

ACE Preparatory Academy Charter School

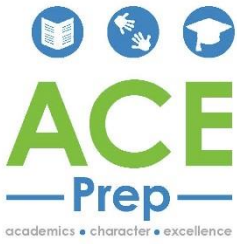
Board of Directors' Post-Meeting
Materials: 4.22.16



ACE
— Prep —

academics • character • excellence

For questions, please contact John Shertzer, ACE Prep Board Chair:
jshertzer@kiwanis.org



ACE Prep Board Meeting

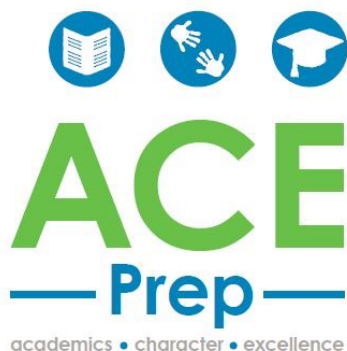
April 20, 2016 • 4:00 PM – 5:30 PM

GOALS

1. Ground ourselves in the mission of [ACE Prep](#) – keep it front and center!
2. Prepare ourselves for important upcoming governance tasks.
3. Consider school's greatest needs at the moment & how each of us can get involved.

Time	Item	Lead	Action	Materials
4:00	Welcome - Our Mission - Announcements/Good News! - Acknowledgement of guests - What have you done for ACE Prep?	John		
4:10	Initial Business - Review of the monthly agenda - Approval of March minutes - Consent Agenda	John	Vote Vote	- April agenda - March Minutes packet
4:13	Carry-Over Business	John		
4:13	Board Chair Report	John	Discussion	
4:18	Head of School Report	Anna	Discussion	- Management Report
4:25	Action Items - School Calendar	John		- Recommendation G11
4:25	Committee Reports - Academic Achievement Committee - Governance Committee - Finance Committee - Fund Development Committee	Curt Chasity Andrea Roderick	Discussion Discussion Discussion Discussion	- AAC Report & Dashboard - GC Report & Dashboard - Feb Financial Statements - FD Report
5:00	Board Development - Governance Case Study	John	Discussion	
5:15	Other discussion Items - ICSB: Preopening Tasks	John Anna	Discussion	- Preopening Checklist
5:25	On the Horizon for May - 2016-17 Budget	John	Discussion	
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

April 20, 2016

4:00 – 5:30

Speakeasy

Present:

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

Not Present: Andrea McGordon, Chasity Thompson

Ex-officio Members: Anna Shults

Guests: Kerriesha Adams, Megan Murphy, Megan Siegel

Welcome (John Shertzer, Board Chair):

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

- Board members shared good news and announcements.
- Guests were welcomed to the meeting, including Megan Murphy of Circle City Preparatory and Kerriesha Adams, Manager of Operations.
- Members shared their individual volunteer contributions during the past month to help support the mission of ACE Prep (including an incredible contribution received from Indy Parks for free dinners to students, thanks to an introduction by Roderick).
- The ACE Prep Mission was read by Anne Eaton.
- The Board Chair recognized that a quorum was present to conduct business.
- The April 2016 Agenda was approved. The motion was made by Anne Eaton, seconded by Roderick Wheeler. No discussion, MPVV (Motion Passed by Voice Vote).
- Minutes from the March 2016 Board Meeting were approved with no pending edits.

Carry-Over Business:

- none

Board Chair Report (John Shertzer, Board Chair):

- John Shertzer shared a few insights from his recent business trip to China on behalf of Kiwanis International. John noticed the innovation occurring in education and the student-centered focus of the schools he toured.
- John Shertzer encouraged all Board members to devote a minimum of 2 hours to canvassing Midtown neighborhoods before the next Board meeting. The main priority for volunteer efforts is recruitment, and ACE Prep will assist in providing materials to Board members to share in local neighborhoods. To this end, John

shared a map showcasing the diversity of Midtown neighborhoods, as printed in *Indy Midtown Magazine*.

- John Shertzer recognized the challenges of starting a school and asked that Board members share in reading “The Parable of the Trapeze” for inspiration.

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

- Anna Shults shared highlights from the April Head of School Report, including the hire of Kerriesha Adams as Manager of Operations and interviews to hire a Dean of Culture. Both will assist with the myriad tasks required of opening a school.
- Anna shared that she has been interviewing teacher candidates and will not compromise on finding 9 of the very best teachers for ACE Prep. She has hired one teacher through a partnership with Indianapolis Teaching Fellows, based at Marian University.
- The ACE Prep website was recently hacked and attracted a virus. Anna has worked with our IT consultant to resolve the issue and will be exploring more secure hosting options.

