



Ivy Hill Prep Charter School

Board of Trustees Meeting - Ivy Hill Prep

Amended on September 26, 2019 at 1:32 PM EDT

Date and Time

Monday September 30, 2019 at 6:30 PM EDT

Location

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

PLEASE REVIEW THE ATTACHED MEETING DOCUMENTS PRIOR TO THE MEETING

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
A. Call the Meeting to Order		Marsha Michael	1 m
<ul style="list-style-type: none"> • Call Meeting to Order • Welcome Guest 			
B. Record Attendance and Guests		Kimberly Wedderburn-Henderson	5 m
<ul style="list-style-type: none"> • Secretary Takes Roll Call 			
C. Approve Minutes	Approve Minutes	Marsha Michael	5 m
Approve minutes for Board of Trustees Meeting - Ivy Hill Prep on August 26, 2019			
D. Approval of Meeting Agenda	Vote	Marsha Michael	5 m
<ul style="list-style-type: none"> • Vote to Approve Meeting Agenda 			
II. Governance			6:46 PM
A. Vote to Approve Board of Trustees Officers	FYI	Marsha Michael	5 m
<ul style="list-style-type: none"> • Review Resolution • Vote to Approve Officers of the Board 			
B. Vote to Approve Adding Jennifer Small as a Board of Trustee Member	Vote	Marsha Michael	5 m

- Approve Resolution Adding Jennifer Small as a Board of Trustee Member to take over vacancy left by Rebecca May
- Term Ends July 2021
- Jennifer Small will serve on the Finance and Development Committee.

C. Planning Ahead Discuss Marsha Michael 5 m

- Discuss plan for tutorial on Open Meeting Law.
- The presentation will happen at the next meeting.

D. Update Policies Discuss Marsha Michael 2 m

- Update Employee Handbook to include and exit interview process/transition policy.

E. Governance Update - Political landscape Discuss Marsha Michael 2 m

- Discuss changes in the political landscape.
- Discuss plan to engage our local elected officials.

III. HOS Evaluation & Support Committee **7:05 PM**

A. Approve HOS Evaluation Process Timeline Vote Adam Jimenez-Schulman 5 m

- Vote to Approve Evaluation Timeline

B. Approve HOS Planning Year Evaluation Vote Adam Jimenez-Schulman 5 m

- Review Evaluation Rubric for the Planning Year
- Vote to Approve Rubric

C. Approve HOS Year 1 Goals Vote Adam Jimenez-Schulman 5 m

IV. Finance **7:20 PM**

A. Review Financial Dashboard for July & August FYI Digant Bahl 30 m

B. Update on Amended Budget Process FYI Nataki Williams 5 m

V. Academic Achievement **7:55 PM**

A. Update on Academic Dashboard FYI Marsha Michael 5 m

- Review Dashboard.
- Committee still working on finetuning details of dashboard.
- Final Dashboard will be ready for board approval at October Board Meeting

VI. Development **8:00 PM**

A. Ribbon Cutting Overview FYI Marsha Michael 5 m

- Updated Donor list provided to Board

VII. HOS Update **8:05 PM**

A. Executive Session FYI Ambrosia Johnson 20 m

- See HOS Report

VIII. Closing Items **8:25 PM**

A. Meeting Evaluation	FYI	Jennifer Small	5 m
<ul style="list-style-type: none">• Board Member selected to provide quick evaluation of meeting.			
B. Adjourn Meeting	Vote	Marsha Michael	1 m
Roll Call on Vote to Adjourn Meeting			