



Ivy Hill Prep Charter School

Board of Trustees Meeting - Ivy Hill Prep

Date and Time

Thursday August 3, 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
I. Opening Items			6:30 PM
A. Call the Meeting to Order		Nancy Olisma	5 m
	<ul style="list-style-type: none">• Start recording		
	<ul style="list-style-type: none">• Welcome guests, members of School• Open meeting law and public comment policy• Public comments		
B. Record Attendance		Maimouna Kane	1 m

	Purpose	Presenter	Time
C. Approve Minutes	Approve Minutes	Nancy Olisma	2 m
Approve minutes for Board of Trustees Meeting - Ivy Hill Prep on July 24, 2023			
D. Approve agenda	Vote	Nancy Olisma	1 m
II. Governance			6:39 PM
A. Trustee recruitment	FYI	Nancy Olisma	5 m
<ul style="list-style-type: none"> • Quick update on recruitment/potential trustees 			
B. Compliance	Vote	Nancy Olisma	10 m
<ul style="list-style-type: none"> • Vote to approve renewal application <ul style="list-style-type: none"> ◦ Material Changes: School Schedule, Instructional Minutes, ◦ Non-material Changes: Professional Development, Discipline, School Calendar, 			
C. Handbooks- Employee & Staff	Discuss	Annedrea Coleman	15 m
<ul style="list-style-type: none"> • Update on adjustments made to employee handbook <ul style="list-style-type: none"> ◦ Recommendation on BL Policy ◦ Recommendation on PTO Policy • Changes to family handbook 			
D. BoT Committee Spaces	FYI	Nancy Olisma	2 m
<ul style="list-style-type: none"> • Updated calendar invites 			
III. Finance			7:11 PM
A. Review Financial Dashboard	Discuss	Winsome Nevins-Warden	15 m
<ul style="list-style-type: none"> • Share-out of any committee updates 			

	Purpose	Presenter	Time
B. ICS Banking System for Savings Account <ul style="list-style-type: none"> • Update 	FYI	Winsome Nevins-Warden	2 m
C. Lease <ul style="list-style-type: none"> • Update on pending lease 	Discuss	Winsome Nevins-Warden	2 m
D. Budget <ul style="list-style-type: none"> • Update on recruitment tool/strategy for SPED positions <ul style="list-style-type: none"> ◦ Signing Bonus: rationale, eligibility and requirement 	Vote	Winsome Nevins-Warden	5 m
IV. Academic Achievement			7:35 PM
A. Quick progress update (as applicable) <ul style="list-style-type: none"> • Academic Committee Updates 	FYI	Annedrea Coleman	10 m
B. Enrollment Dashboard <ul style="list-style-type: none"> • School team to share updated dashboard on enrollment numbers. Status updates needed on: <ul style="list-style-type: none"> ◦ 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. 	Discuss	Brandon Parker	10 m
V. Other Business			
VI. Closing Items			

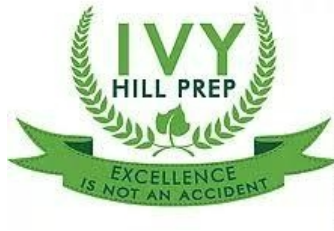
	Purpose	Presenter	Time
A. Adjourn Meeting	Vote		

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 July 24, 2023

APPROVED



Ivy Hill Prep Charter School

Minutes

Board of Trustees Meeting - Ivy Hill Prep

Date and Time

Monday July 24, 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.

Trustees Present

A. Laniyan (remote), D. Lewis (remote), M. Kane (remote), N. Olisma (remote)

Trustees Absent

W. Nevins-Warden

I. Opening Items

A. Call the Meeting to Order

N. Olisma called a meeting of the board of trustees of Ivy Hill Prep Charter School to order on Monday Jul 24, 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 06-26-23.

A. Laniyan seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

D. Approve agenda

N. Olisma made a motion to Approve agenda.
A. Laniyan seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

II. Governance

A. Trustee recruitment

B. Compliance

The final renewal draft will be available this week for board members to review before submission. The Board Chair strongly encouraged board members to set out time to closely review the document.

III. Finance

A. Review Financial Dashboard

Juned provided a review of the financials and balance sheet for the final financial report for the fiscal year. A review of the statement of cash flow was provided without any significant changes.

Target enrollment was reached for year five. The management team will continue to put forth efforts to enroll more families.

B. ICS Banking System for Savings Account

C. Lease

The rent schedule payment has been provided. HOS requests the board to review the document for feedback. HOS expresses that the process has been seamless and cohesive.

D. 5 year projections

E. Budget

N. Olisma made a motion to Approve the budget.
A. Laniyan seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

IV. Academic Achievement

A. Quick progress update (as applicable)

Science will be a great focus for this upcoming school year and will be a large focus for professional development. In reflecting on the past academic year the teachers shared the positive impact mental health days had on their professional development.

Report card conferences will occur in November and March of the 2023-2024 school year. This needs to be reflected in the school calendar. A master calendar was shared with the board with additions made from reflections from the prior school year.

B. Enrollment Dashboard

Enrollment update: data was shared on newly registered students for kindergarten to fifth grade. The current enrollment is 202 students, 234 with newly admitted students.

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 7:15 PM.

Respectfully Submitted,
N. Olisma