



Ivy Hill Prep Charter School

Board of Trustees Meeting - Ivy Hill Prep

Amended on August 26, 2019 at 1:40 PM EDT

Date and Time

Monday August 26, 2019 at 6:30 PM EDT

Location

Ivy Hill Prep Charter School, 475 East 57th Street, Marital Arts Room, Brooklyn NY

Agenda

	Purpose	Presenter	Time
I. Opening Items			06:30 PM
A. Call the Meeting to Order		Marsha Michael	1 m
Welcome/ Call Meeting to Order			
B. Record Attendance and Guests		Kimberly Wedderburn- Henderson	5 m
Secretary Takes Roll Call			
C. Approve Minutes	Approve Minutes	Marsha Michael	5 m
Vote to Approve Meeting Minutes from July 29, 2019 Board Meeting.			
D. Approval of Meeting Agenda	Vote	Marsha Michael	5 m
Vote to Approve Meeting Agenda			
II. Governance			06:46 PM
A. Update on Sales Tax Exemption	FYI	Marsha Michael	5 m
Sales Tax Exemption was Approved			
B. Update on Board Member Resignation	FYI	Marsha Michael	2 m
Trustee Rebecca May Resigned. Resignation Letter is Attached.			
C. Annual Retreat Reminder	FYI	Marsha Michael	3 m

Reminder Annual Retreat is on **September 8, 2019**. Trustees should complete Board Assessment **by September 1, 2019** through the Board on Track platform.

III. Finance **06:56
PM**

A. Update on Transitioning New Back Office Provider FYI Nataki Williams 5 m

New Back Office Provider currently amending Year 1 Budget. Amended Year 1 budget should be ready for board approval by September 30th board meeting.

IV. Academic Achievement **07:01
PM**

A. Update on Academic Dashboard FYI Marsha Michael 1 m

Committee should have an academic dashboard ready for approval at September 30, 2019 board meeting

V. Development **07:02
PM**

A. Ribbon Cutting Overview FYI Marsha Michael 5 m

Update on money was raised and approximate number of people in attendance. Board Chair plans to mail thank you cards with one of the pictures from the event as a keep sake.

VI. HOS Update **07:07
PM**

A. Final Preparations for Opening FYI Ambrosia Johnson 20 m

Hiring

1. One additional teacher terminated employment since last meeting - Interview for replacement on 8/22/19
2. Martial Arts Instructor Hired on part-time basis (7:30 am - 1:30pm)
3. Dance Teacher also hired as part-time employee

Enrollment

1. Kindergarten - 85 enrolled as of 8/22/19 - Plan to get to 88 to be discussed.
2. First Grade - 31 enrolled as of 8/22/19 - Plan to get to 32 to be discussed

B. NYSED Compliance FYI Ambrosia Johnson 5 m

NYSED visit to school on 8/7/19 was productive

VII. Closing Items **07:32
PM**

A. Adjourn Meeting Vote Marsha Michael 1 m

Roll Call on Vote to Adjourn Meeting