

Ivy Hill Prep Charter School

Board of Trustees Meeting - Ivy Hill Prep

Date and Time

Monday June 28, 2021 at 6:30 PM EDT

Location

Ivy Hill Prep Charter School, 475 E 57th Street, Brooklyn, NY 11203

Members of the public may also listen to or view the board meeting by also connecting to the zoom link at <https://zoom.us/j/9699543901>.

TRUSTEES PARTICIPATING VIA VIDEOCONFERENCE SHOULD ENSURE VIDEO CAPACITY IS ENABLED FOR MEETING/VOTING PURPOSES

IVY HILL PREP - BOARD OF TRUSTEES

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
Opening Items			
A. Call the Meeting to Order		Marsha Michael	5 m
• Welcome Guests			
• Public Comments			
B. Record Attendance and Guests		Maimouna Kane	1 m
C. Approve May 2021 Board Meeting Minutes	Approve Minutes	Maimouna Kane	3 m
D. Vote to Approve Agenda	Vote	Marsha Michael	2 m
II. Governance			6:41 PM

	Purpose	Presenter	Time
A. Committee Update	Discuss	Marsha Michael	10 m
• Update on kickoff of board training/Discuss Board Goal Setting for next year • Update on Annual Meeting to elect new board officers • Annual Report due soon/ Board members need to submit Financial Disclosure Form			

B. Committee Recommendation on Resolutions	Vote	Marsha Michael	10 m
• Vote on Resolution to Add new board members pending approval by NYSED • Vote on Resolution to Amend Organizational Structure			

III. Finance Committee **7:01 PM**

Finance

A. Review Financial Dashboard	Discuss	Nataki Williams	10 m
• Review Key Financial Indicators • Review Budget vs. Actuals			
B. 21-22 Budget Review	Vote	Nataki Williams	15 m
• Vote to Approve Budget			
C. Approve Stipend Policy	Vote	Nataki Williams	5 m
• Approve Stipend Policy			
D. Miscellaneous Financial Issues	Discuss	Ambrosia Johnson/Nataki Williams	5 m
• Audit Review Timeline			

IV. Director of Finance Hiring Taskforce **7:36 PM**

A. Taskforce Update	Discuss	Jennifer Small	5 m
• Update on Hiring Process			
B. Director of Finance	Vote	Adam Jimenez-Schulman/Marsha Michael	5 m
• Vote on Resolution to add Director of Finance in place of back office provider			

	Purpose	Presenter	Time
V. Academic Achievement			7:46 PM
Academic Achievement			
A. Review Academic Program - Academic Dashboard	Discuss	Ambrosia Johnson	5 m
• Review Dashboard indicators (Enrollment, Attendance etc)			
B. Review Teaching and Learning	Discuss	Ambrosia Johnson	20 m
• Review HOS Report			
• Discuss STEP Assessment Results			
C. Discuss Culture and Climate	Discuss	Ambrosia Johnson	10 m
• Discuss end of year wrap up.			
D. Committee Report/Governance Issues	Vote	Marsha Michael	5 m
• Vote to Approve Resolution for Virtual Summer School			
VI. Development			8:26 PM
Development			
A. Update on Development	Discuss	Tanisha James/Adam Laniyan	10 m
• Discuss results of recent initiatives			
VII. Head of School Evaluation & Support Committee			8:36 PM
A. Discuss Committee Next Steps	Discuss	Adam Jimenez-Schulman	5 m
• Committee Update			
VIII. Executive Session			8:41 PM
A. Vote for Executive Session (If Needed)	Discuss	Full Board Discussion	30 m

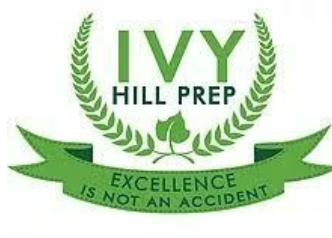
	Purpose	Presenter	Time
• Discuss HOS Evaluation • Discuss HOS Salary Increase			
IX. Closing Items			9:11 PM
A. Adjourn Meeting	FYI	Marsha Michael	
• Meeting Evaluation			

Cover Sheet

Approve May 2021 Board Meeting Minutes

Section: I. Opening Items
Item: C. Approve May 2021 Board Meeting Minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Board of Trustees Meeting - Ivy Hill Prep on May 24, 2021

APPROVED



Ivy Hill Prep Charter School

Minutes

Board of Trustees Meeting - Ivy Hill Prep

Date and Time

Monday May 24, 2021 at 6:30 PM

Location

Pursuant to Governor Cuomo's Executive Order 202.1 issued, on March 12, 2020, suspending the in-person public participation provisions of the Open Meetings Law, IVY HILL PREP's Board Meeting will be held electronically via <https://zoom.us/j/9699543901>, until further notice. Members of the public may listen to or view the board meeting by also connecting to the zoom link at <https://zoom.us/j/9699543901>. A recording of the meeting will be transcribed and posted on Ivy Hill Prep's website at: <https://www.ivyhillprep.org/home>

TRUSTEES SHOULD ENSURE VIDEO CAPACITY IS ENABLED FOR MEETING/VOTING PURPOSES

IVY HILL PREP - BOARD OF TRUSTEES

Directors Present

A. Jimenez-Schulman (remote), J. Small (remote), M. Kane (remote), M. Michael (remote), N. Williams (remote), T. James (remote)

Directors Absent

A. Laniyan, D. Lewis

Guests Present

A. Johnson (remote), A. Leon-Soon (remote), D. Williams (remote), M. Butcher (remote), P. Carras (remote)

I. Opening Items

A.

