



Ivy Preparatory Academy Girls at Gwinnett
Meeting of the Board of Trustees
Tuesday, May 26, 2015, 6:00 PM
Meeting location: Gwinnett Campus

Welcome and Call to Order-

Chairman Christopher Kunney

6:07 meeting called to order

Board members present: Cindy Jacoby, Rick Betts, Monty Green, Bryon Chambers, Cheryl Treadwell. **Via phone:** Lawanna Owens-Twaites, Angie Chesin, Christopher Kunney, Tolton Pace

Not present: Carrisa Baptiste, Chris Beal, Adwoa Awotwi,

Others Present - Ebbie Parsons (from Yard Stick), Phil Andrews, and Victoria Wiley

Approval of April Minutes: minutes not previously sent out, no vote.

Finance Committee-

Monty Green

As of Thursday, May 21st the current CFO could no longer continue to work from home per his doctor's orders. Victoria Wiley has hired Yark Stick to cover the school's financial management/ CFO duties until June 30, 2015 at a cost of \$9,400 per moth. Yardstick's Dr. Howard. and Calvin Smith (current CFO) are currently transitioning the duties.

Yard Stick has proposals for services in the following areas

- 1) School operations (currently through Aug)
- 2) Financial services
- 3) Executive Search
- 4) Marketing/retention/recruitment

Currently marketing/student retention is combined with the financial services proposal. The finance committee has a counter-proposal is to make marketing separate from financial services with separate deliverable.

Vote 1: Financial Management

The finance committee recommends a 12 month proposal to Yard Stick for \$12,500 per month instead of proposed 17,500 per month to take over the financial management of the school with an ending date of June 30, 2016.

Voted unanimously to present financial services proposals to Yard Stick as noted above

(Bryon Chambers and Cheryl Treadwell joined the meeting.)

Vote: 2 Marketing/Student Retention Management

Finance committee recommends we retain the services of Yard Stick Consulting to provide marketing and student retention services for \$5,000 per month. Yard Stick is to focus on current marketing plan it its deliverables before IPA considers hiring a marking director.

Voted unanimously to present marketing services proposal to Yard Stick as noted above.

Finance committee noted that it is taking a second look at previous recommendation to change auditors. There are pros with keeping the previous auditor because of his familiarity with the school's audit. There are also pro's about changing firms. Finance committee will research and make a recommendation.

Governance Committee

Bryon Chambers, Governance Chair

Vote 3: Board Meeting/ Committee Meeting Calendar

The governance committee proposed we adopt the new master calendar that splits the three Ivy Prep school board meetings into two separate meeting locations/days. IPA Gwinnett board meetings will meet on the Gwinnett campus and the Kirkwood Meetings would be held on the same evening at the Kirkwood campus

Voted unanimously to accept the calendar

Vote 4: ED Search Firm

Executive Director recruitment task Force, under the governance committee, recommended we accept Yard Stick Consulting's proposal to conduct the search.

Recommendation added: 1) the task force tie deadlines to milestones 2) pay out spread over a couple of months

Accepted unanimously.

Facilities Committee-

Christopher Kunney, Chairman

Construction (Kirkwood) is still delayed. We need to reconcile with project management team and bond holder.

Gwinnett landlord Carter is entertaining an offer from a third party called Virgus to purchase the Gwinnett Campus. They are a property management company that specializes in charter schools. Carter reports they have sent a letter of interest to the school management offering first refusal.

(Christopher Kunney had to leave the meeting)

Controller Report-

See Controller Report

Phil Andrews

ED Report-

Victoria Wiley, Executive Director

- Enrollment numbers: 331 students enrolled- great progress. The school will not enroll new seniors. Main target group is with 6th graders
- See ED Dashboard
- Completed our first Milestone and SLO testing.
- All 10 seniors received college acceptance!!

Education task force- did not meet this month, focus on graduation.

Public Comment- None

Announcements:

- **Monty-** Acknowledged and congratulated the accomplishments of the first graduating class and to team who made it happen.
- Victoria thanked all who attended in person and in spirit.
- Next Kirkwood meeting; June 2nd at 6 PM (May meeting)
- Next Ivy Prep Gwinnett Meeting: June 23rd

Meeting was adjourned 7:31

Action Items from May meeting:

1. Victoria to locate letter from Carter regarding Vargis potential purchase of Gwinnett Building.
2. Finance committee will meet with new financial team in regards to board reporting.
3. Victoria to find out where new students are coming from (new attendance zones?).
4. Is Tolton Pace smarter than a 5th grader?