

APPROVED



## IMSA Governing Board

### Minutes

#### Board Meeting

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##### **Date and Time**

Saturday December 15, 2018 at 10:00 AM

##### **Location**

IMSA North, 7435 North Keystone Avenue, Indianapolis, IN 46240

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##### **Directors Present**

C. Frazier, D. Coats, D. Pierson, J. Sparks, T. Miller

##### **Directors Absent**

B. Valentine-Watts, M. Gonulalan

##### **Ex Officio Members Present**

H. Dulgeroglu (remote), J. Brown, J. Burditt (remote), M. Arslan, M. Atlihan, M. Dunn

##### **Non Voting Members Present**

H. Dulgeroglu (remote), J. Brown, J. Burditt (remote), M. Arslan, M. Atlihan, M. Dunn

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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 Dec 15, 2018 at 11:15 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**

D. Pierson made a motion to adopt the agenda.

J. Sparks seconded the motion.

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

### **E. Public Input**

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

## **II. Approval of Minutes**

### **A. Approval of November 17, 2018 Board Meeting Minutes**

D. Pierson made a motion to approve minutes from the Board Meeting on 11-17-18.

Board Meeting on 11-17-18.

C. Frazier seconded the motion.

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

## **III. New Business**

### **A. Dashboard Review**

M. Dunn gave an update on the Dashboard Review. The financial piece is trending up, No change in academics. Enrollment is trending down a little, however, stability is better as we are half way through the year. Parent engagement is also trending up, with increased communication and an increase in home visits.

School Culture - suspensions are up and I have put together data for the Principals. North is up as we are having a change in culture. The suspensions are not from severe behavior, it is due to continued infractions. We are looking at disparity to make sure we are not targeting any specific group.

Since North is K-12 we are breaking it down in many different ways, K-8, 9-12. We will take a look once we have December data.

The schools will have the Good Behavior Game at their January professional development and this is a positive motivational game. This is part of the Fairbanks Grant.

D. Pierson, why is West much lower? M. Dunn, they have a consistent staff, and that has not been the case at North. North has created a culture and it has been updated this year

after Mr.Knox was brought on last year. If anyone wants to go over the data, you are welcome to come, just contact Mrs. Brown and we will set up a time.

T. Miller, spoke with Janae regarding the disparity and division, I am real concerned about this in our schools. I think that what is being done at West needs to be brought to North. Especially the Parent University.

M. Dunn, 50% of our suspensions are from new students. West is good but they are not apples to apples with North.

D. Coats, in the school description, it says that we are not supposed to go over 23%, since we are at 22% shouldn't it be yellow? M. Dunn, we are sitting down as a team and looking at the numbers, and the number was set by the group.

#### **IV. Academic Excellence Committee**

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

C. Frazier, Mr. Dunn went over the Airways training. We got to look at the questions so we can be aware of the items. Not all schools have the ability to participate in the Airways pre-testing. D. Coats, Critical Thinking is a large part of this testing process now. D. Pierson, we also found it was a new challenge for the teacher, M. Dunn shared some of the strategies that we are using to help the kids.

#### **V. Finance Committee**

##### **A. Finance Training**

H. Dulgeroglu, Wen over the audit process and summary. The recommendations from the auditors were as follows:

1. Collect the students money - deposits need to be made with 24 hours, both North & West are not depositing on time. We will implement a new system at both North and West. Every Tuesday and Friday the money will be deposited.

D. Coats, every year the auditors compliment Halil on the great job he does for our schools

M. Arslan, Mrs. Brown will forward the Audit Summary to all board members.

H. Dulgeroglu, going forward at each meeting we will talk about the Minimum Level of Internet Control Standards. We will start at the next meeting (January) going over one of the standards, they are currently in place however, they need to be formerly adopted by the board.

T. Miller, I would like to make a motion that we accept these as out standards. Over the next 5 months we will go over these standards, however February, the members will get a link to a financial training that is optional for them.

