



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

February 28, 2024 at 4:00 pm

New London, CT

This meeting will be held virtually via ZOOM Link Available on Website

AGENDA

4:00 pm

1. WELCOME/CALL TO ORDER

Chairman R. Muckle

1a. Establishment of Quorum

1b. Public Comment

The Board of Directors welcomes public comment. Due to the nature of the virtual format of the meeting, all comments are to be submitted via email prior to noon on the day of the meeting. Comments may be made on almost any matter related to the operations of ISAAC and will be shared with the Board members in their packet. We shall not read or address any comments at this meeting. However, comments concerning individual students or staff members shall not be permitted.

4:01 pm

2. CONSENT AGENDA

Chairman R. Muckle

- Approval for the January BOD Minutes
- Acceptance of the Year-to-Date Profit/Loss Financial Report for January 2024

Possible Motion: Approve and accept all items on the consent agenda

4:03 pm

3. EXECUTIVE DIRECTOR REPORT

Dr. Spera

3a. CSDE Report Update

3b. Grant Update

3c. Legislative Update

3d. Hiring Update

3e. Budget Process Update

4:15 pm

4. SUBCOMMITTEE REPORTS

4a. FINANCE

Treasurer L. Muller

- Finance Update – February Minutes

4b. GOVERNANCE

- Discussion and Possible Action Regarding Admissions Policy
- *Possible Motion: Approve the changes to Policy 5001: Admissions Policy*

4:25 pm

5. NEW BUSINESS

Chairman R. Muckle

5a. Update of New Educator Development and Performance Plan

Dr. Spera

5b. Creation of the ISAAC Educator Diversity Plan and Timeline

Dr. Spera

4:45 pm

6. Adjourn

Chairman R. Muckle

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

January 17, 2024 at 4:00 pm via ZOOM

New London, CT

This meeting was held virtually

In Attendance: Dr. Larry Fenn, Shannon Lougee, Lee Muller, Amy Geary, Richard Muckle, Erica Robb, Christina Schiano, Dr. Nicholas Spera, Kevin Booker, Elizabeth Bumgardner

MINUTES

- | | |
|---------|--|
| 4:00 pm | <p>1. WELCOME/CALL TO ORDER <i>Chairman R.F. Muckle</i></p> <p>1a. Establishment of Quorum – quorum established</p> <p>1b. Public Comment – No public comment</p> |
| 4:01 pm | <p>2. CONSENT AGENDA <i>Chairman R.F. Muckle</i></p> <ul style="list-style-type: none"> ● Approval of Minutes from December BOD Meeting ● Approval for the Extension of the Executive Director Contract through 2029 ● Approval for the Contract Extension of the Principal, William Linski through 2027 ● Approval for the Contract Extension of the Associate Principal, Tanya Collins through 2027 ● Approval for the Contract Extension of the Director of Special Education, Amy Geary through 2027 ● Approval of 2024 BOD Committee Dates ● Acceptance of the Year-to-Date Profit/Loss Financial Report for December 2023 ● Acceptance of the Balance Sheet through December 2023 <p><i>Motion: Approve and accept all items on the consent agenda</i></p> <p><i>Moved: L. Muller; 2nd: R. Sanders ; Discussion: none; In Favor: all; Opposed: none; Abstentions: None</i></p> <p><i>Motion Carries by unanimous voice vote</i></p> |
| 4:03 pm | <p>3. EXECUTIVE DIRECTOR REPORT <i>Dr. Spera</i></p> <p>3a. CSDE Report Update</p> <p><i>On February 14th we will find out what extension we received for our charter renewal.</i></p> <p>3b. Grant Update</p> <p><i>Buck Foundation got back to us, they are not accepting new schools to their portfolio at this time. Hoping we may be accepted into their portfolio this spring.</i></p> <p>3c. Legislative Update</p> <p><i>Senator Summer and State Rep. Nolan have been very supportive. The last update that we received was that they are working on some bills to help support ISAAC. The bills include an increase of seats, possibly providing infrastructure for the construction to expand ISAAC along with the gymnasium, including us in the HVAC grant and lastly help with our \$1.8 million mortgage.</i></p> <p>3d. Hiring Update</p> <p><i>No update, we are fully staffed.</i></p> <p>3e. Lip Dub 2023!</p> <p><i>The lip dub is great way to promote our school, we currently have over 4,000 views.</i></p> <p>3f. Budget Process Outlook</p> <p><i>Budget process outlook has begun with teachers meeting with Mr. Linski to discuss their wants/ needs.</i></p> |
| 4:15 pm | <p>4. SUBCOMMITTEE REPORTS</p> <p>4a. FINANCE <i>Treasurer L. Muller</i></p> <ul style="list-style-type: none"> ● Finance Update - January Minutes <p><i>Vote for accepting the year-to-date profit and loss statement was done under consent agenda.</i></p> |

No further update.

