;">12</td> <td style="background-color: #D3D3D3;">60</td> <td style="background-color: #D3D3D3;">35</td> <td style="background-color: #D3D3D3;">25</td> <td style="background-color: #D3D3D3;">5</td> </tr> <tr> <td style="background-color: #D3D3D3;">Totals</td> <td style="background-color: #D3D3D3;">690</td> <td style="background-color: #D3D3D3;">596</td> <td style="background-color: #D3D3D3;">87</td> <td style="background-color: #D3D3D3;">123</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	123	-3	15	7	120	109	11	26	8	120	100	10	27	9	120	102	18	20	10	90	73	17	15	11	60	54	6	15	12	60	35	25	5	Totals	690	596	87	123
Grade	Total Seats by Grade	Enrollment by Grade (18-19)	Remaining Seats by Grade	IEP by Grade (18-19)																																										
6	120	123	-3	15																																										
7	120	109	11	26																																										
8	120	100	10	27																																										
9	120	102	18	20																																										
10	90	73	17	15																																										
11	60	54	6	15																																										
12	60	35	25	5																																										
Totals	690	596	87	123																																										
Chief Executive Officer/Principal Report	<ul style="list-style-type: none"> • Marketing, Recruiting, and Branding <ul style="list-style-type: none"> ◦ The school has started planning student recruitment events for Spring 2019. The initial draft of the marketing/recruitment plan will be presented in December 2018. • Information Technology <ul style="list-style-type: none"> ◦ The 1:1 chromebook initiative was successfully rolled out on November 5, 2018! ◦ 60 additional chromebooks will be ordered to accommodate increased enrollment. ◦ Students now check out a Chromebook each day for their use while at school. All of the new curriculums that were purchased include e-textbook access for students. ◦ Teachers now utilize Google Classroom as their primary learning management system. 																																													

INNOVATIVE

ARTS ACADEMY

- o 4 additional cameras were installed on the fourth floor as a part of the school safety plan. In School Suspension and Alternative School are housed on the fourth floor.
- o The school has expanded the use of Monday.com to manage projects within the school. As a result, productivity has improved.
- **Facilities and Maintenance**
 - o Renovations are complete for the main stairwell.
 - o The new maintenance team quickly addresses facilities concerns. As a result, the flow of the facilities has markedly improved. The projects listed below will take place next prior to the end of the 2018-2019 academic year.
 - Replacing light fixtures throughout the building
 - Installing new classroom floors (two classrooms)
 - Installing a new floor in the principal's office
 - Installing carpeting in the back hallways near the Culinary Kitchen
- **School Committees**
 - o Committees were developed in order to create additional opportunities for staff to collaborate on school initiatives.
 - **School Improvement Committee (SIC)**
 - SIC has worked on a number of projects since its inception, including altering the grading expectations for teachers, establishing procedures for bringing faculty concerns to the SIC during regular meetings, and amending the bell schedule to allow for an earlier dismissal in the Spring.
 - **Student Support Committee (SSC)**
 - SSC has been working hard to develop a bank of resources for students. The first initiative was a food drive for Thanksgiving.
 - **Parent Involvement Committee (PIC)**
 - The PIC is hosting the first Parent-Teacher Organization Interest Meeting event on Thursday, 11/29/18. The committee has been instrumental in planning for a successful organization.
 - **Student Life Committee (SLC)**
 - The SLC is hosting a indoor field day for students on December 19, 2018. The event will conclude with a faculty/student dodgeball game.
 - **Sunshine Committee (SC)**
 - SC recently held a brunch for all faculty and staff. The event was successful. Upcoming events for faculty and staff include a staff appreciation event, secret Santa, and a several classroom door decorating contests for Christmas.
- **Curriculum and Master Scheduling**
 - o The master schedule for 2019-2020 has been drafted. The new schedule requires that students be double-booked for English and Math.
 - **Middle school** students will take English and Reading as two separate courses. They will also take Math and Applied Math as two separate courses.
 - **High school** students will take English and Composition / Writing as two separate courses. They will also take Math and Applied Math as two separate courses.
 - o The master schedule is broken into a eight-period, 45-minute bell schedule.
- **Human Resources**
 - o **New Hires**
 - Jessica DeJesus has been hired as a Cafeteria Worker.
 - Ana Diaz-Virella has hired as a Cafeteria Worker.

INNOVATIVE

ARTS ACADEMY

	<ul style="list-style-type: none"> ▪ Christopher Landis has been hired as an English Teacher. ▪ Rakesh Patel has been hired as a Math Teacher. ▪ Maria Acosta has been hired as a Custodian.
New Business	<ul style="list-style-type: none"> ● Approval of purchase agreement with Singularis IT <ul style="list-style-type: none"> ○ Motion to approve: David Rank ○ Motion seconded by: Danny Youssef <ul style="list-style-type: none"> ▪ <i>Unanimously approved.</i> ● Approval of lease agreement with TEQlease <ul style="list-style-type: none"> ○ Motion to approve: David Rank ○ Motion seconded by: Danny Youssef <ul style="list-style-type: none"> ▪ <i>Unanimously approved.</i> ● Approval to accept resignation from employee number 772320 <ul style="list-style-type: none"> ○ Motion to approve: Danny Yousseff ○ Motion seconded by: Robert Sirmans <ul style="list-style-type: none"> ▪ <i>Unanimously approved.</i> ● Approval to accept resignation from employee number 5988293 <ul style="list-style-type: none"> ○ Motion to approve: Danny Yousseff ○ Motion seconded by: Robert Sirmans <ul style="list-style-type: none"> ▪ <i>Unanimously approved.</i> ● Approval of agreement for employee number: 6089525 <ul style="list-style-type: none"> ○ Motion to approve: David Rank ○ Motion seconded by: Danny Youssef <ul style="list-style-type: none"> ▪ <i>Unanimously approved.</i> ● Approval to begin the recruitment process to fill proposed vacancies for 2019-2020 <ul style="list-style-type: none"> ○ Motion to approve: Danny Youssef ○ Motion seconded by: Robert Sirmans <ul style="list-style-type: none"> ▪ <i>Unanimously approved.</i> ● Approval to appoint Robert Sirmans as the Treasurer <ul style="list-style-type: none"> ○ Motion to approve: David Rank ○ Motion seconded by: Danny Youssef <ul style="list-style-type: none"> ▪ <i>Unanimously approved.</i>
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, December 19, 2018 at 6PM
Adjournment	<ul style="list-style-type: none"> ● Approval to adjourn board meeting at 8:31PM <ul style="list-style-type: none"> ○ Motion to approve: Danny Youssef ○ Motion seconded by: David Rank <ul style="list-style-type: none"> ▪ <i>Unanimously approved.</i>

INNOVATIVE

ARTS ACADEMY