

APPROVED



## Edison School of the Arts

### Minutes

#### March Board Meeting

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

Tuesday March 13, 2018 at 3:30 PM

##### **Location**

777 S. White River Parkway W. Dr.

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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 (remote), T. Givens

##### **Directors Absent**

K. Feeney-Caito, T. Overdorf

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

N. Tuttle

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## **Non Voting Members Present**

N. Tuttle

## **Guests Present**

A. Berns, Chandler Guill, 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 Mar 13, 2018 at 3:38 PM.

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

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

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

G. Wallis seconded the motion.

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

## **II. Opening Comments**

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

Ted Givens suggested that the board members do something for staff appreciation day on May 8th. Nathan will collect ideas and bring them back at the next board meeting.

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

No public comments.

## **III. Consent Agenda**

### **A. Approve February Minutes**

The February minutes will be delayed for approval until the April board meeting.

## **IV. Treasurer's Report/ Finance Report, Board Chair**

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

Greg Wallis began his report that he had met with Nathan Tuttle to go over the financial statements. March-June are now the projected months on the "Projection vs. Actual" Report. There were a couple of adjustments made: (1) the title formula; and (2) the dollar amount for the title funds. One thing that changed on the month-to-month report was the

accounting services did not previously include the audit in the budget. All title funds have been applied for and we are awaiting approval from the Title office. Once we have approval, we can start requesting reimbursement.

T. Givens made a motion to for the financial statements to be submitted as is and approved.

H. Leck seconded the motion.

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

## **B. Audit**

Greg Wallis proposed that we use the Donovan CPAs group to complete the audit. The Donovan group was selected based off of recommendations and their previous work and knowledge with charter schools. They would also prepare the other documents that are needed as well. There are no conflicts of interests with any parties.

H. Leck made a motion to approve the Donovan Group.

T. Givens seconded the motion.

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

## **V. Development Report, Board Chair & Staff**

### **A. Public Relations/Communications**

Kay Feeney-Caito was unable to attend. Report will be given in April.

### **B. Enrollment Report**

Penny Guthrie reported current enrollment is at 543 students. Intent forms have been sent home several times and we are only missing a total of 54 forms. Penny Guthrie reported on enrollment projections for the 2018-2019 school year as well as recruitment opportunities.

### **C. Parent Engagement Report/PTO**

Penny Guthrie reported that Edison received a \$15,000 prevention planning grant. The grant is about working with our families on addiction and then it leads into many other things like attendance and other areas that impact our families. The application for the \$40,000 grant is due in May. It will involve a team to plan this and to help determine what our needs are here with our family.

The leadership team along with Henry Leck met about the Lilly Grant and discussed potential ideas for the proposal.

Mrs. Guthrie reported at the last PTO meeting, we did elect a PTO Vice President and Secretary. They have already had one meeting that was successful and would like to take over the popcorn fundraiser.

## **VI. Governance Report, Board Chair & Staff**

### **A. Governance Handbook**

Tanya Overdorf was unable to attend the meeting, however she reported that she is working on completing the governance handbook and is still planning on meeting the proposed deadline.

## **VII. Academic Excellence, Board Chair & Staff**

### **A. Update on Lilly Endowment Arts Grant Application**

Henry Leck reported that Eli Lilly is offering this large grant that impacts Marion County. The amounts can be in any increments. The grant proposal is not a lengthy proposal but the summary along with the budget is due on March 30th. Purpose would be to establish Edison School of the Arts and Indianapolis as a national Center for "Arts Integration Training". Lilly is wanting this grant to bolster the arts programs. The team for the Lilly Grant should be comprised of Greg Wallis for budgets, Ernest Disney-Britton, Henry Leck and the three leadership team members.

### **B. Student Achievement & Assessment**

Amy Berns reported that 100% of students completed Part 1 of ISTEP testing. Part 2 ISTEP will start two weeks after we return from spring break on April 16th. ISTEP results are anticipated to be back in June of 2018. Third grade is currently taking IREAD-3.

They completed parts 1 & 2 and will wrap up with Part 3 tomorrow. IREAD-3 Results are anticipated to be back in April. Final end of year NWEA testing will start May 7th and conclude the last week of school.

### **C. Arts Integration Professional Development**

Amy Berns reported that arts integration professional development continues monthly with the next training on Wednesday March 14th. Teachers have been asked to formally submit another arts integration lesson plan including character interviews which was presented by Lenor Kelnor or tableaus depending on content area by April 6th. Lessons will be observed with feedback provided.

The staff members that will be attending the 2018 Kennedy Center Arts Integration Conference have been finalized. We have staff that will be attending the conference in Madison Wisconsin and Washington D.C. Amy Berns and the instructional coaches are currently meeting and working on summer professional development along with looking at next school year.

## **VIII. Board Chair Report**

### **A. Strategic Planning**

Ernest reported that MindTrust has requested that Edison work with their consultant to develop a strategic plan, and MindTrust to cover all the costs. After some discussion, the board asked Ernest and Nathan to explore more of the time commitment required by staff & board, and also about adjustments on the timeline.

**B. Unfinished Business/Next Steps**

Ernest Disney-Britton reported on March progress with the PTO President, and that April 30 is the new deadline for completion. Also, added that board members complete the board assessment, and their individual review for Head of School is on Board on Track.

**IX. CEO, Head of School Report**

**A. Status of Innovation Schools Program**

Nathan Tuttle reported that Edison has been administering student tests; applying for grants; and soliciting feedback from teachers and students about improving the school culture for 2018-2019. Edison is continuing to address enrollment to be sure we are filled with our projected enrollment numbers for the 2018-2019 school year.

**B. Personnel Report**

Nathan Tuttle reported that Edison remains fully staffed and are surveying faculty members to find out their intents for the 2018-2019 school year. The current wording of the employment contract is also being reviewed to ensure clarity by leadership. Staff will also solicit information on the costs of legal advice.

**C. Leadership Development for Principals**

Nathan Tuttle reported that in effort to increase our academic successes and align our teachers to curricular expectations, he and the Assistant Head of School applied to be selected for the Relay National Principals Academy which will be held in Denver, CO for two weeks in June. If accepted, we are looking forward to learn about new tools and skills that this professional development opportunity will equip us with. This opportunity would be provided by Relay/GSE and would be funded in part by the Mind Trust.

**X. Closing Items**

**A. IMPORTANT BOARD DATES**

The next board meeting is on Tuesday April 17th and May 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 5:40 PM.

Respectfully Submitted,  
E. Disney-Britton