



**Minutes of the Board of Directors  
April 18, 2023**

The meeting was convened by Bill Harris at 4:02 p.m. at Vision Academy. The following were present:

**Board:**

Kelly Braverman - Phone	Mike Mason
Alex Choi	Mike North - Phone
Bill Harris	Madeline Priest - Phone
Sarah Lofton	Aaron Williamson

*Votes were taken by verbal role call for each topic requiring a vote. All Motions were carried unanimously.*

**Staff/Others:**

Kelly Herron, Executive Director	Mark Simon, AMMS Principal
Kristen Stratton, Director of Student Support	Aunye Hockett, VAR-EL Principal
Sean Dunlavy, Director of Development	Bilen Mulugeta, VAR-MS Principal
Jessica Kohlmeyer, Director of Academics	Jacob Crouch – Board Member Prospect
Janie Seivers, Director of Business Affairs	Abby McDonough - Board Member Prospect
Laura Burton, USI Business Manager	Russ Ridge - Board Member Prospect
Kandis Pearson, AMA Principal	Lori Thompson, Indigo43 - Phone

**Public Comments:**

- Three new potential board members attended and were introduced. Each has been participating on a board committee as they evaluate the potential commitment required to USI.
  - Jacob Crouch – Governance Committee
  - Abby McDonough – Finance Committee
  - Russ Ridge – Academic Committee
  
- Kelly Herron brought to the attention of the board, two separate recognitions of administrators.
  1. Bilen Mulugeta – IDOE Emerging Leader in Education
  2. Kristen Stratton – IN Council of Education 2023 Administrator of the Year

**Connect To Purpose:**

Bilen Mulugeta shared Vision Academy Middle School’s implementation of a Peer Mentor Program to help those students who struggle to connect and feel part of the school culture. Select 8<sup>th</sup> graders are paired with select 5<sup>th</sup> graders to help teach strategies for making their school days feel better as they become more connected with their classmates.

**Approval of Minutes**

Approval of the minutes from the January meeting were presented for approval.

**MOTION: Approve the January minutes, as presented.**

**Mike Mason made the motion, Aaron Williamson seconded. Motion carried.**



**Finance Committee Brief:**

- An Investment Policy has been drafted to help the Finance Committee work toward maximizing yield in our cash accounts on our Balance Sheet. The Investment Policy defines types of investments we are legally allowed to participate in, primarily treasuries and money markets.
  - Kelly Braverman pointed out that the draft copy did not include a clearly defined role of the Finance Committee. As a result, the following statement will be added.

*“All investments shall be approved in advance by the Finance Committee or a designated representative of the Finance Committee. All recommendations for changes shall come from the Finance Committee to the board.”*

**MOTION: Approve the Investment Policy, contingent upon the changes as discussed.**

**Mike North made the motion, Kelly Braverman seconded. Motion carried.**

**UNITED SCHOOLS OF INDIANAPOLIS  
Financial Statement Summary  
For Period Ending February 28, 2023**

<b>Cash on Hand:</b>	3,686,420		
<b>Investments:</b>	174,124	<b>Days Cash on Hand</b>	
		<b>All Funds</b>	<b>Unrestricted</b>
<b>Total Funds Available:</b>	3,860,544	<b>(OEI)</b>	<b>(Bond)</b>
Restricted:	297,066	AMA: 128	95
Unrestricted	3,563,477	VAR: 110	97
		AMMS: 74	56
		USI: 210	161
		Consolidated: 116	93
<b>Outstanding Receivables:</b>	1,103,428		
<b>Outstanding Payables:</b>	323,646	<b>Debt Service Coverage projection:</b>	
		Projected for 6/30/23:	<b>1.51</b>
		Required:	<b>1.10</b>
<b>Net Operating Income:</b>		Budgeted:	367,133
Avondale Meadows	458,039	Budgeted:	450,969
Vision Academy	477,408	Budgeted:	11,871
Avondale Meadows MS	29,260	Budgeted:	44,712
USI	136,446	Budgeted:	874,685
Consolidated	1,101,153		

**REVENUE:**

- State Basic Support is reconciled to Sept ADM count.

**EXPENSES:**

- Professional Services are over budget due to tutoring expenses and music instruction.
- Staff training is over budget due to additional needs
- School Lunch is over budget due to additional needs but is offset by additional federal reimbursements
- Student transportation is over budget due to additional needs

**CASH TRANSFERS:**

No cash transfers for Feb

**MOTION: Approve the February financials, as presented.**

**Mike North made the motion, Sarah Lofton seconded. Motion carried.**



- Recognition of Service Benefit: Kelly Herron discussed proposed changes to the Recognition of Service Benefit, adding additional paid time off as teachers continue with us. There would not be a financial impact as absences are covered by internal staff.

