

## Ivy Hill Prep Charter School

### Board of Trustees Meeting - Ivy Hill Prep

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#### Date and Time

Monday April 26, 2021 at 6:30 PM EDT

#### Location

Pursuant to Governor Cuomo's Executive Order 202.1 issued, on March 12, 2020, suspending the in-person public participation provisions of the Open Meetings Law, IVY HILL PREP's Board Meeting will be held electronically via <https://zoom.us/j/9699543901>, until further notice. Members of the public may listen to or view the board meeting by also connecting to the zoom link at <https://zoom.us/j/9699543901>. A recording of the meeting will be transcribed and posted on Ivy Hill Prep's website at: <https://www.ivyhillprep.org/home>

TRUSTEES SHOULD ENSURE VIDEO CAPACITY IS ENABLED FOR MEETING/VOTING PURPOSES

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IVY HILL PREP - BOARD OF TRUSTEES

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#### Agenda

##### I. Opening Items

Opening Items

A. Call the Meeting to Order

- Welcome Guests
- Public Comments

**B.** Record Attendance and Guests

**C.** Approve March 2021 Board Meeting Minutes

**D.** Vote to Approve Agenda

## **II. Governance**

**A.** Committee Update

- Committee Report Attached
- Committee getting proposals for board training and retreat training.

## **III. Finance Committee**

Finance

**A.** Review Financial Dashboard

- Review Key Financial Indicators
- Review Budget vs. Actuals

**B.** 21-22 Budget Review

- Review Budget

**C.** Miscellaneous Financial Issues

- Audit Review Timeline
- Any Upcoming Bids for Review
- PEO Provider Review Timeline for Approval

#### **IV. Director of Finance Hiring Taskforce**

##### **A. Taskforce Update**

- Update on Hiring Process

#### **V. Academic Achievement**

##### Academic Achievement

##### **A. Review Academic Program - Academic Dashboard**

- Review Dashboard indicators (Enrollment, Attendance etc)

##### **B. Review Teaching and Learning**

- Review HOS Report
- Discuss STEP Assessment Results

##### **C. Discuss Culture and Climate**

- Discuss any upcoming events
- Discuss Scholar and Parent Feedback
- Discuss Staff Feedback

##### **D. 21-22 Re-Opening Plan**

- Discuss new scholar schedule

##### **E. Committee Report/Governance Issues**

#### **VI. Development**

##### Development

##### **A. Update on Development**

Discuss Planned Development Initiatives:

Keeks and Ivy Hill Prep Fundraiser Initiative

**VII. Head of School Evaluation & Support Committee**

**A. Discuss Committee Next Steps**

- Update on Leadership Coaching

**VIII. Executive Session**

**A. Vote for Executive Session (If Needed)**

- Standing Agenda Item

**IX. Closing Items**

**A. Adjourn Meeting**

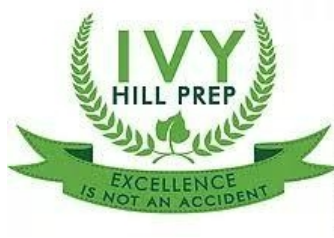
- Meeting Evaluation

# Coversheet

## Approve March 2021 Board Meeting Minutes

**Section:** I. Opening Items  
**Item:** C. Approve March 2021 Board Meeting Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Board of Trustees Meeting - Ivy Hill Prep on March 29, 2021

APPROVED



## Ivy Hill Prep Charter School

### Minutes

#### Board of Trustees Meeting - Ivy Hill Prep

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#### Date and Time

Monday March 29, 2021 at 6:30 PM

#### Location

Pursuant to Governor Cuomo's Executive Order 202.1 issued, on March 12, 2020, suspending the in-person public participation provisions of the Open Meetings Law, IVY HILL PREP's Board Meeting will be held electronically via <https://zoom.us/j/9699543901>, until further notice. Members of the public may listen to or view the board meeting by also connecting to the zoom link at <https://zoom.us/j/9699543901>. A recording of the meeting will be transcribed and posted on Ivy Hill Prep's website at: <https://www.ivyhillprep.org/home>

TRUSTEES SHOULD ENSURE VIDEO CAPACITY IS ENABLED FOR MEETING/VOTING PURPOSES

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IVY HILL PREP - BOARD OF TRUSTEES

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#### Trustees Present

A. Jimenez-Schulman (remote), A. Laniyan (remote), D. Lewis (remote), J. Small (remote), M. Kane (remote), N. Williams (remote), T. James (remote)

#### Trustees Absent

M. Michael

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## Guests Present

A. Johnson (remote), A. Leon-Soon (remote), B. Parker (remote), D. Williams (remote), Melika Butcher, P. Carras (remote)

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## I. Opening Items

### A. Call the Meeting to Order

A. Jimenez-Schulman called a meeting of the board of trustees of Ivy Hill Prep Charter School to order on Monday Mar 29, 2021 at 6:34 PM.

