



**Interdistrict School for Arts and Communication  
BOARD OF DIRECTORS**

January 20, 2021 at 4:00 pm via ZOOM

*New London, CT*

\*This meeting was held virtually in accordance with Governor Lamont’s Executive Order.

**Attendance:**

**Board Members Present:** K. Booker, D. Brailey, L. Bumgardner, R. Muckle, L. Muller, M. Paterson, K. Rollins, M. Spellman -  
**Board Members Absent:** L. Cabrera, B. Crouch - **Ex-Officio:** N. Spera - **Guests:** E. Robb, T. Collins, A. Leone (auditor), B. Zegarzewski, C. Blackshaw, D. Dunning, W. Linski, C. Blackshaw

**MINUTES**

4:03 pm

**1. WELCOME/CALL TO ORDER**

*Chairman R. Muckle*

R. Muckle started by reading the following statement:

This is a web page call. So we are operating under the following procedures. This session is being audio recorded. We will not use the chat feature in this meeting. To ensure sound quality default rule for this meeting is that everyone will remain on mute. This meeting is open to the public but it is not a public hearing. Therefore, no members of the public may speak unless specifically invited to do so. If a member of the public creates an audio or video disruption, they may be manually ejected from the meeting upon recommendation of staff or the chair. Board members will generally remain on mute except when speaking or voting. We appreciate your attendance. If you have any questions, please raise them as we go.

1a. Establishment of Quorum

1b. Public Comment

*The Board of Directors welcomes public comment. Individuals or groups may speak for a maximum of three minutes per person/group and twelve minutes per subject. Comments may be made on almost any matter related to the operations of ISAAC. However, comments concerning individual students or staff members shall not be permitted, per Board Policy 9418b “Meeting Conduct”*

- There was no public comment.

4:05 pm

**2. CONSENT AGENDA**

*Chairman R. Muckle*

- *Motion to Approve Minutes from the December Meeting*
  - Moved: L. Muller; 2nd: K. Booker; Discussion: K. Rollins clarified minutes revision to be made.
  - *Motion to amend the December Meeting Minutes to include clarification of the discussion of the literacy program (The Wilson Program) materials plus staffing.*
    - Moved: K. Rollins; 2nd: L. Muller; Discussion: None; In Favor: All; Opposed: None; Abstentions: None; The motion carries.
- Approval for the change in authorized signers of the ED-099 Agreement for Child Nutrition Programs with the addition of Tanya Collins
- Approval of the Form 990: Return of Organization Exempt from Income Tax
- *Motion for the Consent Agenda:* Moved: L. Muller; In Favor: All; Opposed: None; The motion carries.

4:03 pm

**3. EXECUTIVE DIRECTOR REPORT**

*Dr. Spera*

- 3a. Dr. Spera updated the board on the current COVID-19 Response Update and Future of remaining in Hybrid for the remainder of the school year with an eye on this possibly continuing into next school year. K. Booker asked how our students on remote learning are doing in comparison to in-person students, both academically and with attendance. A discussion ensued.
- 3b. Dr. Spera updated the current status with NEASC & Charter Renewal news.
- 3c. Dr. Spera provided a hiring update regarding the finalization of hiring of the literacy director who will complete paperwork on Friday.
  - Dr. Spera expressed his priority in minority recruitment of teachers at ISAAC. He is looking for a group to come together to discuss strategies regarding a program within



ISAAC. K. Booker expressed interest in being part of the hiring committee, with a focus on trying to bring in more teachers of color.

4:20 pm

#### 4. COMMITTEE REPORTS

##### 4a. GOVERNANCE

*R. Muckle*

- First Reading of Policies: Series 1000: School Security and Safety; Series 1000: School Security and Safety Administrative Regulations; 4000 Series: Personnel Bloodborne Pathogens; Series 4000: Personnel Psychotropic Drugs; 4000: Personnel Section 504-AD; Series 5000: Students Homeless Children and Youth; Series 5000: Students Section 504-ADA
- First Reading of Proposed Bylaws
  - *Motion to accept all items under 4A* by R. Muckle; Moved: M. Spellman; 2nd: K. Booker; Discussion: None; In Favor: K. Booker, D. Brailey, L. Bumgardner, R. Muckle, L. Muller, M. Paterson, M. Spellman; Opposed: None; Abstentions: Rollins; The motion carries. Dr. Spera will finalize the changes to the Bylaws.

