



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

September 17, 2025 at 4:00 pm via ZOOM Link Available on Website
New London, CT

This meeting will be held virtually

AGENDA

- | | | |
|---------|---|---|
| 4:00 pm | 1. WELCOME/CALL TO ORDER
1a. Establishment of Quorum
1b. Public Comment
<i>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.</i> | <i>Chairman R. Muckle</i> |
| 4:01 pm | 2. CONSENT AGENDA
<ul style="list-style-type: none">• Acceptance of Approval for the June 18, 2025 BOD Minutes• Acceptance of the Year-to-Date Profit/Loss Financial Report for June 2025• Acceptance of the Year-to-Date Profit/Loss Financial Report for August 2025• Acceptance of the Balance Sheet for June 30, 2025 <i>Possible Motion: Approve and accept all items on the consent agenda</i> | <i>Chairman R. Muckle</i> |
| 4:03 pm | 3. CONFLICT OF INTEREST STATEMENT
The Board shall not engage in acts that produce any real or perceived conflicts of interest among the Board or its employees. Connecticut General Statutes require that no Director of the charter school board or employee of the charter school board has a personal or financial interest in the assets, real or personal, of the school. This policy is intended to supplement this statute, as well as any applicable state and federal laws governing conflicts of interest applicable to charter schools. This policy does not override ISAAC's requirement to have teachers employed by ISAAC on its governing council. This policy shall be read annually at a Board meeting and shall be signed by each Director of the Board of Directors. | <i>Chairman R. Muckle</i> |
| 4:05 pm | 4. EXECUTIVE DIRECTOR REPORT
4a. CSDE Report Update
4b. Grant Updates
4c. Enrollment Update
4d. Hiring Update
4e. 2025 Lip Dub& Social Media | <i>Dr. Spera</i> |
| 4:15 pm | 5. SUBCOMMITTEE REPORTS
5a. FINANCE
<ul style="list-style-type: none">• Finance Update - September Minutes | <i>Treasurer L. Muller</i> |
| 4:20 pm | 6. NEW BUSINESS
6a. Review of Executive Director Convocation | <i>Chairman R. Muckle
Dr. Spera</i> |
| 4:30 pm | 7. Adjourn | <i>Chairman R. Muckle</i> |



Interdistrict School for Arts and Communication

BOARD OF DIRECTORS

June 18, 2025 at 4:00 pm via ZOOM

New London, CT

This meeting was held virtually

In Attendance: Richard Muckle, Dr. Nicholas J. Spera, Dr. Kevin Booker, Barbara Crouch, Dr. David Brailey, Shannon Lougee, Erica Robb, Lee Muller, Amanda Grundy, Michael Spellman

MINUTES

4:00 pm

1. WELCOME/CALL TO ORDER

Chairman R.F. Muckle

- 1a. Establishment of Quorum – *quorum established*
- 1b. Public Comment – *no public comments*

4:01 pm

2. CONSENT AGENDA

Chairman R.F. Muckle

- Approval of Minutes from May BOD Meeting
 - Approval of Minutes from June 7, 2025 Special BOD Meeting
 - Acceptance of the Year-to-Date Profit/Loss Financial Report for May 2025
 - Approval of the 2024-2025 Executive Director Evaluation
 - Approval of the ISAAC Organizational Chart
 - Approval for Payment to G. Donovan Construction for \$147,802.31
 - Approval of MOA with the ISAAC Education Association concerning Insurance Plan Change
- Motion: Approve and accept all items on the consent agenda*
- Moved: B. Crouch; 2nd: L. Muller; Discussion: none; In Favor: 6; Opposed: none; Abstentions: 1, S. Lougee*
- Motion Carries*

4:03 pm

3. EXECUTIVE DIRECTOR REPORT

Dr. Spera

- 3a. Lottery Update
Full enrollment for 2025-2026 SY; 301 apps; 185 for 6th grade, 175 NL apps/126 out-of-district
- 3b. CSDE Report Update
Mrs. Collins and Mrs. Geary are currently on the 2nd visit with the subcommittee of the board to reporting on our corrective action plan.
- 3c. Grant Update
The grant submitted last month has been scored by the CSDE, however charter schools will not be notified of funds awarded until September. We are now in our last year of CCLC grant and hoping to apply again for another 5yrs of afterschool programming.
- 3d. Legislative Update
Charters schools were left out of the 1st HVAC grant but now there will be a new grant that will include Charter schools. ISAAC will now hopefully be awarded the District Repair & Improvement Plan (DRIP)
- 3e. Hiring Update
Nothing to report.

