

Board Meeting Minutes

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School		Ignite Achievement Academy	
Mission & Vision		<p>VISION</p> <p><i>The Ignite Achievement Academy (IAA) vision is to enhance, engage and elevate the community through unleashing each child's inner genius.</i></p>	<p>MISSION</p> <p><i>The mission of IAA is to provide the community with an accelerated learning institution that propels scholars academically by utilizing a holistic curriculum built upon cultural and community responsiveness, project-based learning and the leading literacy, socio-emotional, and neuroscientific research; thus, providing scholars rich opportunities for enrichment, achievement, and increasing degrees of impact in every field of endeavor.</i></p>
Board Members	<p><i>3.2 A. The Board is comprised of all essential skill sets and all members are contributing</i></p>	<p>Present: Meets Quorum</p> <p>Demetrees Hutchins Alicia Ramsey Michael Williams Ramon Morrison Todd Finnell</p>	<p>Absent:</p> <p>Angela Dabney</p>
		<p>Total Board Members Serving on Board: 6</p>	
School Staff Present		<p>Shy-Quon Ely, Head of School Nadia Miller, Chief of Staff April Hubbard, Business Operations Jessica English, Principal NaTanza Bratcher, Executive Assistant</p>	
Members of the Public/Guests Present			
Date		2-18-2021 via Zoom	
Call to Order		5:02 p.m.	
HeartMath		Quick Coherence	

Meeting Items

<p>Voting/Actions Taken</p>		<ul style="list-style-type: none"> ● December Meeting Minutes <ul style="list-style-type: none"> ○ Unanimous ○ 1st Finnell, 2nd Morrison ○ Hutchins - I ○ Ramsey - I ○ Morrison - I ○ Williams - I ○ Finnell - I ● January Executive Meeting Minutes <ul style="list-style-type: none"> ○ 1st Morrison, 2nd Ramsey ○ Hutchins - I ○ Morrison - I ○ Ramsey - I ○ Williams - I ○ Finnell - I ● January General Ledger <ul style="list-style-type: none"> ○ Mr. Finnell requests list of current vendors and services/products provided so Board can have a grander view of transaction history. Ms. Miller will have this information by the next meeting. ○ Vote <ul style="list-style-type: none"> ■ 1st Finnell, 2nd Hutchins ■ Ramsey - I ■ Finnell - I ■ Morrison - I ■ Hutchins - I ■ Williams - I
<p>Reporting</p>	<p><i>3.1 A. Relentless focus on student academic outcomes</i> <i>3.2 B. Evidence of progress monitoring systems in place</i></p>	<ul style="list-style-type: none"> ● Dashboard Overview ● Back-to-School Overview <ul style="list-style-type: none"> ○ IAA is working through the unique challenges brought on by the pandemic. Leadership is struggling to keep the building staffed. Staff are out anytime they display symptoms or have possibly been exposed to Covid. IAA was unable to go virtual during school closings because scholars' devices are checked-in daily after class and don't go home with them. The team discussed potential solutions to mitigate this issue, including the possibility of fundraising to purchase additional technology. Unlike some area school districts, IAA does not have budget capacity to continue replacing devices. When families cannot afford to pay for damaged technology, there are ethical concerns with bringing litigation against them. Teachers have been included in Phase 2 of the vaccination distribution initiative, even though the board considers them to be 'first responders.' ○ Chalkbeat has been reaching out to various schools within the IPS network to interview leaders on discipline data. Mr. Ely had an interview scheduled that was postponed. Soon after, IPS notified

schools that there were discrepancies in the data that was reported to the IPS Board of Commissioners during their November 2020 meeting. The number of suspensions IAA reported to the State was 50 less than what IPS reported to the Board of School Commissioners. The information was disaggregated inaccurately. IPS is investigating the process to see what happened when the numbers were reported. There is no negative impact to IAA as our disciplinary trends have continued to go down over the last 4 years. Mr. Ely is still planning to meet with Chalkbeat to share IAA's perspective once the IPS issue has been resolved.