Call the Meeting to Order

M. Michael called a meeting of the board of directors of Ivy Hill Prep Charter School to order on Monday May 24, 2021 at 6:35 PM.

B. Record Attendance and Guests

Noted that we have quorum present.

C. Approve April 2021 Board Meeting Minutes

M. Michael made a motion to approve the minutes from Board of Trustees Meeting - Ivy Hill Prep on 04-26-21.

A. Jimenez-Schulman seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

A. Laniyan	Absent
T. James	Aye
N. Williams	Aye
D. Lewis	Absent
M. Michael	Aye
J. Small	Aye
M. Kane	Aye
A. Jimenez-Schulman	Aye

D. Vote to Approve Agenda

Discussion around finance committee needs will not be discussed during the board meeting and will continue in the in committee meetings.

M. Michael made a motion to Approve agenda.

N. Williams seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

M. Michael	Aye
M. Kane	Aye
D. Lewis	Absent
A. Laniyan	Absent
A. Jimenez-Schulman	Aye
J. Small	Aye
T. James	Aye
N. Williams	Aye

II. Governance

A. Committee Update

B. Committee Recommendation on Prospective Board Members

M. Michael made a motion to Invite Aquila Leon-Soon to submit application to become a board member.

A. Jimenez-Schulman seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

A. Jimenez-Schulman	Aye
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Roll Call

J. Small	Aye
A. Laniyan	Absent
M. Kane	Aye
M. Michael	Aye
N. Williams	Aye
D. Lewis	Absent
T. James	Aye

III. Finance Committee

A. Review Financial Dashboard

B. 21-22 Budget Review

C. Approve Stipend Policy

Discussion held around having the conversation during the budget meeting.
Discussion held around the timeline of approval of the stipend policy to secure position for next school year. Discussion held around the potential max amount for the policy. Discussion held around moving the finance committee meeting to accommodate the end of the academic school year.

D. Miscellaneous Financial Issues

IV. Academic Achievement

A. Review Academic Program - Academic Dashboard

Discussion held around the remaining seats for enrollment and the process.
Discussion held around the DOO position being filled. Discussion held around other positions that need to be filled and if it can be filled by the summer.

B. Review Teaching and Learning

C. Discuss Culture and Climate

D. Committee Report/Governance Issues

V. Development

A. Update on Development

Discussion held around subscription process for donors past and present.
Discussion held around populating donors affiliations for future initiatives.
Discussion held around a script being crafted used engage potential donors.

VI. Executive Session

A. Vote for Executive Session (If Needed)

M. Michael made a motion to Executive session to approve next steps for leadership coaching.

T. James seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

M. Kane	Aye
M. Michael	Aye
D. Lewis	Absent
A. Jimenez-Schulman	Aye
N. Williams	Aye
J. Small	Aye
A. Laniyan	Absent
T. James	Aye

VII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,
M. Michael

Cover Sheet

Committee Update

Section:	II. Governance
Item:	A. Committee Update
Purpose:	Discuss
Submitted by:	
Related Material:	FinancialDisclosure2020.docx

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).
2. Are you an employee of any school operated by the education corporation?
____ **Yes** ____ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____ Yes ____ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

 Signature

 Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone:

Please write "None" if applicable. Do not leave this space blank.

Business Address:

E-mail Address:

Home Telephone:

Home Address:

last revised 06/8/2020

Cover Sheet

Committee Recommendation on Resolutions

Section:	II. Governance
Item:	B. Committee Recommendation on Resolutions
Purpose:	Vote
Submitted by:	
Related Material:	New Format on Resolution Adding Board Member - MB.docx New Format on Resolution Adding Board Member.docx Resolution Approving Amendment to Organizational Chart.docx Finance -Ops Structure & Salary IHP Y3.xlsx



IVY HILL PREPARATORY CHARTER SCHOOL

Board of Directors

Tanisha James
Maimouna Kane, *Secretary*
Adam Laniyan
Derrick Lewis
Marsha D. Michael, *Board Chair*
Adam Jimenez-Schulman, *Vce-Chair*
Jennifer Small
Nataki Williams, *Treasurer*

Head of School

Ambrosia Johnson

RESOLUTION APPROVING MELIKER BUTCHER AS TRUSTEE MEMBER

The Ivy Hill Preparatory Charter School Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select Ivy Hill Preparatory Charter School as a member to its Board of Trustees, with a term expiring on _____, pending approval by NYSED. The resolution approving **Melika Butcher** is adopted upon NYSED's approval.

Adopted by Ivy Hill Prep's Board of Trustees on June 28, 2021 (By a Unanimous Vote of The Majority of the Board).



IVY HILL PREPARATORY CHARTER SCHOOL

Board of Directors

Tanisha James
Maimouna Kane, *Secretary*
Adam Laniyan
Derrick Lewis
Marsha D. Michael, *Board Chair*
Adam Jimenez-Schulman, *Vce-Chair*
Jennifer Small
Nataki Williams, *Treasurer*

Head of School

Ambrosia Johnson

RESOLUTION APPROVING AQUILA LEON-SOON AS TRUSTEE MEMBER

The Ivy Hill Preparatory Charter School Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select Ivy Hill Preparatory Charter School as a member to its Board of Trustees, with a term expiring on _____, pending approval by NYSED. The resolution approving **Aquila Leon-Soon** is adopted upon NYSED's approval.

