APPROVED

Adelante Schools

Minutes

Board Meeting

Date and Time
Thursday January 21, 2021 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), J. Garcia (remote), K. Branson-Hutchison (remote), K. Kainrath (remote), M. Staten (remote), M. Whitley (remote)

Directors Absent
None

Guests Present
M. Rooney (remote)

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 Jan 21, 2021 at 6:01 PM.

C. Approve Minutes

B. Burcope made a motion to approve the minutes from Board Meeting on 12-17-20.
J. Garcia seconded the motion.
The board **VOTED** to approve the motion.

II. Academic Excellence

A. Academic Update

- Students are currently back in session remotely.
- State assessments ILEARN/ IREAD(3rd graders only) will continue as planned. No schools in the state of IN will have actionable steps taken again them due to the COVID pandemic and possible loss of learning/ "learning melt"
- ILEARN Session I will start on March 9th.
- IREAD will occur shortly after. ILEARN benchmark assessments are currently being provided to students.
- All assessments must be administered in-person.
- Tutoring is also occurring to supplement and support students.

III. Development

A. Development Update

- Strategic Initiatives were set during the Development committee meeting this month.
- Development committee is requesting that Board Members begin to provide and/or provide formal efforts to cultivate corporate donor relationships - which will be steered by the Development committee.
- Connections to AWS (Amazon Smile) was discussed as a potential opportunity.
- The focus will be on Teacher Appreciation Week during the month of May focusing on Teacher Wellness. Giving back and showing support to teachers and students.

    - Art programs
    - Music programs
    - Sports programs
    - Uniforms

IV. Finance

A. Financials

- Statement of Financial position: Balance Sheet - no questions were asked.
- Statement of Activity: Ending balances are in alignment:
    - Title I funding was received.
    - CARES Act funding was received.
    - Charter Innovation Fund was received.
- Question was raised regarding janitorial/cleaning services debit - Eddie will look further into this.
- Question was raised regarding salary/benefits being hire - this was due because of December being a 3rd paid period month.
- Budget to Actual was discussed:
    - Supplies and materials were discussed.
    - Overall right on budget at halfway point for fiscal year.
- Transaction list was discussed: No concerning items were raised.

V. Governance

A. Governance Update

- Executive Director Mid-year Review and Evaluation (Feb):
  - Performance standards and evaluation (actual evaluation is located June notes)
- Board members will fill out evaluation form.
- ED will complete self-evaluation by Feb 4th.
- Discussion process will occur.
- Each board member will individually provide their input, summary will be created and review with ED will occur by Feb 15th.
- 30 min Executive Session will occur on Feb 18th and/ or 10 mins will be allocated to the Strategic Planning session Agenda which will occur before our Feb 18th mtg.

VI. Executive Director's Report

A. Executive Director Update

- Eddie updated the financials question - as a IPS pass-through.
- Emma Donnan Middle School 7th graders have increased in enrollment.
- Staffing: One vacancy of Office Manager:Staff promotion - Office Manager has been promoted to Data and Tech Coordinator.
- Staff Retention was discussed.
- Emma Donnan school website was updated and photoshoot/promotional photos were shared of students.

No major questions were raised.

VII. Board Chair Report

A. Strategic Planning Retreat

- Strategic Planning Retreat (February 16th)
  - Agenda items were discussed.
  - Standards for Effective Charter School Governance was reviewed.
- Vision & Mission.
- Committees will present where they are and main focus.
- Timeline: 3 year planning minimum.
- Drafts of goals,metrics and ownership is the goal.

VIII. 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 7:10 PM.

Respectfully Submitted,
K. Kainrath

Documents used during the meeting

- Adelante Statement of Financial Position 123120.pdf
- Adelante Statement of Activity 123120.pdf
- Adelante Budget vs Actual Summary 123120.pdf
- Adelante Transaction List 123120.pdf
- 12120_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