

APPROVED



Edison School of the Arts

Minutes

Board Meeting

Date and Time

Tuesday April 17, 2018 at 3:30 PM

Location

Edison School of the Arts, Media Center

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.

Directors Present

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

Directors Absent

K. Feeney-Caito

Ex Officio Members Present

N. Tuttle

Non Voting Members Present

N. Tuttle

Guests Present

A. Berns, P. Guthrie

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 Apr 17, 2018 at 3:32 PM.

B. Record Attendance and Guests

C. Adoption of the Agenda

T. Givens made a motion to adopt the agenda.

T. Overdorf seconded the motion.

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

II. Opening Comments

A. Board Member Comments (2-min each)

Henry Leck would like to make sure Penny receives special recognition for putting together the grant.

B. Public Comment (3-min each)

No public comments.

III. Consent Agenda

A. Approve February Minutes

T. Givens made a motion to approve minutes from the February Board Meeting on 02-20-18 February Board Meeting on 02-20-18.

G. Wallis seconded the motion.

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

B. Approve Minutes from March

T. Givens made a motion to approve minutes from the March Board Meeting on 03-13-18 March Board Meeting on 03-13-18.

G. Wallis seconded the motion.

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

IV. Finance Committee

A. Approve Financial Report-March 31

T. Overdorf made a motion to approve the March financial report.

T. Givens seconded the motion.

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

B. Annual Audit Update

Donovan CPA will provide the audit. Audit will be completed most likely in August or September.

C. Any Given Child Indy - Stipend

T. Givens made a motion to to accept the \$5,000 stipend received from IPS for the Any Given Child Pilot Arts Liaison.

H. Leck seconded the motion.

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

D. Credit Card Limits

T. Givens made a motion to increase the amounts on the credit cards to \$20,000 and anyone can spend the full \$20,000 on any card.

T. Overdorf seconded the motion.

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

E. 2018-2019 Budget Update

Greg Wallace reported that they were hoping to have a preliminary budget for the boards review, however we are not prepared to present that information today. Before we present something that could be inaccurate, we would like to confirm things prior to this. Greg reported that we will be prepared to present a budget at the next meeting.

V. Academic Excellence Committee

A. Update on Lilly Endowment Arts Grant Application

Henry Leck reported at last board meeting about the overall concept of the grant proposal. Ted Givens would like to have the concept proposal emailed out to the board.

B. Student Achievement & Assessment

Amy Berns reported out on the recent results from the 2018 IREAD-3 results. Overall Edison had 71% passing with the first round. The data was broken down into subcategories such as ESL, Sped. Students, students who are currently in the MTSS

process and receiving additional interventions as well as any students who are currently in the process of being tested.

Discussions were had with the 3rd grade teachers as well as the instructional coaches to determine next steps to continue to work with our students who did not pass. We will now offer two reading remediation groups and one math group. The two teachers doing the reading group will analyze the data once we receive more information from the state and determine if their currently placement of students is accurate. Specific and intentional strategies will be taught.

The retest window opens on May 29, 2018. Since Edison students get out on May 30th, our best option at this time will be to test our students on the 29th. That way our students are able to test in their own school environment with their current teachers and support staff.

C. Professional Development

Amy Berns reported that arts integration professional development for the staff last week as extremely well done. The professional development was how to create an equal balance of the academic content and the art form/content. Teachers learned how to do a lesson over a span of 5 days in order to create that balance. We are currently still developing summer professional development and will have more information at the next board meeting.

VI. Facilities & Safety Committee

A. School Safety Plan - Training, Education & Policy

Ted Givens reported that he met with Amy Berns and they went over and reviewed the current safety plans and measures that Edison has in place. There are a couple small things we are going to look into and Amy Berns will provide follow up to Mr. Givens.

VII. Governance Committee

A. Governance Handbook

G. Wallis made a motion to approve amended governance handbook.

T. Givens seconded the motion.

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

B. CEO Annual Evaluation

Tanya reminded the board to finish their individual CEO evaluation.

C.

Annual Board Assessment

Tanya Overdorf reported that overall, there were 8 topics and one was about the open-door assessment. Greg will send out a power point that is related to Indiana's statute.

VIII. Advancement Committee

A. Public Relations/Communications

Kay Feeney-Caito was not in attendance but sent an email that she would like to plan a meeting within the next 30 days to go over our marketing and public relations.

B. Enrollment Report

Penny Guthrie included last months enrollment graphs and numbers as well Aprils current information and highlighted a few differences.

C. Parent Engagement Report/PTO

Penny shared out on the document that you can see what happened in the month for April.

D. Parent Handbook 2018-2019

Penny Guthrie reported that the table of contents is attached. The PTO would like to see a staff directory added with all phone numbers and possibly add email addresses too. Penny will email the entire handbook to the board. The board would like to make sure the PTA approves and fully supports the updates. Once we have heard from the PTO, any other adjustments that need to be made should be communicated to Penny.

IX. Board Chair Report

A. Strategic Planning Process

Ernest Disney-Britton reported on the meeting with Mind Trust concerning the instructional audit and confirming that it is not a strategic plan. Nathan will contact them tomorrow to set things up.

B. Any Given Child Pilot (Postpone until May meeting)

Ernest Disney-Britton reported that the Any Given Child Pilot will be coming to an end in June.

C. Engagement of School Attorney (Postpone until May meeting)

Ernest Disney-Britton reported that we have begun conversations with an attorney. The law firm has submitted a letter of terms of engagement to Penny Guthrie which is currently under review.

D.

Board Policy on Accepting Grants & Gifts (Postpone until May meeting)

Ernest Disney-Britton reported that there are a couple examples of other policies regarding accepting and receiving grants. We can take a look at these. Ernest will put something together and then circulate it to the board members. It would be great if we can have this completed at the next board meeting.

E. Changing June Meeting Date

The Head of School will be away at training on the scheduled June 19th date. We will now hold the June meeting on Tuesday June 5th at the same time and location. The annual meeting will held in July.

G. Wallis made a motion to approve the new June board meeting date.

H. Leck seconded the motion.

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

F. Arts Educator of the Year - SWA

Ted Givens reported that the board thinks it would be great to nominate Nathan for the Start With Arts Luncheon. It is the last day in August. Nominations are due in July.

Edison should purchase a table as well and there is a non-profit rate for a table. There is a template in the packet. Penny will send Henry Leck a contact list such as ICC, Dance Kaleidoscope and KDO to get letters of support for this nomination.

X. CEO, Head of School Report

A. Personnel Update

Nathan reported that staffing is currently a challenge, but we are working hard to ensure students are still receiving high levels of instruction.

B. Leadership Development Updates

Nathan Tuttle reported that we are continuing to refine our processes, we are focusing on courses for electives, and just continue to strengthen what we are doing.

C. Staff Appreciation Day

Nathan reported for staff appreciation wee, that potentially the board could come in and help serve on the day there would be a catered meal. It was discussed that some board members could come on the Friday for the catered meal and maybe others could come to the potato bar if we move forward with that idea.

D. Transportation

Nathan Tuttle stated that we are in discussion with transportation for the 2018-2019 school year.

XI. Closing Items

A. Unfinished Business/Next Steps

Ernest Disney Britton went over the unfinished items on the agenda.

B. IMPORTANT BOARD DATES

May 15th is next board meeting and the original June meeting was rescheduled for June 5th. The annual board meeting will be held on July 12th at Edison.

C. Adjourn Meeting

Ernest Disney Britton adjourned the meeting at 6:50 pm

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:50 PM.

Respectfully Submitted,

E. Disney-Britton