



## Vanguard Collegiate Board of Directors Minutes

**Date:**

**11/19/2018**

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**Time: 5:53 pm**

**Location**

**Vanguard Collegiate of Indianapolis**

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**Board Members Present:**

<b>Name</b>	<b>Present (Y/N)</b>	<b>Mode (In-person/Call)</b>
Juan Pablo Ramon-Lagunas	Yes	In-Person
Dan Levine	Yes	In-Person
Asia Bartee	Yes	In-Person
Sibeko Jywanza	Yes	In-Person



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## **Agenda Item #1: Approval of Meeting Minutes**

**Notes** (general substance of all matters proposed, discussed, or decided):

Action (Voice Vote): All in Favor, No Opposed

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## **Agenda Item #2: Public Comment**

**Notes** (general substance of all matters proposed, discussed, or decided):

- **No members came from the public**

## **Agenda Item #3: Committee Reports**

**Notes** (general substance of all matters proposed, discussed, or decided)

- Governance Committee
  - o Executive Director will provide information on Matt Bouie and Ann Davis
  - o Board has moved to remove Damon Martin from the Vanguard Collegiate of Indianapolis Board; Damon has not been involved in any meetings nor in communication with Board Members regarding his absence; Board Chair will send out communication regarding this Board Vote

## **Agenda Item #4: Finance Committee**

**Notes** (general substance of all matters proposed, discussed, or decided)

- Suggested to create a Financial Summary (Cover Page) showing where we are vs. what we owe
- New Accounting Firm ACT Services working Pro Bono on establishing and creating financial statements and documentation
- Board needs to begin finding ways to reach its Fund Development Goal of \$75K
- Post-pone vote on Cash Flow Financials for next board meeting

Action: Discussion; Vote on Financials at next board meeting

## **Agenda Item #5: Executive Director Report**

**Notes** (general substance of all matters proposed, discussed, or decided)

- School Update
  - o Count Day was September 14<sup>th</sup>: 61 Scholars total enrollment at end of October was 56; trending reasons: transportation, additional services and



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- discipline
  - Recruiting efforts are for next school year
  - Established Lexile Growth goals to help get reading scores up; increased focused on literacy support for 5<sup>th</sup> and 6<sup>th</sup> cohorts
  - Completed 1<sup>st</sup> trimester and 25% of scholars are on honor roll
  - Saturday Academy began in November and 30% of student population attended; partnered with Christamore House with an academic focused after school program
- Financials
  - Ending cash balance \$129,078 as of October 31<sup>st</sup>
  - DOE reduced amount of per pupil
  - New accounting firm, ACT Services who will present at the next board meeting
- Development
  - Development goal is \$75,000 raised 9% of that goal
  - \$3,300 in grants, \$3,000 in individual funds, and \$700 to send turkeys home with the scholars
  - No confirmed special events confirmed but in planning phases: golf outing, friend raiser, evening social event
- Governance
  - Board has moved to remove Damon Martin from the Vanguard Collegiate of Indianapolis Board; Damon has not been involved in any meetings nor in communication with Board Members regarding his absence; Board Chair will send out communication regarding this Board Vote
    - Vote: All in Favor, No Opposed
  - Need to confirm out dates for 2019 meetings
  - Will connect with new board members and send out invite to officially join
- Facilities
  - 5 sockets don't work and 3 switches have gone out; this is the landlord's responsibility; Plumbing issues, again landlord's responsibility
  - Seeking to withhold rent payment until landlord addresses facility concerns
- Other Business / Community Opportunities
  - Check out 74 Million on Ed Reform for the State of Indiana; we have a table at their December 2<sup>nd</sup> event
  - GM Stamping Plant, VP of Chase, and Brebeuf – all ask for financial, spacing and scholarships for scholars



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- Department of Education Audit
- January 3<sup>rd</sup> hosting West Side Task Force
- January 7<sup>th</sup> Rotary Club Presentation

Action: Discussion

### **Agenda Item #6: Further Business**

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**Notes** (general substance of all matters proposed, discussed, or decided)

- Goals needs to be set for the Executive Director; Board will take this matter on
- Expectation that these goals will then trickle down on staff objectives

**Adjournment at 7:18pm**

**Next Board meeting will be: December 13<sup>th</sup> 2018**



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