

INNOVATIVE ARTS ACADEMY

Board Meeting Minutes for Wednesday, July 14, 2021 at 6PM

Component	Agenda Items															
Opening Exercises	<ul style="list-style-type: none"> ● Call to Order: 6:07 PM ● Notice of Meeting <ul style="list-style-type: none"> ○ Proper notice was published in <i>The Morning Call</i> on Friday, July 9, 2021. ● Flag Salute ● Roll Call <table border="1" data-bbox="420 598 1297 835" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Administrative Member</th> <th style="text-align: center;">Attendance</th> </tr> </thead> <tbody> <tr> <td>David Rank, President</td> <td style="text-align: center;">Present</td> </tr> <tr> <td>Robert Sirmans, Treasurer</td> <td style="text-align: center;">Present</td> </tr> <tr> <td>Brian Taylor, General Counsel</td> <td style="text-align: center;">Present</td> </tr> <tr> <td>Danny Youssef, Secretary</td> <td style="text-align: center;">Present</td> </tr> <tr> <td>Bradley Schifko, CEO</td> <td style="text-align: center;">Present</td> </tr> <tr> <td>Tom Taylor, Accountant</td> <td style="text-align: center;">By phone</td> </tr> </tbody> </table>		Administrative Member	Attendance	David Rank, President	Present	Robert Sirmans, Treasurer	Present	Brian Taylor, General Counsel	Present	Danny Youssef, Secretary	Present	Bradley Schifko, CEO	Present	Tom Taylor, Accountant	By phone
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Old Business	<p>Approval of board meeting minutes from June 16, 2021:</p> <ul style="list-style-type: none"> ○ Motion to approve: Rob Sirmans ○ Motion seconded by: Dave Rank <ul style="list-style-type: none"> ■ Unanimously approved. <p>Approval of June 2021 financials:</p> <ul style="list-style-type: none"> ○ Motion to approve: Dave Rank ○ Motion seconded by: Rob Sirmans <ul style="list-style-type: none"> ■ Unanimously approved. 															
Executive Session	Enter Executive Session to discuss pending legal matters and personnel matters at: 6:14 PM															
Return to Regular Session	Return to Regular Session at: 6:29 PM															
Enrollment Update	<p>July Enrollment Summary:</p> <ul style="list-style-type: none"> ● Enrollment as of <u>July 1, 2021</u>: 535 ● Number of new enrollments for July: 0 ● Number of withdrawals in July: 0 <p>End-of-Year Enrollment Summary:</p> <ul style="list-style-type: none"> ● End-of-year enrollment (545 - 41 seniors + 8 non-grads): 512 ● Current number re-enrolled: 395 ● Current number of definite non-returnees: 105 ● Current number of potential re-enrollments: 0 ● Current number of new enrollments: 140 ● Current number of new enrollments in 6th grade: 60 ● Current total enrollment for '20-'21: 535 	<p>2021-2022 Enrollment Summary:</p> <ul style="list-style-type: none"> ● End-of-year enrollment (535 - 60 seniors): 475 ● Current number of definite non-returnees: 22 ● Current number of potential re-enrollments: 453 ● Current number of new enrollments: 95 ● Current number of new enrollments in 6th grade: 41 ● Current total enrollment for '21-'22: 548 														
Chief Executive Officer Report	<ul style="list-style-type: none"> ● Marketing, Recruiting, and Branding <ul style="list-style-type: none"> ○ Here is what has changed since the last Board Meeting: 															