4:15 pm

4. SUBCOMMITTEE REPORTS

4a. FINANCE

Treasurer L. Muller

- Finance Update
Profit & Loss Statement already approved in consent agenda.



DRAFT

4b. GOVERNANCE

Chairman R.F. Muckle

- Election of Officer (New Business 5a)
Will be covered under new business.

4c. BUILDING COMMITTEE

Chairman R.F. Muckle

- New Building Ceremony: SAVE THE DATE – AUGUST 18, 2025, at 2 pm
Major part of construction is complete, just down to some punch list items

4:30 pm

5. NEW BUSINESS

Chairman R.F. Muckle

5a. Election of Officers for 2025-2026

Chairman R.F. Muckle

Motion: To Accept the Unopposed Ballot as approved in the May Meeting consisting of: Richard Muckle, Chairperson; Michael Spellman, Vice-Chairperson; Barbara Crouch, Secretary; Lee Muller, Treasurer

Moved: S. Lougee; 2nd: L. Muller; Discussion: conversation ensued.; In Favor: all; Opposed: none; Abstentions: none

Motion Carries by unanimous voice vote

5b. 2025 SBAC Score Report & Accountability Index Score (unofficial)

Dr. Spera

Dr. Spera shares his 2025 SBAC & NGSS Preliminary Data presentation with the board

5c. Reminder that there is no meeting scheduled for July 2025 & August 2025

5:00 pm

6. ADJOURN

Chairman R.F. Muckle

Motion: To Adjourn

Moved: R. Muckle; 2nd: Brailey; Discussion: none; In Favor: all; Opposed: none; Abstentions: none

Motion Carries by unanimous voice vote



Interdistrict School for Arts and Communication

Board of Directors Finance Committee

September 16, 2025 at 4:00 pm

New London, CT

AGENDA

- | | | |
|---------|---|--------------------------------|
| 4:00 pm | 1. WELCOME/CALL TO ORDER | <i>Finance Chair L. Muller</i> |
| 4:00 pm | 2. FINANCIAL REVIEW <ul style="list-style-type: none">• June 30 2025 Profit/Loss and Balance Sheet (pre-GAAP/unaudited)• Year-to-date August 31 2025 Profit/Loss• 2025 EFS was filed at the end of August• Doherty Beals and Banks will conduct audit in November which streamlines process | <i>E. Robb</i> |
| 4:10 pm | 3. GRANTS <ul style="list-style-type: none">• No news re: State Charter Building Project/Debt Repayment grant• CSP grant is substantially complete, all items purchased/ordered | <i>N. Spera</i> |
| 4:15 pm | 4. OTHER UPDATES <ul style="list-style-type: none">• Enrollment• Fourth & Fifth Grades• Staffing | <i>N. Spera</i> |
| 4:20 pm | 5. ADJOURNMENT | <i>Finance Chair L. Muller</i> |

INTERDISTRICT SCHOOL FOR ARTS AND COMMUNICATION

as of Sep 12, 2025

Statement of Activities (Profit & Loss)

Jun 30, 2025 - pre-GAAP/unaudited

	Current Yr		Prior Yr		%		*includes 4th Gr * approved Nov 2024 REVISED BUDGET	%	
	Jun 25		Jun 24		% Change		24-25 Full Year	% of Budget	
TOTAL REVENUES	6,914,439		5,582,850		23.9%		7,000,204	98.8%	
SALARIES	4,198,796		3,712,110		13.1%		4,240,407	99.0%	
FRINGE BENEFITS	14.9%	624,805	15.5%	576,109	8.5%		671,916	93.0%	
TOTAL SALARIES + FRINGE BENEFITS	4,823,601		4,288,219		12.5%		4,912,323	98.2%	
<i>Employee Costs as % of Revenue</i>	69.8%		76.8%				70.2%		
PROFESSIONAL SERVICES	206,850		99,922		107.0%		197,402	104.8%	
FACILITIES COSTS	187,241		192,450		-2.7%		223,209	83.9%	
GENERAL OPERATING COSTS	131,688		89,722		46.8%		151,760	86.8%	
SUPPLIES (incl Food Svc & Student Actv)	328,836		300,405		9.5%		420,293	78.2%	
TECHNOLOGY & CAPITAL EXPENSES	1,006,079		412,108		144.1%		1,022,456	98.4%	
OTHER EXPENSES (incl Student Activities)	26,808		24,815		8.0%		29,362	91.3%	
UNANTICIPATED EXPENSE / CONTINGENCY	-		-		0.0%		-	100.0%	
DEBT SERVICE (PRINCIPAL & INTEREST)	200,184		154,298		29.7%		200,166	100.0%	
TOTAL EXPENDITURES	6,911,287		5,561,938		24.3%		7,156,971	96.6%	
NET ORDINARY INCOME (before Carryforward)	3,152		20,911						
OTHER INCOME: PRIOR YEAR CARRY-FORWARD	156,767		65,420				156,767	100.0%	
OTHER: CAPITAL TRANSFER-IN / (OUT) to Gen Fund	37,898		80,385				-	0.0%	
NET SURPLUS/(DEFICIT) pre-GAAP/unaudited	197,817		166,717				-		