### B. Record Attendance and Guests

### C. Approve February 2021 Board Meeting Minutes

A. Laniyan made a motion to approve the minutes from Board of Trustees Meeting - Ivy Hill Prep on 02-22-21.

J. Small seconded the motion.

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

#### Roll Call

A. Jimenez-Schulman	Aye
A. Laniyan	Aye
D. Lewis	Aye
M. Michael	No
M. Kane	Aye
J. Small	Aye
T. James	Aye
N. Williams	Aye

### D. Vote to Approve Agenda

## II. Governance

### A. Committee Update

Discussion around members for governance committee that are present for the meeting.

## III. Finance Committee

### A. Review Financial Dashboard

Discussion held on the budget timeline and if it will be for a approval or a draft. The finance committee confirmed that they will; have a draft for April 2021. Discission held around the timeline for the audit process. The audit process will begin in April, then June

and end around October 15th. Discussion held around concerns around back office providing documentation to audit providers.

## **B. Miscellaneous Finance Issues**

### **IV. Director of Finance Hiring Taskforce**

#### **A. Taskforce Update**

Discussion was held around the Director of Finance position. Question presented around the excel test used to vet candidates and whether this is a standard practice. Clarification was given that is a standard. Discussion held around screening process where resume is first and excel test is secondary. Should we pause the hiring process as we move into the auditing and closing of the school year and start in the summer. Suggestion given to pause and allow for more candidates to apply. Looking to resume the process at the end of May in hopes there will be new candidates.

### **V. Academic Achievement**

#### **A. Review Academic Program - Academic Dashboard**

Enrollment increased by 1 student. 93% attendance for the prior month students are signing in online more.

Discussion held around what the team has done to increase attendance. HOS explained the method by which the teachers make contact with students/families of students that are absent from the class. HOS makes additional phone calls and formal letters are sent for students with 5 or more absences.

Discussion held around the ineffectiveness of Vanguard and whether they will be able to provide a discount. Vanguard was only able to provide 10 applications. Discussion held around looking forward in alternative around recruitment. Question asked around what specifically is bringing about the low number of applications through Vanguard.

#### **B. Review Teaching and Learning**

Suggestion provided around providing a graph around grade average as opposed to class average. Suggestion also provided around providing data around students with IEP's. Suggestion around the second-grade cohort to provide data that shows the specific growth that is being made. HOS agreed to work with the Dean of Students to work on compiling data.

#### **C. Discuss Culture and Climate**

Question asked around how frequent the chat and chews happen with parents. HOS confirmed that parent chat and chews occur monthly. Wax Museum event was a huge success as well as the career day event. Question asked around parent involvement and



how and if suggestions are given to parents on how to engage and coach students for performances.

**D. Discuss Updated Re-Opening Plan**

Discussion held around teachers getting vaccines, students returning to the building, and parent interest. HOS suggested to not reopen and keeping the schedule and program the same as the end of the school year is nearing and ending soon. Suggestion given to think about parents that may want to send students back to the building and may potentially pull students if that option is not provided. Question asked around the process in which parents are informed about ideas around opening of next school year.

**E. Committee Report/Governance Issues**

Discussion held around the years of experience suggested for the role and if it is appropriate. Instructional leaders will be provide observations and feedback for instructors.

T. James made a motion to Approve job description for Teacher Leader.

A. Laniyan seconded the motion.

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

**Roll Call**

A. Laniyan	Aye
M. Michael	Absent
M. Kane	Aye
A. Jimenez-Schulman	Aye
J. Small	Aye
T. James	Aye
N. Williams	Aye
D. Lewis	Aye

**VI. Development**

**A. Update on Development**

Discussion held around having further discussions on how to reallocate funds to support student programs (i.e. Coding program). Suggestion given to possible apply for grants for programs to be funded. Suggestion provided around having a development professional attend meetings to provide support or hiring a grant writer.

Discussion held around a second push for donations.