Action Items (John Shertzer, Board Chair):

- Recommendation G11 (School Calendar) – A proposed school calendar for the 2016-17 academic year was distributed. The ACE Prep calendar aligns with Washington Township and IPS school calendars (for families with children in different schools), has overlapping school breaks, and includes over 6 weeks for teachers’ professional development. ACE Prep will stagger start dates for Grades K and 1, to allow all staff to assist with the students’ transition to the new school. August 1 will be the first day of school for Grade 1 students, while Kindergartners will begin on August 2. The motion to approve the school calendar was made by Amy Marsh, seconded by Anne Eaton. No discussion, MPVV.

Committee Reports

Academic Accountability Committee (Curt Merlau):

Highlights from the committee report included:

- The Academic Accountability Committee has drafted a letter to send to six Indiana institutions inviting them to serve as Partner Institutions of Higher Education for ACE Prep.

Governance Committee (Anne Eaton, Committee Member):

Highlights from the committee report included:

- The Governance Committee continues to plan for the upcoming Board Retreat, and reminded Board members the deadline for officer nominations is April 30.

Finance Committee (Roderick Wheeler, Committee Member):

Highlights from the committee report included:

- The Finance Committee briefly reviewed current financial statements. The May 2016 Board Meeting will include additional time to review and approve the operating budget for the 16-17 academic year.

Fund Development Committee (Roderick Wheeler, Committee Chair):

Highlights from the committee report included:

- Roderick Wheeler encouraged the Board to join him as a leadership donor for the Individual Giving Campaigns, asked each Board member to provide contact information for 10 potential ambassadors for ACE (allies to volunteer, promote, or support), and discussed an upcoming video shoot on April 29 to share the founding vision to community partners.

Other Discussion Items

- Anna Shults shared the Preopening Checklist that is a working document between ACE Prep and the Indiana Charter School Board. Anna has monthly check-ins with ICSB and is making progress on the myriad tasks required to operate ACE Prep.

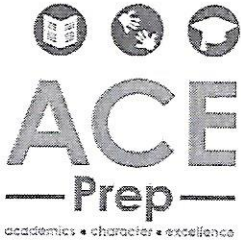
On the Horizon for May

The Board will review the 2016-17 Budget, the Head of School evaluation process, and the Personnel Handbook.

Adjournment

The meeting was adjourned at 5:48 pm. The motion to adjourn was made by Amy Marsh, seconded by Roderick Wheeler. No discussion, MPVV.

Next meeting: May 26, 2016.



ACE Prep Board of Directors OFFICIAL RECOMMENDATION

ACE Preparatory Academy Charter School Governance Committee

Members:

- Chasity Thompson, Chair, John Shertzer, Anne Eaton, Erica Garnett

Recommendation G11: 2016-2017 Academic Calendar

Background:

At the sole request of Anna Shults, Head of School, the Board is being asked to consider for approval the proposed 2016-2017 academic calendar. With 183 days of instruction and 34 full days devoted to staff professional development, this calendar surpasses state requirements and was built using neighboring district dates as a guide.

Options:

None.

Recommendation:

The Governance Committee hereby recommends ACE Preparatory Academy Charter School Board of Directors to approve the 2016-2017 Academic Calendar.

Effective Date: April 20, 2016 (Implementation date: July 11, 2016)

NOW, THEREFORE, BE IT RESOLVED that pursuant to applicable law, the undersigned, being all Directors of this corporation, hereby consent to, and approve the following:

APPROVAL OF 2016-2017 ACADEMIC CALENDAR

RESOLVED, that once approved, the corresponding calendar becomes part of the official record and documents of this corporation.

RESOLVED AND APPROVED:


Name


Title, ACE Prep Board of Directors

4/20/16
Date

July						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
Instructional Days: 0 PD: 15						

August						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
Instructional Days: 23 PD: 2						

September						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
Instructional Days: 19 PD: 2						

October						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
Instructional Days: 15 PD: 1						

November						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
Instructional Days: 16 PD: 3						

December						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
Instructional Days: 14 PD: 1						

January						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
Instructional Days: 19 PD: 2						

February						
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				
Instructional Day: 18 PD: 1						

March						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
Instructional Days: 16 PD: 2						

April						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
Instructional Days: 18 PD: 1						

May						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
Instructional Days: 20 PD: 2						

June						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
Instructional Days: 5 PD: 2						

Key	
	First/Last Day of School
	Professional Development (Staff Only)
	Family Nights/Conferences
	School Wide Testing
	Progress Monitoring
	Holiday/Vacation (No School)
	Early Dismissal 2:00
	Staff Data Day (Staff Only)
	Progress Reports
	End of Trimester
Sept. 22	Trimester 1 Mid-term
Nov. 4	Trimester 1 Ends 60 days
Jan. 5	Trimester 2 Mid-term
Feb. 17	Trimester 2 Ends 58 days
Apr. 13	Trimester 3 Mid-term
June 7	Trimester 3 Ends 65 days
183	Instructional Days
34	Professional Development Days