APPROVED

Adelante Schools

Minutes

Adelante Schools Board Meeting

Date and Time
Thursday October 20, 2022 at 6:00 PM

Location
Emma Donnan Elementary and Middle School
Family Room, Floor 1
1202 E Troy Ave., Indianapolis, IN 46203

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
K. Branson-Hutchison, K. Kainrath (remote), M. Staten, N. Frech, R. Scott (remote), S. Simpson (remote)

Directors Absent
A. Smith, B. Burcope, M. Whitley

Guests Present
E. Rangel, J. Habayeb

I. Opening Items

A. Call the Meeting to Order

K. Kainrath called a meeting of the board of directors of Adelante Schools to order on Thursday Oct 20, 2022 at 6:03 PM.

B. Record Attendance

C. Approve Minutes

M. Staten made a motion to approve the minutes from Adelante Schools Board Meeting on 09-15-22.
N. Frech seconded the motion.
The board **VOTED** to approve the motion.

II. Ebullience & Spotlight

A. Engagement & Community Partners Quartley Update

J. Habayeb presented on community partnetships

III. Executive Director Update

A. Executive Director Update

Attendance: Currently at 90% -3.5% from Board Goal

B. Staff Performance Evaluation Plan

R. Scott made a motion to approve the Teacher/Staff Evaluation Plan as written.
K. Branson-Hutchison seconded the motion.
E. Rangel shares that this plan is similar to what we voted on. Updated dates and framework

M.Staten Question: How often do you evaluate?

Answer: Twice a year, once in December and then again in May

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

Roll Call	
N. Frech	Aye
R. Scott	Aye
K. Branson-Hutchison	Aye
K. Kainrath	Aye

Roll Call	
M. Staten	Aye
S. Simpson	Aye
M. Whitley	Absent
B. Burcope	Absent
A. Smith	Absent

IV. Financial Operations

A. FY22 Preliminary Close-Out

J. Habayeb reviews the FY22 Preliminary Close-Out

- The audit is upcoming at the end of November
- Discussed Budget vs. Actuals
- Discussed forecasted budget
- Overview of FY23 Q1 Preliminary Report
- N. Frech asks about revenue
- R. Scott asks about the Board cash reserve policy

B. Review and Approval of July, August, & September 2022 Financials

J. Habayeb reviews the FY23 Q1 Financials

- J.Habayeb requested vote for approval of the expenditure list
- K. Kainrath requested review time for the expenditure list.

K. Branson-Hutchison made a motion to approve the receipt of the financial expenditures.
M. Staten seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
M. Staten	Aye
S. Simpson	Aye
B. Burcope	Absent
N. Frech	Aye
A. Smith	Absent
K. Branson-Hutchison	Aye
M. Whitley	Absent
K. Kainrath	Aye
R. Scott	Abstain

V. Committee Updates

A. Academic Excellence

M.Staten: Next significant update will be in November.

E. Rangel: Shares that 82% of scholars know more than 80% of their letters and sounds. Huge growth from where we were last year.

B. Finance & Development

C. Governance

K. Branson-Hutchison made a motion to approve Edward Rangel's contract extension & raise.
N. Frech seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
M. Staten	Aye
M. Whitley	Absent
S. Simpson	Aye
B. Burcope	Absent
K. Branson-Hutchison	Aye
N. Frech	Aye
R. Scott	Aye
K. Kainrath	Aye
A. Smith	Absent

VI. Closing Items

A. Adjourn Meeting

K. Branson-Hutchison made a motion to adjourn the meeting at 6:56 PM.
M. Staten seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
B. Burcope	Absent
K. Kainrath	Aye
K. Branson-Hutchison	Aye
N. Frech	Aye
S. Simpson	Aye
M. Staten	Aye
R. Scott	Aye
A. Smith	Absent
M. Whitley	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:56 PM.

Respectfully Submitted,
J. Habayeb

Documents used during the meeting

- FY23_Board_September Ebullience (1).pdf
- FY23_Baord_StaffPerformance EvaluationPlan.pdf
- FY23_Board_September Finance Report.pdf
- Notice of Executive Session_10:20.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