Budget/Finance

- Checking balance is \$412,382.61 decrease of \$29,196.58 since January.
- Money Market Acct. \$677,061.94 increase of \$111.97 (interest) since January meeting.
- Total bank balance \$1,089,444.55 decrease of \$29,084.61 since January
- No major expenses in month of January
- Net loss due to influx of deposits i.e., Charter Innovation Grant

Chief of Staff

- **Audits**
 - **OEI Quarterly Report**
 - On February 5 met with the interim financial analyst who IAA will be working with until a permanent analyst is placed later this spring.
 - Most of the meeting was spent acclimating the analyst to Ignite and letting her know the framework of the school's finances and that they are in good shape. She had a few questions regarding IAAs response and spending for COVID-19.
- **Internal Audit Process**
 - Initiated practice to conduct internal audit prior to any big audit.
 - Onsite audit takes place on April 8.
 - Beginning February 22 Ms. Miller will begin evaluating internal processes based on audit indicators and will work to close any gaps.
- **COVID Response**
 - IAA is continuing to report weekly to the Marion County Health department.
 - Since returning from winter break, IAA has been made aware of 6 scholars and 2 staff members who tested positive. All were ordered to quarantine by COVID Response Team and allowed to return once they produced a negative test result.
 - It has become imperative to verify facts with families regarding possible exposure as scholars come in with stories about household members who are positive. This is creating a high level of anxiety amongst staff when they think they've possibly been exposed.
 - All required reporting is up to date.
 - On March 3, Attorney Curlin will be joining the staff meeting to speak about maintaining confidentiality and HIPAA laws.

Building Leader**● Winter Data**

- Kudos to Director of Curriculum & Instruction and the Academic team. Had a 1 ½ week window to get scholars tested. Large majority have been tested. The team even stayed late to accommodate at-home learners who needed to come in for testing. Even had a scholar that had to test virtually.
- Winter Data has been uploaded to the Board google drive.
- One of the biggest highlights is the ELA data. The Mayor's Office goal has changed to now center around ILEARN, ELA and Literacy. The target at start of the school year was 11.3% proficiency on NWEA for scholars who are on grade level and expected to be proficient on ILEARN. Currently almost 25% of scholars are proficient. Confident that IAA will reach the ELA target for ILEARN this school year.
- Working to strengthen student writing to prepare scholars for the writing portion of ILEARN. Biggest concern is Math. Historically, Math has been an area of concern for IAA as students struggle with foundational concepts, particularly fluency and number sense. Target striving for was 11.3%. Currently at 7.5% based on NWEA data. Goal has been adjusted to 8.9%.
- Re-emphasizing the importance of aggressive monitoring. and being able to target students who are struggling and re-teach in the moment.

● School Improvement Plan (SIP)

- The School Improvement Plan is in progress. Met with school improvement committee two weeks ago. Discussed with individuals how they will help IAA achieve goal.
- Heart of SIP is centered around data. Process includes research from guided reading, streamlined and identified best practices for home visits so that the information can be used to measure student progress, and health data to help determine needed interventions.
- Currently working on High Ability grant. Ensuring that both the High Ability and School Improvement grants are aligned with the school's initiatives.

● Vacancies

- 1st, 4th, 5th, 6th
- Have learned to be creative when it comes to covering classrooms during the pandemic. It has been helpful having learning mentors in building to help with coverage. Experiencing high number of staff absences due to staff being required to quarantine. Unable to secure substitute teachers for openings.

● Site Visit

- Scheduled for April 8 & 9
- Received all green last year and confident that IAA will receive all green again this year. Hoping the evaluator will see the work that IAA has put into revamp processes and where the school has improved and closed major gaps even during Covid-19.
- Other areas the evaluator will be looking at are.
 - Planning- planning meetings, data meetings, and evidence of planning
 - Human Resources

		<ul style="list-style-type: none"> ■ Employee Morale ■ Parent and Student focus groups ■ Classroom observations
Committees	<i>3.1 B. Evidence of committees with clear goals</i>	<ul style="list-style-type: none"> ● Executive Committee <ul style="list-style-type: none"> ○ ● Academic Committee <ul style="list-style-type: none"> ○ Covered in Building report
Additional Notes		<ul style="list-style-type: none"> ● Showcases and Highlights.
Chair's Comments		<ul style="list-style-type: none"> ●
Public Comments		
Meeting Adjournment		6:02 p.m.