Adopted by Ivy Hill Prep's Board of Trustees on June 28, 2021 (By a Unanimous Vote of The Majority of the Board).



IVY HILL PREPARATORY CHARTER SCHOOL

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Adam Jimenez-Schulman, *Vce-Chair*
Jennifer Small
Nataki Williams, *Treasurer*

Head of School

Ambrosia Johnson

RESOLUTION AMENDING IVY HILL PREPARATORY CHARTER SCHOOL'S ORGANIZATIONAL CHART

The Ivy Hill Preparatory Charter School *Board of Trustees*, having reviewed its organizational chart and determined that in order to provide high quality education to its students and to address the academic impact that the past year has had on its students due to COVID-19, has voted to make changes to its organizational chart as reflected in the attached document. This resolution is formally adopted pending approval of NYSED.

Adopted by Ivy Hill Prep's Board of Trustees on June 28, 2021 (By a Unanimous Vote of The Majority of the Board).

Cover Sheet

Review Financial Dashboard

Section:	III. Finance Committee
Item:	A. Review Financial Dashboard
Purpose:	Discuss
Submitted by:	
Related Material:	Ivy Hill Monthly Financials - May 2021.xlsx

Cover Sheet

21-22 Budget Review

Section: III. Finance Committee
Item: B. 21-22 Budget Review
Purpose: Vote
Submitted by:
Related Material:
Ivy Hill FY 2021-22 Budget Worksheet - FINAL DRAFT 6.9.21.xlsx

Cover Sheet

Approve Stipend Policy

Section:	III. Finance Committee
Item:	C. Approve Stipend Policy
Purpose:	Vote
Submitted by:	
Related Material:	Stipend Policy.pdf



Stipend Policy

A Supplemental Duty Stipend was created for the purpose of compensating staff members who assume additional responsibilities as outlined for the positions below. To qualify for such positions, employees must meet the stated criteria and must express interest by the cutoff date, which is announced annually. Staff members who perform the supplemental duties outlined in the table below are eligible to receive the corresponding stipends as indicated. The Head of School, Dean of Student Supports, and Dean of Curriculum and Instruction are not eligible to receive coaching stipends. Supplemental/Extra duty stipends are authorized for the specific year and are not renewed for the future years unless specifically authorized for those years. This means additional duties such as Instructional Leader, Grade Level Chair, etc. are assigned annually and are not guaranteed responsibilities that carry over from year to year. The Head of School annually establishes a list of approved stipend positions and the payment classifications for those positions. Annually, the Head of School establishes, and the Board of Trustees approves a list of approved stipend positions and the payment classifications for those positions.

Compensation Timing and Specifics

- Stipend amounts and requirements will be reviewed annually. Supplemental duty stipends will be paid in two lump sum payments. Half of the stipend will be paid out in December upon completion of duties in the first half of the school year, and the other half of the stipend will be paid out in May, upon completion of duties in the second half of the school year. In the event of a mid-year start, stipends are only given to compensate for the amount of time worked.
- Instructional Leaders are compensated \$2,500 per teacher that they coach. Instructional Leaders can coach a maximum of 4 teachers, however the annual stipend cannot exceed \$8,000.
- Stipend amounts are released from primary payroll accounts and will be received through an employee's paycheck.
- Stipend amounts are taxable and are subject to federal and state taxable income laws.
- Employees who leave Ivy Hill Preparatory Charter School for any reason before the end of the assignment are not eligible to receive the supplemental duty stipend.
- Supplemental Duty Annual Stipend amounts listed below are the amounts employees will receive for completing the assigned duty for the entire school year.

2021 – 2022 Supplemental Stipends

Role	Compensation
Grade Level Chair	\$3,000
Instructional Leader	\$2,500 per teacher

Cover Sheet

Director of Finance

Section:	IV. Director of Finance Hiring Taskforce
Item:	B. Director of Finance
Purpose:	Vote
Submitted by:	
Related Material:	2nd Resolution Adding Director of Finance.docx



IVY HILL PREPARATORY CHARTER SCHOOL

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Jennifer Small
Nataki Williams, *Treasurer*

Head of School

Ambrosia Johnson

RESOLUTION AMENDING IVY HILL PREPARATORY CHARTER SCHOOL'S ORGANIZATIONAL CHART TO ADD DIRECTOR OF FINANCE IN PLACE OF THE BACK-OFFICE-PROVIDER

The Ivy Hill Preparatory Charter School Board of Trustees, having reviewed its organizational chart and determined that in order to provide sound financial oversight and stewardship of the organization, has voted to add a Director of Finance to its organizational chart in place of the back office provider. The Ivy Hill Preparatory Charter School Board of Trustees further resolves that the Director of Finance shall have reporting responsibilities as part of the management team directly to the Board of Trustees. This resolution is formally adopted pending approval of NYSED.

Adopted by Ivy Hill Prep's Board of Trustees on June 28, 2021 (By a Unanimous Vote of The Majority of the Board).

