



ZEST Preparatory Academy Charter School

ZEST Preparatory Academy Governance Board Meeting

Published on September 17, 2025 at 8:29 AM EDT
Amended on September 22, 2025 at 9:27 AM EDT

Date and Time

Tuesday September 23, 2025 at 6:30 PM EDT

Location

3130 Golf Ridge Blvd. Douglasville, GA 30135

Agenda

| | Purpose | Presenter | Time |
|--|-----------------|----------------|----------------|
| I. Opening Items | | | 6:30 PM |
| A. Record Attendance | | Renee Davis | 1 m |
| B. Call the Meeting to Order | | Robert Palmer | 1 m |
| C. Approve Minutes | Approve Minutes | Robert Palmer | 3 m |
| Approve minutes for ZEST Preparatory Academy Governance Board Meeting on August 26, 2025 | | | |
| D. Review & Approve Agenda | Vote | Robert Palmer | 3 m |
| E. Mission and Vision | | Robert Palmer | 3 m |
| F. Public Comment | | Abena Olugbala | 3 m |

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|---|---------|--------------------|----------------|
| II. Executive Directors Report | | | 6:44 PM |
| A. SY2025-26 | FYI | Monique Carruthers | 5 m |
| <ul style="list-style-type: none"> • Enrollment • Attendance • The ZEST Connection - PTSO | | | |
| B. FYI: FY26 Academic Updates | FYI | Monique Carruthers | 10 m |
| <ul style="list-style-type: none"> • BOY Data • Academic Programming • Field Experience | | | |
| C. FYI: Operational Update | FYI | Monique Carruthers | 5 m |
| <ul style="list-style-type: none"> • FY26 SCSC Monitoring Prep & Dashboard • Human Resources • Policy Updates | | | |
| III. Governance Report | | | 7:04 PM |
| A. FYI: Governance Committee Updates | Discuss | Robert Palmer | 10 m |
| <ul style="list-style-type: none"> • Discussion — Board Member Recruitment • SCSC Visit • Recommendation — School-based Field Experience • Policy Update Discussions <ul style="list-style-type: none"> ◦ Meal Charge Policy ◦ Wellness Policy ◦ Review of the Civil Rights Policy ◦ Title IX Policy ◦ Update the FMLA Policy ◦ Insurance Policy (Facility-based and employee Medical/Health benefits) | | | |
| B. Action: Board Recruitment | Vote | Robert Palmer | 3 m |
| C. Action: Food and Nutrition Policies | Vote | Robert Palmer | 3 m |

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| 1. Meal Charge Policy 2. Civil Rights Policy 3. Wellness Policy | | | |
| D. Vote — School-based Field Experience | Vote | Robert Palmer | |
| IV. Finance Report | | | 7:20 PM |
| A. FYI: August & September Financials | FYI | Candy Yu | 10 m |
| <ul style="list-style-type: none"> • August and September FY25 Budget • October Forecast | | | |
| B. FY25 Audit | FYI | Candy Yu | 3 m |
| C. Facility Update | FYI | Monique Carruthers | 5 m |
| <ul style="list-style-type: none"> • Short-term • Long-term | | | |
| D. Fundraising | FYI | Monique Carruthers | 5 m |
| V. Closing Items | | | 7:43 PM |
| A. Adjourn Meeting | Vote | | |

ZEST Preparatory Academy Charter School is a K-5 elementary school community that provides an academically rigorous, supportive, and joyful learning environment to develop the leader inside every student for lifelong educational achievement and impactful community service.