



IVY PREPARATORY ACADEMYSM

Kirkwood Girls

Meeting of the Board of Trustees
Tuesday, January 20, 2015, 7:15PM
Meeting location: Gwinnett Campus

Welcome and Call to Order- Meeting called to order at 7:15 PM

Chairman Christopher Kunney

Board Members Present: Christopher Kunney, Cindy Jacoby,
Cheryl Treadwell, Bryon Chambers, Adwoa Awotwi
Executive Director Victoria Wiley

Board Members absent: Monty Green, Angie Chesin, Sheila Jordan, Bruce Taylor

Other attendees: Phil Andrews, Joy Treadwell, Fallon Sanders (Dir of Student Recruitment), Jacob Cole, Miss Foney, Kendra Shipmon

The Governance Committee submitted the slate for 2015 officers:

Christopher Kunney- Chair

Monty Greene- Vice Chair

Cindy Jacoby- Secretary

Calvin Smith- Treasurer

The slate was voted on as presented and approved unanimously

Approval of previous November/December Minutes approved unanimously

Controller Report

No one available

There no financials submitted for the month due to illness of our CFO.
Chairman has asked finance committee to present a contingency for the future.

Executive Director's Report

Victoria Wiley

- See Report and Dashboard
- ERATE grant information due in middle of March
- Our custodian service provider has given 30 day notice
- Connections (Kirkwood) invoice discussion. They have agreed to charge us per student.
- Re-enrollment season
- Continue work on surveying to expand attendance zone.
- Board approved the 21st Century Grant program for FY 2015 in \$357, 280

Board update

Chairman Christopher Kunney

- Review Action Items from previous board meetings

Facilities Committee

Committee Chair Kunney/Phil

- Construction project has been delayed. We have not signed the contract yet (they have been red-lined and returned to architect/ project manager).
- Phil looking at tenant lease agreement concerning trash in their area and talking with our landscape crew about an extra day of clean-up.
- Phil also looking at private property towing.
- Facilities will make a recommendation about property management.

Governance Committee

**Committee Chair Bryon Chambers
(report sent prior to meeting)**

- New “speed interviewing” at Kirkwood for prospective members set for Feb 7th from noon- 1:30PM
- Members are reminded to sign up for mandatory board training on Feb. 5 & 6

Finance Committee

Victoria (for Monty)

- Audit needs closure. Victoria would like to set up a meeting with Terrance Washington from the commission and she asked for Board help.
- Victoria talked about procedural change to submitting wire and tenant rent to our trustee.

Education task force-

- Committee is in place and will start looking at HS options

IPA Fund Raising Taskforce

IPA Foundation Update

no update

New Business

Board Chair

- Strategic Planning Session proposal from Kristin Moody and will be dispersed to the board tomorrow by Christopher.
- It was moved that we accept her proposal.
- Motion approved unanimously as long as no objections were raised before Friday, January 23, 2015

Announcements

Board Members

- Date for next meeting - February 24, 2015 at Kirkwood

Public Comment

None

Adjournment at 7:50 (?)

Board Chair

Minutes taken by Cindy Jacoby

The undersigned hereby certifies that she is a Director or Officer of Ivy Preparatory Academy, a public charter school organized and existing under the laws of the State of Georgia, and that the above is a true and correct copy of the meeting minutes of the Board of Trustees of said organization.

The minutes were adopted by the Board of Trustees at a meeting held _____ at Kirkwood Campus

IVY PREPARATORY ACADEMY

By: _____

Approved by

Date

Action Items for January

1. Finance committee to submit a continuity plan for CFO back-up
2. All committee leads must have a back up plan in place
3. School leadership needs to comeback with a plan for HS by March meeting make recommendation.
4. Victoria asked for Board support during those planning meetings.
5. Victoria to change “ownership” from Myles to the other principals
6. Bryon to send out committee members and leads to board.
7. Bryon to send out reminder of Board Training Feb.5th and 6th
8. Victoria to set meeting with Terrance Washington regarding audit
9. Christopher via Governance Follow-up with fund raising chair
10. All- respond by end of week if you have any objections or questions
11. Phil to set up a tenant meeting in order to work together, security and cleanliness.

Action Items for December:

1. Phil/Calvin- Deliver controller report with summary one week ahead so we can have a record.
2. Monty to request a write up from Doug regarding audit.
3. Kendra to begin adding parent survey data to dashboard

From November

4. Victoria to get comparison data from Connections and make target goals for improvement
5. Victoria make bi-weekly reports to the board