DRAFT

ZEST Preparatory Academy Charter School

Minutes

Academic Committee Meeting

Date and Time
Thursday August 21, 2025 at 5:00 PM

Location
3130 Golf Ridge Blvd. Douglasville, GA 30135

The ZEST Preparatory Academy academic committee will meet on Thursday 8/21/25 at 5pm.

Committee Members Present
A. Joiner (remote), A. Williams, D. Randolph

Committee Members Absent
A. Olugbala

Ex Officio Members Present
M. Carruthers

Guests Present
A. Parks, K. Rhodes

I. Opening Items

A. **Record Attendance**

B. **Call the Meeting to Order**

D. Randolph called a meeting of the Academic Excellence Committee of ZEST Preparatory Academy Charter School to order on Thursday Aug 21, 2025 at 5:17 PM.

II. FYI Enrollment Update and Allotment Sheet

A. Review 2025-2026 Enrollment

Monique Carruthers presented an update on current enrollment. As of August 21, ZEST has enrolled 258 students. ZEST has had a significant number of 4th grade students being recruited to a local K-8 charter school. Additional marketing efforts are being pursued to close remaining enrollment gaps.

B. Review Allotment Sheet

MC reviewed the current allotment sheet, explaining how current FTE projections support instructional and operational needs. No immediate adjustments are required, but enrollment monitoring continues.

C. Staffing Matrix

The updated staffing matrix was reviewed. All K-5 teaching positions are filled, with one pending hire in Special Education. Additional positions will be hired to include custodial, gifted teacher, and business operations to support both the school based and LEA responsibilities.

III. Data Review

A. FY25 Data_CCRPI

MC reviewed preliminary CCRPI-related data, noting growth in ELA and Math performance compared to FY24. Areas for continued focus include 3rd grade reading and 5th grade math.

B. FY26 BOY Assessment Calendar and Data Overview

AP and KR shared the FY26 Beginning-of-Year (BOY) assessment calendar and early results from NWEA MAP.

Key takeaways included:
MAP testing is nearly complete for all grade levels.
Initial data shows promising growth in K-2 math scores.
Reading scores indicate a need for targeted small-group support.

C. Schoolwide Academic Goal Setting

MC reviewed the FY26 schoolwide academic goals, which include:

80% of students meeting or exceeding growth targets in ELA and Math on MAP.

70%+% of K-3 students reading on grade level by the end of year.
Increased proficiency on GMAS, particularly in ELA and Math

IV. Academic Committee Planning

A. FY26 Academic Committee Work Flow and Goals

Dr. Randolph facilitated a discussion on the committee's workflow and responsibilities for FY26.

Topics included:

Regular data review cycles (every 6 weeks).
Oversight of curriculum adoption and academic interventions.
Supporting the charter goals and alignment to CCRPI metrics.

The committee discussed initial goals:
Monitor and evaluate academic achievement data quarterly.
Support effective professional development and instructional coaching.
Recommend instructional materials or programs for adoption when needed.

V. Closing Items

A. Adjourn Meeting

A. Williams made a motion to Adjourn the meeting.
A. Joiner seconded the motion.
With no further business, AW motioned to adjourn the meeting. The motion was seconded by AJ and unanimously approved. The meeting adjourned at 5:54 PM.
The committee **VOTED** to approve the motion.

Roll Call

A. Joiner	Aye
A. Olugbala	Absent
D. Randolph	Aye
A. Williams	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:54 PM.

Respectfully Submitted,
D. Randolph

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.