



IVY PREPARATORY ACADEMY

Public Charter Schools of Excellence

Ivy Preparatory Academy Gwinnett Board Meeting 11/24/15

1. Meeting started at 6:48pm
2. Approval of last month's board meeting minutes
3. CFO report
 - a. Candy is in the ER and unable to attend
 - b. Alisha provided highlights
4. Continuing to uncover items that are not in order from previous CFO
 - a. Continuing to receive past due invoices (some 30-60- 90 days old)
 - b. Part time staff going through boxes in office to prepare for audit that was due Oct 1st
 - c. Payroll issues discovered
 - i. Health, Dental and Vision premiums were not paid in full (\$90,000)
 - ii. Employees with doctors' appointments were turned away due to no coverage
 - iii. Benefits broker confirmed Issue has been resolved. Over \$90,000 paid this week
 - iv. Human Capital Director has been eliminated and reinstated HR manager that was in place before
 - d. May have to revisit the budget for the year, amendments may be needed
 - e. Brought on CTI Consultant for \$5,000 to complete the report
 - i. Bringing back Ms. Harris to help with CTI and other required compliant reports
 - ii. She will start on November 30th
5. Executive Director's report
 - a. Moving from 100 day to 120 day goals
 - b. Map assessments in LA and Math
 - c. Principal held parent meeting to advise on scholars that will move into gifted program
 - d. Barbara Dean Williams came to visit from Boston, spent a day and half with team and conducted 1:1 sessions and learning sessions with entire team
 - e. Michael Gall, retired air force kernel from Detroit spent a day looking at operational structure
 - f. All came on their own dime, paid for flights and hotels
 - g. Gwinnett enrollment is a challenge
 - i. 120 scholars , under the goal
 - ii. Need aggressive efforts to get numbers up
 - h. Christopher asked for contact information of guest speakers so we can send thank you notes
 - i. Alisha states that location (transportation) is one of the challenges

Ivy Preparatory Academy at Gwinnett
3705 Engineering Drive. Phone: (770) 342-0089
Norcross, Georgia 30092 Fax: (770) 342-0088
www.ivyprepacademy.org

Ivy Preparatory Academy at Kirkwood
1807 Memorial Drive. Phone: (404) 622-2727
Atlanta, Georgia 30317 Fax: (404) 622-2725
www.ivyprepacademy.org

- j. Enrollment team is going to do phone bank and offered board members to participate if can
 - i. Also applied for facilities grant to support transportation issue
- k. Mr. Cole\Chief of Staff is tasked with creating a strategic plan for increasing enrollment
 - i. Toltan is going to assist him with some recommendations

6. Review Action Items from November board meeting

1. Consolidating bank accounts

- a) Almost complete - going from 20 plus to 9 (3 per school)

2. Meeting consolidations

- a) Go back to one meeting the last Tuesday of each month

3. Board training

- b) Prepare to attend the Feb 2016 date training, Carrisa will get info to everyone

4. Disabled old board members emails

7. Facilities Committee update

- a. Christopher is requesting list from Carter to ensure we are
- b. Christopher would like to vet the potential candidate and have us interview since there is a personal relationship with Alisha
- c. Concerned about the \$350,000 bond payment due for Gwinnett and need to determine how we will address this issue

8. Academic Committee updates

- a. Christopher would like to start back receiving a dashboard that shows progression of performance and track the financial state of the organization

9. Governance Committee updates by Cheryl and Toltan

- a. Recruitment- Have reached out to 15, 8 have shown interest
- b. Looking into United Way for VIP Board training
- c. Christopher asked to expedite process for recruitment due to recent turn over. We have gaps in committee responsibilities
- d. Recommended more parent involvement from last commission meeting
- e. Would like to work with board to develop a parental advisory committee
- f. Christopher recommends reaching out to PTSA
- g. Vote was unanimous at commission meeting.
Questioned if high school was sustainable due to low enrollment
Was complimentary of the Executive Director
Timing of the closing in December was not good, questioned why not in March? (timing)
Concerned about the board turn over
Concerned that Executive Director is new and wants to see changes as school come up for renewal

- h. Challenged us to do more with less funding, as other schools have done in the past

- i. We responded to two open records request

10. Finance committee update by Christopher Kunney

a. Yardstick is requiring \$85,000 - Discussion followed regarding whether or not Yardstick met its deliverables pursuant to the signed contract and addendum: Ms. Morgan expressed that she did not have regular meetings with the CFO and did not have a listing of debts and financial priorities; Ms. Morgan only sat down with the CFO to discuss priority of debts only after Yardstick demanded a large sum of money; Ms. Morgan indicated that it was staff was not invited to the meeting between Yardstick and the Board members, she expressed that her issue with the dollar amount being requested by Yardstick is that very few services required to be provided were actually provided, including: payroll and improper tax payments (which led to resignation of several staff members), enrollment and recruitment, other operational items; they are requiring the payment is satisfied by the end of the school year (7 months remaining in the year)

b. Alisha is not in favor of paying yardstick due to the deliverables and obligations not met. Christopher stated that Yardstick offering a smaller amount can be viewed as them receiving smaller amount due to not meeting all obligations

c. Christopher asked to move into a motion: Board approval to make payment of \$85,000 meeting with the CFO to make a realistic payment plan over the next 7 months of the school year