##### **B. Minimum Level of Internet Control Standards**

T. Miller made a motion to to formerly adopt the Minimum Level of Internet Control Standards.

D. Pierson seconded the motion.

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

**C. Approval of November 2018 Financial Reports for North**

There were no major items in the financial report for North. The cash on hand balance is good, and the payable are zero. T. Miller shared that North received a "C" grade and in the 19/20 school year (July) they will start getting an extra \$500 per students.

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.

**D. Approval of November 2018 Financial Reports for West**

West is doing better than the budget shows. North received grant money, and because of cash flow issues they will then transfer it back to West in approximately March/April. Payable are zero for the month of November.

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.

**VI. Governance Committee**

**A. Governance Committee Report**

**B. Discussion and Approval of Proposed Board Member**

D. Coats, we had a meeting yesterday to interview a prospective board member. In full disclosure I have known her for several years as well as Jim and Toby have also. She has a skill set that caused us to take notice and has moved up the ladder because of her skills. Bernice could not make the meeting yesterday due to her knee injury. The Governance Committee recommends her to start as a member at our January meeting. C. Frasier, I know the company well and feel that if she is at this company, she would be a good fit.

D. Pierson made a motion to approve Laura Danielson as a board member.

T. Miller seconded the motion.

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

**C. Discussion of Potential Parent Board Member**

D. Coats, we have a potential parent board member, we would like to interview. Mrs. Brown will set up the interview. J. Sparks, I have a suggestion in regard to the interview process, can we talk about how great the school is however, the tour really shows it. I suggest doing the tour first. M. Dunn, we do have interview questions that we have drafted but we did not use them yesterday.

#### **D. Board Retreat**

D. Coats Board retreat – Concept has a person that can be a moderator for this event. His name is Chris Murphy. We want to get ahead of our plan and think March will be a better month.

T. Miller – I have been talking to the folks at the International Marketplace, trying to get involved with the group. They are about the quality of life for the people in the area. Just had the annual meeting with the Int. Marketplace, and I have been working with Mary Clark. She is Daniels sister in law. Might be a good group for us to partner with.

### **VII. Development Committee**

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

J. Sparks, we are working on making a donation page, having a place on our website that is more visible. Therefore making it more of a reason to donate. I had a meeting with Mrs. Brown and Mike Dunn. Toby came up with the idea of the "why" and underscore what we could do. There is something on the mail page however, it is very hidden and it is the giving season. We want it to be more prominent. We want our members to go to their networks and have the information ready to share. We also want to do a drop down box of specific items that are available to donate to. Mr. Arslan & Mrs. Brown will meet with Chris Murphy on Monday. We probably will not be able to have this available before next quarter.

D. Pierson, I donated to Robotics (Go Fund Me) and I get emails and notifications all the time which is great.

D. Coats and J. Sparks made great donations as well. It is tax time and we want to look for end of year donations.

J. Sparks, there are also some tax changes coming up for donations.

### **VIII. Principals' Corner**

#### **A. School Updates**

M. Atlihan, we are getting ready for break, to maximize the learning environment, we are trying to get them some activities. K-2 will be doing a concert next week. There was a Robotics tournament and 4 teams went to Bloomington. There were 22 total teams and West took 1st, 2nd, 3rd & 4th place. Trunk or Treat, this was our second year, we had approximately 760 kids attend. M. Dunn, our new incoming board member saw it featured on WFYI. D. Coates, it was an amazing event, we handed out candy forever.

### **IX. Closing Items**

#### **A.**

### **Survey of Attendance For The Next Meeting - 11/17/18**

The survey of attendance for the next meeting is:

Toby - Maybe

Charise - Yes

David - Yes

Jim - Yes

Daniel - Yes

### **B. Adjourn Meeting**

T. Miller made a motion to adjourn the meeting.

D. Pierson 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 12:27 PM.

Respectfully Submitted,

J. Brown