

OEI Board Meeting Minutes - March 2023

School		The Path School	
Board Members	<i>3.2 A. The Board is comprised of all essential skill sets and all members are contributing</i>	Present: <ol style="list-style-type: none"> 1. Todd Carpenter 2. Nicole Woodson 3. Adam Burtner 4. Melissa Mayorga 5. Abel Contreras (<i>virtual</i>) 6. Manuela Salazar 	Absent: <ol style="list-style-type: none"> 1. Daventry Burroughs
		Total Board Members Serving on Board: 7	
School Staff Present		<ol style="list-style-type: none"> 1. Alicia Hervey, Executive Director 2. Bianca Baird, Director of Operations 3. Tia Taylor, Principal 4. Chris Anderson, Middle School Assistant Principal 	
Members of the Public/Guests Present		Brielle Petty - OEI (<i>virtual</i>)	
Date		March 21, 2023	
Call to Order		5:08 PM	
Meeting Items			
Voting/Actions Taken		February 2023 Meeting Minutes approved. 1st by Todd Carpenter 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 by reviewing the financial workbook. <ul style="list-style-type: none"> ■ Budget vs. Actual Summary <ul style="list-style-type: none"> ● Revenues: <ul style="list-style-type: none"> ○ Basic grants ahead of budget. Budgeted for 500 students. We were paid for 450 students. We are currently at 535. ○ Reimbursement grants are ahead of budget due to Quickbooks set-up. ○ Other revenue: IPS referendum - explained in expenditures. ● Expenditures - Salaries & Benefits - Ahead of budget. 	

- Bonus Structure - Merit based worth \$3500 per employee; Estimated at ~\$231k in totality
- June referendum dollars will be captured as well to off-set the remaining negative remaining % allocation and true-up
 - Days cash on hand is 145 days
 - Recommended 45 days
- Statement of Financial Position
 - \$89,000 is not salary owed - will true up in June 2023
 - Checking account, normal range listed
- Statement of Activity
 - Perf/Terf expenses as reported are “reversed”
 - 401k will open up for buy-in April 3rd
 - ESSER II
 - Ends in September 2023
 - ESSER III
 - Ends in September 2024

- School Leader Report

- OEI has formally contacted the school to inform them of the Notice of Noncompliance regarding results from the 2021-2022 academic year.
 - Academic improvements are asked to be made by Summer 2023 and Summer 2024 as outlined in the Notice of Noncompliance letter
- History of the school in regards to turnaround was shared.
- School Mission and Vision and Values were shared.
- School Goals were shared during this report.
- EEOC complaint: Letter from attorney received. Draft response from The PATH attorney discussed/reviewed.
- Enrollment has grown since last month
 - 547
 - 49% ELL
 - 9% Exceptional Learners
- ADM is 551.02
 - **Goal is 95%**
 - Dropped slightly from 90% to 89.95% attendance rate
 - Incentives for scholars/parents:
 - Phone calls daily at 10am
 - Dress down Fridays
 - Ice cream party for class with perfect attendees 10 times
 - New: Assign staff member to 1 student with high absenteeism
 - Incentive via gift cards
- Vacancies

- SEL Teacher - *Resigned. Will resume recruitment.*
 - Physical Education Teacher - *Offered & accepted*
- Partnerships:
 - Discussed. No additions or changes.
- Presented Staff Demographic Data
 - 63 employees on staff
 - 61% Black
 - 10% Latinx
 - 15% White/Caucasian
- Due to OEI
 - Board approved February minutes
 - Quarterly Report (Q3)
 - Verification of Budget Enrollment
 - Adjusting from 500 to 520
- Shared the school's data
 - **Goal: Top quartile in Indianapolis on Panorama survey**
 - Belonging. Survey will be distributed 3/21 and 3/22
 - **Goal: 56% scholars will meet English/Language Arts & 45% for Mathematics.**
 - **Goal: 60% of 3rd graders and 4th graders will pass IREAD if not passing previously.**
 - Intentional Focus: Interventions. To meet goals:
 - Data dives/chats with staff
 - Tutoring for 3rd/4th grade Tu/Th using OG
 - Lavinia Group partnership (mathematical story problems)
 - Saturday school twice a month (2nd & 4th)
 - Standard mastery assessments weekly - trying to develop good practices from staff members with growth
 - The Science of Reading - training with staff underway
 - MERCIIndy - training of staff for multilingual learners - partnership with Maria University
 - Board Recruitment
 - Vacancies:
 - *Attorney - Luis Hernandez, Guest from November 2022 - potential member for recruit in the future*
 - Community Members
 - Physician or Psychologist

OEI Notice of Non-Compliance:

- Board members present are asked to sign the Notice - due in April 2023 back to OEI

EEOC Complaint Update:

		<ul style="list-style-type: none"> ● Complaint filed after 300 days within the alleged instance ● Attorney response/recommendation: Agree to initial offer of \$1000 with release. Alicia Hervey will ask if the attorney can pre-auth up to a certain amount and will inform the Board Chair. The Board Chair will arrange an Executive Session to discuss these findings for report out at the April 2023 Board Meeting. <ul style="list-style-type: none"> ○ Motion to accept attorney response/recommendation: <ul style="list-style-type: none"> ■ Abel Contreras - 1st ■ Adam Burtner - 2nd
Committees	<i>3.1 B. Evidence of committees with clear goals</i>	<ul style="list-style-type: none"> ● Executive Board Session <ul style="list-style-type: none"> ○ Meeting to be scheduled to discuss OEI Notice of Noncompliance and concerns raised during board meeting ● Finance <ul style="list-style-type: none"> ○ No immediate items that required additional discussion for the board ○ 3 responses to audit delivered and were accepted ○ Credit card statements available for review at the board level moving forward ○ ESSER expiration will be discussed moving forward ○ Fundraising efforts to be discussed for proposal to the board moving forward ● Education <ul style="list-style-type: none"> ○ Discussed OEI Notice of Noncompliance ● Governance <ul style="list-style-type: none"> ○ Discussed OEI Notice of Noncompliance ○ Board tenure map created and uploaded for board review
	<i>3.4 D. School Leader collaborates with the Board to handle school-level complaints and concerns</i>	<ul style="list-style-type: none"> ● Important Dates: <ul style="list-style-type: none"> ○ PathWays Career Days - 4/12/23 <ul style="list-style-type: none"> ■ Manufacturing, Engineering ■ Agriculture, Food, Natural ■ Architecture, Construction ■ Business & Finance ■ Government & Law ■ Health & Life Sciences ■ Hospitality & Tourism ■ Technology ■ Entrepreneurship ● Recommendations: N/A at this time
Additional Notes		<ul style="list-style-type: none"> ● Bianca Baird - Director of Operations resigning June 2023
Meeting Adjournment		<p>Motion to Adjourn: 1st: Todd Carpenter 2nd: Adam Burtner</p>

		Adjourned at 6:32 PM
Executive Session		
Meeting Topics		