

APPROVED



IMSA Governing Board

Minutes

Board Meeting

Date and Time

Saturday September 16, 2017 at 10:00 AM

Location

7430 N. Keystone Avenue, Indianapolis, IN 46240

Directors Present

B. Valentine-Watts, D. Coats, J. Sparks, M. Chisely, M. Gonulalan, T. Miller

Directors Absent

B. Guler, D. Pierson, M. Dundar, R. Ernst

Ex Officio Members Present

J. Brown, M. Arslan, M. Atlihan, M. Dunn, O. Secen

Non Voting Members Present

J. Brown, M. Arslan, M. Atlihan, M. Dunn, O. Secen

Guests Present

H. Menendez, K. Pattison

I. Opening Items**A. Record Attendance and Guests****B.**

Call the Meeting to Order

D. Coats called a meeting of the board of directors of IMSA Governing Board to order on Saturday Sep 16, 2017 at 11:05 AM.

C. Pledge of Allegiance

"I pledge allegiance to my Flag and to the Republic, for which it stands, one nation, indivisible, with liberty and justice for all." "I pledge allegiance to the Flag of the United States of America and to the Republic for which it stands, one nation, indivisible, with liberty and justice for all."

D. Adopt the Agenda

T. Miller made a motion to adopt the agenda.

M. Gonulalan seconded the motion.

The board **VOTED** unanimously to approve the motion.

E. Public Input

D. Coats opened the floor for public input. No public input was given.

II. Approval of Minutes

A. Approval of August 29, 2017 Board Meeting Minutes

M. Gonulalan made a motion to approve minutes from the Board Meeting on 08-29-17 Board Meeting on 08-29-17.

B. Valentine-Watts seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. Enrollment Presentation

A. Enrollment Presentation

Dre' Knox went over the current enrollment numbers for both IMSA North and West.

North is currently at 679 with a goal of 670 students, they are 9 students over. There are currently 39 applied students, they are working with these students to try and keep their interest so when a space comes available they will transfer in. D. Coats asked about a waiting list, D. Knox shared that they do have a waiting list. O. Secen said they go over the waiting list constantly, removing those that are not longer interested. North was at 89% of their goal at this time last year and they are at 101% this year.

West is currently at 590 with a goal of 580 they are 10 students over. There are currently 91 applied students. D. Knox shared that word of mouth seems to be our best form of advertising. They are also contacting the parents on a consistent basis. West was at 111% of their goal last year and they are at 102% this year.

T. Miller mentioned a negative response on our Facebook page. He also asked if we were engaging our student ambassadors. O. Secen has 2 high school students that are workign on Snap Chat and Instagram along with the CEC (Community Engagement) Team. D. Knox also shared that the new sign for North is up, and they have sent out another round of postcards.

B. Valentine-Watts asked if we continue then enrollment process all year long and we do. M. Dunn also shared that the re-enrollment process will start in December. M. Arslan also shared that we will be workign with Enroll Indy this upcoming year and H. Menendez said that our current students would re-enroll the same way. D. Coats thanked D. Knox for his presentation.

IV. New Business

A. Presentation of Possible New Legal Council

J. Brown shared that the Regional Office has been looking for new legal council for our schools. We have talked to Faegre Baker Daniels here in Indianapolis. They can accommodate the rates that the schools can afford to pay. They have an expansive legal team with varied areas of expertise which will make it more cost effective for the schools.

There will be a Letter of Engagement and more information on the company available at the next meeting.

B. Board Support

T. Miller reminded the board that last month the board asked how they could serve the schools better, with items such as fundraising. O. Secen passed out a list of the school fundraisers and the project that they are working on. T. Miller suggested that the board could sponsor teacher led projects. He would like to see the board adopt a culture to support and help the schools.

V. Governance Committee

A. Skills Assessment

M. Dunn Explained the Skills Survey through Board on Track and asked all board members to please take the survey. Board on Track will give us the results.

B. Board Meeting Attendance Protocol

D. Coats talked about the fact that once you retire you seem to have less time than when you were working. He apologized for missing the last two meetings due to travel. He also shared that is has been very challenging to pull together a quorum. Mr. Coats them went over the BOT procedures and the process we will follow for upcoming board meetings. The by laws were changed to allow for remote attenders vote to count. However, this is not a reason to miss meetings. The new procedures are as follows:

The week prior an email will go out asking for agenda items
The invitation will go out the Monday prior to the meeting
RSVP's are due by Tuesday evening
Wednesday agenda will be completed, shared with the board and posted at schools
Friday board packets will be completed
Saturday @ 10 am the meeting will take place
D. Coats asked if there was anyone that could not be at the October meeting - M. Chisley may be calling in to the meeting,

VI. Academic Excellence Committee Report

A. Academic Excellence Committee Report

M. Dunn shared that we needed a new Academic Excellence Committee Chair since Lauren had resigned. M. Chisely was nominated and he accepted and was approved. M. Dunn went over the ISTEP data and how we are doing and the growth that we have had. He also went over the OEI Accountability Framework. The West school achieved the Gold Star status. T. Miller stated that he would like to see IMSA as the Charter School of Choice. M. Dunn feels that we have good measure in place to be able to achieve our goals.

VII. Finance Committee Report

A. Approval of August 2017 Financial Reports for North

D. Coats asked T. Miller to give the Finance Committee update. T. Miller let the board know that there was a duplicate payment on from IMSA North to HUB our insurance company. They will be sending that payment back. The school is waiting on some grants to come in however, there may be a slight decrease in the amounts. The committee will look next month to see what the options are.
T. Miller made a motion to approve the financials for IMSA North.
J. Sparks seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approval of August 2017 Financial Reports for South

T. Miller stated that there may be one more month of financials for IMSA South. Concept School will be forgiving \$235,000. D. Coats shared that this amount came from the start up of South.
T. Miller made a motion to approve the financials for IMSA South.
J. Sparks seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approval of August 2017 Financial Reports for West

T. Miller shared that he understood how we do our finances much better now and got some clarity on Vision Trust. West is not quite balanced yet but there is money coming in October. Annual expenses 14% the average is 15%.

T. Miller made a motion to approve the financials for IMSA West.

J. Sparks seconded the motion.

The board **VOTED** unanimously to approve the motion.

VIII. Closing Items

A. Adjourn Meeting

B. Valentine-Watts made a motion to adjourn the meeting.

T. Miller seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:30 PM.

Respectfully Submitted,

J. Brown