



# IMSA Governing Board

## Minutes

### Board of Directors

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#### Date and Time

Saturday June 16, 2018 at 10:00 AM

#### Location

Indiana Math and Science Academy North, 7435 N. Keystone Avenue, Indianapolis, IN 46240

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#### Directors Present

B. Valentine-Watts, D. Coats, D. Pierson (remote), J. Sparks, M. Chisely, R. Ernst, T. Miller

#### Directors Absent

B. Guler, M. Gonulalan

#### Ex Officio Members Present

H. Dulgeroglu (remote), J. Brown, M. Atlihan, M. Dunn, O. Secen

#### Non Voting Members Present

H. Dulgeroglu (remote), J. Brown, M. Atlihan, M. Dunn, O. Secen

#### Guests Present

H. Menendez, K. Pattison

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### 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 Jun 16, 2018 at 11:06 AM.

### **C. Pledge of Allegiance**

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

### **D. Adopt the Agenda**

M. Chisely made a motion to adopt the agenda.

T. Miller seconded the motion.

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

### **E. Public Input**

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

## **II. Approval of Minutes**

### **A. Approval of April 21, 2018 Board Meeting Minutes**

J. Sparks made a motion to approve minutes from the Board of Directors on 04-21-18 Board of Directors on 04-21-18.

B. Valentine-Watts seconded the motion.

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

## **III. New Business**

### **A. Dashboard Review**

M. Dunn shared the Dashboard. There will be no review over the summer. However the updated data is there from the end of the year. B. Valentine-Watts stated that North was lower than West in the area of reading. She also asked if the schools are part of the Read-Up program through the United Way. The schools are not. M. Dunn stated that they have worked with the team and have things in place to improve those results. M. Atlihan shared that they had less growth because they started higher. M. Dunn said that it is hard to see a higher growth when they start out higher. M. Chiseley asked if the retention of students, does it affect the growth level? How is the proficiency of those that started at West. M. Atlihan stated that West's retention rate is higher.

M. Chiseley, asked about suspension rates and how they affect the growth rates. M. Dunn has put together a chart and included what we are doing to change things. O. Secen, said that only about 25% of the students suspended are suspended more than once. D. Coats asked how long does suspension last? O. Secen stated between 1 and 10 days depending on the infraction.

### **B.**

### **IREAD3 Results**

M. Dunn shared the IREAD3 information. We give the test twice the results after the first test are N= 75% & W = 65%. The projected results after the second round of testing are N = 90% & W 87% with a 2% more or less in the figures.

It was suggested that we focus on how we can intervene earlier in grades K-2. The second page of the IREAD results is just for your information.

## **IV. Academic Excellence Committee**

### **A. Academic Excellence Committee Report**

M. Chisley, had everyone read an article called Positive School Climate: What It Looks Like and How It Happens. The committee members each took a page of the article and then were asked the same three questions related to the article.

1. How does this effect the learning environment?
2. What can you do to enhance the climate?
3. What recommendations would you make?

There was a lot of discussion related to the article and how it related to our particular job. Then he asked for suggestions on how to help the school administration. Surveys of students and stakeholder on how they feel about the environment, policies and procedures, were suggested.

## **V. Finance Committee**

### **A. Approval of April & May 2018 Financial Reports for North**

T. Miller, went over the financials for April & May 2018 for IMSA North. There was nothing that really stuck out. The school is at 90% of the revenue has been brought in and 89% has gone out. The Relay training, there was a scholarship that 4 people were applied for however, only 1 was received. The school paid for the 2nd person \$8500. R. Ernst asked about the Other Items line and what it was and it was the Columbia trip, which made it look higher than it really should be. He also asked if it could be lowered and T. Miller will look into that.

T. Miller, stated that nothing in the vouchers was unusual and they will continue to kook at the expense from the Development Committee.

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 April & May 2018 Financial Reports for West**

T Miller, shared the financials for April and May 2018 for IMSA West. He also shared that they are looking into other ways to use the money better. D. Coats asked about the

Grace Printing & Mailing expense of \$13,251 and it was explained that the amount was for the postcard mailings and were for both schools. We are looking at reducing that expense. West is at 86% of their Revenue and 83% of their expenses.

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.

