



ZEST Preparatory Academy Charter School

Minutes

ZEST Preparatory Academy Governance Board Meeting

Date and Time

Tuesday January 27, 2026 at 6:30 PM

Location

3130 Golf Ridge Blvd. Douglasville, GA 30135

Directors Present

A. Joiner, A. Olugbala, B. Jones, C. James, H. Ridley, R. Palmer, S. Rankin

Directors Absent

None

Ex Officio Members Present

M. Carruthers

Non Voting Members Present

M. Carruthers

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 Jan 27, 2026 at 6:45 PM.

C. Approve Minutes

H. Ridley made a motion to approve the minutes from ZEST Preparatory Academy Governance Board Meeting on 12-16-25.

R. Palmer seconded the motion.

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

D. Approve Minutes

R. Palmer made a motion to approve the minutes from ZEST Prep Board Retreat Meeting on 12-22-25.

S. Rankin seconded the motion.

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

E. Review & Approve Agenda

R. Palmer made a motion to approve the 1/27/2026 agenda.

S. Rankin seconded the motion.

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

F. Mission and Vision

The Board Chair read the Mission and Vision Statement.

G. Public Comment

There were no public comment requests.

II. Executive Directors Report

A. SY2025-26

The Executive Director reviewed:

- **Current Enrollment**
- **SY25–26 Staffing Matrix**
 - ZEST has fully executed the contract and support services for Specialized Services.
- **FY27 Contracts**

Intent-to-Return forms are being issued to families and staff.
- **FY26 Input & Key Dates**
 - State Testing
 - Georgia Milestones (GMAS) testing is scheduled for April.
 - Accountability Update

ZEST has received preliminary results for the Comprehensive Performance Framework and CCRPI.

- Mid-Year Academic Data

III. Governance Report

A. FYI: Governance Update

The Board Chair reviewed:

- Board Recruitment:
Targeted recruitment is in progress to ensure Board expertise aligns with current and future strategic priorities.
- Update — Winter Retreat
 - Strategic Priorities
 - Recruitment and retention
 - Facility improvements
 - Staffing matrix
 - Salary schedules
 - Strategy sessions
- Board Stakeholder Listening Tour
 - ZEST Employees: Achieved 90%+ engagement.
 - Parents & Families: Partnering with the PTSO to schedule sessions.
- SCSC Required Training
Scheduled for February at the Loudermilk Center.

IV. Finance Report

A. FYI: December Financials & Forecast

CFO Report:

Financial Performance Overview

- Actual Revenue vs. Budget
- Year-to-Date (YTD) Net Income
- Budget Amendment
- Cash Flow & Cash on Hand
- Unrestricted Funds Status

CFO Snapshot

- YTD Income
- YTD Expenses

Balance Sheet Highlights

- Food & Nutrition Services is operating at a net loss.
- \$1.7 million has been expended from General Funds to date.

Financial Compliance & Benchmarks

- Aligned with NCSA Best Practices
- Comprehensive Performance Framework (CPF) compliance: Meeting Standards
- Debt-to-Asset Ratio reviewed and within monitoring thresholds

B. Facility Update

Immediate Term ZEST is at capacity and experiencing space constraints within the current facility.

Short-term renovations are potentially planned to better support natural growth and improve functionality.

Long-Term

ZEST is exploring additional facility options to accommodate expansion, including potential co-location opportunities.

Enrollment planning will remain aligned with the capacity of the current space.

V. Action

A. Vote — SY26-27 School Calendar

H. Ridley made a motion to approve the 2026-2027 Academic Calendar.

R. Palmer seconded the motion.

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

VI. Executive Session

A. Executive Session

S. Rankin made a motion to enter into Executive Session 7:20 pm.

C. James seconded the motion.

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

There were no votes taken during the Executive Session. The Board exited Executive Session at 8:19 p.m.

VII. Closing Items

A. Adjourn Meeting

S. Rankin made a motion to conclude the board meeting.

H. Ridley seconded the motion.

The board **VOTED** 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 8:20 PM.

Respectfully Submitted,

R. Davis

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:20 PM.

Respectfully Submitted,

R. Davis

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.