

APPROVED



## Edison School of the Arts

### Minutes

#### Board Meeting

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#### **Date and Time**

Tuesday May 21, 2019 at 5:30 PM

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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

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#### **Directors Present**

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

#### **Directors Absent**

T. Givens, T. Overdorf

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

N. Tuttle

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

N. Tuttle

#### **Guests Present**

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A. Berns, Angelia Moore, 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 May 21, 2019 at 5:34 PM.

### B. Record Attendance and Guests

### C. Adoption of the Agenda

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

G. Wallis seconded the motion.

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

## II. Opening Comments

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

There weren't any opening board member comments during the board meeting.

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

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

## III. Consent Agenda

### A. April Minutes

E. Disney-Britton made a motion to approve the amended minutes from the Board Meeting on 04-16-19 Board Meeting on 04-16-19.

K. Feeney-Caito seconded the motion.

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

## IV. Board Chair Report

### A. Monthly Board Chair Report

E. Disney-Britton presented the Board Chair report: (1) IPS Superintendent search; (2) Mind Trust celebration dinner; (3) Committee goal refresher; (4) New policy folder on Board On Track for submission of committee policies; (5) Deadline for new board member and officer nominations is May 31st; and (6) The slate of proposed new/renewed officers will be reported at the June 18th board meeting elected in the July board meeting.

### B. Board Restricted Family Support Fund

E. Disney-Britton made a motion to pay the remainder \$4,785 Washington, D.C. field trip balance by withdrawing funds from the board restricted checking account. The account currently has a balance of \$23,913. (Background: That restricted family support fund is restricted to supporting Edison families that experience financial constraints.).

G. Wallis seconded the motion.

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

## **V. Executive Director Report**

### **A. CEO Progress Report**

In addition to the attached Executive Director report, Amber Price will be promoted to Edison's Fine Arts Coordinator for the 2019-2020 school year. She will serve as the arts integration specialist by continuing the implementation of the Kennedy Center arts integration training throughout the school year.

## **VI. Academic Excellence Committee Report**

### **A. 2018-2019 Committee Goals**

1. Short-term: (Membership) Recruit members that reflect an equitable balance, including racial, between school employees, parents and community members.
2. Midterm: (Reporting) Work with staff to develop a tool for reporting to the board on academic challenges and progress.
3. Longterm: (Arts Impact) Measure and share the impact of arts integration in student achievement.

### **B. Academic Excellence Report**

Principal Berns presented the academic dashboard update covering: (1) Attendance; (2) iLearn Test; (3) Interim Assessments; (4) Suspensions; and hiring. See dashboard for more details.

## **VII. Advancement Committee Report**

### **A. 2018-2019 Committee Goals**

1. Short-term: (Giving) Ensure giving by 100% of the board of directors.
2. Midterm: (Membership) Recruit members that reflect an equitable balance, including racial, between school employees, parents and community members.
3. Longterm: (Plan) Guide staff in the development of a 12-month fundraising plan for the 2019-2020 school year, and build into it board approval for any and all requests targeting the general community.

### **B. Advancement Report**

Committee Chair Kay Feeney-Caito noted that while we have a goal of 100% giving by the board, that we have two board members who had not yet made a donation this school year. Also presented an update on plans to present a 2019-2020 Fundraising Plan for Board approval before moving forward to plans for fundraisers. That plan will include not only fundraising events but also grant-writing plans.

## **VIII. Facilities & Safety Committee - No Report**

### **A. 2018-2019 Committee Goals**

1. Short-term: (Rentals) Advise staff in the development of procedures to ensure compliance with IPS requirements for the use and rental of leased facilities.
2. Midterm: (Policies) Recommend a set of policies to guide the management and use of grounds & facilities consistent with IPS Board Policy #7000.
3. Longterm: (Membership) Recruit members that reflect an equitable balance, including racial, between school employees, parents and community members.

## **IX. Governance Committee - No Report**

### **A. 2018-2019 Committee**

- ~~1. Short-term: (Policies) Recommend "Grievance Policy" to provide staff with guidance on the development of an internal set of procedures consistent with IPS procedures.~~
2. Midterm: (Personnel) Review and make recommendations on the creation and final adoption of a new staff handbook and any associated contracts for leadership staff.
3. Longterm: (Membership) Ensure that the composition of the Board (1) reflects the demographics of the families served and (2) provides the particular talents needed to accomplish the strategic plan.

## **X. Finance Committee Report**

### **A. 2018-2019 Committee Goals**

- ~~1. Short-term: (Audit) Achieve a clean audit for the first year of operations.~~
2. Midterm: (Policies) Develop a set of policies to guide Finances consistent with IPS Board Policy #6000.
3. Longterm: (Solvency) Ensure that the school has 365 days of unrestricted income

### **B. Financial Report**

Treasurer Wallis gave an overview of the Financial Statements for the period ending April 30, 2019 for Edison School of the Arts, Inc. and we are on track to end the school year in the black. The report called special attention to the \$54,169 of refundable advances from the Walton Family Foundation fund; and noteworthy variances in Budget vs. Actuals in Title Funds, Charitable Contributions, Dues & Subscriptions; Substitute Teachers; and Other Benefits and Health Benefits (the latter requiring re-classes by accountants).

G. Wallis made a motion to approve the financial report.

E. Disney-Britton seconded the motion.  
The board **VOTED** to approve the motion.

**C. Form 990 Approval**

G. Wallis made a motion to approve the 2018-2019 Form 990 filing with the IRS.  
E. Disney-Britton seconded the motion.  
The board **VOTED** to approve the motion.

**D. FY19-20 Budget - Draft Presentation**

CEO Tuttle began by presenting the process undertaken to create the 2020 Budget Draft. He reminded the board that the final budget for 2019-2020 will be voted on at the June meeting. Other noteworthy comments included that 99% of revenue is coming from Indianapolis Public School District including Title funds and locked position funding. Finally, this draft budget projects a net revenue of \$127,000.

**XI. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:58 PM.

Respectfully Submitted,  
E. Disney-Britton

**B. Unfinished Business/ Next Steps**

**C. Important Board Dates**