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- Fifteen minutes Virtual Presentation to students enrolled in the Migrant Education Program: 7/21/2021
- Next Enrollment Event: 07/28/2021
- Networking with businesses in Allentown to drop off flyers
- **Curriculum and Academics**
 - Here's what's changed since the last board meeting:
 - 36 of 44 curricular areas have been completed.
 - All CORE area curriculum complete minus 9th grade ELA
 - 3 electives, Spanish, and Resource Math remain to be completed
 - As teams were voluntary, remaining areas will be finalized with completion by the end of October
 - Supply / Resource orders to be finalized the week of July 12th
 - Created a second summer school session for middle school students
 - 57 students qualified, 35 students confirmed to attend
 - In process of updating our credit recovery program to meet the needs of our families
 - 2021-2022 schedule requests are 91% complete
 - Continuing to work to achieve 100% goal
 - Here's what's improved since last board meeting:
 - Partnerships forming with the Literacy Center of Lehigh Valley and the PDE Migrant Education Program to provide resources, support:
 - Financial aid navigation and assistance
 - College / Career planning
 - After-school tutoring
 - Summer school opportunities
 - Here's where we are still challenged, and this is what our proposed solution is:
 - Coordinating pd and induction activities for new hires outside of scheduled the first week back for teachers
 - Vision / Mission statement development - to be pursued after school begins to include student, staff, and family stakeholders
 - Taking first steps in pursuing of Mid-State Accreditation - task force to be developed
 - Deciding on a credit recovery program that is cost efficient and best serves our families
 - Here's where the board can help:
 - Participate in helping us develop a school vision and mission statement once the process begins
- **Logistics and Operations**
 - Here's what's changed since the last board meeting:
 - Some updates, as per the recommendations from the insurance inspection were completed and/or are planned to be completed
 - Here's what's improved since last board meeting:
 - We improved the following:
 - Added a combustible cabinet for the Chemistry chemicals.
 - Updated the sprinkler alarm system
 - Communicated with Dennis, the roofer, and have a proposal / plan.
 - Inserted spacers in all electrical panels where open slots were present

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- Here's where we are still challenged, and this is what our proposed solution is:
 - Even though we have a proposal in place for the roof, we still do not have a date that this work will be finished.
 - request to meet with Abe / Dennis to get information on when this will be completed.
- Here's where the board can help:
 - Be the liaison and the driving force with us to get this roof completed before the start of this school year.
- **Human Resources**
 - Here's what's changed since the last board meeting:
 - ALL IAA positions have been posted for the 2021-2022 academic year, as plans and preparations for next school year are already well underway.
 - Here's what's improved since last board meeting:
 - We have interviewed candidates for Art, Science, IT Coordinator, and Nurse.
 - Here's where we are still challenged, and this is what our proposed solution is:
 - CEO and IAA administration discussed, in detail, the two staff members who did not receive "letters of reasonable assurance".
 - Supporting documentation was shared with the CEO, As well as IAA solicitor for review.
 - After careful consideration of the Board's concerns, as well as those of the Solicitor, both staff members were interviewed by the CEO.
 - After conducting the interviews with each staff member, the CEO extended both "letters of reasonable assurance".
 - Both staff members have agreed to return for the 2021-2022 school year.
 - Here's where the board can help:
 - CEO and IAA Administration like to thank the Board, as well as our Solicitor, for their guidance with this situation.

New Business

- **Approval of the 2020-2021 PDE 418 Application for Lease Reimbursement:**
 - Motion to approve: Dave Rank
 - Motion seconded by: Rob Sirmans
 - **Unanimously approved.**
- **Approval of staff laptop quote from SingularisIT (this is to replace the current MacBooks that are at the end of life with the opportunity of buy back to offset some of the incurred expense for the upgrade):**
 - Motion to approve: Rob Sirmans
 - Motion seconded by: Danny Youssef
 - **Unanimously approved.**
- **Approval of "letters of reasonable assurance" for the following staff members: 3710702 and 2498492:**
 - Motion to approve: Dave Rank
 - Motion seconded by: Danny Youssef
 - **Unanimously approved.**
- **Approval to accept the resignation of employee: 4594847**
 - Motion to approve: Danny Youssef
 - Motion seconded by: Rob Sirmans

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	<ul style="list-style-type: none"> ■ Unanimously approved. ● Approval of the 2021-2022 School Year Calendar <ul style="list-style-type: none"> ○ Motion to approve: ○ Motion seconded by: <ul style="list-style-type: none"> ■ Approval tabled for discussion until the August Board meeting. ● Approval of novels list to support literacy instruction as recommended by the Director of Curriculum and Instruction: <ul style="list-style-type: none"> ○ Motion to approve: ○ Motion seconded by: <ul style="list-style-type: none"> ■ Approval tabled for discussion until the August Board meeting.
Public Comment	<p>Members from the public are invited to comment on items <u>that are listed on this agenda</u>. Each member from the public will have up to two minutes to address the Board of Directors. The board may choose to hear public comment without providing an immediate response. The two-minute allotment per public member may be shortened if comments are made about items that are not listed on the agenda for today's meeting.</p>
Next Meeting	<ul style="list-style-type: none"> ● Wednesday, August 18, 2021, at 6:00 pm.
Adjourn	<ul style="list-style-type: none"> ● Approval to adjourn board meeting: <ul style="list-style-type: none"> ○ Motion to adjourn: Dave Rank ○ Motion seconded by: Danny Youssef <ul style="list-style-type: none"> ■ Unanimously approved.