

## Ivy Hill Prep Charter School

### Board of Trustees Meeting - Ivy Hill Prep

---

#### Date and Time

Monday July 24, 2023 at 6:30 PM EDT

#### Location

Via zoom link at <https://us02web.zoom.us/j/82354088638>

trustees must have their video capacity enabled for meeting/voting purposes.

---

#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:30 PM</b>
<b>A. Call the Meeting to Order</b>		Nancy Olisma	5 m
<ul style="list-style-type: none"><li>• <b>Start recording</b></li></ul>			
<ul style="list-style-type: none"><li>• Welcome guests, members of School</li><li>• Open meeting law and public comment policy</li><li>• Public comments</li></ul>			
<b>B. Record Attendance</b>		Maimouna Kane	1 m
<b>C. Approve Minutes</b>	Approve Minutes	Nancy Olisma	2 m

	Purpose	Presenter	Time
Approve minutes for Board of Trustees Meeting - Ivy Hill Prep on June 26, 2023			
<b>D.</b> Approve agenda	Vote	Nancy Olisma	1 m
<b>II. Governance</b>			<b>6:39 PM</b>
<b>A.</b> Trustee recruitment	FYI	Nancy Olisma	5 m
<ul style="list-style-type: none"> <li>• Quick update on recruitment/potential trustees</li> </ul>			
<b>B.</b> Compliance	Discuss	Nancy Olisma	10 m
<ul style="list-style-type: none"> <li>• Status update on charter renewal</li> <li>• Reporting: School team to provide update on attendance reporting to state</li> </ul>			
<b>III. Finance</b>			<b>6:54 PM</b>
<b>A.</b> Review Financial Dashboard	Discuss	Winsome Nevins-Warden	15 m
<ul style="list-style-type: none"> <li>• Key financial indicators</li> <li>• Budget vs. Actual</li> </ul>			
<b>B.</b> ICS Banking System for Savings Account	FYI	Winsome Nevins-Warden	2 m
<ul style="list-style-type: none"> <li>• Update</li> </ul>			
<b>C.</b> Lease	Discuss	Winsome Nevins-Warden	2 m
<ul style="list-style-type: none"> <li>• Update on pending lease</li> </ul>			
<b>D.</b> 5 year projections	Discuss	Juned Haque	10 m
<ul style="list-style-type: none"> <li>• Review updates from ASN and Finance as it relates to enrollment</li> </ul>			
<b>E.</b> Budget	Vote	Winsome Nevins-Warden	5 m

	Purpose	Presenter	Time
--	---------	-----------	------

- Year 5 Budget

**IV. Academic Achievement 7:28 PM**

<b>A.</b> Quick progress update (as applicable)	FYI	Annedrea Coleman	10 m
---	-----	------------------	------

- Academic Committee Updates

<b>B.</b> Enrollment Dashboard	Discuss	Brandon Parker	10 m
--------------------------------	---------	----------------	------

- School team to share updated dashboard on enrollment numbers. Status updates needed on:
  - Intent to return forms - # of confirmed families versus pending versus those who are not returning
  - Current enrollment projections per grade (intent to return forms plus accepted lottery seats)
  - On-going recruitment efforts to get to 265.

**V. Other Business**

**VI. Closing Items**

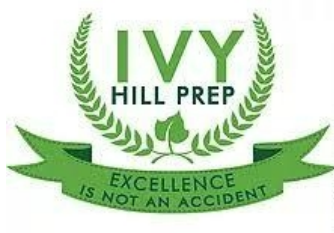
<b>A.</b> Adjourn Meeting	Vote
---------------------------	------

# Coversheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** C. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Board of Trustees Meeting - Ivy Hill Prep on June 26, 2023

APPROVED



## Ivy Hill Prep Charter School

### Minutes

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

---

##### **Date and Time**

Monday June 26, 2023 at 6:30 PM

##### **Location**

Via zoom link at <https://us02web.zoom.us/j/82354088638>

trustees must have their video capacity enabled for meeting/voting purposes.

---

##### **Directors Present**

A. Laniyan (remote), D. Lewis (remote), M. Kane (remote), N. Olisma (remote), T. James (remote), W. Nevins-Warden (remote)

##### **Directors Absent**

*None*

##### **Guests Present**

A. Coleman (remote), B. Parker (remote)

---

#### **I. Opening Items**

##### **A. Call the Meeting to Order**

N. Olisma called a meeting of the board of directors of Ivy Hill Prep Charter School to order on Monday Jun 26, 2023 at 6:32 PM.

##### **B. Record Attendance**

### C. Approve Minutes

N. Olisma made a motion to approve the minutes from Board of Trustees Meeting - Ivy Hill Prep on 05-22-23.

T. James seconded the motion.

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

#### Roll Call

A. Laniyan	Aye
M. Kane	Aye
D. Lewis	Aye
W. Nevins-Warden	Aye
N. Olisma	Aye
T. James	Aye

### D. Approve agenda

## II. Governance

### A. Trustee recruitment

There is still a need to expand the board to fully support Ivy Hill Prep. The Board Chair encourages members to tap into their networks to gain new members.

### B. Compliance

A high-level overview of benchmarks for the renewal application was provided by Ashley Furan. Deadlines were given to finalize the documents needed for the application process.

## III. Finance

### A. Review Financial Dashboard

DOO Brandon Parker provided an overview of the current financials for the month. Board Chair asked for an alternate plan to be created that reflects the anticipated enrollment, HOS and DOO will develop a plan.

The proposed budget was shared with the Board accounting for staff, enrollment, grants, and federal and state funding. A question was asked about the change in technology services in the budget. A discussion was held about the bidding on the security system which did occur.

School management plan to begin after-school programming for the 2023-2024 school year with extracurricular activities as well as academic interventions and supports. The anticipated budget accounts for the compensation of teachers and staff participating in the program.

The FOSS KIT Science curriculum will be used in the upcoming school year. A discussion was held about the adjustments that may be made if a new science curriculum is needed.

The finance committee will review and approve or deny any programs that are needed based on recommendations from the school team.

**B. ICS Banking System for Savings Account**

**C. Lease**

**D. 5 year projections**

**E. Additional finance recommendations**

**IV. Academic Achievement**

**A. Quick progress update (as applicable)**

HOS shared staffing updates as new hires are in the process of onboarding. Summer PD training is currently in progress in preparation for the new school year. HOS was able to maintain a retention rate of 85.

Math data for the school was provided showing the growth of students from the beginning of the year to the present. HOS provided an overview of math data and needs based on math standards and interim assessments.

A discussion was held about the fluctuation of math data for 1st grade. HOS shared that teacher retention may have an impact on the student's academic growth, but they have shown growth throughout the year. HOS shared the interventions implemented in order to support students' growth in math.

HOS shared STEP-data that shows students are growing. HOS plans to engage resources to improve professional development for teachers.

**B. Enrollment Dashboard**

Lottery updates were shared with the Board. 27 seats accepted for Kindergarten, 3 accepted for first grade, eleven seats needed for second grade, and seven seats need to be filled for third grade, and fourth grade 2 seats. Offers are extended to all families.

Ongoing recruitment efforts are in effect to retain families and gain new families.

**V. 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 8:30 PM.

Respectfully Submitted,  
T. James



# Coversheet

## Review Financial Dashboard

**Section:** III. Finance  
**Item:** A. Review Financial Dashboard  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Ivy Hill FY 2023-24 Budget Worksheet 7.21.23.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 2023-24 Budget Worksheet 7.21.23.xlsx