##### 4b. FINANCE

*Treasurer L. Muller*

- Finance Update - January Minutes - [January Minutes](#)
  - *Motion to accept the Finance Committee January Minutes*: R. Muckle; Moved: L. Muller; 2nd: M. Spellman; Discussion: None; In Favor: All; Opposed: None; Abstentions: None; The motion carries.
- Strategic Business Practices
  - Dr. Spera discussed that he continues to look for ways to save our school some money, like refinancing our mortgage. Also, Eversource performed an audit to find ways to save money on energy. The results of the audit will be presented to the Board of Directors for approval in the coming months. Reimbursements in changing all lights and fixtures to LED and energy efficient moves with the HVAC system will be part of the proposal.
- *Motion to add ACADEMIC EXCELLENCE committee to the agenda*: R. Muckle
  - Moved: K. Rollins; 2nd: L. Muller

##### 4c. ACADEMIC EXCELLENCE

*K. Rollins*

- The committee did not meet in January. The committee will meet in February.

4:40 pm

#### 5. NEW BUSINESS

*Chairman R. Muckle*

##### 5a. Auditor Report from Doherty, Beals & Banks, P.C. Certified Public Accountants

- [Audited Financials 2019-2020](#)
- [2019-2020 Audited SSA-DBBCPA](#)
- Ms. Leone reported that they didn't find anything to indicate that there were any issues or questions or practices that were not being followed. In current assets and how they can take of our current liabilities: 1:1 means you are breaking even, a less than 1:1 means you are in trouble. As of 6/30/2020 ISAAC received a score of 3.6 to 1. Very healthy. Almost unheard of in the non-profit sector. This is where all non-profits want to be.
- *Motion to accept the auditor's report as presented*: R. Muckle
  - Moved: L. Muller; 2nd: D. Brailey; Discussion: None; In Favor: All; Opposed: None; Abstentions: None; The motion carries.

##### 5b. ISAAC School Calendar for 2021-2022

- [Calendar - Draft](#)
- *Motion: Approve the ISAAC School Calendar for 2021-2022*
- *Motion to Discuss: Moved: K. Rollins; 2nd: K. Booker*
  - K. Rollins suggested adding the dates when marking periods end. Dr. Spera will make this addition.
- *Motion to approve the ISAAC School Calendar for 2021-2022* with the specified addition:
  - Moved: L. Muller; 2nd: K. Booker; In Favor: All; Opposed: None; Abstentions: None; The motion carries.



- 5c. Attorney Recommendation for Replacement of Sub-committee as per Conn. Gen. Stat 10-220(e) - Curriculum Committee
- *Motion to Accept:* Moved: L. Muller; 2nd: K. Booker; Discussion: K. Rollins asked for clarification. A discussion ensued. Bylaws will also have to be amended.
  - *Motion to replace the Academic Excellence Committee with the Curriculum Committee:*
    - Moved: D. Brailey; 2nd: L. Bumgardner; Discussion: None; In Favor: K. Booker, D. Brailey, L. Bumgardner, R. Muckle, L. Muller, M. Paterson, M. Spellman; Opposed: K. Rollins; Abstentions: None; The motion carries.
- 5d. Nomination and Election from the Board for Vice-Chair
- L. Muller nominated M. Spellman; 2nd: D. Brailey; Other Nominations: None; M. Spellman accepted
  - *Motion to close nominations:* R. Muckle
    - Moved: L. Muller; 2nd: K. Booker
  - *Motion to accept M. Spellman as Vice-Chair of the ISAAC Board;* R. Muckle
    - In Favor: All; Opposed: None; Abstentions: None; The motion carries
- 5e. Board Training after February 2021 Meeting
- Prepare for the possibility of a longer meeting than customary. Board training will allow for the group to unite through best practices and address any questions. David Ryan is a school attorney who will facilitate the training. Mr. Booker would like to have someone who has no connection with ISAAC to do the training. A discussion ensued. The Executive Committee will discuss further at their next meeting in February.
  - The date will be on the day of the regular Board Meeting.
- 5f. Possible Executive Session to Discuss Topics According to FOIA
- *Motion to move into Executive Session:* R. Muckle
  - Invited: N. Spera, D. Dunning and T. Collins

4:58 pm  
Muckle

**6. ADJOURNMENT** *Chairman R.*