### **C. IMSA North Five Year Budget Forecast**

T. Miller went over the 5 year proposed budget. H. Menendez, OEI suggested that the student goal should be lowered to 700 from 720 for the first year 2018-19 and then increase to 725 for years 2 thru 5. The bump on funding would be from the increased academic performance. T. Miller also mentioned the increase in other expenses due to the payment for Concept Schools fee. D. Coats, Concept has waived our administration fee of 10%, so we had a zero in that column this year. They have built in a 5% fee rate and not the 10% (of the state funding). I have asked for a letter to state this fact. In the letter if we do better that we can pay the higher fee. We owe them a big thank you for this.

T. Miller just a bookmark, we see that we are landlocked. We can't go above these numbers of students. What are our options and how do we grow? It would not be a bad idea to look at our options. This is a longer term planning thought but it is something to look into. M. Chiseley, what are you suggesting, another building? T. Miller, I will own the idea, West owns their building, so they can expand easier. The idea is how can we grow, recognize that we are limited here. M. Dunn, the regional office has been talking about this for a 3 - 5 year plan. We are just looking at the options. T. Miller, we are at capacity here (North). M. Dunn, there may be future funding opportunities that are not available at this time. This requires further discussion.

### **D. Letters of Engagement - Donovan**

T. Miller went over the Letter of Engagement from Donovan our CPS firm. They need to be signed by the Board Chair and submitted to Donovan.

## **VI. Governance Committee**

### **A. Governance Committee Report**

### **B. Prospective Board Member - Charise Frazier**

D. Coats, we have a new prospective board member. We interviewed her and then I went to lunch with her, she is an accomplished attorney. She was recommended by Bernice. B. Valentine-Watts, I have known her for about 10 years, and have worked with her at church. She is very committed to community activities, and her goal is to improve life. She has an advanced degree in Health Administration. D. Coats apologized for not

having more board members at the interview. She is very interesting in serving on our board of directors.

T. Miller made a motion to to approve Charise as a new board member effective with the meeting on July 21, 2018.

M. Chisely seconded the motion.

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

### **C. Superintendent's Evaluation**

R. Ernst brought up the Superintendent's evaluation, there are two members that have not completed the survey. They were asked to complete it. The results will be evaluated and discussed at a future meeting.

## **VII. Development Committee**

### **A. Development Committee Report**

J. Sparks, Most of our revenue is tied to enrollment, we can do special events, get donors etc. The development committee met this morning and talked about who are the potential donors. We have a donor option on the website, (who manages that). Halil can provide that information.

O. Secen, Staff members or people who know our staff, we need to be more organized about the process. J. Sparks, We need to look at the businesses in our zip codes, I will do a list. We will take item 3 from the list, the "elevator speech". What motivated people to donate to IMSA, we can have the same conversation with the businesses. Take all of these things and create the "elevator speech". Then we need to get out an begin with those asks. We can start with about 10 over an 8 week period. We have a wonderful resource in house, as board members, we need to take ownership. This is a reasonable way to look at this.

R. Ernst, Mr. Secen gave us a list of the amounts needed, do we still have that? O.

Secen, yes we have it. J. Sparks We need to see the potential donors. T. Miller we looked at bringing in \$25500 by the end of this year. B. Valentine-Watts, we have a colleges that we can check into. M. Chiseley, lots of corporations have windows so we need to account for that.

D. Coats, this sounds like a good start there is an event in the works. O. Secen, what do we need to do? D. Coats, nothing at this point.

## **VIII. Principals' Corner**

### **A. School Updates**

O. Secen, We are working w/TPMA on a strategic Action Plan for IMSA grants. They are creating a plan of grants that we can apply for that fit our current needs. M. Dunn, explained the partnership we have with TPMA on our grant writing.

M. Atlihan, summer school is going well, we have about 140 attending, which is an increase from last year. North has about 50-60 students attending.

## **IX. Closing Items**

### **A. Survey of Attendance For The Next Meeting**

D. Coats asked if everyone was planning to be at the July meeting. The results were:  
Everyone said yes except the following:  
Ron Ernst = ?  
Michael Chiseley = No  
Toby Miller = ?

### **B. Adjourn Meeting**

T. Miller asked about getting parents and students to attend the board meetings. M. Dunn said we have talked about how to bring them to the meetings. T. Miller asked if they know that they can come to the meetings? M. Dunn asked if it was feedback that they were looking for that we could get that from them.

M. Chisely 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