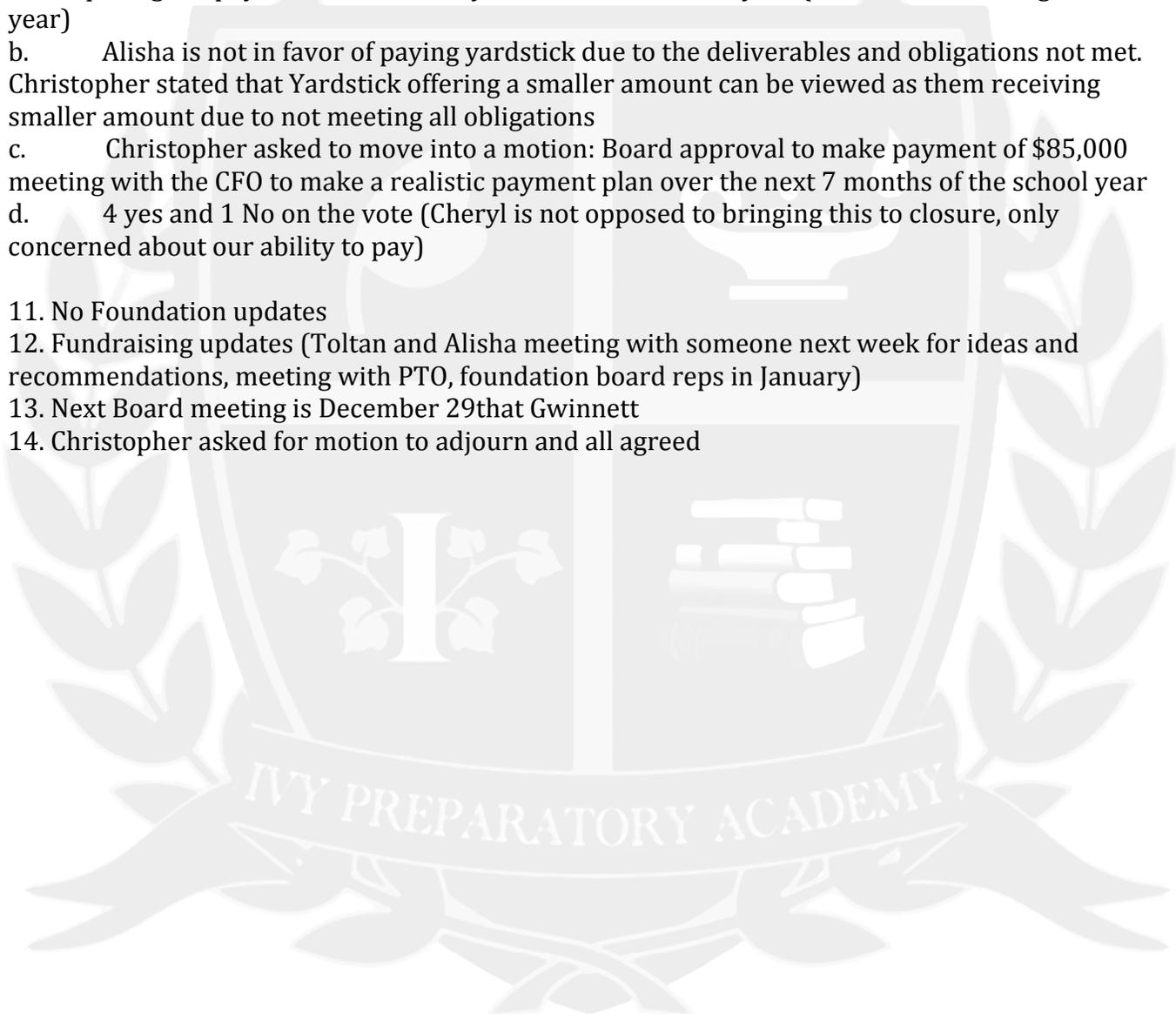
d. 4 yes and 1 No on the vote (Cheryl is not opposed to bringing this to closure, only concerned about our ability to pay)

11. No Foundation updates

12. Fundraising updates (Toltan and Alisha meeting with someone next week for ideas and recommendations, meeting with PTO, foundation board reps in January)

13. Next Board meeting is December 29th at Gwinnett

14. Christopher asked for motion to adjourn and all agreed



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