APPROVED

Adelante Schools

Minutes

Adelante Schools Board Meeting

Date and Time
Friday June 20, 2025 at 8:30 AM

Location
1202 East 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
B. Burcope (remote), M. Meer, M. Staten (remote), M. Whitley (remote), N. Frech, R. Scott

Directors Absent
K. Kainrath

Guests Present
B. Chandler, C. Franz, E. Rangel, J. Habayeb, M. Rooney

I. Opening Items

A.

Call the Meeting to Order

N. Frech called a meeting of the board of directors of Adelante Schools to order on Friday Jun 20, 2025 at 8:35 AM.

B. Record Attendance

C. Public Comment

None

D. Approve Minutes

B. Burcope made a motion to approve the minutes from Adelante Schools Board Meeting on 04-18-25.
M. Staten seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Kainrath	Absent
M. Whitley	Aye
M. Staten	Aye
B. Burcope	Aye
M. Meer	Aye
N. Frech	Aye
R. Scott	Aye

II. CEO Report

A. Ebullience & Spotlight

E Rangel: In May, lots of field trips - zoo, roller skating! And school assessments. One of our teachers, Mr. Keys, was interviewed by the Walton Family Foundation about the state of education. We also held a kindergarten promotion. Our girl's flag football team was undefeated until the championship game.

B. Strategic Planning

ER: We are in the home stretch. We have been meeting with the steering committee, looking at 3-4 potential growth paths. That group will finalize the strategy that will be presented to the board in August. It will end with a handover meeting to put a plan in place to engage the plan.

III. Finance & Operations

A. Transaction Approvals

R. Scott made a motion to Approve the transactions from April & May.
M. Meer seconded the motion.

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

Roll Call

K. Kainrath	Absent
B. Burcope	Aye
N. Frech	Aye
M. Meer	Aye
M. Whitley	Aye
M. Staten	Aye
R. Scott	Aye

B. FY26 Budget Approval

J Habayeb: This is a zoomed-out version of our budget. We have two income lines in our budget - one if we hit minimum enrollment, and one if we hit higher enrollment goals. We are cash-positive in both situations.

There are several areas where our revenue is remaining flat or declining due to new legislation. SPED and MLL, as well as textbook and facilities funding, are decreasing. This leads to less revenue.

Some budget lines are higher, like field trip support and staff professional development. There is also transportation increase for family support.

Operations Levy: $129,976.31 - The entirety will be spent on facilities and transportation. There will not be an anticipated balance as of 6.30.26
M. Whitley made a motion to Approve the budget.
M. Meer seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

N. Frech	Aye
M. Staten	Aye
M. Whitley	Aye
R. Scott	Aye
B. Burcope	Aye
K. Kainrath	Absent
M. Meer	Aye

C. Finance Policy Updates

JH: This is something we have talked about for a long time, but this is the first big update since starting. We needed to customize it towards us and what works for a school our size. There were lots of changes, the executive summary shows the big bucket approvals.
- Shifting signing approvals, increasing amounts
- Change in invoice approvals for contracts that have already been approved

The intent is to cut down on the amount of time spent on paperwork, but to keep the board's eyes on spending.

The other change is in capitalization - raised from $5k to $10k in line with IPS and SBOA guidance.

Addition of a cash change fund (cash box), adding in a clear trail of the cash and paperwork policies.

B. Burcope made a motion to Approve the Finance Policy Manual.
M. Whitley seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

N. Frech	Aye
R. Scott	Aye
K. Kainrath	Absent
M. Staten	Aye
M. Whitley	Aye
B. Burcope	Aye
M. Meer	Aye

Audit updates: No recommendations or findings yet. They will do one more final check in the fall at the end of our fiscal year.

Lilly Endowment funding: We have been approved for phase 1 & 2, and we are waiting on word for phase 3

IV. Committee Updates

A. Finance & Development

None

B. Governance

N Frech: One critical event for the board to attend to - The CEO evaluation due on June 30th. Please prioritize that feedback by 6/27. Send feedback to Nelson.

We have a proposed candidate for the board - Looking for approval in August.

C. Academic

No formal report - ILEARN and IREAD data are embargoed. Formal report in August.

V. Board Chair Update

A. Bylaws Update

Proposing: The one-year wait time period for board members's return can be waived when given approval by the board

BB: So the board member could immediately return to the board and serve another three years?

NF: Currently, there are two three year terms, then a one year waiting period, then another set of terms. Proposed: That waiting period could be waived if approved by the board.
R. Scott made a motion to Amend the bylaws as stated.
M. Staten seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Scott	Aye
M. Whitley	Aye
N. Frech	Aye
M. Meer	Aye
K. Kainrath	Absent
M. Staten	Aye
B. Burcope	Aye

B. Upcoming OEI Reports

Board's evaluation of the CEO due, June 30th

A number of other pieces of documentation, due on July 1st - Brendan will be sending around s a few documents for e-signature.

VI. 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 9:13 AM.

Respectfully Submitted,
B. Chandler

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