

APPROVED



Edison School of the Arts

Minutes

Board Meeting

Date and Time

Tuesday November 20, 2018 at 3:30 PM

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.

Directors Present

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

Directors Absent

T. Givens

Ex Officio Members Present

N. Tuttle

Non Voting Members Present

N. Tuttle

Guests Present

A. Berns, C. Jones, 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 Nov 20, 2018 at 3:38 PM.

B. Record Attendance and Guests

C. Adoption of the Agenda

K. Feeney-Caito made a motion to adopt the agenda as submitted.

G. Wallis seconded the motion.

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

II. Consent Agenda

A. October Minutes

G. Wallis discussed that the 403 (b) proposal and Behavioral Specialist position is approved by the Board.

G. Wallis made a motion to approve the minutes from the Board Meeting on 10-23-18 with the stated amendments. Board Meeting on 10-23-18.

H. Leck seconded the motion.

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

III. Finance Committee

A. Monthly Financials

G. Wallis reviewed the monthly financials including balance sheet, statement of activities and general funds. He discussed that Edison is currently under budget and in good financial standing.

Additionally:

- N. Tuttle will research travel and entertainment policies to present to the finance committee.
- N. Tuttle discussed that C. Jones will be receiving training from IPS for future billing of Title funds for Edison.

K. Feeney-Caito made a motion to approve the financial report.

H. Leck seconded the motion.

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

B.

Treatment of Grandfathered IPS Employee PTO

Staff are continuing to gather information from other innovation schools and school districts regarding their retirement PTO policy. N. Tuttle discussed that C. Jones has contacted surrounding school systems regarding their retirement PTO policy. A. Berns recommended contacting Lawrence Townships about their PTO retirement policy. Staff will make a formal recommendation to the Finance Committee for their recommendation to the board.

IV. CEO, Head of School Report

A. CEO Report

The CEO report is attached. The revised CEO report format is reflective of his CEO goals.

V. Academic Excellence Committee

A. Report of October Meeting

- H. Leck presented the Academic Committee report (attached).
- E. Britton emphasized Edison's strategy of financial decisions reflecting student academic goals in preparation for the 2019-2020 school year budget.
- N. Tuttle reviewed the attached ELA demographic data and interim assessment packet. The packet includes the I Read, ISTEP, interim level assessment and K-8th grade reading levels. Edison's minority students are performing above average compared to the state of Indiana's academic standards. Edison students are also outscoring the IPS school district academic. Text Reading and Comprehension(TRC) student levels have been identified. Teachers will monitor the progress of students in the form of agendas and calendars. N. Tuttle discussed that the academic goals is 75% passing by grade level.
- G. Wallis discussed reporting academic data to the board based on an annual, monthly and quarterly data. He would like to have the following tracked on a monthly bases: interim assessment, suspension rate, expulsion, enrollment and attendance.

VI. Advancement Committee

A. Advancement Committee Report

- K. Feeney- Caito reported on plans to launch a public funding campaign that will run until December 15th. Donations of toys, food and clothing will be collected to then be given to Edison families in need of assistance. Families will also receive a gift card. Families will be identified based on their student's free and reduced lunch status.

- P. Guthrie discussed that a media event is currently being planned to inspire donors and sponsors.
- H. Leck discussed that he would speak with a choir to potentially sponsor the event.
- E. Britton discussed that further public campaigns may need to be reviewed prior to the initiation of the campaign.
- G. Wallis discussed that recipient's criteria be based on financial guidelines, and tracking of gift disbursement. He also recommended that the Advancement Committee should present future campaigns to the Board.
- Additionally, there are still restricted funds from last year's campaign that could be used for this but will require board action for disbursement.
- If additional funds are needed, the Advancement Committee will make a recommendation to the board at the next meeting.

K. Feeney-Caito made a motion to approve the public campaign for December 2018.

H. Leck seconded the motion.

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

VII. Governance Committee

A. Conflict Resolution Policy Proposal

T. Stuart-Overdorf will provide a governance report for the December board meeting.

VIII. Board Chair Report

A. Board Retreat Update "Committee Goals"

Discussed the annual goals of each committee. Recommended goals will be presented at the December meeting.

B. Racial Equity and Diversity Gap

Racial equity will be placed as a key factor in staffing, board, and committee members. A staff task force has been formed to identify racial equity and how it reflects Edison school culture.

C. Potential Board Meeting Time Change

E. Disney-Britton made a motion to adjust the board meetings to 5:30 pm on Tuesdays.

H. Leck seconded the motion.

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

D. Building Usage

Since inception, Edison has not been compliant with IPS policies regarding facility rentals, and now owe IPS \$13,000 for past rentals. Ted Givens, Chair of the Facilities

Committee will work with staff to develop policies and procedures that ensure future compliance. IPS will reduce Edison's January disbursement by \$13,000 to rectify the error.

E. Disney-Britton made a motion to pay the amounts collected from outside groups.

K. Feeney-Caito seconded the motion.

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

E. Pathways

E. Britton discussed Pathways as a tool to be used to track student projection for careers within the arts.

IX. New Business

A. Snow Make Up Day

A. Berns proposed that the snow make up day will be March 25th. N. Tuttle and A. Berns reviewed the IPS' snow day operational procedure.

H. Leck made a motion to approve the snow make up day to March 25th. .

K. Feeney-Caito seconded the motion.

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

B. Light Board

N. Tuttle discussed the need of a light board because its system is failing.

T. Stuart-Overdorf discussed that the funding of a light board would be a potential grant opportunity. H. Leck in collaboration with the advancement committee will discuss alternative funding.

X. Closing Items

A. Unfinished Business/Next Steps

B. IMPORTANT BOARD DATES

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:07 PM.

Respectfully Submitted,

C. Jones