



IVY PREPARATORY ACADEMYSM

A Georgia Public Charter School For Girls

Now You Have A Choice For Quality College Prep Education

Ivy Preparatory Academy Girls at Kirkwood

Meeting of the Board of Trustees

Tuesday, November 18, 2014, 6:30 PM

Meeting location: Gwinnett Campus

- **Welcome and Call to Order- Meeting called to order at 6:36** Christopher Kunney
Board Members Present: Christopher Kunney, Bryon Chambers, Adwoa Awotwi, Cheryl Treadwell, Cindy Jacoby, Angie Chesin (Phone).
Board Members absent: Sheila Jordan, Monty Green. Bruce Taylor
Other attendees: Victoria Wiley, Phil Andrews, Joy Treadwell, Dr. Myles, Kendra Shipmon

- Welcome New Board Member- Cheryl Treadwell

- Approval of previous September minutes Full Board
 Approved unanimously

- Controller Report- See Attached Phil Andrews
 Tenant income coming in
 Food Service amount we are keeping eye on.

- Executive Director's Report- See Dashboard Victoria Wiley
 Dashboard review of Academic Performance
 Percent of students in danger of not moving forward: 9%
 385 students 6 withdrawal / 5 new students
 Thanks to Christopher and Bruce Taylor for attending ribbon cutting

- Board update
 - Review Action Items from October board meeting Chair Kunney

 - Facilities Committee Committee Chair Kunney
 - Facilities Management- Still collecting proposals on facilities
 - Adwoa moved to extend Phil's management contract and additional – Motion passed unanimously
 - Facilities Expansion-
 - Nancy (Project Manager)- update building build out progress
 - Completion date: June 30
 - Weekly meeting set up
 - Looking a possibility of moving some columns
 - Preliminary budget is put together \$170,000 in expenses such as furniture, fixtures and equipment.
 - Christopher would like to meet with the Foundation to help support the budget gap

 - Governance Committee Committee Chair Bryon Chambers
 - End of the year Board Elections- Governance Committee will provide a ballot/slate.

- Committees- Bryon will send out a list of committees- all board members need to choose one or two committees
 - Angie Chesin expressed interest in joining the Academic Oversight committee
 - Members are reminded to sign up for mandatory board training on Feb. 5 & 6

- Finance Committee Victoria Wiley
 - Finance Committee Update-
Added a year to date on financial statements
Working on how to report reimbursable expenditures for grants
 - IPA Fund Raising Taskforce (not present)

- IPA Foundation Update Nina Gilbert
 - December 4th 7 pm Signature Event – support commencement
 - Best practices tour for principal to visit high performance charter schools

- New Business
 - End of the Year Strategic Planning Session Christopher Kunney
 - Holiday Celebration- Christopher suggest a social mixer with both boards

- Announcements Board Members
 - Date for next meeting: December 16, 2014 at Kirkwood

- Adjournment- Meeting adjourned at 7:30 PM 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 on _____ at Kirkwood

IVY PREPARATORY ACADEMY

By: _____

Approved by

Date

Action Items:

1. Phil- Deliver controller report one week ahead so we can have a record.
2. Victoria- Specific remediation plan for those who are in danger of not progressing (and reason for high numbers- not turning in or failing?)
3. Victoria- Check variance in Power School as compared to last year for those in danger
4. Christopher- to send out Ilene's marketing outline
5. Victoria to ensure Ivy Prep emails
6. Victoria and Christopher - Send out construction budget
7. Sign up for Foundation Event December www.ivyprepfoundation.org \$55