(pre-GAAP excludes depreciation and retains principal and capital expenses in P/L)

Interdistrict School for Arts and Communication

Balance Sheet Prev Year Comparison

As of June 30, 2025
(pre-GAAP / unaudited)

	Jun 30, 25	Jun 30, 24
ASSETS		
Current Assets		
Checking/Savings	1,432,414.64	1,401,828.42
Accounts Receivable	460,706.25	373,743.20
Other Current Assets	11,089.87	12,545.93
Total Current Assets	1,904,210.76	1,788,117.55
Fixed Assets		
050-00 · Fixed Assets	7,873,789.98	7,873,789.98
058 · Construction in Progress	1,036,314.21	11,912.52
Total Fixed Assets	8,910,104.19	7,885,702.50
TOTAL ASSETS	10,814,314.95	9,673,820.05
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable	117,841.81	98,950.54
Other Current Liabilities	411,520.00	474,237.24
Total Current Liabilities	529,361.81	573,187.78
Long Term Liabilities		
0625 · Capital Reserve (Per Pupil)	342,747.38	380,645.38
070 · Mortgage Payable	2,854,897.10	1,830,495.41
073 · Vehicle/Equipment Loan	27,991.93	27,991.93
Total Long Term Liabilities	3,225,636.41	2,239,132.72
Total Liabilities	3,754,998.22	2,812,320.50
Equity	7,059,316.73	6,861,499.55
TOTAL LIABILITIES & EQUITY	10,814,314.95	9,673,820.05

INTERDISTRICT SCHOOL FOR ARTS AND COMMUNICATION
Statement of Activities (Profit & Loss)
Aug 31, 2025

as of Sep 12, 2025

	Current Yr		Prior Yr		%	approved May 2025 BUDGET incl CapRsv	%
	Aug 25		Aug 24		% Change	25-26 Full Year	% of Budget
TOTAL REVENUES [CSP = \$116K]	1,220,662		1,126,347		8.4%	6,681,412	18.3%
SALARIES	457,461		429,430		6.5%	4,631,759	9.9%
FRINGE BENEFITS	19.9%	90,846	19.1%	81,813	11.0%	703,959	12.9%
TOTAL SALARIES + FRINGE BENEFITS	548,307		511,243		7.2%	5,335,718	10.3%
<i>Employee Costs as % of Revenue</i>	<i>44.9%</i>		<i>45.4%</i>			<i>79.9%</i>	
PROFESSIONAL SERVICES	9,357		8,832		5.9%	181,282	5.2%
FACILITIES COSTS	32,646		23,981		36.1%	213,517	15.3%
GENERAL OPERATING COSTS incl insurance	36,867		2,580		***	112,067	32.9%
SUPPLIES (incl Food Svc/Student Actv) [CSP]	68,355		36,712		86.2%	376,000	18.2%
TECHNOLOGY & CAPITAL EXPENSES [CSP]	129,776		77,478		67.5%	259,269	50.1%
OTHER EXPENSES	7,311		6,541		11.8%	31,039	23.6%
UNANTICIPATED EXPENSE / CONTINGENCY	-		-		0.0%	50,000	0.0%
DEBT SERVICE (PRINCIPAL & INTEREST)	39,269		29,455		33.3%	257,520	15.2%
TOTAL EXPENDITURES	871,889		696,820		25.1%	6,816,412	12.8%
NET ORDINARY INCOME (before Carryforward)	348,773		429,527			(135,000)	
OTHER INCOME: PRIOR YEAR CARRY-FORWARD						60,000	0.0%
OTHER: CAPITAL TRANSFER-IN / (OUT) to Gen Fund						75,000	0.0%
NET SURPLUS/(DEFICIT)	348,773		429,527			-	