4:20 pm

5. NEW BUSINESS

5a. 2024-2025 Recruitment Update

We have received over 50 out of district apps, 62 New London

Conversation ensued

Chairman R.F. Muckle

Dr. Spera

4:45 pm

6. ADJOURNMENT

Motion: to adjourn

Moved: L. Fenn; 2nd: L. Muller; Discussion: none; In Favor: all; Opposed: none; Abstentions: None

Motion Carries by unanimous voice vote

Chairman R.F. Muckle



Interdistrict School for Arts and Communication

Board of Directors Finance Committee

February 27, 2024 at 4:00 pm

New London, CT

AGENDA

4:00 pm	1. WELCOME/CALL TO ORDER	<i>Finance Chair L. Muller</i>
4:01 pm	2. FINANCIAL REVIEW • January 2024 Year-to-Date Profit/Loss • Preliminary discussion about investment of “idle funds”	<i>E. Robb</i>
4:10 pm	3. GRANTS • PEGPETIA education technology grant filed February 22 for Chromebooks and audio-visual equipment for gym/stage area (\$62,688 requested).	<i>E. Robb/N. Spera</i>
4:16 pm	4. OTHER UPDATES • Legislative • Charter Renewal • Recruitment	<i>N. Spera</i>
4:25 pm	5. ADJOURNMENT	<i>Finance Chair L. Muller</i>



**Interdistrict School for Arts and Communication
Board of Directors Finance Committee**

February 27, 2024 at 4:00 pm
New London, CT

MINUTES

Attending: L. Muller, N. Spera, E. Robb

- 4:01 pm **1. WELCOME/CALL TO ORDER** *Finance Chair L. Muller*
- 4:01 pm **2. FINANCIAL REVIEW** *E. Robb*
- Reviewed Year-to-date January 2024 Profit/Loss report. Discussed capital expenditures and support staff levels.
 - Discussed cash management of “idle funds.”
 - *Motion: That ISAAC Board of Directors authorize the Executive Director and Director of Finance to direct the investment of funds which are not needed immediately for the operation of the school system in any manner permitted for school districts in CT General Statutes. Moved and seconded by L. Muller, unanimously approved.*
- 4:09 pm **3. GRANTS** *E. Robb*
- PEGPETIA education technology grant filed February 22 for Chromebooks and audio-visual equipment for gym/stage area (\$62,688 requested).
- 4:15 pm **4. OTHER UPDATES** *N. Spera*
- Legislative – [SB No. 61](#) proposed by A. Nolan et al. to request that ISAAC “be included on the school building project priority list and considered for a grant commitment from the state.” Families and staff encouraged to send letters of support.
 - Charter Renewal – anticipate April or May for final notice of extension.
 - Recruitment – seeing very high interest, robust applicant pool both from New London and out of district. Close to 200 applicants for 6th grade which ensures that ISAAC will have full enrollment in the fall of 2024.
- 4:31 pm **5. ADJOURNMENT** *Finance Chair L. Muller*



**INTERDISTRICT SCHOOL FOR ARTS AND COMMUNICATION
SPECIAL MEETING OF THE GOVERNANCE COMMITTEE**

February 26, 2024

New London, CT

This meeting will be held virtually

AGENDA

3:00 pm	WELCOME/CALL TO ORDER	<i>Vice Chairman Spellman</i>
3:01 pm	Policy 5001: Admissions Policy	<i>Dr. Nicholas Spera</i>
3:15 pm	ADJOURNMENT	<i>Vice Chairman Spellman</i>