**VII. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:13 PM.

Respectfully Submitted,  
A. Jimenez-Schulman

# Coversheet

## Committee Update

**Section:** II. Governance  
**Item:** A. Committee Update  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Governance Committee Meeting Report April 2021.docx



## IVY HILL PREP BOARD OF TRUSTEES

### Governance Committee Meeting Report – April 13, 2021

Committee Members: Marsha Michael, Adam Jimenez-Schulman, Aquilla Leon-Soon (Prospective Board Member), Derrick Lewis (not present),

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#### 1. Compliance

- Committee discussed Overview from NYSED town hall regarding required documents to be posted on website.
  - Some discussion as to whether documents were required to be posted however, townhall information indicated that documents are required on school website.
  - it would go through the various buckets on the benchmark chart and fill in overall self- assessment of year 1 performance. Upon completion committee will use assessment data to create goals.
  - Next Steps for HOS– HOS to discuss posting documents on the website with web developer and utilizing a drop-down bar. Website update has occurred.
  - Action to be Taken by Board: No action required at the next board meeting. Board to review progress on self-assessment and ultimately approve resulting board goals.

#### 2. Bylaw Review

- Committee Members to review bylaws and see if any provisions should be changed.
- Next Steps – Committee Members to review bylaws by April 30<sup>th</sup>. Thereafter BC will engage governance lawyers through lawyer’s alliance to do a throughout review of bylaws from a legal perspective.
- Action to be Taken by Board: Committee to advise board of review and recommendation on approval of any updates.

#### 3. Strategic Planning

- Committee discussed board development training and reaching out to Education Board Partners to revive some proposals for training as well as a retreat and onboarding session.
- Next Steps by Committee: Committee Member Adam to reach back out to Shereen Williams for an updated proposal. See Attached prior proposal.
- Committee also discussed the prospective of creating a board meeting calendar as part of our strategic plan for 21-22. Calendar will be overview of plan for the board for the next fiscal year. See attached sample.

#### 4. Board Member Recruitment

- Committee discussed meeting with prospective board member Ms. Butcher and discussions ongoing with board members who current terms are expiring.

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*Through high-quality curriculum and instruction, intentional leadership development, and a commitment to excellence in all that we do, Ivy Hill Preparatory Charter School educates kindergarten through fifth grade scholars to thrive in middle and high school, graduate from the college of their choice, and access lives of purpose and opportunity.*



## IVY HILL PREP BOARD OF TRUSTEES

### Governance Committee Meeting Report – April 13, 2021

Committee Members: Marsha Michael, Adam Jimenez-Schulman, Aquilla Leon-Soon  
(Prospective Board Member), Derrick Lewis (not present),

- 
- Next Steps by Committee: Committee to make a determination on the prospective board members to recommend to add to the board in May meeting.

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*Through high-quality curriculum and instruction, intentional leadership development, and a commitment to excellence in all that we do, **Ivy Hill Preparatory Charter School** educates kindergarten through fifth grade scholars to thrive in middle and high school, graduate from the college of their choice, and access lives of purpose and opportunity.*

# Coversheet

## Review Financial Dashboard

**Section:** III. Finance Committee  
**Item:** A. Review Financial Dashboard  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Ivy Hill Monthly Financials March 2021.xlsx

## Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

Ivy Hill Monthly Financials March 2021.xlsx

# Coversheet

## 21-22 Budget Review

**Section:** III. Finance Committee  
**Item:** B. 21-22 Budget Review  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Ivy Hill FY 2021-22 Budget Worksheet - FINAL DRAFT 4.21.21.xlsx



## Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

Ivy Hill FY 2021-22 Budget Worksheet - FINAL DRAFT 4.21.21.xlsx

# Coversheet

## Review Academic Program - Academic Dashboard

**Section:** V. Academic Achievement  
**Item:** A. Review Academic Program - Academic Dashboard  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Academic Dashboard 2019-2021- April 2021 Meeting.xlsx

## Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

Academic Dashboard 2019-2021- April 2021 Meeting.xlsx

# Coversheet

## Review Teaching and Learning

**Section:** V. Academic Achievement  
**Item:** B. Review Teaching and Learning  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Head of School Report - April 2021.pdf



# Ivy Hill Prep Board of Trustees

## Head of School REPORT

**IVY HILL PREPARATORY CHARTER SCHOOL**

**Head of School REPORT**

April Board Meeting

Submitted by: Ambrosia Johnson

*Data as of 4/4/2021*

**I. Enrollment Report**

**2020 – 2021 Enrollment**  
**(Current Year)**

	Kindergarten	1 <sup>st</sup> Grade	2 <sup>nd</sup> Grade
<b>Enrollment</b>	61	85	29
<b>Waitlist</b>	114	0	5
<b>Total Enrollment</b>	175		
<b>Authorized Enrollment</b>	180		
<b>Budgeted Enrollment</b>	162		
<b>Per Pupil Funding Student Count</b>	Will Update Upon Finalization		

