

APPROVED



## IMSA Governing Board

### Minutes

#### Board Meeting

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#### Date and Time

Saturday May 16, 2020 at 11:00 AM

#### Location

#### NOTICE

**THIS MEETING WILL BE HELD VIRTUALLY VIA ZOOM AT THE LINK BELOW**

<https://us02web.zoom.us/j/84463357101?pwd=cHhHdG9pK1JVcmwxVS9ieFFQb254Zz09>

Meeting ID: 844 6335 7101

Password: 7Qr19j

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#### NOTICE

**THIS MEETING WILL BE HELD VIRTUALLY  
VIA ZOOM AT THE LINK BELOW**

[https://us04web.zoom.us/j/75597632901?  
pwd=RjBQaWJERWNobE1qOHFWYmV2Rm5iZz09](https://us04web.zoom.us/j/75597632901?pwd=RjBQaWJERWNobE1qOHFWYmV2Rm5iZz09)

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#### Directors Present

B. Valentine-Watts (remote), C. Frazier (remote), D. Coats (remote), D. Pierson (remote), J. Sparks (remote), M. Gonulalan (remote)

#### Directors Absent

J. McFarland, L. Orcutt, T. Miller

#### Ex Officio Members Present

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H. Dulgeroglu (remote), J. Brown (remote), K. Smith (remote), M. Arslan (remote), M. Atlihan (remote), O. Secen (remote)

### **Non Voting Members Present**

H. Dulgeroglu (remote), J. Brown (remote), K. Smith (remote), M. Arslan (remote), M. Atlihan (remote), O. Secen (remote)

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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 May 16, 2020 at 11:27 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.

B. Valentine-Watts seconded the motion.

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

#### **Roll Call**

T. Miller	Absent
L. Orcutt	Absent
J. McFarland	Absent
D. Pierson	Aye
D. Coats	Aye
B. Valentine-Watts	Aye
J. Sparks	Aye
M. Gonulalan	Aye
C. Frazier	Aye

### **E. Public Input**

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

## **II. Approval of Minutes**

### **A. Approval of April 18, 2020 Board Meeting Minutes**

B. Valentine-Watts made a motion to approve the minutes from Board Meeting on 04-18-20.

D. Pierson seconded the motion.

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

**Roll Call**

C. Frazier	Aye
B. Valentine-Watts	Aye
D. Pierson	Aye
L. Orcutt	Absent
D. Coats	Aye
T. Miller	Absent
J. Sparks	Aye
M. Gonulalan	Aye
J. McFarland	Absent

### III. School Updates

#### A. Principals Corner

#### B. Enrollment for 2020-2021 School Year

J. Brown gave an overview of the current enrollment for the 2020-21 school year. The enrollment is going well, we are getting a steady stream of enrollments coming from Enroll Indy. Our re-enrollment campaigns went very well both schools had about 92% of their eligible students re-enroll. North currently has 648 student enrolled and West has approximately 493 students enrolled.

#### C. Seamless Summer Meals - Update

J. Brown shared that both schools had sent out a survey to see if our families were interested in picking up meals from the school. Based on the responses to the survey it was decided that we would not provide meals. We are referring the students to local IPS schools and Indy Park & Rec. as they are serving meals and are much closer to our students.

The DOE also had us submit a list of all of our students and their addresses and the Dept of Family and Social Services will give every students that qualifies for Free or Reduced meals will receive about \$300 in the form of a P-EBT card to help with food.

#### D. IMSA Class of 2020 Graduation Information

O. Secen talked to a company regarding doing a live graduation one at a time, with a guest speaker. Marion County Health Department said we could not do it that way. So it was decided that we would do a virtual graduation, and then maybe do something at a later day. Virtual Graduation will be June 4th at 6 pm on You Tube.

### IV. Finance Committee

## A. Approval of April 2020 Financial Reports for North

- Halil D. stated that it looks like North will close with a net income of approximately \$392,000 instead of \$108,000 as previously projected. The main savings being transportation. there were no concerns on the vouchers. As for the Summary North and received about 75% of their revenue and expended about 80%. There were no expenses over \$5,000. The Indy Star expense is an annual expense for posting the schools reports cards.

The school should meet the cash on hand requirement from OEI.

J. Sparks made a motion to accept the Financials for IMSA North.

D. Pierson seconded the motion.

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

### Roll Call

D. Pierson	Aye
M. Gonulalan	Aye
J. McFarland	Absent
D. Coats	Aye
C. Frazier	Aye
J. Sparks	Aye
L. Orcutt	Absent
T. Miller	Absent
B. Valentine-Watts	Aye

## B. Approval of April 2020 Financial Reports for West

Halil D. stated that it looks like West will close with a net income of approximately \$426,000 instead of \$257,000 as previously projected. The main savings being transportation. there were no concerns on the vouchers. As for the Summary West received about 81% of their revenue and expended about 77%. There were no expense over \$5,000.

The school should meet the cash on hand requirement from OEI.

J. Sparks made a motion to to accept the Financials for IMSA West.

D. Pierson seconded the motion.

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

### Roll Call

L. Orcutt	Absent
D. Pierson	Aye
M. Gonulalan	Aye
B. Valentine-Watts	Aye
T. Miller	Absent
J. McFarland	Absent
C. Frazier	Aye

#### Roll Call

D. Coats	Aye
J. Sparks	Aye

### C. Updated Budget FY20

Halil D. shared the updated budget for both schools and the increased end of year balance.