**INTERDISTRICT SCHOOL FOR ARTS AND COMMUNICATION
SPECIAL MEETING OF THE GOVERNANCE COMMITTEE**

February 26, 2024

New London, CT

This meeting will be held virtually

MINUTES

PRESENT: R. Muckle, M. Spellman, Dr. Spera

- | | | |
|---------|---|-------------------------------|
| 3:00 pm | WELCOME/CALL TO ORDER | <i>Vice Chairman Spellman</i> |
| 3:01 pm | Policy 5011: Admissions Policy | <i>Dr. Nicholas Spera</i> |
| | <ul style="list-style-type: none"><i>Dr. Spera presented the current admissions policy and presented the current application numbers before Friday's deadline. The committee discussed the 2008 version of the sibling policy versus the current policy. A discussion ensued about the spirit of the sibling policy versus a legacy policy.</i> | |
| | Motion to approve the new Sibling Policy passes unanimously. | |
| 3:15 pm | ADJOURNMENT | <i>Vice Chairman Spellman</i> |



ADMISSIONS POLICY

The Interdistrict School for Arts and Communication (ISAAC) is a free public charter school open to all sixth, seventh, and eighth grade students in Southeastern Connecticut. Our charter states that our student population is based on 50% New London residents and 50% from surrounding towns. Transportation is guaranteed to students in the New London school district. Other towns may elect to provide transportation.

Families interested in ISAAC are highly encouraged to attend an informational meeting that will discuss the difference between charter school and traditional education. The meeting is designed to allow students and their families to make an informed choice.

All students who wish to attend ISAAC must submit an application. Student applications are available on our website, www.isaacschool.org, and in the main office. Each year, ISAAC admits new students for each grade, depending upon the availability of open slots. Students are selected based on a fair, random lottery, which ensures all students have an equal opportunity to enroll. The lottery is held during late winter/early spring. Students that are not selected will be added to a waiting list. If an opening occurs, the first student on the waiting list at that grade level will fill the vacant space.

- a. Sibling Policy: For purposes of the admissions process and lottery, siblings of a current **6th and 7th grade** student at ISAAC whose primary residence is in the same household will be granted admission. An application must be completed before the lottery has been held to guarantee admission.

If a parent/guardian wishes to enroll a sibling after the lottery has been held, the parent will complete an application for their child, and that child will be added to the waiting list. If another sibling (same age or older) gains entry that has a sibling on the waiting list, that sibling moves to the top of the waiting list for their grade level after any other siblings already on the list.

When the number of siblings exceeds the number of available spaces, a separate lottery will be held for siblings to determine enrollment, at the discretion of the Executive Director.

Prospective students whose sibling(s) is not a current student enrolled at ISAAC must complete an application and enter the lottery.



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- b. Children of ISAAC employees: Any current employee may elect to enroll their child at ISAAC, provided they complete an application and there is an opening.
 - c. Military Families: ISAAC may assist families of the Armed Forces who are currently active duty and/or transfer to the region following the regular application period, at the discretion of the Executive Director. “Armed Forces” means the Army, Navy, Air Force, Marine Corps, and Coast Guard. “Active duty” means full-time duty in the active military service of the United States, including full-time training duty, annual training duty, employment, and attendance, while in the active military service, at a school designed as a service school by law or by the Secretary of the military department concerned.

Applicants who apply after the lottery has been held for that year will be added to the waiting list created at the time of the lottery.

If an opening occurs and all students on the waiting list for that grade level have been called, a student from another grade level may be offered a seat, at the discretion of the Executive Director.

Legal Reference:

- ***10 U.S.C. 101(a)(4): In General. Definitions: “Armed Forces”***
- ***101(d)(1): Duty Status. Definitions: “Active Duty”***
- ***101(d)(5): Duty Status. Definitions: “Full-time National Guard Duty”***

ADOPTED: April 8, 2020

REVISED: February 28, 2024 (PROPOSED)



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ADOPTED: April 8, 2020

ISAAC Sibling Policy

Sixth grade students will automatically be accepted into ISAAC upon application if his/her sibling is a current 6th or 7th grade student and the prospective student resides in the same household as the current ISAAC student. Prospective students whose sibling(s) have previously withdrawn or graduated from ISAAC will be entered into the lottery.

Approved 5/14/08

Increasing Educator Diversity Plan Template



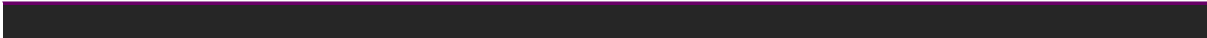
District:	
Vision:	
Theory of Action	
Team Lead:	
Team Members:	

IMPORTANT NOTES:

1. Formal approval by your local or regional board of education, or must be obtained prior to submitting your Increasing Educator Div day, month and year that the plan was approved by the board or e upload of your submission.

