

APPROVED



## IMSA Governing Board

### Minutes

#### Board Meeting

Board Meeting

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#### Date and Time

Saturday February 22, 2025 at 10:00 AM

#### Location

7002 Graham Road  
Suite 219  
Indianapolis, IN 46220

IMSA Regional Office  
7002 Graham Road  
Suite 219  
Indianapolis, IN 46220

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#### Directors Present

A. Ross (remote), D. Pierson, J. Sanders (remote), J. Sparks, N. Coleman, T. Miller

#### Directors Absent

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C. Frazier

### **Ex Officio Members Present**

B. Garrett, C. Bultman, E. Kersey, H. Dulgeroglu (remote), J. Brown, M. Arslan, M. Atlihan, Y. AbamislMOV, Z. Paley

### **Non Voting Members Present**

B. Garrett, C. Bultman, E. Kersey, H. Dulgeroglu (remote), J. Brown, M. Arslan, M. Atlihan, Y. AbamislMOV, Z. Paley

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## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

J. Sparks called a meeting of the board of directors of IMSA Governing Board to order on Saturday Feb 22, 2025 at 11:05 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**

N. Coleman made a motion to approve the agenda.

D. Pierson seconded the motion.

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

## **II. Approval of Minutes**

### **A. Approval of January 18, 2025 Board Meeting Minutes**

N. Coleman made a motion to approve the minutes from Board Meeting on 01-18-25.

D. Pierson seconded the motion.

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

## **III. Finance Committee**

### **A. Review and Approval of IMSA North January 2025 Financials and Vouchers**

**H. Dulgeroglu** - Presented the financial statement summary for IMSA North. As of January 31st, 58% of the budgeted revenues had been received. The financials appear to

be on track with no immediate concerns. Regarding expenditures, as of the same date, 53% of the budgeted expenditures had been spent.

A budget revision meeting had taken place earlier in the week with the school principals, though the revised budget was not included in this report. The revision occurred after the finance committee meeting, and the revised budget will be presented at the next board meeting. The overall revised budget is expected to be more favorable than the initial one.

T. Miller made a motion to approve the January financial for IMSA North.

D. Pierson seconded the motion.

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

## **B. Review and Approval of IMSA West January 2025 Financials and Vouchers**

H. Dulgeroglu - Presented the financial statement summary for IMSA West. As of January 31st, 61% of the budgeted revenues had been received, and 56% of the budgeted expenditures had been spent. Similar to IMSA North, one line item appeared to be overspent, while another related to advertising showed a lower-than-expected expenditure. These items have already been revised, and the revised budget will be presented at the next board meeting.

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

D. Pierson seconded the motion.

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

## **C. Transfer of Funds from the Educational Fund to the Operational Fund**

H. Dulgeroglu - Explained that, as per the school's operational requirements, every six months, funds must be transferred from the educational fund to the operational fund to cover operational costs. Given the limited operational revenue, this transfer is essential. The school board must approve the transfer.

Expenditures for both IMSA North and IMSA West were discussed. For IMSA North, the total expenditure was \$1,261,683.45, while for IMSA West, the expenditure was \$836,470.52. The net amount that needs to be transferred from the educational fund to the operational fund was also presented.

N. Coleman - Asked what are "other items." He explained that "other items" include payments for nurse services, auditor payments, and attorney fees. Smaller items, such as bank charges and miscellaneous fees, are also included under this category.

J. Sparks - Stated that the finance committee recommended that the board approve the presented financials and the transfer from the educational fund to the operational fund.

T. Miller made a motion to approve the transfer between the Educational Fund and the Operational Fund.

D. Pierson seconded the motion.

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

#### **D. Review & Approval of 990 Forms**

H. Dulgeroglu - Explained that, as a not-for-profit organization, the school is required to file Form 990 annually. This form includes public financial data and details about the school's programs and accomplishments from the previous school year. The information in Form 990 must be reviewed and approved by the school board before filing.

He provided an overview of the form's contents, which include the school's financial data (received from audited financials) and a breakdown of revenue and expenditure items. The form also contains information on the school's programs, including academic programs and additional offerings like the 21st-century program and summer enrichment programs.

The form also includes a checklist of yes/no questions about the school's operations, compliance with IRS filing requirements, and the compensation of officers and directors.

