

Attendance: Beal, Jones, Pace, C Treadwell, Morgan

Kirkwood for Girls
Welcome and Call to Order

Approval of Previous Months Minutes

Quorum not present; can't approve

CFO Report

Candy Yu - Announcement: Known cash balances

\$198,000 in bank account, not including Atlantic Capital and 4 missing bank accounts (SunTrust)

Does not include upcoming bond payment or payroll

Caught up accounts payable to date minus YMCA contract negotiation (\$40,000)

Outstanding bills - \$37,000

Does not include any unknown outstanding bills

Bond - Phone conversation with Mike, cleared up previous miscommunications and documentation issues

- Out of compliance with the charter and bond (same regulations)

- None of the bank accounts are collateralized

- Additional items out of compliance on bond

- Will schedule additional meeting with Mike and Morgan

Scheduled to meet with banker on Monday

Need board to authorize Candy to consolidate bank accounts for IPAKG and collateralize accounts

- Can't vote today without quorum

Previous notes

- Challenges with transitions - incorrect cash balances in QuickBook database, not reconciled

- Unpaid vendors (music teacher, insurance) -- now caught up -- being paid directly by direct deposit

- Incorrect accounts payable

- Missing deposit information (nutrition, student activities)

Created brand new database (3 weeks ago)

- All bank accounts reconciled up to today

Cash flow projection report out by this Friday for each school

Executive Director's Report

Publicly thank new CFO, Candy Yu

- Have cash balances for the first time

30/60/90 Day Goals

- Establish clear/efficient operations structure (janitorial, maintenance, IT services) - October 31

- Floor cleaning
- Bringing in night crew (vacuuming each classroom)
- Redirecting funds from Title I, vacant personnel (girls AP, CAO, etc.), to classrooms for supplies and curriculum
- Compliance - behind in goal, pending organizational structure issues
 - Need to hire another registrar
 - 2 major reports this week - DE046, Annual Reports
- Academic Achievement
 - MAP assessments concluding at IPAKG
 - Training staff to read data, drive instruction in classrooms
 - Meeting with Principals on Academic Goals
 - Measuring performance against our charter goals
- Joy Factor
 - 97% of scholars present for count day
 - HS teachers
 - Serving in new roles to support instruction in the school
 - College tours for scholars in grades 3-8
 - Red Ribbon Week - coordinated by counselor, Ms. Zomalt

Board Update

Review Action Items from November Board Meeting

no updates

Facilities Committee

no updates

Academic Committee

Discussions on redirecting funds to classroom instruction
Coordinating conversations with finance committee on investing in a development director

Governance Committee

chair not present, no updates

Finance Committee

chair not present, no updates

IPA Foundation Update

chair not present, no updates

New Business

Fundraising committee updates

Recommendation to set a particular amount for board giving (proposed \$750 per board member annually; \$125 prorated for 2015)

Foundation board stated to give \$500 per member

Announcements

no updates

Public Comment

Fowlkes (RTI Coordinator) - Concerns about levels of support for lower achieving scholars

- No budget for student support

- Staffing has started to include EIP on IPAKG but not on YMLA

- MAP and literacy on both sides, but still lacking computers/programs and dialogue

- Affects on CCRPI

- No gifted program

- Board said computers would be in classroom, but they never arrived

- 1st grade did get a parapro, was helpful, but need more

- Need interventionists on boys side

Comments from Candy Yu in response

- Will develop a budget matrix - based on number of students served in each grade/program

Pace

- Hopes that staff are starting to see relief in various areas as we make progress

Adjournment

YMLA

Welcome and Call to Order

Approval of Previous Months Minutes

no quorum

CFO Report

Challenges during transitions

- Incorrect QuickBooks cash balances

- Compliance issues with DOE

- Dozens of past due notices

 - Now brought to current status

- Comingling of funds/payments

- Originally had \$600,000 outstanding balances listed

 - Only \$6,000 today after reconciliation

Cash balance - (don't have access to 3 accounts)

\$362,000 in bank accounts

Annual Report

Work in progress

Beal - Why don't we have access to all accounts?

All 3 schools are separate entities with different tax ID numbers

Old accounts were using 1 EIN for YMLA

Prior CFO is listed as account administrator

Had to correct to Morgan, now has full access to add users like Candy

Compliance

Bank accounts not collateralized

Candy wants to consolidate and collateralize

Beal - Is there activity on those accounts?

\$200,000 listed on Atlantic Capital, but can't reconcile until we have access

Morgan: No activity other than ours over the past 2 weeks

Previous CFO had communication with SunTrust; we made sure she was removed

Passwords have been changed

Jones - Does Morgan now have access?

Just Morgan and Candy's team

Jones - Request to provide a written CFO report

Executive Director's Report

Enrollment number updates

316 total enrollment

Importance of having great financial team

Resolving YMLA debt owed to IPAKG

Working toward compliance

Audit due to SCSC

Morgan communicating with SCSC on why we're late

Pledge that this is last year that any network school will have a late audit

Academics

Deadline for renewal application: December 1

Milestones data likely to be a challenge

Confidence in longitudinal data (vs. newly enrolled scholars)

SCSC Meeting

Staff and board present tomorrow; charter amendment regarding high school will be on the agenda

Staff letter - Thanking IPA for closing high school

Frustrated seeing her 8th graders regress academically due to flaws in HS program

November 18

100 Days of School Event

Bring together our schools, our parents, partners in the community
All schools (including YMLA) monitored for Title I
Principal Brown via Morgan
Professional development on using data for instruction
Using "more robust" curriculum
New math curriculum (SRA)
Establishing community partnerships - GA Tech, 100 Black Men of Decatur
Saturday Academy
Fundraising Meeting
All 3 parent groups met with chair of foundation and board fundraising committee

Board Update

Review Action Items from November Board Meeting

no updates

Facilities Committee

chair not present

Academic Committee

no updates

Governance Committee

chair not present

Finance Committee

chair not present

IPA Foundation Update

chair not present

New Business

no updates

Announcements

no announcements

Public Comment

none

Adjournment