



ZEST Preparatory Academy Charter School

Minutes

ZEST Preparatory Academy Governance Board Meeting

Date and Time

Tuesday February 11, 2025 at 7:00 PM

Location

3130 Golf Ridge Blvd. Douglasville, GA 30135

Directors Present

A. Joiner, B. Jones, E. Jackson, H. Ridley

Directors Absent

K. Green, T. Stevens

Ex Officio Members Present

M. Carruthers, M. Felts

Non Voting Members Present

M. Carruthers, M. Felts

Guests Present

R. Davis

I. Opening Items**A. Record 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 Tuesday Feb 11, 2025 at 7:07 PM.

C. Approve Minutes

H. Ridley made a motion to approve the minutes from ZEST Preparatory Academy Governance Board Meeting on 01-21-25.

E. Jackson seconded the motion.

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

D. Review & Approve Agenda

E. Mission and Vision

F. Public Comment

No public comment

II. Executive Directors Report

A. Attendance & Enrollment Dashboard

Attendance

- Tracking attendance for absentees
- Sickness contributing to the absence numbers

Enrollment

- 208 students currently enrolled
- Active enrollment season
- 295 target for SY25-26
- 124 current applications (Not including re-enrollees)
- Facility concerns are a main reason for not enrolling

B. Academic Data Update - SY23-24 CCRPI

SY23-24 CCRPI Data

- ED Carruthers gave a CCRPI update
- Continue focus on closing gaps

School Testing Data

- ED Carruthers gave specific interventions in place
- ED Carruthers gave update on school IXL and MAP data

- School team focused on closing gaps

CPF Rating

- Academic: DNM
- Finance: TBD
- Ops: Approaches

C. Update on Cross Functional Monitoring

ED Carruthers gave update on CFM

III. Governance Report

A. Board Recruitment

- EJ recommends recruitment of additional board members
- EJ discussed timeline and ways to recruit from networks, social media etc.
- Voting on May 20th

B. SCSC Probation

- Zest submitted corrective action plan to SCSC awaiting response

IV. Finance Report

A. January Financials & Forecast

- EdTec Finance report not available at this time
- Updated report will be available for March meeting

B. Facility Update

- ED discussed Suite 120 needs and plans for renovation
- ED will have update for March meeting

V. Action Items

A. Adoption: Federal Programs Handbook

E. Jackson made a motion to Adopt Federal Programs Handbook updates.

H. Ridley seconded the motion.

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

B. Adoption: Sexual Harassment Policy

H. Ridley made a motion to Adopt Sexual Harrassment Policy.

E. Jackson seconded the motion.

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

C. Adoption: Conflict of Interest Policy

E. Jackson made a motion to Adopt Conflict of Interest Policy.

H. Ridley seconded the motion.

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

D. Adoption: McKinney-Vento Policy

A. Joiner made a motion to Adopt McKinney-Vento Policy.

E. Jackson seconded the motion.

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

E. Adoption: Fiscal Policy Manual

H. Ridley made a motion to Adopt Fiscal Policy Manual.

E. Jackson seconded the motion.

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

VI. Closing Items

A. Adjourn Meeting

E. Jackson made a motion to Adjourn Meeting.

H. Ridley seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:19 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.