



## Edison School of the Arts

### Minutes

#### Board Meeting

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

Tuesday March 19, 2019 at 5:30 PM

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Edison School of the Arts's 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.

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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

##### **Non Voting Members Present**

N. Tuttle

##### **Guests Present**

A. Berns, C. Jones, 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 19, 2019 at 5:37 PM.

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

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

G. Wallis made a motion to adopt the agenda.

E. Disney-Britton seconded the motion.

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

## **II. Opening Comments**

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

Board members commented on Edison's growing partnership with The Mind Trust. Members reviewed the feature of Edison School of the Arts within The Mind Trust's annual report.

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

There weren't any public comments during the board meeting.

## **III. Board Chair Report**

### **A. Monthly Board Chair Report**

Performance Evaluation

- T. Stuart-Overdorf will email the Board of Directors their evaluation request for the Executive Director.
- The board will reconvene during an executive session to discuss the evaluation.

Board of Directors Evaluation

- The governance committee will be accepting officer nominations for the next school year till June 18th.
- The board self assessment will be available on Board on Track to evaluate board engagement.

## **IV. Executive Director Report**

### **A. Progress Report**

N. Tuttle presented the Executive Director Report (Attached to agenda).

#### Teacher Recruitment

- Edison is preparing for the upcoming school year and have been interviewing teacher candidates.

T. Givens requested that the board go into executive session at 5:50 pm. The board reconvened from the executive session at 5:54 pm.

### V. Academic Excellence

#### A. Academic Dashboard

H. Leck discussed Edison's professional development opportunities through the Kennedy Center.

A. Berns presented the academic dashboard.

#### Attendance

- Attendance will continue to decline leading up till spring break. Attendance is expected to increase when school resumes.

#### IRead

- Edison is currently implementing IRead 3 testing and will have data available mid April.
- The graph reflects data from Edison's first year as an innovation school to current student performance.

#### IRead Practice Test

- This test provides comprehensive data that is used to determine specific areas of need for each student. The test identifies students that need additional academic support.

#### ILEARN

- 3rd-8th grade students will begin testing on April 22nd. ILEARN replaces ISTEP testing this school year.

#### Interim Assessment

- The End of Year ( EOY) assessment will be taken during the second to last week of May.
- Students will continue benchmark testing.

#### Out of School and In School Suspension

- G. Wallis recommended to include the additional percentages of students that have been suspended once and students that have no suspensions to date.
- G. Wallis also recommended to include the total number of students within the data.
- T. Stuart-Overdorf posed the question of the threshold of suspensions that lead up to a student expulsion.
- A. Berns discussed the IPS expulsion process and Edison's documentation of student behavior.

#### Expulsions

- There hasn't been any expulsions this year. Students that are homebound still receive their education and are given the option to return to Edison.

### **B. Snow Make-Up Day Proposal**

A. Berns presented the 2019-2020 academic calendar proposal.

- The end of the school year will be May 26th.
- The first week of spring break will be used for any make-up days.

H. Leck made a motion to accept the academic calendar with 2019-2020 school year revisions.

E. Disney-Britton seconded the motion.

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

## **VI. Governance**

### **A. Employee Problem Resolution Procedure**

T. Stuart-Overdorf presented the governance report.

#### Problem Resolution

- The governance committee will further review the problem resolution procedure. After revisions the procedure will be presented to the board during the April board meeting.

#### Executive Director Evaluation

- T. Stuart-Overdorf prompted the board to review N. Tuttle's CEO self evaluation. The deadline for the CEO evaluation is on Board on Track.

#### Board Evaluation

- T. Stuart-Overdorf reminded the board members to submit their evaluation on Board on Track. The deadline for the board member evaluation is on Board on Track.

### **VII. Advancement**

#### **A. Summer Fundraiser**

K. Feeney-Caito presented the advancement committee report.

#### Fundraiser

- The committee is preparing two fundraisers in the fall including partnerships with Cracker's comedy club and Knights of Columbus.

#### Third Space

- Edison will partner with Arts for Learning for a proposed fall installation that will be exhibited at Edison. There will also be curriculum for students to reflect on the installation project.

#### Partnerships

- Dick Wolfe from channel 8 filmed a human interest segment that featured Edison. The segment will air this Saturday. Channel 8 will share the footage with Edison to use for marketing.
- The committee is proposing to use Indy Style to cross promote the student Shrek performance and kindergarten student recruitment.

#### Paid Advertisement

- The committee proposed paid advertisement in the Recorder, Indy Child and Radio One.
- E. Disney-Britton discussed that P. Guthrie will work with N. Tuttle to review the marketing budget for the purchasing of advertisement.

#### 12 Month Fundraising Plan

- E. Disney-Britton discussed that the committee will prepare a 12 month fundraising plan to present to the board.

### Board Giving

- E. Disney-Britton requested that board members that haven't contributed this school year to make a monetary donation so that the board can be compliant with 100% giving goal.

### Student Body

- P. Guthrie will provide a map of student body geography and present to the board during the next board meeting.

## VIII. Finance

### A. Monthly Financials (February 2019)

G. Wallis presented the February financials.

#### Budget v. Actuals: FY19 Budget - FY19 P&L

- There is a \$16,064 substitute teacher expense on a budget of \$2,990 for the month. Substitute teachers are running high as a line item but in comparison to salaries and benefits is more favorable as a cost.
- Edison is \$14,000 favorable and will continue to account for the last payroll in June.
- Supplies and materials
  - There was a reclassification of office supplies to classroom supplies.
- There was a \$15,399 net income for a budget of \$36,697 this month. Edison is \$37,188 favorable for the year on a budget of \$61,046.

#### Statement of Activity by Month

- The increase in January total salaries/benefits/ taxes was the application of the retroactive teacher salary payment.

#### Statement of Activity by Fund

- Edison has \$20,641 of Fairbanks Foundation funds, \$102,494 of Walton Family Foundation funds and \$537,993 of general operating funds available.

G. Wallis made a motion to approve the monthly financials.

E. Disney-Britton seconded the motion.

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

### B. Select 2018-2019 Auditor

G. Wallis recommended that Edison use Donovan CPAs for the 2018-2019 auditor.

G. Wallis made a motion to use Donovan CPAs for the 2018-2019 auditor.

T. Givens seconded the motion.

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

## **IX. Closing Items**

### **A. Unfinished Business/ Next Steps**

H. Leck volunteered to lead the board's involvement in teacher appreciation week (May 2019).

### **B. Important Board Dates**

E. Disney- Britton discussed important board dates.

### **C. Adjourn Meeting**

E. Disney-Britton made a motion to adjourn the meeting.

G. Wallis seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:46 PM.

Respectfully Submitted,

E. Disney-Britton