



**OEI Board Meeting Minutes**

<b>OEI Board Meeting Minutes</b>		
<b>School</b>	<b>Promise Prep</b>	<b>Remote Zoom Meeting</b>
<b>Board Members</b>	Adam Milakofsky, Gloria King, Myke Spencer, Julian Harrell, Susan Appel	Present: Gloria King, Julian Harrell, Adam Milakofsky, Myke Spencer
		Absent: Susan Appel
		<b>Total Board Members Serving on Board: 5</b>
<b>School Staff Present</b>	Geoff Fenelus, Diane Tarapata	
<b>Members of the Public/Guests Present</b>	Brian Anderson (CEIS). Aaron Teater	<ul style="list-style-type: none"> <li>● November Financials</li> <li>● Statement of Activity YTD</li> <li>● Statement of Financial Position</li> <li>● Budget vs Actual</li> </ul>
<b>Date</b>	12/17/21	
<b>Call to Order</b>	<b>11:05 am ET</b>	A. Milakofsky called meeting to order at 11:05 am ET
<b>Meeting Items</b>		
<b>Voting/ Actions Taken</b>	<b>Minutes Approval</b>	<p><b>Action:</b> A motion was made to approve 11.19 Meeting Minutes</p> <p><b>Moved:</b> A. Milakofsky, <b>Seconded</b> M. Spencer Carried (4 aye, 0 nay, 0 abstentions)</p> <p>Action: Paternal Leave/STD</p>

<b>Mission Moment</b>		<ul style="list-style-type: none"> <li>● Promise Prep Awards <ul style="list-style-type: none"> <li>○ 70 percent of families attended</li> <li>○ Closed out year strong</li> </ul> </li> </ul>
<b>Reporting</b>		<ul style="list-style-type: none"> <li>● Enrollment/Student Demographics <ul style="list-style-type: none"> <li>○ Budgeted/Goal: 50 Students</li> <li>○ ADM: 53</li> <li>○ Actuals: 55 <ul style="list-style-type: none"> <li>■ Lost 1 student since last meeting</li> <li>■ Pull from Waiting list student to maintain number</li> </ul> </li> <li>○ Grade Breakdown <ul style="list-style-type: none"> <li>■ Kindergarten-31 Students</li> <li>■ First Grade- 12 Students</li> <li>■ Second Grade- 12 Students</li> </ul> </li> <li>○ Demographics: <ul style="list-style-type: none"> <li>■ 69%- Spanish/Latino</li> <li>■ 31%- Black/African American</li> </ul> </li> <li>○ Attendance <ul style="list-style-type: none"> <li>■ Attendance has been 90%</li> <li>■ YTD 86%</li> <li>■ FOM - call families if kids are absent every day to find out why</li> </ul> </li> <li>○ Spoke to local schools- Circle City Prep <ul style="list-style-type: none"> <li>■ Attendance around the same amount as ours</li> <li>■ 88 % and 89%</li> <li>■ We are similar to schools in the area</li> </ul> </li> </ul> </li> <li>● Operations <ul style="list-style-type: none"> <li>● School Nutrition Approved</li> <li>● School Nutrition <ul style="list-style-type: none"> <li>○ Reimbursement</li> </ul> </li> <li>● State Reporting <ul style="list-style-type: none"> <li>○ Sped report submitted to Alma and DOE</li> </ul> </li> <li>● OEI CAP Reporting for December <ul style="list-style-type: none"> <li>○ School Leader Succession Plan</li> <li>○ Board Minutes</li> </ul> </li> </ul> </li> </ul>

- HR Updated Parental/STD
  - Reviewed by attorney
  - Update Maternity Leave Policy
  - Short-term/Long Term Disability Update
  
- Grants
  - 1008
    - Worked with partner school
      - Summer programing
      - Reading program
      - Instructional cultural position
    - Applied
    - Find out today 12/17/21 if it was received
    - Amount is close to \$400,000 if received
  - JW Couch
    - Applied did not receive
  - Glick Family Foundation
    - Received an extra \$2500

- Academics
  - NWEA MOY testing took place the week of December 6th
    - MAP Growth Math
    - MAP Growth Reading
  - NWEA MOY Reading Fluency will take place post winter break.
  - Data will be broken down
  - Dr. Lavert/Lavinia Group academic support:
    - Phonics/small groups
    - Read alouds
    - Intellectual Prep
    - Number Stories
  - During January meeting will include more data
  - Promise Awards
  - A. M
    - What do we do with data?
      - G. Fenelus response- celebrate little wins. See where kids are and create plans for growth from that. Evaluation stage currently and now strategize how to go forward.

		<ul style="list-style-type: none"> <li>● Finance <ul style="list-style-type: none"> <li>○ Budget Vs actual <ul style="list-style-type: none"> <li>■ Not much has changed</li> <li>■ In good shape</li> <li>■ Revenues line <ul style="list-style-type: none"> <li>● Expect about 58 percent <ul style="list-style-type: none"> <li>○ Received more revenue than anticipated</li> </ul> </li> </ul> </li> <li>● Expenses <ul style="list-style-type: none"> <li>○ 51 percent</li> <li>○ Spent a little extra than anticipated</li> </ul> </li> <li>● Better NET position now than expected</li> <li>● Finished month with 605,000</li> </ul> </li> </ul> </li> </ul>
		<ul style="list-style-type: none"> <li>● Staffing <ul style="list-style-type: none"> <li>○ Stipends will be given for Lead Teacher roles and responsibilities <ul style="list-style-type: none"> <li>■ B. Jones</li> <li>■ U. Rodriguez</li> </ul> </li> <li>○ Stipend will be given for extra responsibilities with school operations <ul style="list-style-type: none"> <li>■ K. Dickerson</li> </ul> </li> <li>○ MOY Conversations <ul style="list-style-type: none"> <li>■ Executive Director</li> <li>■ Principal</li> <li>■ Staff</li> </ul> </li> </ul> </li> </ul>
<p><b>Committees</b></p>	<p><i>Board Chair Update</i></p>	<ul style="list-style-type: none"> <li>● Volunteer Committee <ul style="list-style-type: none"> <li>○ A. Milakofsky reminded board to execute your project you picked</li> </ul> </li> </ul>

<b>Community/ Stakeholder Engagement</b>		
<b>Additional Notes</b>		
<b>Meeting Adjournment</b>		<b>11:38 pm ET</b>
<b>Executive Session</b>		
<b>Meeting Topics</b>		