



Ivy Hill Prep Charter School

Minutes

Academic Achievement Committee Meeting

Date and Time

Wednesday September 15, 2021 at 4:30 PM

Committee Members Present

A. Jimenez-Schulman (remote), M. Kane (remote)

Committee Members Absent

A. Leon-Soon, M. Michael

Guests Present

A. Johnson (remote), D. Williams (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

A. Jimenez-Schulman called a meeting of the Academic Achievement Committee of Ivy Hill Prep Charter School to order on Wednesday Sep 15, 2021 at 4:33 PM.

C. Approve Minutes

II. Academic Achievement

A.

Goal setting

- ACTION - HOS to provide a detailed breakdown of staff retention from Y1 to now (role, years at IHP, transition date when applicable, reason for transition)
- ACTION - HOS and DoSS to provide preliminary thinking around metrics for closing learning gaps for students, accounting for sub-groups

B. HOS Report

- HOS Report
 - ACTION - HOS to make sure the table outlining student recruitment and retention efforts stays in the monthly report and reflects efforts to build current- and future-year student pipelines/ waitlists
 - ACTION - HOS to add column to COVID section that captures classes that had to shutdown, along with a "comments" column
 - ACTION - Future HOS reports to reflect mid-month COVID case counts for staff and students (1 week before committee and then updated for board materials)
 - ACTION - HOS to send calendar invites to board members for book character day 10/29 once time is set
 - Continue real-time updates on cases at school
- COVID Protocol
 - ACTION - HOS to reflect sibling update in the outside-of-school exposure AND in-school exposure scenarios
- Staffing
 - Additional support to grade level, concerns, monitoring

III. 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 5:38 PM.

Respectfully Submitted,
A. Jimenez-Schulman

Documents used during the meeting

- IHP COVID Response Protocols 2021-22.pdf
- Head of School Report_September 2021.pdf
- HOS Report 2019-2021-2.xlsx