**February Average Daily Attendance: 92% (Surpassed our school and charter attendance goal.)**

**2021 – 2022 Enrollment and Recruitment**  
**(Upcoming Year)**

	Kindergarten	1 <sup>st</sup> Grade	2 <sup>nd</sup> Grade	3 <sup>rd</sup> Grade
<b>Applications Received</b>	143	17	18	8
<b>Seats Available</b>	60	0	10	5
<b>Seats Accepted</b>	60	N/A	7	5
<b>Seats Remaining</b>	0	0	3	0
<b>Enrollment Completed</b>	N/A	N/A	N/A	N/A

**II. Hiring Report SY 2020-2021 – Current School Year**

Position	Total Needed	Total Hired	Total Remaining	Current Status
Teacher	9	8	1	In Progress

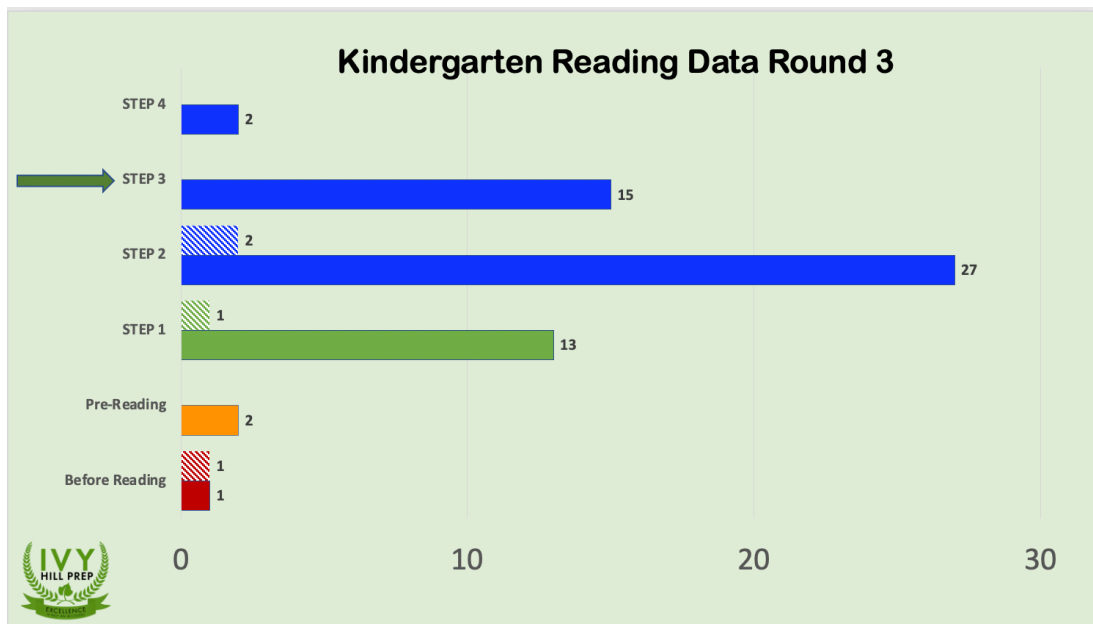


**III. Hiring Report SY 2021-22 – Upcoming School Year**

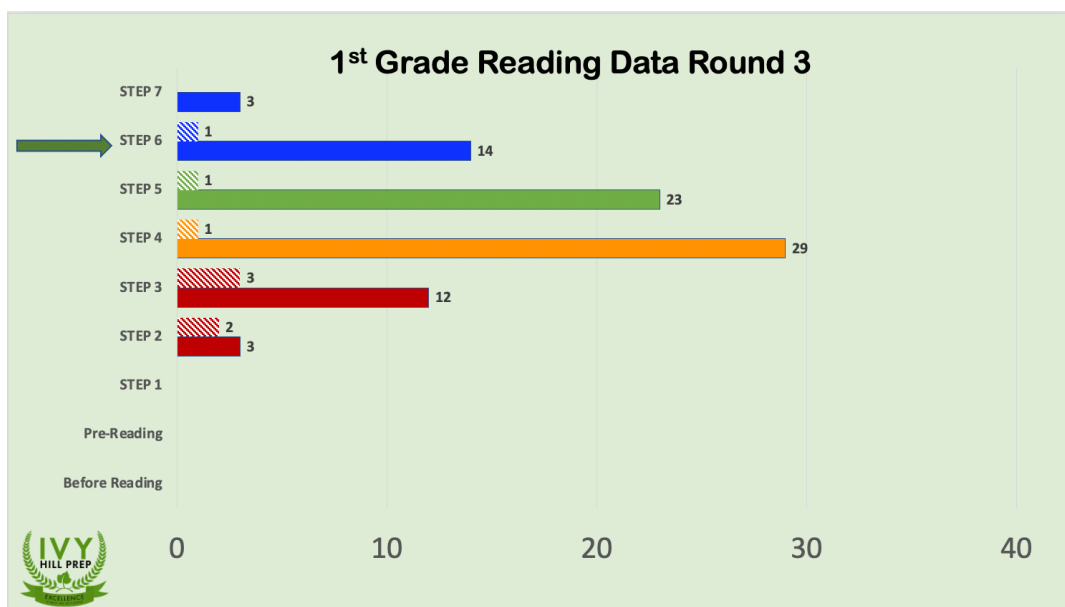