The financial data in Form 990 is broken down into specific categories, including revenues from various sources such as state funds, local funds, and student fees, as well as rent payments. Expenditures are also detailed, with breakdowns for payroll taxes, employee benefits, management fees, advertising, and other operational costs. H. Dulgeroglu emphasized that the numbers are based on audited financial statements, and the primary purpose of the form is to ensure compliance with federal regulations.

J. Sparks - The finance committee recommends that the board approve the Form 990 for signature.

T. Miller made a motion to approve the signing of the 990 forms.

D. Pierson seconded the motion.

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

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

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

Z. Paley: Three key updates from the Academic Excellence Committee:

PD Day Success – Our annual regional PD day was hosted at IMSA West for the first time, with great support from staff. The event included a whole-group session on gratitude and SEL, along with 14 departmental sessions. Teachers also explored AI in education, including a session on Magic School.

Ongoing ELA & Math Support – Attended an IDOE PD on transitioning standards and testing blueprints. We're reinforcing essential standards through bell ringers, exit tickets, and strategic small-group instruction, particularly in grades 3 and 8. Additional classroom management support and Tier 3 interventions are in place to ensure smooth Tier 1 instruction.

Progress Monitoring & Collaboration – Continuing data-driven practices with weekly mini-checkpoints, data updates, and accountability discussions. Reached out to Paramount to explore collaboration on ClearSight calibration but have not received a response.

M. Arslan: Sharing internal data with other schools is not a common practice, which may explain the hesitancy from Paramount. We will continue gentle follow-ups.

## **B. Approval of 25-26 Academic Calendar Approval**

Z. Paley - Presented the proposed school calendar for the next school year. The process of creating the calendar began a month ago, with strategic meetings and consultations. The proposed calendar includes the following key dates:

### **July:**

- Teachers will be present for three days with the Concept PD day on July 23.
- All teachers will be on site from July 28–31, with Concept PD scheduled for July 30.
- New students will start on August 4.

### **August:**

- Professional Development (PD) day on August 29, followed by Cogat testing.
- Cogat testing is part of high ability testing, linked to grants and student placement.
- The first quarter will end before the fall break, with parent-teacher conferences held after the break.

### **November:**

- Thanksgiving break, with no significant events scheduled.

### **December:**

- ClearSight and semester testing, followed by a two-week winter break beginning December 22
- Teachers will return for PD on January 5, with students returning on January 6.

### **February:**

- Parent-teacher conferences will be held in conjunction with President's Day. Asynchronous learning will occur during this period.

**March:**

- iRead testing and ClearSight assessments, followed by Spring Break.
- iLearn testing will occur from March 28–30, with the testing window spanning four weeks, but the school will begin testing two weeks into the window to maximize instructional time.

**May:**

- The last day for students is May 21, 2026, and the last day for staff is May 22, 2026, before Memorial Day weekend.

**Total Instructional Days:**

- 181 student days and 188 teacher days.

**D. Pierson** inquired about whether a back-to-school event is hosted.

**Z. Paley** confirmed that there is a back-to-school event scheduled for July 31, but it is not currently listed on the calendar.

**M. Arslan** suggested adding this event to the calendar for easier reference.

**D. Pierson** agreed that including it would be helpful, as many parents keep the calendar for reference.

**Z. Paley** - Will add the back-to-school event to the calendar.

D. Pierson made a motion to approve the academic calendar for the 25-26 school year.

N. Coleman seconded the motion.

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

**V. Governance Committee**

**A. Governance Committee Report**

N. Coleman - Provided an update from the Governance Committee's recent meeting. The main focus was a discussion on the application for the new school. The new school is proposed for Haughville, which is expected to have a diverse population.

As part of the efforts to engage the community, IMSA West invited leadership from the Haughville community to visit and learn about the opportunities for local students at the

new school. Student ambassadors were present at the event to showcase what the school could offer. Toby, emphasized the importance of board members visiting the Haughville community rather than expecting the community to come to IMSA West. He highlighted the need for the board to be invited into the community, as they had not asked for the school to be placed in their neighborhood.

N. Coleman - Emphasized the importance of understanding the history and experiences of the Haughville community to build a meaningful partnership and support the community effectively.

N. Coleman - Noted that the application for the new school is comprehensive and well-prepared. It was submitted last Thursday, and the Board is encouraged to review the 75-page document, which includes extensive attachments.