Cover Sheet

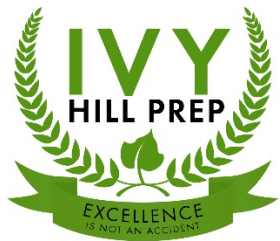
Review Academic Program - Academic Dashboard

Section:	V. Academic Achievement
Item:	A. Review Academic Program - Academic Dashboard
Purpose:	Discuss
Submitted by:	
Related Material:	Academic Dashboard for June Meeting 20-21.xlsx

Cover Sheet

Review Teaching and Learning

Section:	V. Academic Achievement
Item:	B. Review Teaching and Learning
Purpose:	Discuss
Submitted by:	
Related Material:	Head of School Report_June 2021.pdf



Ivy Hill Prep Board of Trustees

Head of School REPORT

IVY HILL PREPARATORY CHARTER SCHOOL

Head of School REPORT

June Board Meeting

Submitted by: Ambrosia Johnson

Data as of 6/4/2021

I. Enrollment Report

2020 – 2021 Enrollment

(Current Year)

	Kindergarten	1 st Grade	2 nd Grade
Enrollment	60	85	29
Waitlist	13	0	1
Total Enrollment	174		
Authorized Enrollment	180		
Budgeted Enrollment	162		
Per Pupil Funding Student Count	174		

February Average Daily Attendance: 93% (Surpassed our school and charter attendance goal.)

2021 – 2022 Enrollment and Recruitment

(Upcoming Year)

	Kindergarten	1 st Grade	2 nd Grade	3 rd Grade
Applications Received	148	20	24	8
Seats Available	60	1	10	5
Seats Accepted	60	3	5	4
Seats Remaining	0	0	5	1
Enrollment Completed	58	2	3	4
Waitlist	0	14	0	0

II. Hiring Report SY 2021-22 – Upcoming School Year

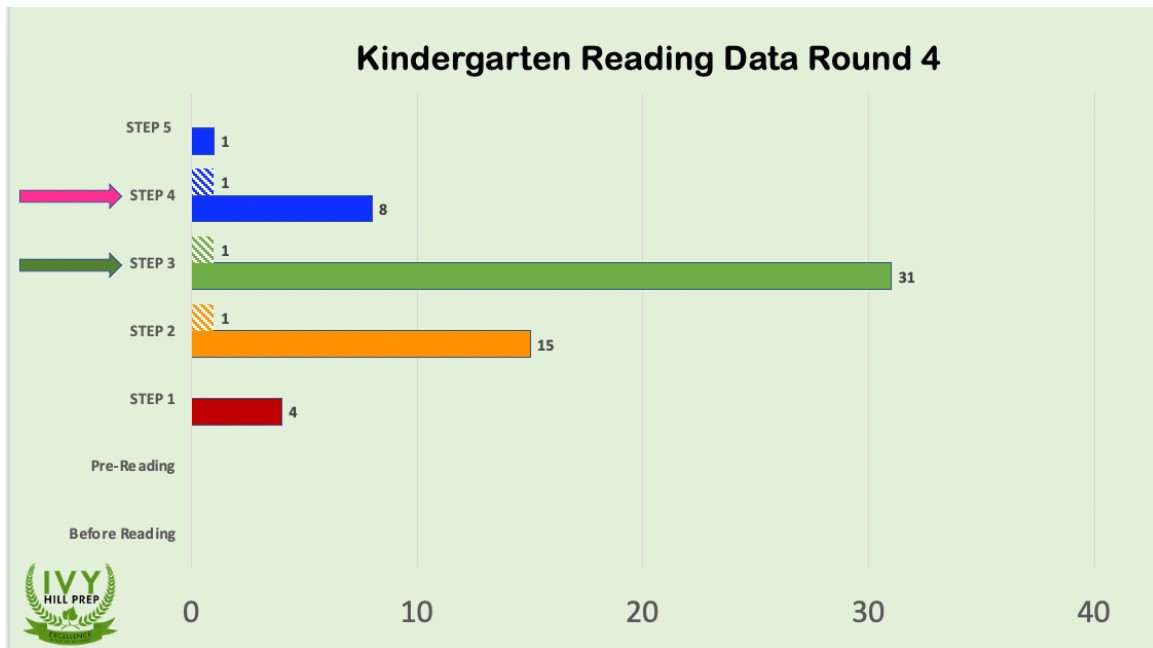


Position	Total Needed	Total Hired	Total Remaining	Goal of Hire	Current Status
DCI	1	0	1	06/15/21	In Progress
Director of Operations	1	1	0	ASAP	Completed
Operations Manager	1	1	1	07/15/21	Completed
Office Coordinator	1	0	1	07/15/21	Not Yet Started
Special Education Teacher	1	0	1	06/15/21	In Progress
Teaching Fellow	3	0	3	06/15/21	In Progress
Elective Teacher*	1	0	1	06/15/21	Not Yet Started <i>Pending Board Approval</i>
Teacher	7 --> 9 2 additional T needed	7	3	06/15/21	In Progress

