



Edison School of the Arts

FEBRUARY 2024 BOARD MEETING

Date and Time

Tuesday February 20, 2024 at 5:30 PM EST

Location

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

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.

Agenda

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

	Purpose	Presenter	Time
D. Welcome & Introductions	Discuss	Tanya Overdorf	1 m
E. Open Door Law Review		Kay Feeney-Caito	2 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.

F. Board Member Comments	Discuss	Tanya Overdorf	5 m
2-minutes each			
G. Public Comments		Tanya Overdorf	15 m

1. Reyna Mercado Hernandez -Parent Communication/Tutoring concerns.
2. Jessica Saenz -Engagement/Communication, Tutoring, Staffing, Arts Integration.

3-minutes each (maximum per speaker)
A timer will be set.

H. January 2024 Meeting Minutes	Approve Minutes	Tanya Overdorf	5 m
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II. Board Chair Report

	Purpose	Presenter	Time
III. Executive Director's Report			6:05 PM
A. New Date Proposal March 2024 Board Meeting	Vote	Michelle Brittain-Watts	
		<ul style="list-style-type: none"> • Board meeting is currently scheduled for March 19, 2024. • School is not in session during this time due to spring break. • Need to reschedule March 2024 meeting. 	
B. 24-25 School Calendar	Vote	Michelle Brittain-Watts	5 m
C. New IPS Marketing Support	Discuss	Michelle Brittain-Watts	5 m
		1. Edison received \$3500 for marketing from IPS and we are looking into billboards in our identified zones.	
IV. Academic Excellence Committee			6:15 PM
A. Committee Chair Report	FYI	Kelli Marshall	5 m
B. Personnel Report	Discuss	Amy Berns	5 m
V. Treasurer's Report			6:25 PM
A. QuickBooks Administrator	Vote	Gregory Wallis	5 m
		Dr. Michelle Brittain-Watts as the new primary administrator.	
B. January 2024 Financial Report	FYI	Gregory Wallis	5 m
		1. YTD income statement comparison between this year and the last academic year through January.	
C. YTD Stipends 2023-2024	FYI	Gregory Wallis	10 m
D. Submit Financial Budget 23-24 Academic Year	Discuss	Gregory Wallis	5 m
VI. Advancement Committee			6:50 PM
A. No Advancement Report	FYI	Kay Feeney-Caito	5 m

	Purpose	Presenter	Time
1. The Advancement Committee meeting was postponed to 2/26/24.			
VII. New Business			6:55 PM
A. Bereavement Policy Handbook Update	Vote	Amy Berns	5 m
<p>1. Bereavement policy update to model IPS recent updates.</p> <p>2. Update the bereavement policy from three days to five days so to remain fair and consistent.</p> <p>Current Bereavement Leave Policy:</p> <p>Excused absence with pay for up to three (3) working days will be provided to attend or handle related matters. Associated with bereavement in the event of a death in an employee s immediate family. Immediate family is defined for this purpose as the employee s spouse, parents, children, siblings, grandparents, grandchildren, and the parents of the employee s current spouse. In unusual circumstances, additional time or relations may be considered and approved at the sole discretion of the Principal and/or Executive Director</p>			
VIII. Final Board Comments			7:00 PM
3-minutes each			
A. 3-minutes for each Board member	FYI	Tanya Overdorf	6 m
IX. Closing Items			7:06 PM
A. Adjourn Meeting	Vote		