J. Sparks - Shared that the application was well-received, with Toby acknowledging the strength of the application and the significant outreach efforts already made.

C. Bultman - Provided an update on community engagement efforts for the new school. The application includes eight letters of support from local businesses and community members. Two new business partners were introduced, which will help broaden outreach efforts.

He expressed excitement about continuing the community engagement work and emphasized the goal of creating a school that is truly reflective of and integrated into the community.

The Board discussed strategic plans for continued engagement, and it was agreed that the Governance Committee would continue to oversee the outreach efforts. Meetings with community leaders and potential events will be coordinated, with a focus on inviting the community to participate in shaping the future of the school.

J. Sparks - Recommended that the Board participate in multiple community meetings and engage with residents to better understand their concerns and needs. The Board also discussed the importance of being invited to the community rather than imposing itself.

N. Coleman - Shared that Nestor, a previous board member, had resigned due to new job responsibilities. The Board expressed appreciation for his contributions, especially in the area of finances.

J. Sparks mentioned that the recruitment for a new board member would continue, with a focus on diversifying the Board. The goal is to ensure that the Board reflects the community it serves. It was suggested that a parent member might be added to the Board.

M. Arslan - Discussed the possibility of having a student participate on the Board. While the idea was met with some hesitation, it was agreed that further legal review would be necessary.

## **VI. Development Committee**

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

A. Ross - Took a moment to reintroduce himself as Dr. Alonzo Ross, having recently completed his dissertation. He provided an update on recent development efforts. In late December and January, he reached out to Panera Bread and Chick-fil-A on Keystone to explore the possibility of hosting IMSA fundraising nights at their locations. Dr. Ross opened the floor for board members to share their thoughts on this fundraising approach. He also mentioned the possibility of leveraging "Double Good" for additional fundraising opportunities.

D. Pierson - Shared his experience working with North Central and True North, where similar partnerships were formed with local restaurants for fundraising and student employment opportunities.

J. Brown - Mentioned that Qdoba had hosted similar events and suggested reaching out to Smoothie King, as one of the senior students works there.

B. Garrett - Confirmed that she had spoken with the owner of Smoothie King and offered to share the contact information.

D. Pierson - Stressed that building relationships with local businesses is key to the success of such initiatives and encouraged the board to continue pursuing these opportunities.

C. Bultman - Provided an update on the hiring of a new development director. After several months of searching, Erica Soria was hired this month and will be based at Central Office. He expressed excitement about Erica's arrival and the opportunity to work with her on developing initiatives aligned with the five-year growth plan.

## **VII. Board Dashboard Review**

### **A. Monthly Dashboard**

M. Arslan - Gave updates on enrollment and financials. For IMSA West, enrollment remained steady at 553 and 554 students for the month of February, surpassing the

target. He congratulated the principal, regional support team, and school staff for their continued efforts.

M. Arslan - Addressed the suspension rate. He noted that the current suspension rate for West was at 63, just shy of the goal of 67, and that attendance was on track with a 95% rate.

D. Pierson - Inquired about whether there was a correlation between student performance and suspensions.

M. Atlihan - Responded that suspensions typically affected low performers, though there were occasional incidents with high-performing students. He mentioned that students more aligned with school expectations, particularly in terms of attendance and academic rigor, usually did not encounter behavioral issues.

B. Garrett - At North, suspensions were a mix of both high and low performers, with some students facing disciplinary action for possession of illegal substances. She clarified that for middle school students, suspensions usually stemmed from altercations between peers.

D. Pierson - Asked if parents were engaged in helping with these situations.

M. Atlihan - Shared that suspensions were often a last resort after other attempts to involve parents had failed. Garrett explained that, for out-of-school suspensions, parents were required to meet with the school before their child could return, either in person or virtually, and a plan was put in place.

M. Arslan - Provided an update on North's enrollment, which stood at 665, slightly below the target of 680, but still at approximately 98% of the goal. He noted that the certification for the pre-K program had been received and recruitment for both staff and students was in progress, which he hoped would boost kindergarten enrollment next year.

