



# ZEST Preparatory Academy Charter School

## Minutes

### Called Board Meeting

---

#### Date and Time

Thursday April 3, 2025 at 7:00 PM

#### Location

3130 Golf Ridge Blvd. Douglasville, GA 30135

---

#### Directors Present

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

#### Directors Absent

*None*

#### Ex Officio Members Present

M. Carruthers

#### Non Voting Members Present

M. Carruthers

#### Guests Present

L. McDonald, M. Felts

---

### 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 Thursday Apr 3, 2025 at 7:13 PM.

### **C. Review & Approve Agenda**

H. Ridley made a motion to approve the agenda for the special called meeting.

T. Stevens seconded the motion.

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

### **D. Mission and Vision**

B. Jones read the Mission and Vision of ZEST Preparatory Academy.

### **E. Public Comment**

There was no public comment.

### **F. FY24 Governing Board Minutes Approval**

B. Jones noted that this is an Item for Information and will be voted on at the regularly scheduled meeting.

## **II. Finance Report**

### **A. FY25 Amended Funding Update**

- The AFY25 budget for ZEST showed an unexpected and significant decrease in state funding.
- To close the gap, ZEST has instituted the following cuts and cost-savings measures:
  - Freeze all non-essential spending
  - Lease deferral for May and June (estimated cost savings of \$80K)
  - Personnel cuts - identified carefully with the priority to preserve the integrity of the academic program. Job roles were re-allocated to ensure continuity of critical functions.
  - Reduced budget line items for non mission-critical expenditures that will not impact student experience/academic program
- Additional revenue solutions:
  - Fundraising
  - Bridge Loan
  - SCSC Emergency Grant
  - Reduction In Force (only if necessary)

### **B. January & February Financials & Forecast**

- EdTec staff presented the January & February financials revised to reflect the cut in state funding. Presentation included forecast through the end of the fiscal year.
- Prior to cost cutting measures, ZEST was anticipating -\$250K in net income. Following the cuts, ZEST is projecting -\$59K in net income. However, the school is cash positive through the end of the fiscal year.
- Ended Feb with \$329K or 38 days of COH; projected to end FY with \$38K or 4 days of COH (through June 30th)

### C. Facility Update

M. Carruthers shared a facility update given the funding changes.

- Current Plan
  - Renovation to add 3 classrooms
  - Pros: allowed for higher student enrollment (290 students), playground was included
  - Cons: the renovation substantially adds to the expenses for FY26
- Contingency Plan
  - Suite 120 would become the cafeteria and the cafeteria would become 2 classroom. These changes can be made with minimal renovations.
  - Pros: substantial cost savings for FY26
  - Cons: impacts revenue for FY26 due to lower student enrollment (270 students), enrollment strategy would have to be adjusted

### D. SCSC Emergency Grant Update

B. Jones provided an update on ZEST's intention to apply for the SCSC Emergency Grant. ZEST is cautiously optimistic; however, he emphasized that ZEST could not rely on the grant as a guarantee.

M. Carruthers stated that the grant will be submitted tomorrow with the most up-to-date financials.

## III. Closing Items

### A. Adjourn Meeting

E. Jackson made a motion to adjourn the 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 7:58 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.*