



## Adelante Schools

### Minutes

#### Board Meeting

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##### **Date and Time**

Thursday June 24, 2021 at 6:00 PM

##### **Location**

Emma Donnan Elementary and Middle School  
1202 Troy Ave, Indianapolis, IN 46203

The meeting will be held in the **Family Room on the 1st Floor**. Come to the front door (door 1).

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##### **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.
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##### **Directors Present**

A. Impink, B. Burcope, J. Garcia, K. Branson-Hutchison, M. Staten (remote), M. Whitley (remote)

##### **Directors Absent**

K. Kainrath

##### **Directors who left before the meeting adjourned**

M. Whitley

##### **Guests Present**

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E. Rangel, Jordan Habayeb, M. Rooney

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## **I. Opening Items**

### **A. Record Attendance**

M. Whitley left at 7:35 PM.

### **B. Call the Meeting to Order**

K. Branson-Hutchison called a meeting of the board of directors of Adelante Schools to order on Thursday Jun 24, 2021 at 6:15 PM.

### **C. Approve Minutes**

M. Whitley made a motion to approve the minutes from Board Meeting on 05-20-21.

B. Burcope seconded the motion.

No discussion at this time.

The board **VOTED** to approve the motion.

## **II. Academic Excellence**

### **A. ILearn Data**

- ILEARN data will become sharable July 14, 2021 with public - on shareable to students and families.
- Re-score and appropriate messaging is pending.

## **III. Development**

### **A. Back to School Block Party**

- 200-250 attendees expected and hoped for.
- Plan in place for food, programming, Nine13 Sports
- Board support with tents and cotton candy.
- Raffle Prizes: Sponsorship requested.
- Request has been made to Mayor's Hogsett's office for his support.

## **IV. Finance**

### **A. Financials**

Board members analyzed and reviewed financials:

- Committee meeting with meet to revise.
- Requested comments, questions regarding financial.

- Moving forward financial will be in an report function.

No questions at this time.

## **B. Budget Approval**

### **Preliminary Budget Presentation by Mr. Jordan Habayeb**

#### **I. Per pupil Allocation: (364 scholars)**

- FY 21 Total: (72% state) ( 25% federal)
  - FY 2021: \$5.12M
    - Salaries & Benefits: \$2.27M
    - Non-personal: \$1.57M
    - Net Surplus: \$1.28M
  - FY2022: \$5.7M
    - Wellness
    - Full-Time Staff Benefits ( Time Off, Leave Policies, Insurance Benefits)
    - + 14 Staff Members [ 48 Full Time]
      - Elementary Principal Fellow
      - Dir Technology & Data
      - Social Worker
      - MS Dean
      - MS Art
      - MS ELL
      - Elementary Co-Teachers (2)
      - ELL Coordinator
      - ACT Coordinator
      - Manager, Scholar Enrollment
      - ELL IA
      - Lab Site Teacher
- **II. State and Federal Funding:**
  - Federal CARES
  - Federal ESSR
  - Federal ESSR II
  - Federal ESSR III
    - Reopening plan shared to the public, school board and families.
    - Wellness - Students, staff are happy and safe:
      - Athletics
      - Student personal and emotional wellness.
- Federal GEER

#### **AAA: Assessing and Addressing Achievement:**

#### Assessment Data Platforms

- Data Platform
- Science for K-5
- Math pilot
- Online Targeted Learning Program
- Partnerships with National Coaching ( LIT)

NWEA MAP -

#### Ebullience:

- Scholar Life and in the future, field trips when approved.
- Addition of GLEs: Grade Level Educators.
- SEL curriculum.

M. Staten made a motion to To pass the FY 2022 Preliminary Budget.

M. Whitley seconded the motion.

The board **VOTED** to approve the motion.

### V. Governance

#### A. Skill Matrix Completion.

Expressed request to board members to complete.

#### B. Executive Director Evaluation

Expressed request to board members to complete.

#### C. Additional Board Member Request:

Request of new board member **Anna Smith**:

- Strengths in people development, strategy and diversity.
- Barb Burcope and Kristy Kainrath have both nominated.

J. Garcia made a motion to add new board member Anna Smith to join the Adelante School Board of Directors.

K. Branson-Hutchison seconded the motion.

The board **VOTED** to approve the motion.

### VI. Executive Director's Report

#### A. Executive Director's Update

##### Celebrations:

- The Mind Trust - Talent Innovation Fund:

- Awarded \$25,000 to invest in talent pipeline of highly qualified English Language instructors.
- Instruction Partners funded by RMFF( Richard M. Fairbanks Foundation)

#### **Foundation Math Pilot:**

- Awarded \$130,000 of "Deep Support" in years 2 and 3.
- Refining mathematics instructional systems.
- Focus on unfinished learning.

#### **Relay Graduate School of Education - NPAF**

- 3 leadership team members chosen for highly selective fellowships with Relay GSE.
- Focus on "levers of leadership: in data-informed instruction, equity centered culture, observation and feedback and instructional planning.

#### **Insight Survey Data:**

1. Survey Teachers
2. Share Feedback
3. Improve Culture

12 out of 13 scored above benchmark:

#### **I. Strengths were discussed:**

- Professional Development
- 91% of teacher report experiencing **two or more** retention strategies.
- School Operations:
  - "Day to day operations at my school run smoothly." 100%
  - "Procedures at school maximize the time students spend learning.

#### **II. Areas of Improvement:**

Family and Community Engagement (45%-77%)

- Teachers will analyze and process during Summer Professional Development sessions:
  - " Families at my school regularly receive useful updates about their students progress."
  - " My school regularly seeks input from students' families."
  - FY 22 Teachers will be required to make 10 contacts throughout the school year to families ( metric)

Academic Opportunity ( 59%)

- "Students at my school can achieve the academic standards for their grade level."

State of the School: Upcoming

Board of Directors to join Staff Cookout

Enrollment: Goal 364 students, current \*335: SY 2021-2022 Seats

## VII. Board Chair Update

### A. Updated Board Policy Book

Board will table and return to this item.

### B. OEI 2021-22 Charter Workshop Handbook & Materials

Board members have seen items that we're holding them accountable for.

Adobe sign re: Board Assurance Form Forthcoming.

J. Garcia made a motion to Adjourn the meeting.

M. Staten seconded the motion.

The board **VOTED** to approve the motion.

## 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 8:00 PM.

Respectfully Submitted,

A. Impink

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## Documents used during the meeting

- Adelante Statement of Financial Position 053121.pdf
- Adelante Statement of Activity 053121.pdf
- Adelante Budget vs Actual Summary 053121.pdf
- Adelante Transaction List 053121.pdf
- Adelante SY 21-22 Budget\_Board - SY 21-22 Budget Summary.pdf
- SY2021\_Insight.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*