

# INNOVATIVE ARTS

## ACADEMY CHARTER SCHOOL

### Board Meeting Minutes for Wednesday, January 10, 2018 at 6PM

Component	Agenda Items																											
<b>Opening Exercises</b>	<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>Friday, July 21, 2017</b>.</li> </ul> </li> <li>• Flag Salute</li> <li>• Roll Call</li> </ul> <table border="1" data-bbox="573 554 1380 806" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="background-color: yellow;">Administrative Member</th> <th style="background-color: yellow;">Attendance</th> </tr> </thead> <tbody> <tr><td>Kelly Bauer, President</td><td>Present</td></tr> <tr><td>Deborah LoPresti, Vice 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>Absent</td></tr> </tbody> </table>	Administrative Member	Attendance	Kelly Bauer, President	Present	Deborah LoPresti, Vice President	Present	David Rank, Member	Present	Dan Fennick, Attorney	Present	Danny Youssef, Treasurer	Present	Douglas Taylor, Principal/CSA	Present	Tom Taylor, Accountant	Absent											
Administrative Member	Attendance																											
Kelly Bauer, President	Present																											
Deborah LoPresti, Vice President	Present																											
David Rank, Member	Present																											
Dan Fennick, Attorney	Present																											
Danny Youssef, Treasurer	Present																											
Douglas Taylor, Principal/CSA	Present																											
Tom Taylor, Accountant	Absent																											
<b>Old Business</b>	<ul style="list-style-type: none"> <li>• <b>Approval of board meeting minutes for December 13, 2017.</b> <ul style="list-style-type: none"> <li>◦ Motion to approve: Kelly Bauer</li> <li>◦ Motion seconded by: David Rank                                     <ul style="list-style-type: none"> <li>▪ <b><i>Unanimously approved</i></b></li> </ul> </li> </ul> </li> <li>• <b>Approval of December 2017 financials</b> <ul style="list-style-type: none"> <li>◦ Motion to approve: Kelly Bauer</li> <li>◦ Motion seconded by: Danny Youssef                                     <ul style="list-style-type: none"> <li>▪ <b><i>Unanimously Approved</i></b></li> </ul> </li> </ul> </li> </ul>																											
<b>Enrollment Update</b>	<ul style="list-style-type: none"> <li>• As of Wednesday, January 10, 2018, there are <b>402</b> students enrolled for 17-18.</li> </ul> <table border="1" data-bbox="561 1178 1427 1461" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="background-color: #92d050;">Grade</th> <th style="background-color: #92d050;">Enrollment by Grade</th> <th style="background-color: #92d050;">IEP Enrollment by Grade</th> </tr> </thead> <tbody> <tr><td>6</td><td>80</td><td>11</td></tr> <tr><td>7</td><td>71</td><td>16</td></tr> <tr><td>8</td><td>59</td><td>11</td></tr> <tr><td>9</td><td>70</td><td>17</td></tr> <tr><td>10</td><td>48</td><td>19</td></tr> <tr><td>11</td><td>36</td><td>7</td></tr> <tr><td>12</td><td>37</td><td>5</td></tr> <tr style="background-color: yellow;"><td><b>Totals</b></td><td><b>402</b></td><td><b>76</b></td></tr> </tbody> </table>	Grade	Enrollment by Grade	IEP Enrollment by Grade	6	80	11	7	71	16	8	59	11	9	70	17	10	48	19	11	36	7	12	37	5	<b>Totals</b>	<b>402</b>	<b>76</b>
Grade	Enrollment by Grade	IEP Enrollment by Grade																										
6	80	11																										
7	71	16																										
8	59	11																										
9	70	17																										
10	48	19																										
11	36	7																										
12	37	5																										
<b>Totals</b>	<b>402</b>	<b>76</b>																										
<b>Executive Session</b>	<ul style="list-style-type: none"> <li>• <b>This administration moves to an executive session to discuss a personnel and property matter.</b> <ul style="list-style-type: none"> <li>• Executive session started at: 6:16</li> <li>• Executive session ended at: 7:03</li> </ul> </li> </ul>																											
<b>Return to General Session</b>	<ul style="list-style-type: none"> <li>• <b>This administration returns to the general session.</b> <ul style="list-style-type: none"> <li>• General session started at: 7:04</li> </ul> </li> </ul>																											
<b>Chief School Administrator Report</b>	<ul style="list-style-type: none"> <li>• <b>Marketing / Recruiting</b> <ul style="list-style-type: none"> <li>◦ The school website is in the beginning stages of development. We are currently getting quotes from graphic design organizations in the area.</li> </ul> </li> </ul>																											