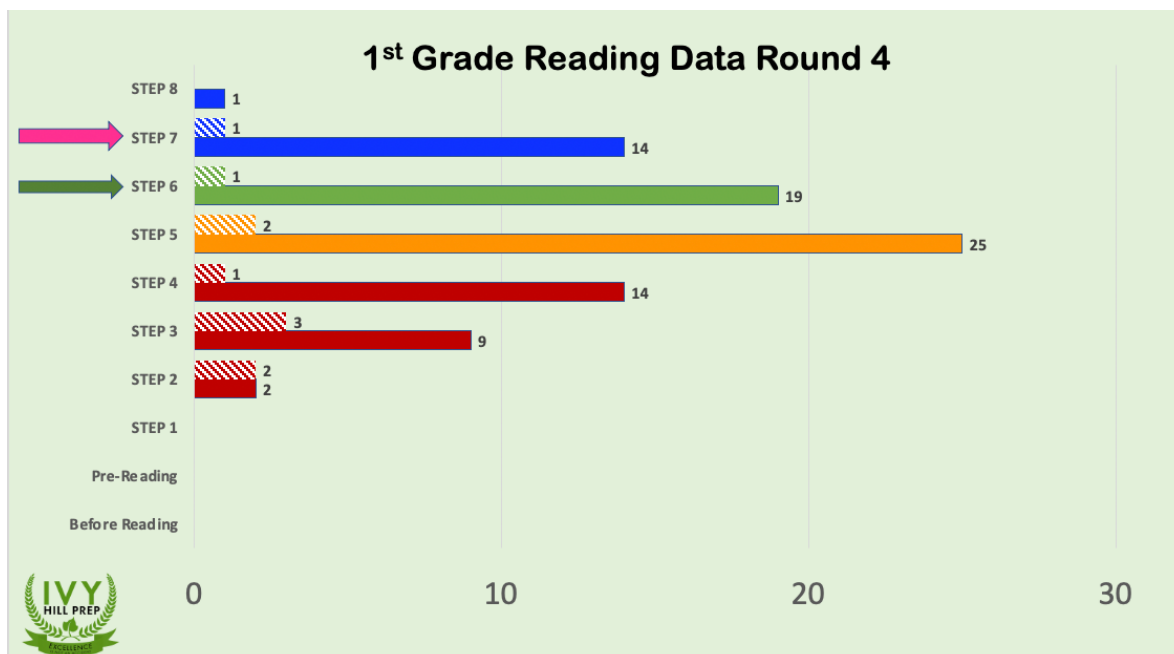
III. Academics Update

➤ Literacy

The data below reflects the academic results from STEP Round 4. The pink indicates Pre-Covid EOY benchmarks. The green arrow indicates current altered EOY benchmarks.



Kindergarten Results at a Glance		
Above Grade Level	9 Students	15%
On Grade Level	31 Students	52%
Approaching Grade Level	15 Students	25%
Below Grade Level	5 Students	7%
Students Who Grew This Round	60 Students	100%



1 st Grade Results at a Glance		
Above Grade Level	15 Students	18%
On Grade Level	19 Students	23%
Approaching Grade Level	25 Students	30%
Below Grade Level	25 Students	30%
Students Who Grew This Round	43 Students	51%

2nd Grade Data Collection is Still in Progress

2 nd Grade Results at a Glance		
Above Grade Level		
On Grade Level		
Approaching Grade Level		
Below Grade Level		
Students Who Grew		

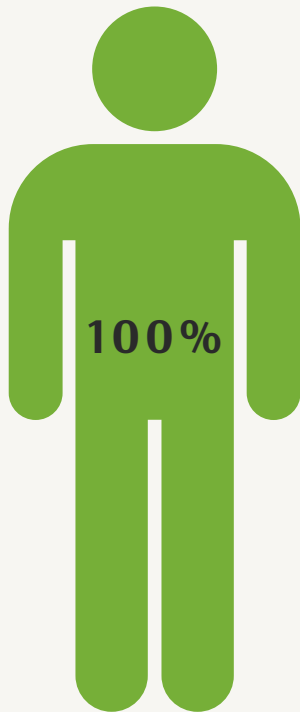
Overall Reading Growth

COVID-19 Year & 100% Remote Learning

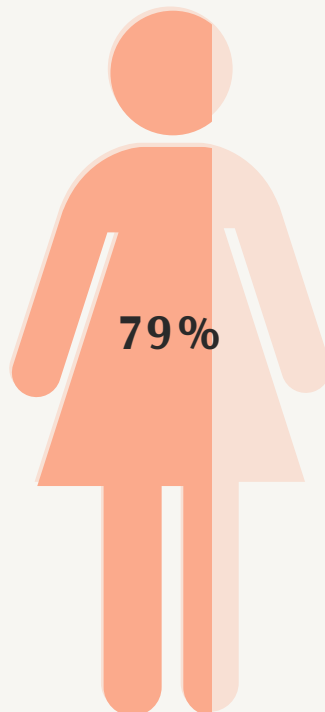


KINDERGARTEN

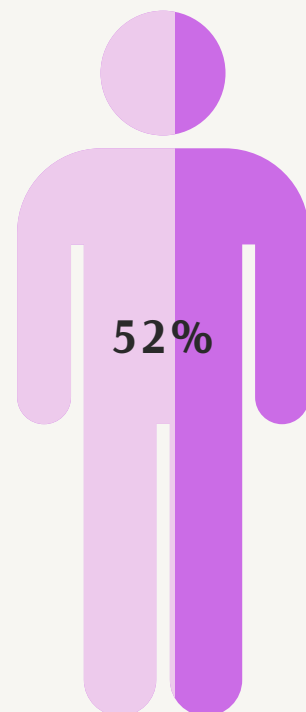
READING GROWTH DURING REMOTE LEARNING



100% OF
STUDENTS
GREW AT LEAST
ONE
READING LEVEL!



