



## Ivy Hill Prep Charter School

### Minutes

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

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**Date and Time**

Monday October 23, 2023 at 6:30 PM

**Location**

475 E 57th St, Brooklyn, NY 11203

**trustees must be in-person for meeting/voting purposes.**

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

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**Trustees Present**

A. Laniyan, M. Kane, N. Olisma, W. Nevins-Warden

**Trustees Absent**

D. Lewis

**Guests Present**

A. Coleman, B. Parker

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**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 Oct 23, 2023 at 6:41 PM.

## **B. Record Attendance**

## **C. Approve Minutes**

A. Laniyan made a motion to approve the minutes from Board of Trustees Meeting - Ivy Hill Prep on 09-25-23.

W. Nevins-Warden seconded the motion.

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

### **Roll Call**

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

## **D. Approve agenda**

# **II. Governance**

## **A. Trustee recruitment**

The Trustee recruitment is in motion as listings have been posted on LinkedIn.

## **B. Compliance**

A. Laniyan made a motion to Approve the changes to compliance.

W. Nevins-Warden seconded the motion.

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

### **Roll Call**

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

## **C. Charter Renewal Visit**

# **III. Finance**

## **A. Review Financial Dashboard**

Financials were reviewed. Summary of Statements and Revenues and expenses were provided for review. Cash flow projections for the last three months of the school year were reviewed. The school is in good standing.

## **B.**

## Finance Committee Updates

### C. Financial Audit

A. Laniyan made a motion to Approve audit.

N. Olisma seconded the motion.

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

#### Roll Call

W. Nevins-Warden Aye

D. Lewis Absent

A. Laniyan Aye

M. Kane Aye

N. Olisma Aye

An Independent Auditor's Report was presented, and there were no issues discovered.

The balance sheet for 2022-2023 was shared with a breakdown of assets and liabilities.

Revenue and support, expenses, and net assets were provided for 2023.

Recommendation for the maintaining of student files was given in the audit report.

A discussion was held about the auditors providing a five-year perspective to predict future financials. The auditors do not provide this report.

## IV. Academic Achievement

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

Discussion was held about the curriculum and its alignment with the MAP assessments and their alignment. The HOS plans to use assessment data from the state exams and the benchmark assessments for this school year to identify and address standards to strengthen. HOS and the instructional leadership team will work to create plans for small instruction and more targeted instruction to close gaps in learning.

A discussion was held about the possibility of Saturday school. AHOS plans to provide tutoring services for families in lieu of Saturday school. Students are also getting support during after-school programming.

### B. Enrollment Dashboard

Currently, enrolment is at 222 students. Applications will go live in November to further aid in enrollment efforts. The average attendance year to date is 91%, and the goal for the school is 95%.

A discussion was held about IHP's average daily attendance compared to other schools in the neighborhood. HOS shared that some families are traveling from Manhattan and the Bronx and that has become an issue. Incentives are created to celebrate students individually and collectively.

Afterschool: There are over one hundred students attending afterschool programming. Families have been registering for Girl Scouts. Culture and Climate: HOS shared school events and incentives. Dean's list data is used to highlight the great work scholars and teachers are exhibiting and also to identify areas of growth. Families have been providing positive feedback on the school culture overall. HOS shared parent engagement strategies to gain families' input and support.

A discussion was held about the family DOE surveys and when they will be available. There was an increase in surveys completed by staff. There has been an increase in staff satisfaction within all categories. The assistant principal created a staff award ceremony that celebrated and recognized teacher's efforts. Giving Tuesday's promo video was shared to raise funds for the after-school program.

### **C. Relay Partnership**

Cohorts of four will be afforded an opportunity to participate in a partnership with Relay GSE.

W. Nevins-Warden made a motion to Approve the Relay Partnership.

A. Laniyan seconded the motion.

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

#### **Roll Call**

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

### **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 7:48 PM.

Respectfully Submitted,  
N. Olisma