Position	Total Needed	Total Hired	Total Remaining	Goal of Hire	Current Status
DCI	1	0	1	06/15/21	In Progress
Office Assistant	1	0	1	07/15/21	Not Yet Started
Operations Fellow	1	0	1	07/15/21	Not Yet Started
Special Education Teacher	1	0	1	06/15/21	In Progress
Teaching Fellow	2	0	2	06/15/21	Not Yet Started
Elective Teacher*	1	0	1	06/15/21	Not Yet Started <i>Pending Board Approval</i>
Teacher	7	4 4 teachers hired.	3	06/15/21	In Progress

## IV. Academics Update

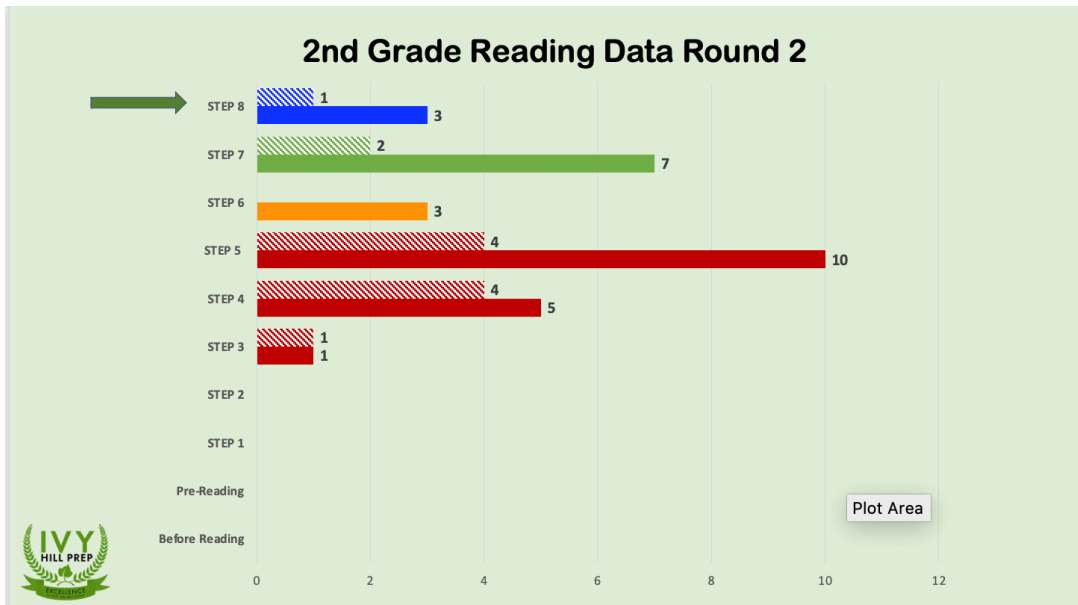
### Literacy



Kindergarten Results at a Glance		
Above Grade Level	44 Students	72%
On Grade Level	13 Students	21%
Approaching Grade Level	2 Students	3%
Below Grade Level	1 Student	2%
Students Who Grew	33 Students	55%