79% OF
STUDENTS
GREW AT LEAST
TWO
READING LEVELS!



52% OF
STUDENTS
GREW AT LEAST
THREE
READING LEVELS!

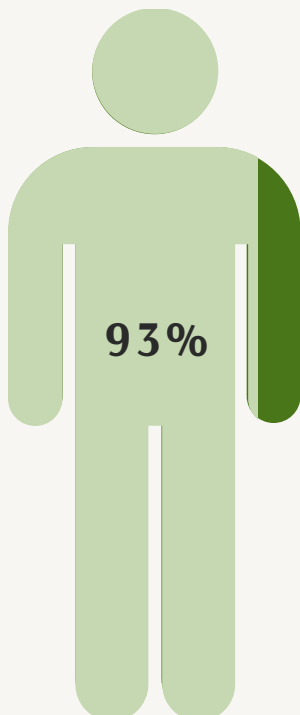
Overall Reading Growth

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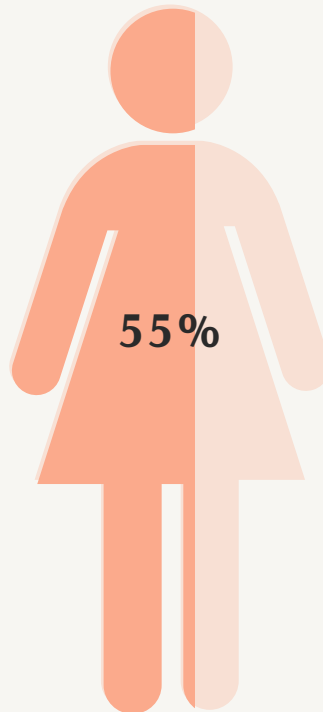


1ST GRADE

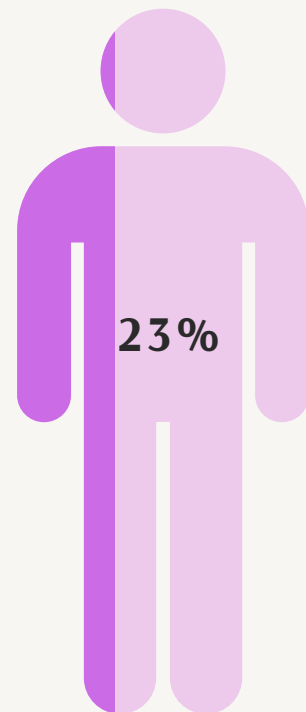
READING GROWTH DURING
REMOTE LEARNING



93% OF
STUDENTS
GREW AT LEAST
ONE
READING LEVEL!



55% OF
STUDENTS
GREW AT LEAST
TWO
READING LEVELS!



23% OF
STUDENTS
GREW AT LEAST
THREE
READING LEVELS!

Overall Reading Growth

COVID-19 Year & 100% Remote Learning



2ND GRADE

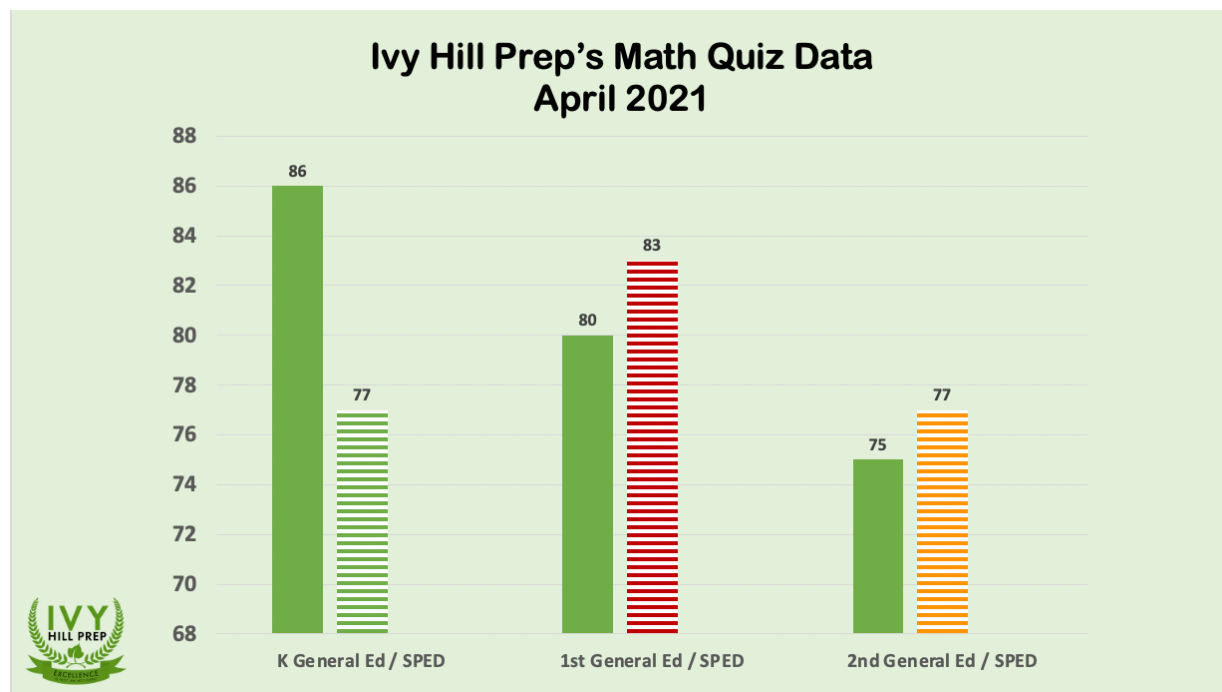
READING GROWTH DURING
REMOTE LEARNING



Data Collection Still in Progress

➤ Math

Math assessments paused during the month of April to allow for additional assessment administration time. Assessments will resume during the first two weeks of June. Find April's Math assessment data below:



IVY HILL PREP'S VIRTUAL SUMMER TUTORING PROGRAM

IVY HILL'S MISSION TO CONTINUE TO CLOSE
ACADEMIC GAPS PRESENT DUE TO COVID-19.