2. In the absence of an original motion or a preexisting board or b conferring authority on the superintendent or equivalent schools a revisions, the school board or equivalent governing body will be e necessary revisions to its Plan prior to resubmitting the revised PI

COVER PAGE



equivalent governing body for schools
ersity Plan. Be prepared to provide the
quivalent governing body as part of the

**Board equivalent policy expressly
Administrator to make any necessary Plan
Expected to formally approve any
Plan by May 15, 2024**

[illegible]

Increasing Educator Diversity Plan Template



Goal (What are we trying to do?)	Who Manages the Goal? (name, position)	Strategies/Key Activities (How are we going to do it?)	
		What?	Who Owns This?

RECRUITMENT			
	Indicators of Progress (How will we know if we are on track for success?)	Resources Required (What people, time, money, and technology will be needed?)	Risks and Mitigation (What could go wrong? How will we make that less likely to happen?)
By When?			

Communication/ Engagement Efforts (Who needs to be consulted/ engaged? What needs to be communicated? To whom?)

Increasing Educator Diversity Plan Template



Goal (What are we trying to do?)	Who Manages the Goal? (name, position)	Strategies/Key Activities (How are we going to do it?)	
		What?	Who Owns This?

HIRING & SELECTION			
	Indicators of Progress (How will we know if we are on track for success?)	Resources Required (What people, time, money, and technology will be needed?)	Risks and Mitigation (What could go wrong? How will we make that less likely to happen?)
By When?			

Communication/ Engagement Efforts (Who needs to be consulted/ engaged? What needs to be communicated? To whom?)

Increasing Educator Diversity Plan Template



Goal (What are we trying to do?)	Who Manages the Goal? (name, position)	Strategies/Key Activities (How are we going to do it?)	
		What?	Who Owns This?

RETENTION			
	Indicators of Progress (How will we know if we are on track for success?)	Resources Required (What people, time, money, and technology will be needed?)	Risks and Mitigation (What could go wrong? How will we make that less likely to happen?)
By When?			

Communication/ Engagement Efforts (Who needs to be consulted/ engaged? What needs to be communicated? To whom?)

INTERDISTRICT SCHOOL FOR ARTS AND COMMUNICATION

as of Feb 14 2024

Statement of Activities (Profit & Loss)
January 31 2024

	Current Yr	Prior Yr	%	approved Oct 2023 REVISED BUDGET	%
	Jan 24	Jan 23	% Change	23-24 Full Year	% of Budget
TOTAL REVENUES	3,693,838	4,295,916	-14.0%	5,474,932	67.5%
SALARIES	1,826,973	1,648,248	10.8%	3,673,152	49.7%
FRINGE BENEFITS	322,703	305,282	5.7%	614,224	52.5%
TOTAL SALARIES + FRINGE BENEFITS	2,149,676	1,953,530	10.0%	4,287,376	50.1%
<i>Employee Costs as % of Revenue</i>	<i>58.2%</i>	<i>45.5%</i>		<i>78.3%</i>	
PROFESSIONAL SERVICES	60,773	81,011	-25.0%	149,085	40.8%
FACILITIES COSTS	119,087	160,098	-25.6%	204,142	58.3%
GENERAL OPERATING COSTS	66,068	49,750	32.8%	91,194	72.4%
SUPPLIES (incl Food Services)	187,367	163,916	14.3%	268,461	69.8%
TECHNOLOGY & CAPITAL EXPENSES	305,791	1,081,831	-71.7%	319,579	95.7%
OTHER EXPENSES (incl Student Activities)	26,149	16,575	57.8%	41,514	63.0%
UNANTICIPATED EXPENSE / CONTINGENCY	-	-	0.0%	25,000	0.0%
DEBT SERVICE (PRINCIPAL & INTEREST)	86,662	33,485	158.8%	154,001	56.3%
TOTAL EXPENDITURES	3,001,574	3,540,196	-15.2%	5,540,352	54.2%
NET ORDINARY INCOME (before Carryforward)	692,264	755,719			
OTHER INCOME: PRIOR YEAR CARRY-FORWARD	65,420	171,779		65,420	100.0%
OTHER: CAPITAL TRANSFER-IN / (OUT) to Gen Fund	-	-		-	0.0%
NET SURPLUS/(DEFICIT) excl Depr/Cap Assets	757,684	927,499		-	