

Meeting of the Board of Trustees
Tuesday, July 29, 2014, 6:30 PM
Ivy Preparatory Academy at Gwinnett Campus

July 2014 Board Minutes
Submitted by Cindy Jacoby, Secretary

Welcome and Call to Order

Meeting was called to order at 6:40 by Christopher Kunney
Board members present: Cindy Jacoby, Monty Green, Christopher Kunney

Others present: Victoria Hudson Wiley, Kendra Shipmon, Clifton Myles, Joy Treadwell

Board members absent: Susan Moseley, Marquita Minot, Bryon Chambers

Prospective new member: Avis and Bruce Taylor were unable to come to tonight's meeting. Prospective member Alexa Ross had to remove her name from consideration because of a conflict of interest.

Approval of June Board Minutes

There were no quorum

Controller Report- Victoria for Phil

New format comparing months with variance

Gwinnet P&L:

- In the black with 45K
- Request to add variance for the year (instead of just month)
- Column F shows any comments
- Will change variance to black font instead of red which is confusing
- Discussion about consolidating energy bills. (Monty to take on)

Gwinnet Balance Sheet:

- See notes on financial reports

Boys School P&L

- Income \$294K
- Titles 1 & 2 and IDEA grants received
- \$64K in the black

Boys Balance Sheet

- See notes on financial report

Kirkwood girls P&L

- See notes on financials
- Net income \$58,719

Kirkwood Girls Balance Sheet

- **See financials**
- **Nothing unusual**

Executive Director Report- Victoria Wiley

Gwinnett: (See dashboard) Enrollment is 340 (Target 396)

Kirkwood Boys: (see dashboard) Enrollment 389 (Target 425)

Kirkwood girls: (see dashboard) Enrollment 410 (Target 425)

Enrollment strategy- Ambassador luncheon- 6 people attending to talk about enrollment
Keeping current students
Follow-up with leads better
Grassroots street teams- will help with mid-year and next year maybe more than this year.
Boys & Girls club strategy
Lunch and learn with neighbors during the school day to yield partnerships

Victoria invited the board to New Scholars Ceremonies

Victoria announced a new vendor partnership with Acme technology

Victoria would like to consider a property manager for Kirkwood and recommended Phil Andrews. He also should be considered to work with our charter renewal.

Christopher asked for a proposal from Phil.

Victoria confirmed that board meetings will continue to be held on the fourth Tuesday of each month.

Kendra Shipmon – explained new Dashboard

Gwinnett- must out perform by 3% on all CRCT categories- That goal may not be possible if population scores in the high nineties.

We lost 40% of our students who are not re-enrolling. Exit data exists. Victoria mentioned a high number of people left for transportation.

Looking at academic performance- Gwinnett girls had failed in 4 different state assessments

Christopher asked for a remediation plan for these areas that include Connexions

Operations report- we will add enrollment/withdrawals

Kirkwood dashboard was also reviewed

Victoria Hudson Wiley

Board updates

Facilities committee (Christopher)

- Team is actively working on bond documents
- Open is TEFRA charges
- Agreed to cap
- Timeline – mid- September for closing
- Landlord requested \$10,000 in earnest money (that will be reimbursed)

Governance committee (Bryon)

- Avis Dickey and Bruce Taylor were both invited in attending tonight but couldn't. We have invited them to join in August
- Recruiting luncheon- September 3, 2014 from noon-1:30

- ED Performance – August 7th 10AM in Gwinnett
- Strategy board retreat was a good high level but lacked specific goals
- Christopher is proposing a half-day strategy session for board members and school leaders in Sept.

Marketing and PR (no current committee)

Finance Committee (Monty)

Fundraising task force (Sheila)-

Meeting concluded at 8:42 pm

Next meeting is July 22th Gwinnett Campus

Action Items:

AC- Monty- go back to utility company to have bills consolidated

AC – Victoria- find out how to indicate Board fundraising effort as well as expenses

AC- Add month name to columns in Kirkwood balance sheets.

AC- Kendra to add CRCT- Data for all categories and variance onto dashboard.

AC- Cindy to provide board training percentages to Kendra

AC- Victoria to create a task force to look at student turnover

AC- Victoria to send turnover data to board

AC- Victoria to provide a remediation plan for State Assessments and have a least a quarterly meeting between Board and Connections

AC- Confirm monthly meeting dates.

AC- have communication director create an invite for recruitment

AC- Christopher will touch base with Sheila to send out fund-raising update.

AC- All board members need to send contact information to Victoria for board recruitment

AC- Add action item to agenda for review

Next meeting- August 26th at Kirkwood