



OEI Board Meeting Minutes Template

School			
Board Members	<i>3.2 A. The Board is comprised of all essential skill-sets and all members are contributing</i>	Present: Eugene Dooley (In-Person) Daventry Burroughs (In-Person) Brad Jacklin (Virtual) Manuela Salazar (In-person) Todd Carpenter (virtual)	Absent: Andreia Alexander Melissa Mayorga Nicole Woodson Malybu White
		Total Board Members Serving on Board: 5	
School Staff Present		Alicia Hervey, Head of School Bianca Baird, Director of Operations Tia Taylor, Elementary Assistant Principal Chris Anderson, Middle School Assistant Principal Summer Dimmitt, Executive Assistant to Head of School	
Members of the Public/Guests Present		N/A	
Date		June 14, 2022	
Call to Order		5:07 pm	
Meeting Items			
Voting/Actions Taken		May meeting minutes approval 1st by Daventry Burroughs 2nd by Manuela Salazar	
Reporting	<i>3.1 A. Relentless focus on student academic outcomes</i> <i>3.2 B. Evidence of progress monitoring systems in place</i>	<ul style="list-style-type: none"> ● Financials: <ul style="list-style-type: none"> ○ Started with Budget for 22-23 SY, needed for approval by board <ul style="list-style-type: none"> ■ Total revenue needs approval by board ■ Draft budget has been submitted to OEI (was due by 06/15) ■ Board Approval on June 14, 2022 <ul style="list-style-type: none"> ● 1st by: Daventry Burroughs ● 2nd by: Manuela Salazar ● Approved for SY 22-23 ● Reviewed Statement of Financial Position for May. <ul style="list-style-type: none"> ○ This will be moved to the financial committee for further review of activity and report back in August meeting. 	



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		<ul style="list-style-type: none">○ There was reference made to making a plan for surplus of grant funds.
		<ul style="list-style-type: none">● School Leader Report:<ul style="list-style-type: none">○ DCS Report Filed<ul style="list-style-type: none">■ Met with DCS and were given an oral finding that both claims were unsubstantiated.■ Title VIII certification for executive team○ EEOC Complaint<ul style="list-style-type: none">■ Documents shared with the board.■ No action required at this time.● End of year total enrollment: 543<ul style="list-style-type: none">○ ELL is 53%. Exceptional Learners is 10%○ Attendance is 90.8%
		<ul style="list-style-type: none">●
		<ul style="list-style-type: none">● Board Recruitment<ul style="list-style-type: none">○ Attorney, Human Resources and Community Members.
		<ul style="list-style-type: none">● Staff Openings: MSW, ELL teacher, EXCEL teacher, STEM, Art● Staff Retention<ul style="list-style-type: none">○ Current Rate: 68%, 19/59○ Next steps: Focus on Adult SEL, Peer Mentors, and work with Peace Learning Center● Summer Professional Development: 4 opportunities for the Culture Team: Innovative Schools Summit, Atlanta, Georgia June 15-June 19; Get Your Teach On, Orlando, Florida, June 26-June 29; Leadership Institute, Nashville, Tennessee, July 6 - July 8; AVID Training, Minneapolis, Minnesota, July 12-July 15; Habla Merida, Merida, Mexico, July 18 - July 22. **All scholars will be in AVID. These training sessions are a part of the retention training.● UIndy partnership solidified● Academics:<ul style="list-style-type: none">○ 49% ELA I-Ready Typical Growth○ 38% Math I-Ready Typical Growth○ I-Read, currently we are at 40% and we have additional scholars taking this test the week of July 12-July 15th○ 82% of families participated in SLCs○ WIDA ACCESS: 21% met growth goal○ ILEARN Data: 8% ELA, 3.8% Math (preliminary results)● Summer Learning:<ul style="list-style-type: none">○ Current Enrollment: 210 scholars



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Committees	3.1 B. Evidence of committees with clear goals	<ul style="list-style-type: none"> ● Executive Committee: 45 days before the report given, will be a part of the employee file. ● Finance/accounting <ul style="list-style-type: none"> ○ Plan to review the Statement of Financial Position. ○ Report given from 05/15/22 ○ Escrow still needs to be set up, meeting forthcoming to settle ● Education <ul style="list-style-type: none"> ○ The committee has not met, goals are forthcoming based on data shared for the next meeting.
Community/ Stakeholder Engagement	3.4 D. School Leader collaborates with the Board to handle school-level complaints and concerns	<ul style="list-style-type: none"> ● Discussion <ul style="list-style-type: none"> ○ None ● Recommendations: N/A at this time
Additional Notes		<ul style="list-style-type: none"> - Items Needed: <ul style="list-style-type: none"> - OEI Handbook <ul style="list-style-type: none"> - Signature Needed from board - Leader self evaluation <ul style="list-style-type: none"> - Needed by June 30, 2022 - Board self assessment form <ul style="list-style-type: none"> - Needed by June 25, 2022 - Board Goals <ul style="list-style-type: none"> - Potential Dashboard for moving forward, example will review this for Board Retreat - Board Retreat, <i>Friday August 05, 2022</i> - Motion for July Meeting, Cancellation <ul style="list-style-type: none"> - 1st: Daventry Burroughs - 2nd: Manuela Salazar
Meeting Adjournment		Motion to Adjourn: 1st: Daventry Burroughs 2nd: Brad Jacklin Adjourned at 6:30 PM
Executive Session		
Meeting Topics		<ul style="list-style-type: none"> ● NONE