



# IVY PREPARATORY ACADEMY

Public Charter Schools of Excellence

## Ivy Preparatory Academy Gwinnett meeting of the Board of Trustees 6/21/16

1. Welcome and Call to Order at 6:37pm by Cheryl Treadwell
2. No approval of previous meeting minutes because they were not circulated
3. **Chief Financial Officer Report** by Candy Yu
4. **Executive Director's Report** by Jacob Cole
  - a. Budget is based on 270 and we need to track closely
  - b. Move from two buildings to one
  - c. Property management has been addressing compliance issues
5. **Secretary Follow-Up**
  - . Reschedule Strategy planning meeting
  - a. Fundraising chair unresponsive
  - b. Paypal link has been corrected
6. **Facility Committee Report**
  - . Kitchen area needs to be updated and looking for contractors to come in on short notice
  - a. Hot water heater in the kitchen is out of compliance – doesn't hold the proper amount of gallons
  - b. Make this a food service facility within legal requirements and solicit proposals to prep at Kirkwood and or make
  - c. both locations legal for delivery of food only
7. **Academic Committee Report**
  - . Carrisa gave update on Academic committee meeting
  - a. Peter asked if we can incorporate any goals and objectives for the Executive Director
  - b. Governance will address that moving forward
8. **Governance Committee Report**
  - . Attending meeting tomorrow at State Charter School and will report back
  - a. Danielle LaSure resigned from Academic Committee
  - b. Restarting Board recruitment again and has received recommendations from Jason Allen. Also asking for other recommendations from all board meetings
  - c. Rescheduling date for Board Planning meeting ASAP
  - d. Commission framework needs to be approved
  - e. Peter raised vote to change to the new comprehensive framework system 5 yes and 1 abstain
9. **Finance Committee Report**
  - . Candy's email terminating her services and will take us through the next audit
  - a. We're now receiving resumes
  - b. Any recommendations for the role, please forward to S. Harris
  - c. Fundraising efforts – Have Alisha to research what other schools are doing

- d. Lisa made a motion to approve the budget for 2017 Gwinnet
- i. All in favor – 6 yes
- e. Need clarity around the fundraising responsibility of Jacob Cole
- f. Jacob stated he has been focused on enrollment which contributes to fundraising and can focus on external cash fundraising next
- g. Christopher Beal wants clarity on what initiatives went towards fundraising
- 10. **Fundraising Committee**: covered in Finance Committee
- 11. **Family Engagement Committee**
  - . Jason Allen was not in attendance; we will follow up with him
- 12. **New Business**
  - . Help get the campus ready for the first day of school
- 13. Next meeting date is July 26<sup>th</sup>
- 14. Meeting adjourned at 10:14pm

