APPROVED

Adelante Schools

Minutes

Board Meeting

Date and Time
Thursday July 16, 2020 at 6:00 PM

Goals:

1. Approve organizational foundational tools and policies to govern our school and operate effectively.
2. Deepen our understanding of Adelante's Emma Donnan operational state and provide any necessary support and guidance.

Directors Present
A. Impink (remote), B. Burcope (remote), K. Branson-Hutchison (remote), K. Kainrath (remote), M. Staten (remote)

Directors Absent
J. Garcia, M. Whitley

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

K. Kainrath called a meeting of the board of directors of Adelante Schools to order on Thursday Jul 16, 2020 at 6:21 PM.
K. Branson-Hutchison made a motion to Approve the minutes.
A. Impink seconded the motion.

Changes: Brian is from CIES, not Donavan CPA
The board **VOTED** to approve the motion.

Roll Call	
A. Impink	Aye
J. Garcia	Aye
M. Staten	Aye
K. Branson-Hutchison	Aye
M. Whitley	Absent
K. Kainrath	Aye
B. Burcope	Aye

C. Approve Minutes

Changes: Brian is from CIES, not Donavan CPA

D. Brian Anderson - Donovan CPA

- A leader in Charter School finance (Team Linda and Kim)
- Strategic decision making + operations support.
- Discussion of IN Charter School LEA (local education agency) policies.

II. Finance

A. Approval of Revised Financial Policies & Procedures

B. Burcope made a motion to approve the revised Financial Policies and procedures.
M. Staten seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
K. Kainrath	Aye
M. Whitley	Absent
M. Staten	Aye
K. Branson-Hutchison	Aye
J. Garcia	Absent
A. Impink	Aye
B. Burcope	Aye

B. Donovan CPA Internal Control Assessment

- Met w/ Donavan CPA - Internal controls assessments:
- Minor recommendations:
- Ensuring we have a 3-way match.
- More specifics about our credit cards receipt policies defined in our financial policies.

C. Budget Updates

No updates.

III. Executive Director's Update

A. Shalom Health Agreement

Shalom Health (in school Jan) vs Independent Contractor of RN to delegate to on-staff CNA reviewed by legal counselor, month to month contract and re-evaluate path forward in November. Will re-review to the board in November.

B. K1ds Count Therapy

Adelante KCT Quote for services
K1ds Count Schools Fee Schedule

K. Kainrath requested further discussion regarding budget for K1ds count. K Branson questioned billing invoice dates - 45 days.
A. Impink made a motion to approve K1ds Count Therapy partnership.
K. Branson-Hutchison seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

A. Impink	Aye
J. Garcia	Absent
K. Kainrath	Aye
K. Branson-Hutchison	Aye
B. Burcope	Aye
M. Staten	Aye
M. Whitley	Absent

C. Executive Directors Report

- Update on Staffing- 100% Filled (pending a Tech coordinator)
- Enrollment Update - 49 newly enrolled students
- Intent to return students: 235 - [286 total students enrolled]
- Planning for COVID-19:
    - Transportation

- Fully remote student option
- Masks will be required for K -12 (enforced during transitions, students will be able to remove masks once they are sitting in chairs) Teachers can keep masks on.
- Cleaning practices: IPS custodial services plan
- Meals in classrooms
- Survey/ calls regarding number of students who are remote learning 10-15% +

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IV. Open Discussion

A. Committee changes

Changes in committees cannot be voted on.
Committee changes will be added to the Agenda for next month's meeting.

V. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,
A. Impink

Documents used during the meeting

- ADELANTE SCHOOLS Financial Policies & Procedures Manual 060320.pdf
- Shalom Health Service Agreement- Adelante Schools_2020.docx
- Adelante KCT Quote for Services (1) (1).pdf
- Adelante _ K1ds Count School Fee Schedule 2020.pdf
- Adelante _ K1ds Count Therapy contract 2020.pdf
- 071620_Executive Director Update.pdf

We unite in solidarity with our families and community to create a joyous neighborhood school, preparing all scholars to graduate from college and lead lives of leadership and service to Indianapolis