

APPROVED



## Ivy Hill Prep Charter School

### Minutes

#### Special Meeting

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**Date and Time**

Wednesday February 5, 2020 at 8:30 PM

**Location**

<https://zoom.us/j/9699543901>

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**Directors Present**

D. Lewis (remote), J. Small (remote), K. Wedderburn-Henderson (remote), M. Michael (remote), N. Williams (remote)

**Directors Absent**

A. Jimenez-Schulman

**Guests Present**

A. Johnson (remote), A. Laniyan (remote), B. Parker (remote), M. Kane (remote)

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**I. Opening Items****A. Record Attendance****B. Call the Meeting to Order**

M. Michael called a meeting to order on Wednesday Feb 5, 2020 at 8:34 PM.

**C. Renovation Plan**

The Board continued the previous discussion on the timeline of the renovation plan and the alignment of the work with the compliance with grant money. The Board discussed the feasibility of the construction occurring during school hours and whether there would be any safety concerns including whether the use of the nurse's office would be impacted. Management explained that safety was accounted for when the plan was proposed. The Board discussed whether a penalty needed to put in place to hold the contractor to the agreed upon timeline. Ultimately the Board decided that payment being contingent on finishing each phase was sufficient. Management also represented that reimbursement from CSP was possible upon receipt of an invoice alone. Management indicated it was advised of this fact by the back office provider and while this was not the Board's impression of the reimbursement scheme the Board ultimately voted to approve the plan.

J. Small made a motion to Approve the Renovation Plan.

K. Wedderburn-Henderson seconded the motion.

The team **VOTED** unanimously to approve the motion.

## II. 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 9:30 PM.

Respectfully Submitted,  
K. Wedderburn-Henderson

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## Documents used during the meeting

- IHP Construction Contract Agreement 2-4-20.pdf