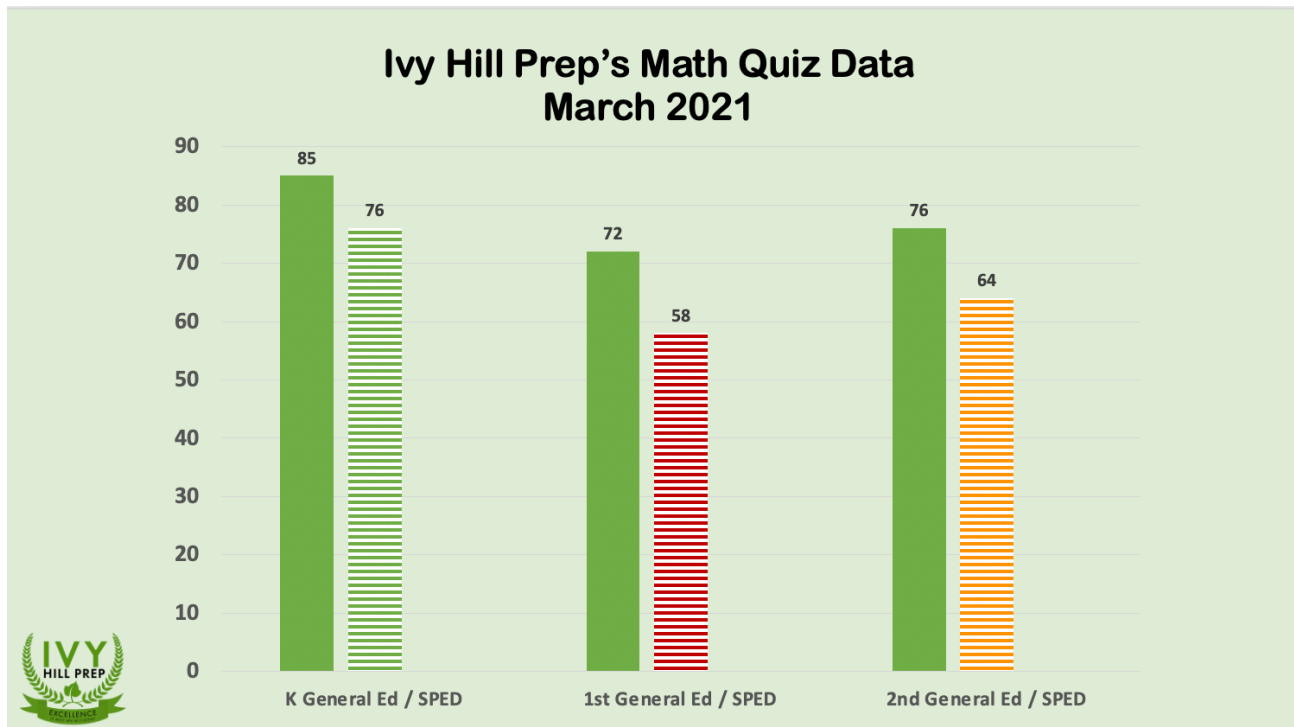


1 <sup>st</sup> Grade Results at a Glance		
Above Grade Level	17 Students	20%
On Grade Level	23 Students	27%
Approaching Grade Level	29 Students	34%
Below Grade Level	15 Students	18%
Students Who Grew	50 Students	65%



2 <sup>nd</sup> Grade Results at a Glance		
Above Grade Level	3 Students	10%
On Grade Level	7 Students	24%
Approaching Grade Level	3 Students	10%
Below Grade Level	16 Students	55%
Students Who Grew	15 Students	51%

**➤ Math**






## March Recap

### Virtual Career Week Year 1



**IVY HILL VIRTUAL CAREER WEEK 2021**



# DAY 2

**Tuesday, March 23rd**  
**12:15 pm**

## Keda Brock

### Scientist

Check Your Email for the  
Login and Password

Don't forget to check out our pre-recorded videos of various other professions on our website.  
Visit [Bit.ly/IHPCAREERVIDEOS](http://Bit.ly/IHPCAREERVIDEOS)

### Trimester 2 Report Cards



## IVY HILL PREP CHARTER SCHOOL

Report Card 2020-2021

Name of Student: Amir Alexander  
 University: Columbia B: Kindergarten  
 Teachers: Ms. Rogers

ACADEMIC PROGRESS			
	1st	2nd	3rd
<b>READING</b>			
Concepts About Print	N/A	N/A	
Decoding	4	4	
Fluency	4	4	
Comp Skills	4	4	
<b>WRITING</b>			
Writing as a Process	N/A	N/A	
Writing as a Product	N/A	N/A	
Mechanics, Handwriting	N/A	N/A	
<b>MATH</b>			
Counting & Cardinality	4	4	
Ops & Algebraic Thinking	4	4	

ACADEMIC SNAPSHOT			
	1st	2nd	3rd
<b>Attendance</b>			
Attendance	100%	100%	
Life's Work	100%	100%	
STEP Literacy Assessment	3	3	
Math IA	N/A	100%	

#### GRADING SYSTEM

### Building Beats Kickoff!



## BUILDING BEATS

IVY HILL PREP X BUILDING BEATS  
FRIDAY AFTERNOON MUSIC CLASS  
4/2 TO 4/30

LOOPS, BEATS,  
SAMPLING!