# INNOVATIVE ARTS

## ACADEMY CHARTER SCHOOL

	<ul style="list-style-type: none"> <li>o A request for proposals has been released for building the school website and assisting with graphic design projects. All proposals will be due on January 22, 2018.</li> <li>o The school is preparing for enrollment season for 2018-2019. A direct mail campaign will kick start our efforts.</li> <li>o The Chief School Administrator and Director of Admissions will be meeting with Principals from elementary charter school to establish formal relationships in order to facilitate smoother transitions for incoming sixth graders.</li> </ul> <ul style="list-style-type: none"> <li>● <b>Curriculum and Master Scheduling</b> <ul style="list-style-type: none"> <li>o The chromebooks have been delivered and have been programmed by our IT partner. We expect to have the technology operations by the first day of the Spring 2018 Semester, barring any unforeseen difficulties.</li> <li>o The school's instructional coach is currently developing a technology implementation plan to facilitate success for teachers.</li> <li>o The first semester ends on January 16, 2018, at which time elective course offerings will change.</li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>● <b>Special Education</b> <ul style="list-style-type: none"> <li>o A high percentage of new students have enrolled with IEPs from other LEAs.</li> <li>o The Special Education team has worked diligently to review all documents, provide adequate services, and reevaluate for continued eligibility as needed.</li> <li>o The full-time School Psychologist has been instrumental with ensuring that special education evaluations are completed within the allowable timeframes.</li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>● <b>Special Events</b> <ul style="list-style-type: none"> <li>o Students will be released at noon on Friday, January 19, 2018 because the school is hosting a parent-teacher conference day to review grades for semester 1.</li> <li>o The school will be hosting its first career fair and interview day in order to recruit teachers and administrators for 2018-2019. <ul style="list-style-type: none"> <li>▪ This event will serve as the initial interview. Qualified and selected candidates will be asked to conduct a guest lesson within two weeks of the career fair to further determine their potential fit for the desired position.</li> </ul> </li> <li>o The Chief School Administrator met with board members from the Catasauqua Area School District on 1/9/18 to discuss the progress that the school has made. The meeting was successful.</li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>● <b>Human Resources</b> <ul style="list-style-type: none"> <li>o Teacher evaluations are in progress for semester 1. All evaluations will be completed and reviewed with each employee during the week of January 16, 2018.</li> <li>o Teacher evaluations will be completed again in May, at which time the final scores will be electronically reported to the Pennsylvania Department of Education.</li> </ul> </li> </ul>
<p><b>New Business</b></p>	<ul style="list-style-type: none"> <li>● <b>Approval of the Admissions Policy</b> <ul style="list-style-type: none"> <li>● Motion to approve: Danny Youssef</li> <li>● Motion seconded by: Kelly Bauer <ul style="list-style-type: none"> <li>▪ <b><i>Unanimously Approved</i></b></li> </ul> </li> </ul> </li> <li>● <b>Approval of the Purchase of the Powerschool Admissions Portal</b> <ul style="list-style-type: none"> <li>● Motion to approve: David Rank</li> <li>● Motion seconded by: Deborah LoPresti</li> </ul> </li> </ul>

# INNOVATIVE ARTS

## ACADEMY CHARTER SCHOOL

	<ul style="list-style-type: none"> <li>▪ <i>Unanimously Approved</i></li> <li>• <b>Approval of the addition of an Executive Assistant to the Principal for 17-18 with a salary range between \$35,000-\$45,000</b> <ul style="list-style-type: none"> <li>• Motion to approve: Kelly Bauer</li> <li>• Motion seconded by: David Rank           <ul style="list-style-type: none"> <li>▪ <i>Unanimously Approved</i></li> </ul> </li> </ul> </li> </ul>
<p><b>Public Comment</b></p>	<p><b>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.</b></p> <p>None. No members of the public attended the meeting.</p>
<p><b>Next Meeting</b></p>	<ul style="list-style-type: none"> <li>• Wednesday, February 21, 2018 at 6pm</li> </ul>
<p><b>Adjournment</b></p>	<ul style="list-style-type: none"> <li>• <b>Approval to adjourn board meeting at 7:45pm</b> <ul style="list-style-type: none"> <li>○ Motion to approve: David Rank</li> <li>○ Motion seconded by: Deborah LoPresti           <ul style="list-style-type: none"> <li>▪ <i>Unanimously approved</i></li> </ul> </li> </ul> </li> </ul>