

APPROVED



## Edison School of the Arts

### Minutes

#### February Board Meeting

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

Tuesday February 20, 2018 at 3:30 PM

##### **Location**

777 S. White River Pkwy W. Dr. Indianapolis, IN 46221

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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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##### **Directors Present**

E. Disney-Britton, G. Wallis, H. Leck, K. Feeney-Caito, T. Givens, T. Overdorf

##### **Directors Absent**

*None*

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

N. Tuttle

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## **Non Voting Members Present**

N. Tuttle

## **Guests Present**

A. Berns, P. Guthrie

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## **I. Opening Items**

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

E. Disney-Britton called a meeting of the board of directors of Edison School of the Arts to order on Tuesday Feb 20, 2018 at 3:34 PM.

### **B. Record Attendance and Guests**

### **C. Adoption of the Agenda**

E. Disney-Britton made a motion to approve agenda.

T. Overdorf seconded the motion.

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

## **II. Opening Comments**

### **A. Board Member Comments (2-min each)**

Ernest thanked the school for inviting everyone to the black history celebration.

### **B. Public Comment (3-min each)**

No public comments.

## **III. Consent Agenda**

### **A. Approve January Minutes**

E. Disney-Britton made a motion to approve minutes from the Board Meeting on 01-16-18 Board Meeting on 01-16-18.

G. Wallis seconded the motion.

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

## **IV. Treasurer's Report**

### **A. Approve February Financial Statements**

Greg Wallis reported that he met with head of school and the accountant to review the year to date financials (July 1, 2017 – January 30, 2018). He noted that the financials all

looked in order, and will continue to work with the accountant on reclassification of some entries to make it a better tool for management. He also noted that staff submitted requests for Title 1 funding as noted receivables. The January financials were sent to each board member for review and analysis prior to the board meeting. Lastly, Greg presented a budget projection though June for adoption by the board.

K. Feeney-Caito made a motion to accept the financial report as presented.

H. Leck seconded the motion.

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

#### **B. 2018-2019 Budget Assumptions**

Greg Wallis also provided an update on budget assumptions for 2018-2019 that is informed by new SBA information from the district. The budget assumptions include the recommendation of Edison beginning to pay the employee portion of employee salaries comparable to IPS. There will be a preliminary budget and then a final budget.

H. Leck made a motion to Moved to accept Budget Assumptions as presented.

K. Feeney-Caito seconded the motion.

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

#### **C. Employee Retirement Funds**

Greg Wallis also presented an overview of the differences between what IPS pays into the Indiana Public Retirement Fund and the Teacher Retirement Fund versus the Edison contribution. IPS pays the employee portion but Edison has not been paying the employee portion but instead increased employee salaries. Edison has been paying the employer contribution all along. Following a review of the process, it is his recommendation that Edison should mirror the IPS practice of also paying the employee portion in order to maintain a competitive position.

Based on review of projections, Greg would move to approve the paying the employee portions of PERF and TERF as soon as it can be done through the government. Penny will submit a board resolution to the State of Indiana requesting such action. Projected time is 30 days or effective upon INPRS's ability to process. INPRS will not allow it to be retroactive by statute. Motion is as soon as practicable, to implement and that Edison School of the Arts will pay the employee contribution through PERF and TERF as soon as it can be.

G. Wallis made a motion to to authorize Edison to mirror the IPS practice of paying the employee portion of the PERF/TERF as soon as it can be approved by the State of Indiana.

K. Feeney-Caito seconded the motion.

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

#### **V. Leadership Team Reports**

#### **A. CEO, Head of School Report**

Nathan Tuttle reported explorations of some new arts partnerships for next year. For instance, Dance Kaleidoscope will be starting one time a week, and Indiana Children's Choir will begin a 4-week program that will end in a culminating event in May. Normally it would be 8 weeks. Edison is also exploring options with Young Actor's Theatre for the 2018-2019 school year. Mr. Tuttle had the opportunity to go to the Any Given Child Exchange conference where 25 cities were represented and were able to share updates.

#### **B. Academic's Reports**

- Amy Berns reported that the students participated in state-wide practice testing. Instructional coaches will be finishing making up those due to absences and technology barriers. ISTEP Part 1 starts on Monday February 26th and will go for 2 weeks.
- We are currently confirming staff members for the 2018 Arts Integration Conference. Edison was asked to be a part of a conference call with Amy Duma and Lizzie Morales from the Kennedy Center based on feedback from survey from when we attended. They are very interested in our school and helping to support us in becoming the flagship school in arts integration.
- Teachers will be submitting a second mandatory lesson plan doing Character Interviews that was modeled and taught by Lenor Blank Kelnore, the visiting teaching artist from the Kennedy Center. They are very interested in our school and helping to support us. Some may attend Madison WI and some may end up going to Washington DC.

#### **C. Advancement & Engagement Reports**

Penny Guthrie reported that intent forms were sent out to our families and we had approximately 464 returned in order to help us determine how many potential open seats.

The first round of Enroll Indy just finished and families were notified on February 15th.

Mrs. Guthrie reported that the Walton Grant and the Prevention grant have been submitted and that the school is getting ready to start our first fundraiser, selling flavored popcorn.

We have had 2 parent family nights with the Peace Learning Center and so far, there has been a good turn-out of families.

### **VI. Unfinished Business**

#### **A. Student Handbook Update**

Ernest Disney-Britton stated that the Student Hand-book completion date is March 30th.

#### **B. Governance Handbook**

Tanya Stuart-Overdorf reported in the Governance Report that we will have a draft of the handbook in March. Need a resolution about entering into a contract. There might need to be an amount so it isn't every contract. Need a document that would be ratified by the board that would be granting specific authorizations.

## **VII. New Business**

### **A. Evaluation of CEO**

Ernest Disney-Britton reported that we will begin the evaluation of the CEO, Head of School. Not only will we use the goals that he has shared, but also the process that Board on Track. Ernest urged board members to review the process at Board On Track in advance of the March meeting. He also explained that board members will also go through that process and a self-evaluation is also completed.

## **VIII. Closing Items**

### **A. Next Meeting**

Ernest Disney-Britton stated that the next meeting is Tuesday, March 13th at 3:30pm.

### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:33 PM.

Respectfully Submitted,  
E. Disney-Britton