

APPROVED



The Neighborhood Charter Network

Minutes

NCN Board Meeting

Date and Time

Tuesday October 15, 2019 at 2:00 PM

Location

Enlace Academy

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

Directors Present

C. Byczko, D. Casey, K. Britt, M. Dezelan, P. Castaneda

Directors Absent

A. Vigil-Martinez, R. Zavaleta, T. Baker

Guests Present

C. Whitesell, D. Castellanos

I. Opening Items

A. Record Attendance and Guests

Kevin Kubacki was present.

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 Oct 15, 2019 at 2:05 PM.

C. Approve Minutes

C. Byczko made a motion to approve minutes from the NCN Board Meeting on 08-13-19 NCN Board Meeting on 08-13-19.

K. Britt seconded the motion.

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

II. Public Comment

A. Public Comment

No public comment.

III. Academic Excellence Committee Update

A. Present the Committee Charter

Kevin had meetings with all of the committee chairs in September. The committee structures are now in place and meeting on a monthly basis.

The academic excellence committee is working to determine what are the goals, baselines and narratives. The scorecard will contain three buckets, staff culture and satisfaction rates from the parents, retention rates from the teachers, and student culture. Short term and long term indicators will be monitored along the way.

Enlace will be rated an A school for the 2018-2019 school year.

Kevin created and presented the NCN School Data scorecard that will measure the committee goals over the years.

Dennis recommended that the objectives be tied over the core questions for OEI.

The academic excellence committee will be the keepers of the data for all of the reporting requirements.

IPS will do a renewal for Enlace Academy with no objections. The board would like to see what the next 5 years of partnership will look like.

B. Present Committee Goals

IV. Finance Committee Update

A. Present the Committee Charter

Kevin included the charter in the agenda used from Board on Track. Proposed charters and job description for officers, board understandings. One of the things is worse case scenario budgets. Create those budgets for the board to look at.

1. The Finance Committee will meet every other month for the SY 19-20
2. Create worst case scenario budgets for each school to include facilities

Key metrics,

- Days cash on hand
- Debt ration
- Assets and liabilities

B. Present Committee Goals

V. Community Engagement Committee Update

A. Present the Committee Charter

Community Engagement Committee:

1. Recruit at least five total members for the committee
2. Identify 50 potential community stakeholders to contact
3. Make meaningful contact with 50% of the identified community stakeholders.
4. Create a school presentation protocol.

Kevin and Dennis have gone over the structure of the Executive Committee. The Committee will work on the strategic planning process and would then go back to the board for review. Governance will also fall under the Executive Committee as well as any operational issues. They will serve as a support group for the Executive Director. In addition they will be in charge of the Executive Director's annual review.

B. Present the Committee Goals

VI. Other Items

A. 2020 Board Officer Succession Plan

Dennis reported that his term will be over in December. Aaron was approached to take the NCN board chair position however he is unable to fulfill that role at this time.

Caitlin Byczko has agreed the nomination as the incoming board chair.

Patricia Castañeda accepted the vice-chair position. Patricia has decided to stay on the board.

Marty Dezelan would like to define what an officer is and the role in the bylaws.

Preliminary slate of candidates for the Board officer positions:

- Board Chair - Caitlin Byczko
- Vice Chair - Patricia Castañeda
- Treasurer - Terry Baker
- Secretary - Denise Castellanos

The slate of candidates has to be voted in January and February.

The preliminary slate of candidates was reviewed and will be discussed accordingly. The bylaws will be reviewed and amended in December. Include a reference to the committee structure. Spend 6 weeks identifying changes. Make amendments and vote as needed.

B. Enlace Renewal Process

Kevin reported that the charter renewal application was submitted.

Kevin and a group of leaders at Enlace met with OEI for a renewal meeting. The meeting went well and the feedback from Patrick was that they see no issues in renewal.

Enlace Academy is outperforming the district school. Enlace Academy is currently exceeding this standard.

The next renewal meeting with OEI is on December 4th. 3 people will need to be in attendance of that meeting such as the Executive Director, Board Chair, and the Principal.

Kevin will explore the partnership for potential facility availability.

VII. 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 3:50 PM.

Respectfully Submitted,
D. Casey

VIII. Executive Session

A. Executive Director Compensation