

APPROVED



**CIRCLE CITY** *PREP*  
AMBITIOUS LEARNERS | RESPONSIBLE LEADERS

## Circle City Prep

### Minutes

#### August Board Meeting

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**Date and Time**

Monday August 28, 2023 at 4:30 PM

**Location**

4002 N Franklin Rd

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**Directors Present**

A. Sowder, C. Miller, D. Neves, D. Rosenbarger (remote), D. Sawyers (remote), K. Lennon, L. Tarble (remote), N. Riggins, R. Grimm (remote)

**Directors Absent**

D. Fischer

**Ex Officio Members Present**

M. Murphy

**Non Voting Members Present**

M. Murphy

**Guests Present**

C. Eckerle

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**I. Opening Items**

A.

## **Record Attendance and Guests**

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

C. Miller called a meeting of the board of directors of Circle City Prep to order on Monday Aug 28, 2023 at 4:32 PM.

### **C. Welcome Guest(s), Public Comment**

## **II. Consent Agenda**

### **A. Approve Previous Board Minutes**

D. Neves made a motion to approve the minutes from June Board Meeting on 06-20-23.

N. Riggins seconded the motion.

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

#### **Roll Call**

L. Tarble	Aye
R. Grimm	Aye
C. Miller	Aye
D. Rosenbarger	Aye
N. Riggins	Aye
K. Lennon	Aye
D. Sawyers	Aye
D. Fischer	Absent
D. Neves	Aye
A. Sowder	Aye

### **B. Approve August Agenda**

D. Neves made a motion to Approve Agenda.

N. Riggins seconded the motion.

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

#### **Roll Call**

L. Tarble	Aye
C. Miller	Aye
D. Rosenbarger	Aye
N. Riggins	Aye
D. Neves	Aye
D. Sawyers	Aye
A. Sowder	Aye
D. Fischer	Absent
K. Lennon	Aye
R. Grimm	Aye

## **III. Academic Achievement Committee**

#### A. ILEARN and IRead Data

We are a top 10 school in proficiency and growth for black and brown scholars.  
Outperforming other schools in our neighborhood

Next goal, in 2 years, that we beat the state average

Highest increase in the city in IREAD growth. On the news for growing while most other schools remain constant.

2nd graders also took the test and we had some scholars already pass, which means they do not have to take it again as a 3rd grader.

### IV. Finance Committee

#### A. SY24 EOY Financials

There were some small changes at the end of July due to additional grant funding coming in.

Meeting all of our ICSB and bond covenants

#### B. June Transactions

L. Tarble made a motion to approve transactions.

C. Miller seconded the motion.

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

##### Roll Call

A. Sowder	Aye
D. Neves	Aye
N. Riggins	Aye
K. Lennon	Aye
D. Rosenbarger	Aye
R. Grimm	Aye
C. Miller	Aye
D. Fischer	Absent
L. Tarble	Aye
D. Sawyers	Aye

#### C. SY24 Grant Updates

Additional funds from ESSER

CSP spend down plan to be spent by 9/30/23

#### D.

### **Bank Transition & SY23 Audit Update**

Transitioning to Bank of America from NBOI

Audit on site took place in July, current is all digital

## **V. Capitol Improvements & Campaign**

### **A. Project Process**

Construction finished this week

Furniture will be in September

### **B. Cocktail Reception & Ribbon Cutting**

Purpose is to keep people engaged who have donated.

Is not just for people who have donated, so others can join

Chef Katrynka is in charge of all food, she is our new chef

Want to have a ribbon-cutting event for when all the furniture is in

Morning event so scholars are here too. Tentative Thursday, Nov 9

## **VI. Governance Committee Update**

### **A. Committee Goals & Monthly Meetings**

Governance- recruit 2 additional board members. Facilitate annual retreat and onboard new members.

Finance- 60 days cash on hand to end the fiscal year. Enrollment average of 365. Meet all covenants for ICSB and bond holders

Academic- 5% increase in ILEARN pass rates for both Math and ELA. 80% pass rate, 7% increase, for IREAD

Development- increase donor base by 50 people. Raise \$50,000.00 at annual event. Create an annual report to update people

### **B. SY24 Family Handbook Review (attorney comments)**

K. Lennon made a motion to approve handbook.

D. Neves seconded the motion.

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

**Roll Call**

K. Lennon	Aye
C. Miller	Aye
N. Riggins	Aye
D. Sawyers	Aye
R. Grimm	Aye
D. Fischer	Absent
A. Sowder	Aye
L. Tarble	Aye
D. Rosenbarger	Aye
D. Neves	Aye

**C. SY24 Staff Handbook Review (attorney comments)**

K. Lennon made a motion to Approve staff handbook.

D. Neves seconded the motion.

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

**Roll Call**

C. Miller	Aye
D. Rosenbarger	Aye
K. Lennon	Aye
D. Fischer	Absent
D. Neves	Aye
N. Riggins	Aye
A. Sowder	Aye
R. Grimm	Aye
L. Tarble	Aye
D. Sawyers	Aye

**D. SY24 Board Meetings**

L. Tarble made a motion to All board meetings- every other month, on the last Wednesday.

N. Riggins seconded the motion.

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

**Roll Call**

D. Fischer	Absent
C. Miller	Aye
R. Grimm	Aye
D. Neves	Aye
K. Lennon	Aye
D. Sawyers	Aye
D. Rosenbarger	Aye
A. Sowder	Aye
N. Riggins	Aye
L. Tarble	Aye

**E. SY24 Committee Goals**

**VII. Management Update**

**A. Update**

Aiming 340/345 for count day

**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 6:00 PM.

Respectfully Submitted,  
C. Miller

**IX. Executive Session**

**A. HOS Annual Review**

D. Neves made a motion to Approve our Head of School's (Megan) 2022-23 HOS Evaluation Memo, Bonus, and Salary Change.

K. Lennon seconded the motion.

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