



## Ivy Hill Prep Charter School

### Minutes

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

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##### Date and Time

Monday March 25, 2024 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, C. Day-Lewis, M. Kane, N. Olisma, W. Nevins-Warden

##### Trustees Absent

*None*

##### Guests Present

B. Parker

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#### I. Opening Items

**A. Record Attendance**

**B. 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 Mar 25, 2024 at 6:36 PM.

### C. Approve Minutes

N. Olisma made a motion to approve the minutes from Board of Trustees Meeting - Ivy Hill Prep on 02-26-24.

A. Laniyan seconded the motion.

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

#### Roll Call

W. Nevins-Warden	Aye
M. Kane	Aye
N. Olisma	Aye
A. Laniyan	Aye
C. Day-Lewis	Aye

## II. Governance

### A. Recruitment Trustee Update

Two perspective trustees will be going through the onboarding process to join the board. IHP is still awaiting information/report from NYSED.

### B. New Trustee Votes

A. Laniyan made a motion to To approve Jennifer Perkins.

W. Nevins-Warden seconded the motion.

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

#### Roll Call

N. Olisma	Aye
M. Kane	Aye
C. Day-Lewis	Aye
W. Nevins-Warden	Aye
A. Laniyan	Aye

N. Olisma made a motion to Dawn Antoine-Forbes.

A. Laniyan seconded the motion.

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

#### Roll Call

M. Kane	Aye
A. Laniyan	Aye
C. Day-Lewis	Aye
W. Nevins-Warden	Aye
N. Olisma	Aye

## III. Finance

### A.

## Review of Financial Dashboard

A review of financial assets and deferred revenues were provided. Liabilities and assets were reviewed as well. There were a few large bills that are attributed to major repairs that were made.

The projected revenues were provided with increases. A discussion was held about the break down of the projections that are based on current and expected enrollment. Medical insurance projects are anticipated to be less than what has been budgeted. The line for substitutes are projected to be higher due to anticipated teacher support needed. A discussion was held about science, math and English curriculum line items.

The cash flow projections for the next three months was provided and reviewed. The days of cash on hand was reviewed as well, no issues were presented. A question was asked if IHP participated in E-rate funding. A question was asked about the deficit projections and how it works. June provided a step by step breakdown of how the cash deficit is calculated.

## B. Finance Committee Updates

### C. Form 990

A. Laniyan made a motion to Approve the 990 form.

N. Olisma seconded the motion.

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

#### Roll Call

W. Nevins-Warden Aye

C. Day-Lewis Aye

A. Laniyan Aye

M. Kane Aye

N. Olisma Aye

## IV. Academic Achievement

### A. Enrollment Update

**Enrollment:** IHP has over 225 students enrolled currently. Enrollment update for year 2024-25, the goal of enrollment is 260. A discussion was held about 4K at IHP. A discussion was held about the class increase of kindergarten and first grade classes. The intent to return has already begun. IHP staff have great relationships with families to identify students that will return. 86% of families have completed the intent to return surveys. A questions was asked if IHP is partnering with middle schools for placement after fifth grade.

## **B. Academic Committee Updates**

**Academic updates:** STEP data was reviewed. every grade grew in their percentage except for the third grade class. Kindergarten made the most progress. 84% of students completed the STEP assessment. Teacher reflection and action planning was provided. Percentages of proficiency was provided for review. Lower elementary students are meeting proficiency over 50%. A discussion was held about the upper elementary students a question was asked about the STEP data between last academic year and this academic year to track the growth of students. A discussion was held about Saturday academies to support students that have been struggling. A question was asked about the messaging to families when students are not succeeding academically. Reports are sent to parents with a breakdown to show the areas in which students are struggling and supports that are in place. A question was asked about the change in the school schedule to support students academic growth. Guided reading blocks will be added to provide further supports for interventions.

**School culture:** School events were presented for the month of March. Up coming events were provided; Parent-teacher conferences and Soca Wick and Sip.

## **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 7:20 PM.

Respectfully Submitted,  
N. Olisma