APPROVED

# Adelante Schools

# Minutes

## Board Meeting

**Date and Time**
Thursday December 16, 2021 at 6:00 PM

**Location**
NOTE: PLEASE ATTEND VIRTUALLY THIS MEETING
1202 E Troy Ave., Indianapolis, IN 46203
Family Room, Floor 1

Parking information can be found here.

**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), A. Smith (remote), B. Burcope (remote), K. Branson-Hutchison (remote), M. Staten (remote)

**Directors Absent**
J. Garcia, K. Kainrath, M. Whitley

**Guests Present**

Jordan Habayeb, Ms. Ella Portteus, Teacher of the Year, Ms. Kendra Randle

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

A. Impink called a meeting of the board of directors of Adelante Schools to order on Thursday Dec 16, 2021 at 6:09 PM.

### C. Approve Minutes

B. Burcope made a motion to approve the minutes from Board Meeting on 11-18-21.
M. Staten seconded the motion.
The board **VOTED** to approve the motion.

## II. Celebrating Ella Portteus

### A. Celebrating Teacher of the Year 2021

The Board recognized **Ms. Ella Portteus's** track record of success. In her first year of teaching 100% of 3rd graders passed ILearn, and has duplicated this effort at Emma Donnan.  Ms. Portteus ensures that students are ready and prepared for college. Her success has prepared her students in ILEARN Math beyond 20 points.

Emma Donnan leadership is extremely proud that Ms Portteus continues to call Emma Donnan home. She's a team player and continues to support all that's around her - family and community.

**Ms. Portteus** expressed her thanks to the Board and to the Emma Donnan leadership team.
Ms. Randle thanked Ms. Portteus for her efforts and for her excellence. She's seen first hand how much her students are in awe of her leadership and commitment to teaching.

**Barb Burcope,** asked Ms. Portteus what motivates her to teach and teach so well.

**Ms. Portteus** expressed that the students motivate her and seeing them every day and seeing them excel daily is what motivates her to teach and ensure her student excels.

Eddie Rangel, thanked Ms. Portteus again and continues to appreciate that she calls Emma Donnan home.

## III. Finance

### A.

**Financials**

**K. Branson** began to discuss the financials. It was expressed that the Board will go into great detail every other meeting.

**K. Branson** opened the floor to the Board regarding any questions or comments - if any after review.

**Mary Staten** requested any "highlights of the financials.

**Jordan Hayayeb** stated that the school is in really good shape. Teachers and staff are supported and funding is there to support the team.

**K. Branson** confirmed that the school is doing a really great job in setting the school up for a successful future.

The Board discussed the importance of school dollars being in a good place and how that's a reflection of successful leadership.

## B. Teacher Compensation and IPS Referendum Report

**Teacher Compensation:** Teacher pay and increase in overall budget.
Eddie Rangel began to discuss the road towards referendum and CARES Act funding and shared funding with Innovation Schools.

**The Road to Funding:** The average per pupil funding was discussed regarding where the money is coming from/average. Last month IPS passed a 3 percent raise back dated to 7/1. Emma Donnan pay scale has always been tied to IPS to ensure that our teachers are paid well. Aligned with IPS, we are proposing a 3% raise for all teachers - also backdated to 7/1.

Funding source: Referendum.
Teacher Compensation Increase: $1,513,718.18, $1,468,718 an increase of $45,000 $135,000 - stipends for tutoring, competetive alignment, benefits, long term financial health. Total: $180,000

**The Board discussed the current 3% increase for teachers.**
The Board was open for questions:

**Anna Smith** asked for clarification on whether this funding was a one-time referendum. The term will be until 2026. A question was raised in regards to support staff.

Emma Donnan has one Instructional Assistant and their competitive pay was discussed.

**K. Branson,** questions what are we looking at regarding benchmarks and competitive alignments compared to other schools.
**J Habayeb** answered regarding benchmarks of research and factors such as benefits packages and competitive compensation

Teacher bonus: Though this was an atypical year, the Board discussed the leaderships plan towards teacher bonuses and the school competitive advantages.
B. Burcope made a motion to The Board to approve the 3% in crease for teacher staff from 7/1 to the end of the calendar year. .
M. Staten seconded the motion.
The Board to approve the 3% in crease for teacher staff from 7/1 to the end of the calendar year.
The board **VOTED** to approve the motion.

## IV. Academic Excellence

### A. Academic Update

The Board dashboard is high level but informative information regarding Academics.

## V. Development

### A. Development and Community Engagement Update

Community Engagement: E. Rangel and Ms.Randle thanked the Board for sponsorship and support of 109 families at Emma Donnan Elementary and Middle School. In addition to community partnerships.

## VI. Governance

### A. Governance Update

B. Burcope: We're needing more champions for the Diversity Recruitment Strategy. A plan has been submitted to OEI - we need champions to help execute.

Annual Board Retreat and topics - important topics to cover please send Barb and email.

### B. Nominations and Vote for Board Secretary

Anna Smith has agreed to fulfill role of Board Secretary.
A. Impink made a motion to Anna Smith has agreed to fulfill role of Board Secretary. .
B. Burcope seconded the motion.
The board **VOTED** to approve the motion.

## VII. Board Chair Update

### A. Board Chair Update

No updates at this time.

## VIII. Executive Director Update

### A. Executive Director Update

E. Rangel will focus on one Mayors Office Accountability metric. We are currently in the middle of our assessment window. This was all included in the Adelante School Board Goals.

### B. OEI Core Question 4 Site Visit Overview and Initial Report

Mayors Office Site Visit:  OEI Core Question 4 Site Visit:  November 16 - November 29, 2021:  Educational Audit

Objectives: School Organizational Solutions:  SOS Indianapolis based Professional Development Company, diverse group of educators. Experience include Charter School start up - comprehensive experience with Mayor Sponsored Charters.

**CQ4: Is the school providing appropriate conditions for success?**
Initial Findings 1-5
4 Meets Standards
1 Exceeds

Initial Finding 6-10
4 Meets Standards
1 Exceeds

Human Resources staff members loved where they worked. Teachers have a clear understanding of what their tasked to to do each day.
Teaching pedagogy as seen in the charter are being executed in the classrooms - teachers are being coached similarly across the building.
All stakeholder focus groups have a strong communication system ( with teachers) at the school.
" Mr. Coogan should be commended for his work for Special Education Files!"

Board members will received finalized feedback by December 31st

The Board congratulated the school leadership and their successes!

## IX. Closing Items

### A. Adjourn Meeting

Connect with Barb to become a Diversity Champion regarding Recruitment.
Diversity partnership.
Community Outreach.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:40 PM.

Respectfully Submitted,
A. Impink

### B. Executive Session ( Board Member and School Leaders Only Required)

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**Documents used during the meeting**

- Adelante Statement of Financial Position 113021.pdf
- Adelante Statement of Activity 113021 (2).pdf
- Adelante Schools_Board Goals 2021-22.xlsx
- OEI Core Question 4 Site Visit Results.pdf

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*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*