



ZEST Preparatory Academy Charter School

Minutes

ZEST Preparatory Academy July Governance Board Meeting and Retreat

Date and Time

Saturday July 13, 2024 at 8:00 AM

Location

3130 Golf Ridge Blvd. Douglasville, GA 30135

The Board of Directors of ZEST Preparatory Academy announces that a meeting of the Board will be held on Saturday, July 13, 2024. The meeting will occur at ZEST Preparatory Academy Charter School's Leadership Room, 3130 Golf Ridge Blvd. Douglasville, GA 30135 from 8:00AM- 5:00PM.

Directors Present

A. Joiner, B. Jones, E. Jackson, H. Ridley, K. Green, T. Stevens

Directors Absent

None

Ex Officio Members Present

M. Carruthers, M. Felts

Non Voting Members Present

M. Carruthers, M. Felts

I. Opening Items

A. Welcome and Attendance

B. Call the Meeting to Order

B. Jones called a meeting of the board of directors of ZEST Preparatory Academy Charter School to order on Saturday Jul 13, 2024 at 8:00 AM.

C. Review of Agenda

The agenda was reviewed and approved without modifications.

D. Chair's Welcome

Brannon Jones welcomed everyone, emphasizing the importance of the day's retreat in setting the direction for the upcoming school year.

II. Public Comment

A. Public Comment

No public comments were submitted or presented.

III. New Business and Work Session

A. Board Governance and Training

- Facilitator: Hive 180 (KCadman)
- Best Practices in Charter School Governance
 - KCadman led a discussion on effective governance practices for charter schools, including strategies for board engagement and accountability.
- Legal/Regulatory Compliance & Accountability
 - Emphasis was placed on the importance of compliance with state regulations and charter school accountability frameworks.
- Open Meeting and Open Records Requirements
 - Reviewed the legal obligations related to open meetings and records, ensuring transparency.
- Board Structure and Policy
 - Discussion centered around optimizing board structure to enhance policy development

and oversight.

B. Break

C. Working Lunch

The board continued informal discussions over lunch, focusing on reflections from the morning session.

D. Board on Track

- Facilitators: Monique Carruthers & Brannon Jones
- Compliance & Usage
 - Reviewed the tools and systems in place to ensure compliance and effective board operations.
- Board Assessment and Demographics
 - Discussed current board demographics and areas for improvement to ensure diversity and representation.

E. Board Governance and Management

- Expectations and Execution
 - Outlined the expectations for board members in supporting the school's mission and strategic goals.

F. Team Building

- Facilitator: AJoiner
- Engaging team-building activities were conducted to strengthen relationships among board members and align on shared goals.

G. SY2024-2025 Strategic Planning

- Reflections
 - Reflected on the previous school year, identifying successes and areas for improvement.
- Policy and Board Calendar
 - Reviewed and updated the board calendar for the upcoming school year
- System Refinement, Goal Setting
 - Discussed system refinements and set strategic goals for SY2024-2025.
- Committee Work/Ownership

- Breakout sessions focused on committee work and defining ownership of key initiatives.

H. Break

I. Finance and Fundraising

- Facilitators: Brannon Jones & KGreen
- Financial Overview and Budget
 - Provided an overview of the school's current financial status and budget projections for the upcoming year.
- Board Contributions
 - Discussed strategies for increasing board member contributions to support financial goals.
- Board Fundraising Planning
 - Outlined a plan for board-led fundraising initiatives to enhance school resources.

IV. Closing Items

A. Adjourn Meeting

The retreat concluded with closing remarks from Brannon Jones, emphasizing the board's commitment to ZEST Prep's mission and the importance of ongoing collaboration. There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:00 PM.

Respectfully Submitted,
B. Jones

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.