CREATE YOUR  
OWN MUSIC USING  
ONLINE  
INSTRUMENTS!



15 SEATS  
AVAILABLE.



EMAIL IVY HILL PREP BY MARCH 24  
TO SECURE YOUR SPOT!

### March Madness: Spirit Week

MARCH 29TH -  
APRIL 2ND!

## IVY HILL'S SPIRIT WEEK

MONDAY	CAREER DAY
TUESDAY	SPORTS DAY
WEDNESDAY	WACKY TACKY DAY
THURSDAY	WORKOUT DAY
FRIDAY	DECADES DAY: THE 60'S!



CELEBRATE  
MARCH  
MADNESS  
WITH US!





# Coversheet

## 21-22 Re-Opening Plan

**Section:** V. Academic Achievement  
**Item:** D. 21-22 Re-Opening Plan  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** IHP SY '21-22 School Schedule.pdf

Room Number		K-1	K-2	K-3	K-4	Room Number		1-1	1-2	1-3	1-4	Room Number		2-1	2-2	2-3	2-4	2-5	2-6	Room Number		3-1	3-2	
Start Time	End Time					Start Time	End Time					Start Time	End Time								Start Time	End Time		
7:30	7:35					7:30	7:35					7:30	7:35							7:30	7:35			
7:35	7:40	Breakfast 20 min	Breakfast 20 min	Breakfast 20 min	Breakfast 20 min	7:35	7:40	Breakfast 20 min	Breakfast 20 min	Breakfast 20 min	Breakfast 20 min	7:35	7:40							7:35	7:40			
7:40	7:45					7:40	7:45					7:40	7:45							7:40	7:45			
7:45	7:50					7:45	7:50					7:45	7:50	Breakfast 20 min	Breakfast 20 min	Breakfast 20 min	Breakfast 20 min	Breakfast 20 min	Breakfast 20 min	7:45	7:50	Breakfast 20 min	Breakfast 20 min	
7:50	7:55					7:50	7:55					7:50	7:55							7:50	7:55			
7:55	8:00					7:55	8:00					7:55	8:00							7:55	8:00			
8:00	8:05					8:00	8:05					8:00	8:05							8:00	8:05			
8:05	8:10	Reading Block 40 min	Reading Block 40 min	Reading Block 40 min	Reading Block 40 min	8:05	8:10	Electives 40 min	Electives 40 min	Electives 40 min	CGI 40 min	8:05	8:10							8:05	8:10	Reading Block 40 min	Reading Block 40 min	
8:10	8:15					8:10	8:15					8:10	8:15	CGI 40 min	CGI 40 min	CGI 40 min	CGI 40 min	CGI 40 min	CGI 40 min	8:10	8:15			
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8:45	8:50	Reading Block 40 min	Reading Block 40 min	Reading Block 40 min	Reading Block 40 min	8:45	8:50	CGI 40 min	CGI 40 min	CGI 40 min	Inquiry 40 min	8:45	8:50							8:45	8:50	Reading Block 40 min	Reading Block 40 min	
8:50	8:55					8:50	8:55					8:50	8:55							8:50	8:55			
8:55	9:00					8:55	9:00					8:55	9:00	Inquiry 40 min	Inquiry 40 min	Inquiry 40 min	Electives 40 min	Inquiry 40 min	Inquiry 40 min	8:55	9:00	Reading Block 40 min	Reading Block 40 min	
9:00	9:05					9:00	9:05					9:00	9:05							9:00	9:05			
9:05	9:10					9:05	9:10					9:05	9:10							9:05	9:10			
9:10	9:15					9:10	9:15				Read Aloud 15 min	9:10	9:15							9:10	9:15			
9:15	9:20					9:15	9:20					9:15	9:20							9:15	9:20			
9:20	9:25					9:20	9:25					9:20	9:25							9:20	9:25			
9:25	9:30	Reading Block 40 min	Reading Block 40 min	Reading Block 40 min	Reading Block 40 min	9:25	9:30	Inquiry 40 min	Inquiry 40 min	Inquiry 40 min	Electives 40 min	9:25	9:30							9:25	9:30	Reading Block 40 min	Reading Block 40 min	
9:30	9:35					9:30	9:35					9:30	9:35	Writing 40 min	Writing 40 min	Writing 40 min				9:30	9:35			
9:35	9:40					9:35	9:40					9:35	9:40							9:35	9:40	Reading Block 40 min	Reading Block 40 min	
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9:45	9:50					9:45	9:50					9:45	9:50							9:45	9:50			
9:50	9:55					9:50	9:55					9:50	9:55							9:50	9:55			
9:55	10:00	Read Aloud 15 min	Read Aloud 15 min	Read Aloud 15 min	Read Aloud 15 min	9:55	10:00	Read Aloud 15 min	Read Aloud 15 min	Read Aloud 15 min		9:55	10:00							9:55	10:00			
10:00	10:05					10:00	10:05					10:00	10:05							10:00	10:05			
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10:10	10:15					10:10	10:15					10:10	10:15							10:10	10:15			
10:15	10:20	Social Studies/Science 40 min	Social Studies/Science 40 min	Social Studies/Science 40 min	Social Studies/Science 40 min	10:15	10:20	Reading Block 40 min	Reading Block 40 min	Reading Block 40 min	Reading Block 40 min	10:15	10:20	Electives 40 min	Electives 40 min	Electives 40 min	Social Studies/Science 40 min	Social Studies/Science 40 min	10:15	10:20	Social Studies/Science 40 min	Social Studies/Science 40 min		
10:20	10:25					10:20	10:25					10:20	10:25							10:20	10:25			
10:25	10:30					10:25	10:30					10:25	10:30							10:25	10:30			
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10:55	11:00					10:55	11:00					10:55	11:00							10:55	11:00			
11:00	11:05					11:00	11:05					11:00	11:05	Social Studies/Science 40 min	Social Studies/Science 40 min	Social Studies/Science 40 min	Electives 40 min	Lunch 30 min	Lunch 30 min	11:00	11:05	Electives 40 min	Electives 40 min	
11:05	11:10					11:05	11:10	Reading Block 40 min	Reading Block 40 min	Reading Block 40 min	Reading Block 40 min	11:05	11:10							11:05	11:10			
11:10	11:15	CGI 40 min	CGI 40 min	CGI 40 min	CGI 40 min	11:10	11:15					11:10	11:15							11:10	11:15			
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# Coversheet

