APPROVED

The Neighborhood Charter Network

Minutes

NCN Board Meeting

Date and Time
Tuesday October 17, 2017 at 9:00 AM

Location
Enlace Academy, 3725 N. Kiel Avenue, Indianapolis, IN 46224

The Neighborhood Charter Network is hosting a board meeting on the third Thursday of each month.

Directors Present
D. Casey, K. Britt (remote), L. Turner, M. Dezelan, P. Castaneda

Directors Absent
R. Marques, R. Zavaleta, T. Baker

Ex Officio Members Present
K. Kubacki

Guests Present
D. Castellanos

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

D. Castellanos called a meeting of the board of directors of The Neighborhood Charter Network to order on Tuesday Oct 17, 2017 at 9:10 AM.

C. Approve Minutes

M. Dezelan made a motion to approve minutes from the NCN Board Meeting on 08-15-17 NCN Board Meeting on 08-15-17.
P. Castaneda seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. NCN Board Meeting on 09-19-17

M. Dezelan made a motion to approve minutes from the NCN Board Meeting @ Kindezi Academy on 09-19-17 NCN Board Meeting @ Kindezi Academy on 09-19-17.
P. Castaneda seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. CEO Support & Eval

A. Strategic Plan Discussion

Kevin presented a strategic plan presentation that reflects how we approach growth. The presentation is attached to the agenda.

The Kindezi deal in place with IPS does not allow enrollment control. At the time Kindezi does not have much access to the district services. Kindezi received 33 more students after count day.

Kindezi is enrolling a lot of behavioral issue students that were expelled after count day. 146 students enrolled after count day at Kindezi last year.

Kevin will be meeting with IPS to discuss the ongoing issues with enrollment, staffing, IT, food service, and facilities. In the next board meeting there will be an update from the meeting.

B. Instructional Audit for the NCN Schools

III. Academic Update

A. Enlace School Leader Report

- A metrics spreadsheet for both schools will be updated by the school leaders and the board will have access to it to see the progress. Pivot was supposed to be state aligned assessment program but a thorough review revealed the assessment questions were not. Both schools will need a new assessment program moving forward.
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- Brenice reported that across the school they are focusing on unit/lesson internalization with new curriculum; academic feedback.
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- The fall festival will take place on October 27 at 5:30pm. The family service program has been very successful. Enlace requires families to have 10 hours of service for the school year. The parent involvement coordinator has been working with parents. She is also working on high school visits to talk to the 7th graders.
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- Test prep has not started yet, IUPUI and Cathedral have a mentorship program to support students with test prep.

B. Kindezi School Leader Report

- Shanae reported that they are focusing on improving social/emotional support services, increasing academic rigor, and launching weekly data meetings.
- The instructional leadership team is focusing on the Relay program. Joyce Kilmer remains a priority school for the State Board. They will be visiting Kindezi on October 25. Kindezi will host a fall festival on October 27.
- Kindezi is looking for community leaders to read to the students for national young readers week.
- The mayor's office site review will begin on November 13.

IV. Finance

A. Budget Discussion

- The NCN combined balance sheet as of August 31 was presented to the board. Due to the audit there are re-classes and adjustments. The balance sheet shows that the schools are in good shape with very few liabilities, no debt other than the charter loans. The NCN budget vs. actual report shows YTD comparison.
- The budget will need an adjustment to reflect the actual student enrollment at the September count day.
    - Kindezi was under enrolled by 25 students in the K-3rd grades. Staffing adjustments were made at Kindezi due to the shortfall.
    - Enlace was 7 students shorter on budget.

However Kindezi has gained 29 students since count day. Kevin will have a conversation with IPS to discuss this enrollment issue and see if there are any possibilities to recover funding.

- Kindezi is receiving $215,000 through a school improvement grant that will offset expenses from 2016-2017.

B. Audit

- Brian reported that the audit is going well with no major findings reported however we are aware that there will be one recommendation.
- The lead auditor will recommend that we separate the two schools from an accounting standpoint. It has been a little hard tracking three entities through QuickBooks.
- Get the draft before the next board meeting.

V. Other Business

A. BoardOn Track

B. Maternity Leave Policy

Kevin proposed that the maternity leave policy is increased for both maternity and paternity leave.

Maternity leave to be increased by 6 weeks paid with a normal delivery and 8 weeks paid with a c-section delivery.
Paternity leave to be increased by 4 paid weeks.

Patricia moved to approve Kevins new maternity leave recommendation, Martin seconded.

C. Insurance Health Benefits

Dennis and Denise met with the Anthem broker. The renewal came back with a 51% increase. Jess with Anthem will look at other quotes.

VI. Closing Items

A. Adjourn Meeting

K. Britt made a motion to adjourn the meeting.
P. Castaneda seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:00 AM.

Respectfully Submitted,
D. Casey