



IVY PREPARATORY ACADEMY

Public Charter Schools of Excellence

Ivy Preparatory Academy - Kirkwood for Girls

Meeting of the Board of Trustees
Tuesday, April 26, 2016, 6:30PM
Meeting location: Gwinnett Campus

Board Meeting Minutes

A meeting of the Board of Trustees (the “Board”) of Ivy Preparatory Academy – Kirkwood Girls was held on April 26, 2016 at the Ivy Preparatory Gwinnett campus.

The following members of the Board were present: Christopher Beal, Jason Allen, Danielle LeSure, Carissa Jones, Tolton Pace, Peter Morelli, Cheryl Treadwell, and Adwoa Awotwi
Also present: Alisha Thomas Morgan, Jacob Cole and Candy Yu.

The meeting was called to order at 9:03 p.m.

Minutes of Previous Meeting

The Board VOTED unanimously to approve the previous meeting minutes from March 29, 2016 meeting.

CFO Report

See Report. CFO is in discussions with the Property Manager regarding his contract scope. The Property Manager will create a school safety plan, facilities budget and take on operations manager responsibilities. The CFO is trying to identify new insurance policies and employees received a survey to complete. The draft budget should be completed by May 6, the target date for the budget is May 15, 2016. An onsite audit will take place on May 9, 2016. The CFO is exploring food trucks at Kirkwood to generate income. CFO is working with the bond investor to finalize and reduce bond payments. They will have additional discussions on Friday. KW - after school program - parents were not billed properly and a collection agency is working on collection. Process has been changed going forward and YMCA will provide sign in sheets.

Executive Director Report

See Report. ED is exploring potential changes to compensation structure based on student achievement and additional responsibilities. Budget must be passed to extend offers. Some potential teachers have received Statements of Acceptance.

ED requested that the Board approve the school calendar for next school year.

The Executive Director that Ivy is working to provide additional professional development opportunities and a \$500 professional development budget for teachers at both campuses. There will be a two week summer institute for teachers. Ivy is trying to give teachers more support and is exploring early release days for teachers. Scholars will receive personal and professional enrichment during that time as well.

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The Executive Director is working on a potential grant that may fund these initiatives. She is also exploring a potential partnership with Sporty Girls.

Mr. Pace suggested that Ivy hold “Town Halls” for parents and students in the future.

Facilities Report: No report.

Academic committee: No report.

Governance Committee: Cheryl Treadwell made a motion to approve the school calendar. The motion was properly seconded. After a brief discussion, the Board VOTED unanimously to approve the school calendar in substantially the same form as prepared by Ms. Morgan as long as typos regarding the years and dates were corrected.

Ms. Treadwell requested that all Board members provide their dates of availability for the strategic planning meeting or a special called meeting to pass the budget. After discussion, Mr. Pace asked Ms. Jones to request dates via email. Mr. Pace requested that the Governance Committee work with Ms. Morgan to create a new dashboard.

Fundraising Committee: No Report. Discussion of eventually hiring staff members to focus on fundraising.

Family Engagement Committee: Mr. Allen reported that this committee is working on partnerships with NASA, Girl Scouts, an aviation group, Rhythm of Wings, a women in technology program and a program for gifted education.

Enrollment: Mr. Cole advised that the enrollment target for Kirkwood Girls is 500.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:31 p.m.

Minutes taken by: Cheryl R. Treadwell, Board Member

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