



# Edison School of the Arts

## DECEMBER 2023 BOARD MEETING

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### Date and Time

Tuesday December 19, 2023 at 5:30 PM EST

### Location

This is an in-person meeting held in the media center at Edison School of the Arts.

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**Edison School of the Arts Mission** is to continue to be an educational and artful resource for all students, parents, community, and staff members by consistent and focused professional development, invitational practices by all, utilizing quarterly and annual reviews. We will continue to develop our educational and arts aesthetic by expanding our arts experiences, exposure, and partnerships

**Edison School of the Arts Vision** is to provide an environment that promotes high academic and creative achievement through implementation of visual and performing arts course programming. We encourage students to become responsible citizens who are culturally diverse. We develop lifelong learners, appreciators, and consumers of the arts.

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:30 PM</b>
<b>A.</b> Record Attendance		Vionta Jones	1 m
<b>B.</b> Call the Meeting to Order	Discuss	Tanya Overdorf	1 m
<b>C.</b> Adoption of Agenda	Vote	Tanya Overdorf	5 m

	Purpose	Presenter	Time
<b>D.</b> Welcome & Introductions	Discuss	Tanya Overdorf	1 m
<b>E.</b> Open Door Law Review		Ernest Disney-Britton	5 m

The agency must post the notice on the outside of its main office or at the meeting location. It must send notices to any media that asked by January 1 of the current year to receive them.

The 48-hour notice period does not include Saturdays, Sundays, or legal holidays. The notice for an executive session must state the specific part of the Open Door Law that allows it to be a private meeting. Agencies must keep memoranda of each public meeting and make them available to you for inspection and copying within a reasonable time after the meeting. Memoranda generally include:

- Date, time, and place of the meeting
  - Members present or absent
  - General information on matters discussed or decided
  - Record of votes taken, listed by individual if a roll call vote was taken
- Agencies must also make any minutes taken available to you for inspection and copying. The minutes and memoranda for executive sessions must identify the specific part of the Open Door Law that allowed it to be a private meeting. They must also state that no other matters were discussed during the session.

<b>F.</b> Board Member Comments 2-minutes each	Discuss	Tanya Overdorf	5 m
<b>G.</b> Public Comments 3-minutes each (maximum per speaker) A timer will be set.		Tanya Overdorf	15 m
<b>H.</b> November 2023 Meeting Minutes	Approve Minutes	Tanya Overdorf	5 m

**II. Board Chair Report 6:08 PM**

<b>A.</b> Update on Executive Director & CEO Search	Discuss	Tanya Overdorf	5 m
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**III. Building Administrator Report 6:13 PM**

	Purpose	Presenter	Time
<b>A.</b> Personnel Report	FYI	Amy Berns	5 m
<b>B.</b> Building Administration Report	Discuss	Amy Berns	5 m
<b>C.</b> Facilities Report & Updates	FYI	Amy Berns	5 m
Waiting on approval from IPS Facilities Management Department.			
<b>IV. Academic Excellence Committee</b>			<b>6:28 PM</b>
<b>A.</b> Committee Chair Report	FYI	Kelli Marshall	5 m
<b>V. Treasurer's Report</b>			<b>6:33 PM</b>
<b>A.</b> November 2023 Financial Report	FYI	Gregory Wallis	5 m
<b>B.</b> YTD Stipends 2023	FYI	Gregory Wallis	10 m
<b>C.</b> Submit Financial Budget 23-24 Academic Year	Discuss	Gregory Wallis	5 m
<b>VI. Advancement Committee</b>			<b>6:53 PM</b>
<b>A.</b> Advancement Report	FYI	Penny Guthrie	5 m
<b>VII. Building &amp; Grounds Chair - No Report</b>			
<b>VIII. Governance Chair - No Report</b>			
<b>IX. Other Business</b>			<b>6:58 PM</b>
<b>A.</b> Unfinished Business	Discuss	Edgar Palacios	15 m
<ol style="list-style-type: none"> <li>1. Comprehensive Review of Guided Learning Center Policy &amp; Procedures</li> <li>2. Structure for Review of Organizational Chart &amp; Job Descriptions</li> <li>3. Discussion of Updated Standing Monthly Board Agenda Items</li> <li>4. Important Board Dates (listed in Governance Handbook)</li> </ol>			
<b>B.</b> New Business	Discuss	Tanya Overdorf	
<b>X. Final Board Comments</b>			<b>7:13 PM</b>

	Purpose	Presenter	Time
3-minutes each			
<b>A.</b> 3-minutes for each Board member	FYI	Tanya Overdorf	6 m
<b>XI. Closing Items</b>			<b>7:19 PM</b>
<b>A.</b> Adjourn Meeting	Vote		