B. Garrett - Also discussed the impact of weather on attendance, particularly due to the school's satellite bus stops, which affected students' ability to get to school during inclement weather. Arslan noted that despite these challenges, attendance had remained steady at 90.5%. She also noted that two students had left the school, though efforts were underway to locate them and tie them to other schools. Garrett also discussed weekly meetings focusing on tracking student performance, particularly among freshmen and sophomores, to identify any students who were off-track or had moved away. The team was using social media and other methods to track down missing students early on.

## **VIII. School Updates**

### **A. Principal's Corner**

B. Garrett - Provided an update on the Pre-K program. She shared that a candidate has been identified for the teacher position, and salary negotiations are currently underway with Halil. The plan is to open the Pre-K program after spring break, with the candidate expected to be onboard next week. This will allow for setup of the classroom and curriculum before an announcement to parents. Mrs. Garrett also mentioned that there are already more than 15 students on the waitlist, which indicates strong interest in the program and the ability to fill it quickly once it opens.

B. Garrett - Highlighted the K-2 reading program, specifically the use of the Alexia program. Students in these grades are progressing through various levels, and when they reach a new milestone, they receive certificates and stars. These achievements are celebrated with a display of photos and certificates in the classroom, which are also shared with students to take home. She also shared the success of the K-2 book fair, which raised \$2,000. Thanks to this success, each classroom received free books, and teachers were given a Scholastic spending account to purchase additional materials. She acknowledged Ms. Edwards, for organizing the event.

B. Garrett - Provided an overview of several upcoming events and activities. These include the AP Language and Literature mock exams from February 11-13, the girls' basketball game on February 19, and the Black History Wax Museum on February 28. The senior night for boys' basketball and cheerleaders on February 28. Additionally, in March, there will be SAT practice, a blood drive, a debate tournament, and a family trivia night.

In terms of student recognition, Mrs. Garrett shared that the boys' basketball team had been recognized for exemplary behavior by the Indiana High School Athletic Association (IHSAA), which highlighted the team's sportsmanship during their games. The school also hosted a girls' basketball tournament, and although the home team did not qualify, the event provided a valuable experience.

Mrs. Garrett gave special recognition to the 4th and 5th-grade students who participated in the Black History Wax Museum project. Each student researched and portrayed a historical figure, and they will be presenting their figures on February 28th.

Mr. Atlihan - Shared updates on the school's robotics teams, including VEX robotics and FLL (First Lego League) teams. The 4th-grade students participated in the FLL competition at the Delera IndyCar factory, where they received the Core Values Award. CYSP students attended a Spring Festival at the Indianapolis Public Library, where they took part in a poetry, rap, and spoken word competition.

Mr. Atlihan - Also highlighted the success of the Science Bowl team, who secured 3rd place statewide this year. This marked an impressive improvement, as the team had placed 14th in their first year, 10th in the second, and now 3rd. Mr. Atlihan attributed this success to the hard work of Ms. Harris and the science team. He also discussed several student projects. The 7th-grade math group engaged in a project-based learning activity

that integrated their math curriculum with real-world comparisons. Students also worked on IXL and Alexia practice as part of their preparation for upcoming ILEARN assessments.

Mr. Atlihan - Also touched on the community engagement efforts of CYSP, noting a canned food drive that benefited a local food pantry.

#### **B. The R.E.A.D 2025 contest - Gift Card Approval**

J. Brown - Noted that the total budget for the incentive would be \$250, as the system would not allow for changes to the amount previously.

Mr. Atlihan - Explained that Concept Schools organizes an annual reading competition for elementary students, and this year, the school will participate. To further encourage student engagement, teachers proposed holding a pre-competition event within the school. This event will involve students reading as many books as possible and creating a poster to showcase their favorite book. Additionally, students will complete book reports for each book they read. Parents will also be involved by taking photos of their children reading during a designated time in the evening. The goal is to encourage students to read more, and those who meet the expectations of the pre-competition will be awarded gift cards. The competition will be open to students in grades K-5.

The board discussed the proposal and confirmed the total amount for the gift cards would be \$250.

D. Pierson made a motion to approve the purchase of gift cards for the reading contest.

N. Coleman seconded the motion.

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

### **IX. Closing Items**

#### **A. Attendance Check for the Next Meeting - March 15, 2025**

Those present said they would be available for the meeting on March 15th.

#### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:33 PM.

Respectfully Submitted,  
J. Brown

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### **Documents used during the meeting**

*None*