50 SCHOLARS

scholars will benefit from daily
60 minute tutoring sessions in
the areas of literacy and math to
assist in their journey to
reaching EOY goals.



CLASSROOMS 8



virtual classrooms that are
strategically chosen based
on students' academic
level to allow for continued
data-driven instruction.

600 HOURS

hours of additional instruction given
over a 5-week period. Teachers
receive Professional Development as
they work strategically to get
students closer to their EOY goals.



#BRICKBYBRICK

Upcoming Events

2021 Spring Show & Red Carpet Stepping Up Ceremonies



It's Official

IVY HILL PREP'S SCHOLARS ARE STEPPING UP!

JOIN US AS WE CELEBRATE:
KINDERGARTEN GRADUATION
AND
1ST & 2ND GRADE'S
STEPPING UP!

SAVE THE DATE!

DATE: JUNE 18, 2021

ATTIRE: RED CARPET READY

TIME OF DAY:

MORNING / AFTERNOON

SPECIFIC CLASSROOM TIMES WILL
BE ANNOUNCED BY 6/1



Cover Sheet

Committee Report/Governance Issues

Section:	V. Academic Achievement
Item:	D. Committee Report/Governance Issues
Purpose:	Vote
Submitted by:	
Related Material:	Resolution Approving Virtual Summer School Program.docx



IVY HILL PREPARATORY CHARTER SCHOOL

Board of Directors

Tanisha James
Maimouna Kane, *Secretary*
Adam Laniyan
Derrick Lewis
Marsha D. Michael, *Board Chair*
Adam Jimenez-Schulman, *Vce-Chair*
Jennifer Small
Nataki Williams, *Treasurer*

Head of School

Ambrosia Johnson

RESOLUTION ADDING VIRTUAL SUMMER TUTORING TO ACADEMIC PROGRAM

The Ivy Hill Preparatory Charter School *Board of Trustees*, having reviewed the learning loss and academic impact on students as a result of COVID-19, has voted to add a Virtual Summer Tutoring Program to our academic programming, as reflected in the attached document. This resolution is formally adopted pending approval of NYSED.

Adopted by Ivy Hill Prep's Board of Trustees on June 28, 2021 (By a Unanimous Vote of The Majority of the Board).

Cover Sheet

Vote for Executive Session (If Needed)

Section:	VIII. Executive Session
Item:	A. Vote for Executive Session (If Needed)
Purpose:	Discuss
Submitted by:	
Related Material:	HOS Proposal on Salary Increase.pdf

HOS Proposal on Salary Increase:

Factor 1: Budgetary Income

1. IHP's operating budget for the 2021-22 school year is 5.2 Million. IHP falls within the **75th percentile** of the **Budget Under 7 Million** category.
2. The average principal salary for schools in the **Budget Under 7 Million** category is 147K.
3. The average principal salary for schools within the **75th percentile** is 157K.

Factor 2: Student Enrollment

4. IHP's student enrollment for the upcoming school year is 240 students. IHP falls within the **75th percentile** of the **Less than 300** category.
5. The average principal salary for schools of within the **Less than 300 Students** category is 145K.
6. The average principal salary for schools within the **75th percentile** is 156K.

Upon review of the NYC Charter School Compensation Survey, Ivy Hill's current HOS salary is below the market index. To ensure Ivy Hill is aligned with schools within our peer group that are operating with the same enrollment and operating budget, I propose we conduct a market rate adjustment to the HOS's salary to meet the average we see present within the market.

I realize this adjustment could have a significant financial impact on the school's bottom line for the upcoming year, and think it's best to aim for the average within the market in a 2-step process.

- Step 1: A 6.5% market rate adjustment to place the HOS salary at the compensation outlined in Ivy Hill's Approved Charter Application for Year 3 for the 2021-2022 school year.
- Step 2: A 6% market rate adjustment in 2022-2023 to meet the average salary for Principals within our peer group.

Thank you in advance for your review and I look forward to speaking further.

005 Principal/Head of School (Instructional Leader)

This position acts as the instructional leader for the school. Supervises, observes and evaluates all teaching staff and secondary school leaders. In charge of recruiting, interviewing and selecting teachers. Reports to either the Superintendent or the Board of Trustees.

