



# ZEST Preparatory Academy Charter School

## Minutes

### ZEST Prep Finance Committee Meeting

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#### Date and Time

Thursday January 16, 2025 at 5:00 PM

#### Location

3130 Golf Ridge Blvd. Douglasville, GA 30135

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#### Committee Members Present

B. Jones, E. Jackson, H. Ridley

#### Committee Members Absent

*None*

#### Guests Present

M. Carruthers, M. Felts

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

B. Jones called a meeting of the Finance Committee of ZEST Preparatory Academy Charter School to order on Thursday Jan 16, 2025 at 5:08 PM.

### II. Finance

#### A.

### **FY24 Audit**

EdTec will submit items to Monique by 1/17/25 so that ZEST is able to transmit immediately upon notification from the SCSC regarding the audit contract.

### **B. FY25 Budget**

Monique reviewed the most recent budget and forecast from EdTec. Current projections, utilizing updated revenue figures, have \$390,068 in operating income with year-end Days Cash on Hand of 41.

### **C. FY26 Salary Schedule**

Monique presented FY26 salary scale comparisons and recommendations.

H. Ridley made a motion to Adopt Fulton County and Douglas County as comparison districts for the purposes of establishing an FY26 salary scale.

E. Jackson seconded the motion.

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

### **D. FY26 Enrollment Planning**

Monique stated that the facility, with planned renovations, could hold 285 - 290 students. Additional facility planning combined with interest/applications will determine final numbers.

## **III. Facilities**

### **A. Short-Term Facility Planning - FY26**

Morgan presented short-term facility options. Committee discussed pursuing planned building renovations in the current space to accommodate additional enrollment.

### **B. Long-Term Facility Planning - FY27 & Beyond**

Morgan presented long-term options for future consideration. The committee generally discussed the potential for co-location with interested partners.

## **IV. Closing Items**

### **A. Regularly Scheduled Finance Committee**

H. Ridley made a motion to Establish regularly scheduled Finance Committee meetings on the 4th Monday of each month at 5:00 PM.

E. Jackson seconded the motion.

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

### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:49 PM.

Respectfully Submitted,  
B. Jones

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*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.*