APPROVED

ZEST Preparatory Academy Charter School

Minutes

ZEST Prep Finance Committee Meeting

Date and Time
Thursday January 16, 2025 at 5:00 PM

Location
3130 Golf Ridge Blvd. Douglasville, GA 30135

Committee Members Present
B. Jones, E. Jackson, H. Ridley

Committee Members Absent
None

Ex Officio Members Present
M. Carruthers

Guests Present
M. Felts

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

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.