All Schools	No. of Schools	No. of EEs	Wtd. Avg.	Average	10th Ptile	25th Ptile	50th Ptile	75th Ptile	90th Ptile
Annual Budget (\$000's)	91	129	10,323.2	9,121.6	4,900.0	6,500.0	8,600.0	10,900.0	14,000.0
Annual Base Salary (\$000's)	94	137	148.2	150.9	120.3	135.7	150.5	162.0	182.0
Prior Annual Base Salary (\$000's)	84	119	143.2	144.1	105.0	129.1	147.5	155.9	175.0
Annual Bonus Paid (\$000's)	28	45	8.3	7.7	2.0	2.5	6.0	10.1	15.8
TCC (\$000's)-All	94	137	150.9	153.1	122.5	137.9	151.6	168.2	184.7
Budget Under \$7 Million	No. of Schools	No. of EEs	Wtd. Avg.	Average	10th Ptile	25th Ptile	50th Ptile	75th Ptile	90th Ptile
Annual Budget (\$000's)	26	28	4,965.9	4,900.8	2,737.1	4,020.3	5,141.7	6,050.7	6,500.0
Annual Base Salary (\$000's)	26	28	144.3	147.8	117.5	130.0	151.1	157.1	177.5
TCC (\$000's)-All	26	28	146.0	149.6	123.8	135.0	151.9	157.9	177.5
Budget \$7-10 Million	No. of Schools	No. of EEs	Wtd. Avg.	Average	10th Ptile	25th Ptile	50th Ptile	75th Ptile	90th Ptile
Annual Budget (\$000's)	34	46	8,446.7	8,314.8	7,200.0	7,500.0	8,150.0	9,056.5	9,780.0
Annual Base Salary (\$000's)	34	46	146.7	148.0	124.4	135.7	146.3	155.6	175.7
TCC (\$000's)-All	34	46	148.4	149.5	124.6	138.0	147.7	156.3	175.7
Budget Over \$10 Million	No. of Schools	No. of EEs	Wtd. Avg.	Average	10th Ptile	25th Ptile	50th Ptile	75th Ptile	90th Ptile
Annual Budget (\$000's)	31	55	14,619.9	13,546.4	10,500.0	10,900.0	12,209.5	14,550.0	20,100.0
Annual Base Salary (\$000's)	31	55	152.1	157.5	120.0	145.2	155.0	176.5	185.0
TCC (\$000's)-All	31	55	156.6	161.2	122.5	146.5	167.5	182.0	193.6

005 Principal/Head of School (Instructional Leader)

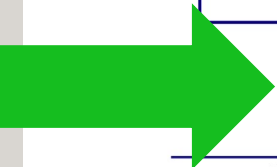
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Less than 300 Students	No. of Schools	No. of EEs	Wtd. Avg.	Average	10th Ptile	25th Ptile	50th Ptile	75th Ptile	90th Ptile
Annual Budget (\$000's)	19	21	4,473.5	4,332.5	2,699.2	3,328.7	4,900.0	5,227.3	5,813.2
Annual Base Salary (\$000's)	19	21	140.9	145.3	115.0	126.6	150.0	156.4	178.0
TCC (\$000's)-All	19	21	143.1	147.7	122.0	127.5	151.9	161.4	178.0
300-500 Students	No. of Schools	No. of EEs	Wtd. Avg.	Average	10th Ptile	25th Ptile	50th Ptile	75th Ptile	90th Ptile
Annual Budget (\$000's)	44	56	8,400.1	8,260.5	6,560.0	7,200.0	7,801.0	9,143.8	10,393.2
Annual Base Salary (\$000's)	44	56	148.3	150.9	124.4	142.5	148.1	156.4	180.3
TCC (\$000's)-All	44	56	149.4	151.8	125.2	144.9	150.2	156.7	183.6
Over 500 Students	No. of Schools	No. of EEs	Wtd. Avg.	Average	10th Ptile	25th Ptile	50th Ptile	75th Ptile	90th Ptile
Annual Budget (\$000's)	28	53	14,104.5	13,866.0	10,028.9	11,334.5	12,500.0	15,200.0	20,408.0
Annual Base Salary (\$000's)	28	53	152.6	156.5	126.6	145.3	154.4	173.8	183.8
TCC (\$000's)-All	28	53	157.7	160.9	127.4	149.7	162.3	179.2	189.9
Independent	No. of Schools	No. of EEs	Wtd. Avg.	Average	10th Ptile	25th Ptile	50th Ptile	75th Ptile	90th Ptile
Annual Budget (\$000's)	47	81	10,611.7	10,196.9	5,137.6	7,350.0	9,224.3	12,284.1	15,440.0
Annual Base Salary (\$000's)	47	81	144.7	147.6	117.3	129.7	146.7	162.8	181.7
TCC (\$000's)-All	47	81	147.4	149.9	119.0	130.0	150.0	166.7	184.9
CMO	No. of Schools	No. of EEs	Wtd. Avg.	Average	10th Ptile	25th Ptile	50th Ptile	75th Ptile	90th Ptile
Annual Budget (\$000's)	47	56	8,431.1	8,114.9	4,738.3	6,400.0	7,600.0	10,000.0	11,394.1
Annual Base Salary (\$000's)	47	56	153.2	154.2	133.0	146.0	151.9	160.2	181.2
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Attachments

The following files are attached to this PDF: You will need to open this document in an application that supports attachments (i.e. [Adobe Reader](#)) in order to access these files.

Finance -Ops Structure & Salary IHP Y3.xlsx

Ivy Hill Monthly Financials - May 2021.xlsx

Ivy Hill FY 2021-22 Budget Worksheet - FINAL DRAFT 6.9.21.xlsx

Academic Dashboard for June Meeting 20-21.xlsx