Years Completed	Benefit
3	\$1500 Check
4	\$200 Gift Card - Night Out Downtown
5	\$2500 Check
6	8 additional PTO hours (4 total PTO days years 7-11)
7	\$3500 Check
10	\$5000 Check
11	16 additional PTO hours (5 total PTO days years 12-16)
15	\$7500 Check + 1 Week Sabbatical
16	24 additional PTO hours (6 PTO days years 17 and on)
20	\$10,000 Check + 1 Week Paid Vacation (\$5000 cash benefit)

**MOTION: Approve the Recognition of Service Benefit as presented, Mike North made the motion, Mike Mason seconded. Motion carried.**

**Governance Committee Brief:**

- We are continuing to work on making connections with potential new board members.
- During the May meeting
  - The board will be voting on the three new board members present at this meeting.
  - The 2023-24 Slate of Officers will be presented.
- Wellness Policy: The policy is required for all school who participate in the National School Lunch Program and is meant to provide assurance that we meet school nutritional guidelines of the program federal school meal standards. The policy can be renewed once every three years.

**MOTION: Approve the Wellness Policy, as presented, Sarah Lofton made the motion, Aaron Williamson seconded. Motion carried.**



**Development Committee:**

**Event Income Statement**

FUNDRAISING EVENT DETAILS		
Revenue Sources	TOTAL	NUMBER OF CONTRIBUTORS
Event Sponsorships	\$39,000	8
Ticket & Table Sales Revenue	\$26,900	25
Fund-A-Need	\$31,325	44
<b>Total Event Revenue</b>	<b>\$97,225</b>	<b>77</b>
<b><u>Event Expenses</u></b>		
Auctioneer	\$1,000	
Awards	\$205	
Bartending Services	\$600	
Catering	\$13,731.05	
Decorations	\$785.93	
Drinks: Beer, wine, soda and water	\$1,290.63	
Equipment Rental	\$5,423.63	
Event Consultant	\$1,800	
Graphic Design	\$1,950	
Permits	\$50	
Photography	\$300	
Plants Rental	\$2160.00	
Printing & Mailing	\$3,500	
Security	\$1,000	
Valet Parking	\$1,375	
<b>Total Expenses</b>	<b>\$ 35,171</b>	
<b>Event Net</b>	<b>\$62,054</b>	

**Comparative Event Statistics**

	2023	2022
Number of Attendees	190	150
Number of Tables Sold	25	19
Sponsorships	\$39,000	\$20,000
Table Sale Totals	\$26,900	\$18,500
Fund A Need Contributions	\$31,325	\$30,000
Number of FAN contributions	44	48
Total Expenses	\$35,171	\$31,150
Net Revenue	\$62,054	\$55,100

**Academic Committee:**

- Jessica Kohlmeyer presented the IREAD Spring preliminary results for 22-23. The Academic Committee was able to help identify trends that might explain the March trend of lower performance.
  - Data shows that students who have been in our schools since Kindergarten have a higher pass rate rather than student who have not been with us the entire time.
    - In light of this data, the question was raised “do we have incentives in place to try and retain student enrollment from a student’s perspective?”
  - Again this year, we gave the IREAD test to our 2<sup>nd</sup> graders. The results give us advance notice of interventions needed that have already been implemented.
  - Next steps for those scholars who did not pass IREAD.
    - Interventions began upon return from Spring Break
    - Instructional Coaches are working with targeted small groups
    - Summer Enrichment will have a strong focus on IREAD skill and literacy
    - Summer Retakes at the end of Summer Enrichment
    - Partnering with Lit to help audit our reading curriculum and determine how our teachers can better engage and improve.



- OEI Level 1 Notice of Deficiency Update:
  - The Academic Committee met with those from OEI to hear and express concerns from some of the findings from the mid-charter reviews.
  - The notice is not considered to be a warning from OEI but rather a notification that we have missed targets set by OEI.
  - The teams have accepted the findings as a challenge and are taking aggressive steps to reverse the findings. Bill Harris cautioned the team to note the deadlines issued and work to comply.

**School Dashboards**

<p><u>22-23 School Based</u></p> <p><u>AMA</u> High: School Culture and the effectiveness of the Culture Team Low: IREAD scores</p> <p><u>AMMS</u> High: Attendance because student want to me here. Low: Suspension rates are still too high</p> <p><u>VAR-EL</u> High: Suspension rate is holding; Celebrating successes by bringing the fun back in school; the number of Honors Award recipients and parental involvement. Low: IREAD scores</p> <p><u>VAR-MS</u> High: Quarter 3 Awards; Classroom removals have been cut in half; attendance during a HARD month. Low: Suspension rates → we need to keep kids in school!</p>
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**Motion to adjourn made by Mike Mason, seconded Aaron Williamson.**

**Meeting adjourned at 5:05 p.m.**

ATTEST: Sarah P. Lofton 06/14/2023

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Sarah Lofton, Board Secretary Date