### D. Paycheck Protection Plan Update

D. Coats, The loans, when received how long do we have to spend them?

Halil D. 8 weeks which is July 13th, 80% will go to payroll and 20% to the mortgage, rent, and utilities.

This is not in the final cash on hand, once it is forgiven it will go to the net income column.

C. Frazier, I assume that we are going to keep great records so in case we get audited.

Halil D. We will record them as separate items.

Dr. G., Why did we apply for the loan?

Halil D., Schools were impacted due to enrollment, and we don't know how cuts will be given in the upcoming funds. They did not ask on the application why we needed the money.

D. Coats, we thought about this and discussed it prior to applying.

C. Frazier, Government made the form simple, they did. not ask many questions, they will track this on the back end.

## V. New Business

### A. Staff Social Media Policy

K. Smith shared the Social Media Policy as well as the revisions that are being requested. We have had this policy in place however, with people working remotely we thought it would be good to update it and make the policy clearer. The proposed changes are in yellow.

D. Coats, Would this mean that the staff has been doing this?

M. Atlihan, we have had teachers using Class Dojo but this is specifically for use for school. We have not heard anything at West.

O. Secen, agreed they have not heard anything at North either.

S. Coats, why the change? K. Smith Just to be clear and proactive.

B. Valentine-Watts, we do need to be clear and protect ourselves.

B. Valentine-Watts made a motion to approve the update to the Social Media Policy.

M. Gonulalan seconded the motion.

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

#### Roll Call

L. Orcutt	Absent
J. McFarland	Absent
C. Frazier	Aye

#### Roll Call

D. Coats	Aye
D. Pierson	Aye
B. Valentine-Watts	Aye
J. Sparks	Aye
M. Gonulalan	Aye
T. Miller	Absent

#### B. Intent To Renew IMSA West Charter

M. Atlihan let everyone know that the West Charter was up for renewal next year. The first step is the Letter of Intent to Renew. We started a committee to work on this. The next item will be to finish the renewal reports and send to the School Leadership around June 5.

J. Sparks, how often do we do this? M. Atlihan stated every 7 years.

D. Coats, I remember going to the North hearing, do we need to vote on anything?

M. Atlihan, No.

#### C. Request to Purchase Gift Cards for CYSP Students

M. Arslan shared with the Board Dr. Ayyoub's request to purchase gift cards for our CYSP students. In the past, we have purchase gifts for them, but this year with the changes we can't do that, so we would like to give them a gift card so they can purchase their own. The cost would be, North \$1210 and West \$1930.

D, Coats, Why do we have to vote on this?

M. Arslan explained that because it is gift cards and they are like cash it has to be board approved.

Dr. G, can we give them the option of what they want?

M. Atlihan, last year we took them to Walmart to shop.

D. Pierson, this is a great idea.

M. Arslan, we will mail them to the students.

D. Pierson made a motion to purchase the gift cards for the CYSP students.

J. Sparks seconded the motion.

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

#### Roll Call

J. McFarland	Absent
L. Orcutt	Absent
T. Miller	Absent
B. Valentine-Watts	Aye
M. Gonulalan	Aye
C. Frazier	Aye
J. Sparks	Aye
D. Coats	Aye
D. Pierson	Aye

#### D.

## **RESOLUTION-Revising teacher effectiveness rating**

M. Arslan, because of the COVID-19 we need to make some changes to the teacher evaluation. The evaluations are usually based on 1. Performance Data, 2. Student Performance. We are proposing to use only the teacher rating from class observations.

D. Coats Should this read differently?

M. Arslan, we can change the wording

D. Coats, we are relying on observations only.

M. Arslan, Data from testing, at the beginning and end of the year. We needed to make changes be to the testing because of the COVID-19.

D. Coats, should we explain that it is temporary?

M. Arslan, does listing the Corona Virus not cover that?

D. Approval will be with the proposed changes.

J. Sparks made a motion to approve the Teacher Evaluation for this year.

B. Valentine-Watts seconded the motion.

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

### **Roll Call**

M. Gonulalan	Aye
C. Frazier	Aye
D. Coats	Aye
J. Sparks	Aye
T. Miller	Absent
B. Valentine-Watts	Aye
L. Orcutt	Absent
J. McFarland	Absent
D. Pierson	Aye

## **E. 2019-2020 Board Evaluations - CEO, Board Self Evaluation**

M. Arslan, It is time for the end of year Board Evaluations. There are three evaluations that each Board Member needs to complete:

- Self Assessment
- Superintendents Evaluation
- Concept Schools Evaluation

Mrs. Brown will send them out Monday or Tuesday of next week.

D. Coats, please be looking for them , the due date is the next Board meeting , June 20, 2020.

## **VI. Closing Items**

### **A. Survey of Attendance For The Next Meeting - 06/20/2020**

B. Valentine-Watts, Since we are not having the Committee meetings right now, can we move the the meeting to 10 am instead of 11 am.

D. Coats, we will vote on the time change.

B. Valentine-Watts made a motion to move the start time of the Board meeting to 10 am.

C. Frazier seconded the motion.

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

**Roll Call**

M. Gonulalan	Aye
D. Pierson	Aye
J. Sparks	Aye
D. Coats	Aye
B. Valentine-Watts	Aye
J. McFarland	Absent
C. Frazier	Aye
T. Miller	Absent
L. Orcutt	Absent

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:38 PM.

Respectfully Submitted,  
J. Brown