

INNOVATIVE ARTS

ACADEMY CHARTER SCHOOL

Board Meeting Minutes for Wednesday, April 18, 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>Present</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>Present</td> </tr> </tbody> </table>	Administrative Member	Attendance	Kelly Bauer, President	Present	David Rank, Member	Present	Dan Fennick, Attorney	Present	Danny Youssef, Treasurer	Present	Douglas Taylor, Principal/CSA	Present	Tom Taylor, Accountant	Present													
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Old Business	<ul style="list-style-type: none"> • Approval of board meeting minutes for March 26, 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 March 2018 financials <ul style="list-style-type: none"> ◦ Motion to approve: David Rank ◦ Motion seconded by: Kelly Bauer <ul style="list-style-type: none"> ▪ <i>Unanimously Approved.</i> 																											
Enrollment Update	<ul style="list-style-type: none"> • As of Wednesday, April 18, 2018, there are 401 students enrolled for 17-18. <table border="1" data-bbox="542 1157 1409 1444"> <thead> <tr> <th>Grade</th> <th>Enrollment by Grade</th> <th>IEP Enrollment by Grade</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>86</td> <td>11</td> </tr> <tr> <td>7</td> <td>73</td> <td>15</td> </tr> <tr> <td>8</td> <td>55</td> <td>11</td> </tr> <tr> <td>9</td> <td>68</td> <td>17</td> </tr> <tr> <td>10</td> <td>47</td> <td>19</td> </tr> <tr> <td>11</td> <td>36</td> <td>7</td> </tr> <tr> <td>12</td> <td>36</td> <td>5</td> </tr> <tr> <td>Totals</td> <td>401</td> <td>75</td> </tr> </tbody> </table>	Grade	Enrollment by Grade	IEP Enrollment by Grade	6	86	11	7	73	15	8	55	11	9	68	17	10	47	19	11	36	7	12	36	5	Totals	401	75
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Chief School Administrator Report	<ul style="list-style-type: none"> • Marketing and Recruiting <ul style="list-style-type: none"> ◦ School administrators met with the Director of Marketing with the Lehigh Valley Mall in April 2018 to discuss a comprehensive marketing campaign. The meeting was successful. ◦ The school is gearing up for an Open House event on May 3-May 4, 2018 and on June 4-June 5, 2018. We hope to welcome 50 new students at each event! ◦ 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. ◦ To meet recruitment goals, the school must enrollment at least 180 students by August 2018. • Information Technology 																											

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	<ul style="list-style-type: none"> o The school continues to work with Singularis IT to meet technology needs. o The school has secured fiber optic internet to facilitate faster internet speeds. o Increased internet speeds have had a tremendous impact on the utilization of technology within the school. We look forward to using technology much more! • Curriculum and Master Scheduling <ul style="list-style-type: none"> o Course selection for 2018-2019 has been completed. The student services department will now work to input student schedule requests in a timely fashion. o PSSA exams are currently in progress. Students must complete an English, Math, and Science PSSA exam. The administration has been successful. o High school students will take the Keystone Exam in May in English, Biology, and Algebra I. 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. • Human Resources <ul style="list-style-type: none"> o Dr. Tanya Shankweiler began her new role as the school psychologist in March 2018. She has been instrumental in the planning process for 2018-2019. Dr. Shankweiler joins us from the Colonial Intermediate Unit 20 in Easton. o Carlos Pujols began his new role as the Assistant Dean of Students in April 2018 in place of Diane Wilson, who resigned for a promotion with another organization. Carlos joins us from the Lehigh County Juvenile Probation Office. o The school has hired a professional consultant to conduct a human resources audit and provide relevant trainings to school administration. The audit will be completed during the first week of May 2018. • Federal Programs <ul style="list-style-type: none"> o The school is preparing for a federal programs audit on April 30, 2018. o An advisor has been assigned to the school, and communication has occurred frequently in order to prepare needed documents.
<p>New Business</p>	<ul style="list-style-type: none"> • Approval of the Title 1 Policies <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 Agreement Regarding Resignation of Staff Member <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 Expel Student #1180 <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 Service Agreements with Eastern Time Access Control <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>

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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: 7:26 • Executive session ended at: 8:23
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: 8:24
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, May 16, 2018 at 6PM
Adjournment	<ul style="list-style-type: none"> • Approval to adjourn board meeting <ul style="list-style-type: none"> o Motion to approve: David Rank o Motion seconded by: Danny Youssef <ul style="list-style-type: none"> ▪ <i>Unanimously Approved.</i>

Signature of Kelly Bauer, Board President