APPROVED

The Neighborhood Charter Network

Minutes

NCN Board Meeting

Date and Time
Tuesday May 7, 2019 at 3:00 PM

Location
Kindezi Academy, 3421 N. Keystone Avenue, Indianapolis, IN 46218

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

Directors Present
A. Vigil-Martinez, C. Byczko, D. Casey, K. Britt, L. Turner, R. Zavaleta (remote), T. Baker

Directors Absent
M. Dezelan

Ex Officio Members Present
K. Kubacki

Guests Present
B. Anderson, D. Castellanos

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

D. Casey called a meeting of the board of directors of The Neighborhood Charter Network to order on Tuesday May 7, 2019 at 3:11 PM.

C. Approve Minutes

K. Britt made a motion to approve minutes from the NCN Board Meeting on 04-09-19 NCN Board Meeting on 04-09-19.
C. Byczko seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Comment

A. Public Comment

No public comment.

III. Finance

A. Budget Update

Terry reported that the NCN finance committee met regarding the budget and further discussions were had to adjust the draft budget.

- Due to legislature Enlace is receiving a $250 per student increase. It amounts to a $240,000.00 budget increase.
- A second count date was approved by legislature.
- Kindezi's budget reflects a 22 student difference from the initial budget.
    - The Kindezi budget continues to be a struggle due to salaries and because they do not have the growth opportunity as Enlace does. Kindezi's salaries and benefits make up 81% of its budget.
    - Kindezi's budget is flat and not much growth is possible.
    - The finance committee supports the Kindezi budget although it tight.
- For this years budget NCN had to pay attention to hiring and retention due to the recent salary increases at IPS.

Brian presented a summary of budget documents by school for the 18-19 and 19-20 school years.

- Provided the board with some budget historical data.
- Both draft budgets were planned conservatively.
- Kindezi has projected 420 students for the 19-20 school year. Kindezi can hold about 450 students for the 19-20 school year at max capacity.
    - Historically Kindezi has missed their enrollment goals by a few students but usually by the second count date, they are over enrolled. Their 18-19

September count day was 393. Enrollment leveled out with the closing of I Can. The last two years enrollment has been at about 420 students.
    - The biggest challenge at Kindezi is the mobility rate of the students and finding talent. Kevin has a call with Mastery's CEO to see what they are doing. He would like to see other turnaround schools. Kevin is looking to find strategies that could work. He would like to see what unique innovative types of programs could be available.

  Enlace has projected 560 students for the 19-20 school year at max capacity. 580 students at max capacity.
    - The enrollment trend at Enlace over the last few years is that enrollment targets have been met pretty easily. Enlace has had to maintain wait lists since there is no middle school on the west side of town.
    - Enlace has sustained growth and will continue to grow. Enrollment caps are higher at the upper school because of the structure.
- Both schools will be incentivized for hitting their enrollment numbers. Such as the principals, school based ops managers and anyone who is doing marketing or helping connect with families for enrollment purposes.
- The network currently splits costs at 50/50 between both schools. A more consistent method would be to split costs at 58/42 rate.
- Curriculum was a concern at both schools and that has been fixed.
- The continued struggle is to recruit high quality teachers at Kindezi due to a number of reasons. One being the reputation of innovations and the fact that Kindezi is a restart. The residency program is a way to build those teachers.
    - Kevin has inserted himself into the hiring process and found some gaps. The interviewing quality is pretty strong now.
    - Having an HR manager has made a huge difference in codifying the whole interview process. She sits on interviews to have a stronger consistency amongst both schools. She has updated processes, procedures, and the NCN handbook. She also created a tracker for new hires.
- Investments need to be made to enhance the student experience.
- Currently the budget is behind due to a timing issue with grant funds.
    - The Title I process is different working with IPS than doing the work through the state.
- The board acknowledged that there is a significant amount of cash in the bank to protect the schools from unforeseen costs.
- June 30th is the deadline to submit the final budget.

K. Britt made a motion to Approve the NCN 2019-2020 draft budget as presented by the NCN Finance Committee.
A. Vigil-Martinez seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. 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 4:35 PM.

Respectfully Submitted,
D. Casey