## Update on Development

**Section:** VI. Development  
**Item:** A. Update on Development  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Development Comm Mtg Notes April 12.pdf



Ivy Hill Prep Charter School  
Development Committee Meeting  
**Meeting Notes: Monday, April 12, 2021 at 8:30PM**

## 1. Attendance

- Adam Laniyan, Board of Trustees
- Jennifer Small, Board of Trustees
- Pierre Carras, Prospective Trustee
- Ambrosia Johnson, Head of School

## 2. Development Initiative #1: Film Night KEEXS

1. Film Night is planned for next month, April 29<sup>th</sup>
2. Jenn already has the school logo and photos and will use this for the flyer
3. IHP will use this event as the avenue to close the fundraising gap from Giving Tuesday. The purpose of the fundraiser will be to raise funds to go towards Ivy Hill Prep's Computer Science Program in the 2021-22 academic school year. *(Find details below in Item 3)*

### a. Fundraising Gap & Plan to Close Gap

- i. Funds Needed: \$2,812.00
- ii. Suggested Donation Per Person: \$25
- iii. Amount of People Needed to Reach Goal: 113
- iv. Amount of People Per Board Member: 15

### 4. Next Steps:

- a. Jenn will send a Save the Date using school logo and photos.
- b. Jenn will script out an e-mail message that Board members can disseminate to their networks ASAP.
- c. Jenn will script out a text message that Board members can disseminate to their networks ASAP.
- d. Development Committee will share these messages with the full Board prior to the Board meeting and will share more details during the Board meeting.



### 3. Brainstorming for Ivy Hill Prep's Goals

1. Committee has chosen one initiative to move forward with: Computer Science. This was previously outlined as Coding on our list, but we've changed the title to be more aligned with grant funding opportunities.
2. Mr. Carras found approximately 10 funding opportunities. Half are available now and the other half will be followed up on on a quarterly basis. Additional funding opportunities were also listed that the school is ineligible for.
3. **Next Steps:**
  - a. Mr. Carras has agreed to spearhead this initiative and will make outreach to funding opportunities that are currently available and will report any findings at the upcoming Committee meeting.