

# ACE Preparatory Academy Charter School

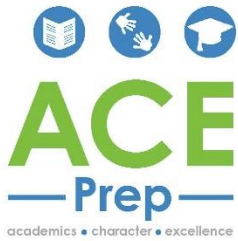
Board of Directors' Post-Meeting  
Materials: 2.27.16



**ACE**  
**— Prep —**

academics • character • excellence

For questions, please contact John Shertzer, ACE Prep Board Chair:  
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# ACE Prep Board Meeting

## February 24, 2016 • 4:00 PM – 5:30 PM

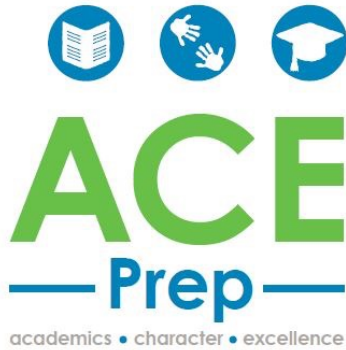
### GOALS

1. Ground ourselves in the mission of [ACE Prep](#) – keep it front and center!
2. Engage in forward-thinking work to support current committee needs.
3. Reflect on the proper role of a governance and practice on scenarios that might confront the board in the months ahead.

### AGENDA

Time	Item	Lead	Action	Materials
4:00	Welcome - <a href="#">Our Mission</a> - Announcements/Good News! - Acknowledgement of guests	John		
4:08	Initial Business - Review of the monthly agenda - Approval of January minutes - Consent Agenda	John	Vote Vote	- February agenda - January packet
4:13	Carry-Over Business - none	John		
4:13	Board Chair Report	John	Discussion	
4:17	Head of School Report	Anna	Discussion	- Management Report
4:25	Action Items - none proposed prior to the meeting	John		
4:25	Committee Reports - Governance Committee - Finance Committee - Academic Achievement Committee - Fund Development Committee	Chasity Andrea Curt Roderick	Discussion Discussion Discussion Discussion	- GC Report & Dashboard - Feb Financial Statements - AAC Report & Dashboard - FDC Report
5:10	Board Development - Governance vs Management Case Statements	John	Discussion	
5:25	Other Discussion Items	John		
5:27	On the Horizon for March - Changes to bylaws to address board officer vacancies. - Individual giving campaign	John		
5:29	Executive Session	John		
5:30	Adjournment	John		

**Through rigorous academics, positive character development, and excellence in everything we do, [ACE Preparatory Academy Charter School](#) educates all Kindergarten through Grade 5 students for school success and lives of opportunity.**



## MINUTES ACE Preparatory Academy

February 24, 2016

4:00 – 5:30

Speakeasy

### **Present:**

Board Members: Anne Eaton, Curt Merlau, John Shertzer, Mark Shreve, Elana Thompson, Chasity Thompson, Roderick Wheeler

Ex-officio Members: Anna Shults

Guests: Lora Hoover, Luke Lennon, Megan Murphy

### **Not Present:**

Board Members: Amy Marsh, Andrea McGordon

### **Welcome** (John Shertzer, Board Chair):

The February 2016 Board Meeting was called to order at 4:07 pm.

- Members shared personal announcements and Good News.
- Meisha Wide, Community Outreach Coordinator, welcomed a baby boy.
- The ACE Prep Mission was read by Anna Shults.
- Guests were welcomed to the meeting, including two fellows from Building Excellent Schools (Luke Lennon and Megan Murphy) and development consultant, Lora Hoover.
- The Board Chair recognized that a quorum was present to conduct business.
- The February 2016 Agenda was approved. The motion was made by Anne Eaton, seconded by Chasity Thompson. No discussion, MPVV (Motion Passed by Voice Vote).
- Minutes from the January 2016 Board Meeting were approved with no pending edits.

### **Carry-Over Business:**

None

### **Board Chair Report** (John Shertzer, Board Chair):

- John Shertzer reported that a recent visit to the school construction site by Board Members showed progress.
- The April Board meeting will be moved to April 20<sup>th</sup> due to a scheduling conflict.

### **Head of School Report** (Anna Shults, School Founder):

- ACE Prep was not selected to be considered for an Impact 100 grant.

- The partnership with INIschools also includes reporting to state and federal bodies include state and federal education boards. ACE Prep's first state report is due mid-May to DOE. Report must list 144 students who are enrolled, or have the potential to enroll at our school and serves as the trigger for state funding amounts.

#### Action Items (John Shertzer, Board Chair):

None

#### Committee Reports

##### Governance Committee (Chasity Thompson, Committee Chair):

Highlights from the committee report included:

- The Board retreat will occur in June 2016. Some work will be required of Board members leading up to the retreat.

##### Finance Committee (Roderick Wheeler):

Highlights from the committee report included:

- The CSP Planning Grant exceeded what was originally projected in revenue, though it was not an expected resource anticipated from the State.
- Personal contributions from ACE Prep supporters have exceeded \$2000 before any formal campaigns.
- Financial statements reflect an increase in expenses due to equity expenses.
- Anna Shults reminded the board that John Shertzer will serve as co-signer to any checks over the amount of \$10,000, as stated in the board approved Financial Policy Handbook.
- Finance Committee will bring a resolution to the Board in March to allow Anna Shults to draw down on line of credit when necessary for operational purposes prior to State reimbursement of funds to ACE Prep.

##### Fund Development Committee (Roderick Wheeler, Committee Chair):

Highlights from the committee report included:

- Roderick Wheeler and development consultant, Lora Hoover, announced potential Individual giving campaigns with three levels of giving to raise over \$50,000 in unrestricted contributions. The goals are to deepen engagement from our constituents while also identifying donor prospects. Lora shared a fundraising assumption that 10% can and will give 90% of what an organization needs (or, 8% will give 92%). As a young organization, we will need to cultivate relationships at all levels, including:
  - Leadership campaign for \$500+ gifts
  - Student Success Campaign for \$180+ gifts
  - BE GREAT Campaign for \$50+ gifts
  - These campaigns will be led by Board Members, rather than staff, and will involve other volunteers.

##### Academic Achievement Committee (Curt Merlau):

Highlights from the committee report included:

- Curt Merlau reviewed governmental matters pertaining to charter schools that are currently in front of legislators.
- ACE Prep will adopt A-F Metrics to align with Indiana State Board of Education.

### **Board Development**

#### **Governance vs Management Case Statements (John Shertzer):**

John Shertzer led a case study review with Board Members to reinforce protocols and procedures.

#### **On the Horizon for March**

The Board will continue to review Individual giving campaigns, changes to bylaws to address board office vacancies, and a resolution for ACE Prep staff to utilize line of credit for operational needs.

#### **Adjournment**

The meeting was adjourned at 5:15 pm.  
Next meeting: March 30, 2016.