



IVY PREPARATORY ACADEMY

Public Charter Schools of Excellence

Meeting of the Board of Trustees
Thursday, June 14, 2018 , 6:15 PM
Kirkwood Campus

Welcome and Call to Order

Meeting was called to order by chair, Jason Allen, at 6:30pm.

Board Members Present: Allen, Tate, Lucas (arrived at 6:35), Gray, Shepherd, Epps

Board Members Absent: Thompson

Network Staff Attendees: A. Cromartie, Sharp, Nichols, Harris, Dingle, Holmes, Meredith, Clay, M. Cromartie

Summary of Actions:

- Joining of Boards: Motion by Gray, Seconded by Epps. Unanimous vote.
- Approval of the Agenda: Motion by Tate , Seconded by Sheperd . Unanimous vote.
- Motion to accept the previous meeting minutes with the addition of Holmes under network staff attendee and the other noted corrections w. Motioned by Tate . Seconded by Gray . Unanimous Vote.

Committee Reports

- **Governance**
 - We are currently in the process of reviewing all the financial policies for the network.
 - We have agreed to purchase Charter Boards for 2018 - 2019. This will help to ensure that there is an accurate record of current and previous documents easily accessible for documentation purposes.
 - Executive Committee check-ins in with the Executive Director on the 1st and 3rd Mondays. Executive Committee check-ins with the CFO on the 2nd Monday. The Executive Committee will also meet with our Governance Specialist from the GCSA once a month.

Public Comment

None

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

Executive Director's Report

- Enrollment Update
 - Current enrollment count for 2018 - 2019 as of 6/14/18 is 493. Goal is 560. Enrollment capacity is 573. Lottery was held on March 9, 2018.
 - There is currently an ongoing campaign to call admitted families and those on the waitlist. There are openings in K,1st and 6th grades. All other grades are full. Families of current scholars with siblings on the waitlist are offered priority.
 - Families receive two weeks after acceptance to complete their registration. After the time has passed we then move on to families on the waiting list.
 - We are currently capturing about eight families per day to complete their registration process.
 - There will be three budget presentations this evening to ensure that there is a contingency plan in place in case we don't meet our enrollment goals.
 - Our return rate is approximately 80%. During January letters are sent out to current families to hold their seat for the following school year.
- Network Staffing
 - LEA/School District/School/Network
 - Ivy is also business because we own property and have tenants.
 - Ivy is expanding from approximately 477 enrollment for 2017 - 2018 to 570 for 2018 - 2019.
 - Network has moved from non-compliance to 100% compliance.
 - Presented
- Network Highlights
 - Gwinnett 2.0 Accomplishments
 - Successfully completed move of Gwinnett campus
 - Provided transition/coaching services to families
 - Provided group and individual counseling services
 - Summer Academic Support (ESY services at Kirkwood)
 - Family support for scholars with IEPs
 - Rapid response on record requests
 - Through our partnership with the Atlanta Dream we are receiving a classroom set of Dell laptops

Financial Report

- CFO Report
 - Monthly Financials
 - May 2018 will be distributed for review. April 2018 financials were adopted at the May 2018 board meeting.
 - FY18 Amended Budgets
 - Adopted at the May 2018 board meeting.
 - 990 Tax Return Penalties
 - IRS issued correspondence that they receive the late 990 filings for IPA Kirkwood and YMLA. Still awaiting a response for Gwinnett. The documentation is will take approximately 60 days for them to send a complete response.
 - 2018 Property Tax Assessment

- 2018 property tax assessment has been received. The total assessment is approximately \$50,000 and will be due in two installments in September and November 2018. The amended budget 2018 includes \$50,000.
- FY19 Budgets
 - Three potential FY19 budgets for both schools were distributed to the board for review. The budgets are based on enrollment projections of 511, 525 and 550.
 - The public hearing scheduled for June 12, 2018 is being rescheduled after the budgets have been approved by the board.
- During the July board retreat we will review the current financial policy document.

Executive Committee

Motion to go into Executive Session at 7:43pm for Personnel, Legal and Real Estate issues. Motion by Epps. Seconded by Gray. Unanimous vote. Executive session ended at 10:10. Motion to end the meeting at 10:12 by Shepherd, Seconded by Lucas. Unanimous vote.

Announcement of Next Meeting Date

Thursday, August 16, 2018 at 7:15pm, Kirkwood Campus

Adjournment

Kimberly J. Lucas, Board Secretary

Date