

ACE Preparatory Academy Charter School

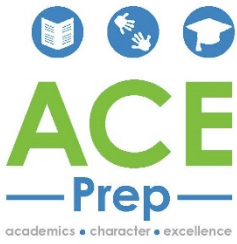
Board of Directors' Post-Meeting
Materials: 5.27.16



ACE
— Prep —

academics • character • excellence

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



ACE Prep Board Meeting

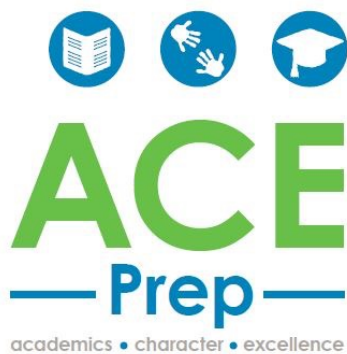
May 25, 2016 ● 4:00 PM – 5:30 PM

GOALS

1. Ground ourselves in the mission of [ACE Prep](#) – keep it front and center!
2. Consider school's greatest needs at the moment & how each of us can get involved.
3. Engage in rich dialogue surrounding the proposed 2016-17 budget.

Time	Item	Lead	Action	Materials
4:00	Welcome - Our Mission - Acknowledgement of guests - Share the Vision (video)	John Mark		
4:15	Initial Business - Review of the monthly agenda - Approval of April minutes - Consent Agenda	John	Vote Vote	- May agenda - April Minutes packet
4:17	Carry-Over Business	John		
4:17	Board Chair Report	John	Discussion	
4:22	Head of School Report	Anna	Discussion	- Management Report
4:29	Action Items	John		
4:29	Discussion Items - Fiscal Year 2016-17 Budget	Finance Committee Lori Thompson	Discussion	- Budget documents
5:00	Committee Reports - Finance Committee - Academic Achievement Committee - Governance Committee - Fund Development Committee	Andrea Curt Chasity Roderick	Discussion Discussion Discussion Discussion	- May Financial Statements - AAC Report & Dashboard - GC Report & Dashboard - Fund Development Report
5:10	On the Horizon for June - Approval of Officers	John		
5:10	Executive Session - HOS Evaluation & HOS Contract	John	Discussion	
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

May 25, 2016

4:00 – 5:30

Speakeasy

Present:

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

Not Present: Amy Marsh, Chasity Thompson

Ex-officio Members: Anna Shults

Guests: Kerriesha Adams, Lori Thompson

Welcome (John Shertzer, Board Chair):

The May 2016 Board Meeting was called to order at 4:04 pm.

- The ACE Prep Mission was read by John Shertzer.
- Guests were welcomed to the meeting, including Lori Thompson of INI Schools and Kerriesha Adams, Manager of Operations.
- The Board Chair recognized that a quorum was present to conduct business.
- The May 2016 Agenda was approved. The motion was made by Elana Thompson, seconded by Anne Eaton. No discussion, MPVV (Motion Passed by Voice Vote).
- Minutes from the April 2016 Board Meeting were approved with no pending edits.

Carry-Over Business:

- none

Board Chair Report (John Shertzer, Board Chair):

- John Shertzer encouraged Board members to commit to 2 hours of neighborhood canvassing in the next month.
- The focus of the May 2016 meeting is to review the inaugural operating budget with a vote scheduled for June 2016. John thanked the finance committee for all their work on the budget.
- Looking ahead to the June 2016 meeting, Board members will formally approve the 16-17 operating budget, elect officers, and approve HOS Y1 contract.

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

- As construction nears completion in June, Anna Shults shared insights about her focus shifting from facilities and logistics to more curriculum development and academic tasks.

- Anna shared a story of meeting with a founding family that highlighted ACE Prep's commitment to educating all students, despite the special needs they may have as part of their IEP (Individual Education Plan). Anna encourages families to review their student's IEP/yearly goals with existing teachers before end of school for a better transition to ACE Prep, and would like to attend those meetings, though promises ACE Prep will be prepared by day one for all students regardless.
- Construction on the ACE Prep building should be complete by June 15 and furniture/playground delivery later that month. Anna encouraged all Board members to visit the building if they haven't been in a while.

Action Items (John Shertzer, Board Chair):

- none

Discussion Items (John Shertzer, Board Chair):

- Lori Thompson from INI Schools joined the Board meeting to review figures and details of the 2016-17 operating budget. This budget includes projections for revenues from public and private funds and projects a positive net income in ACE Prep's first year of operations.
- Any questions from Board members prior to the June vote can be emailed to Andrea McGordon, Board Treasurer.

Committee Reports

Finance Committee (Roderick Wheeler, Committee Member):

Highlights from the committee report included:

- None, other than discussion of the 2016-17 operating budget.
- No questions about monthly financials were received.

Academic Accountability Committee (Curt Merlau):

Highlights from the committee report included:

- The AAC is finalizing the dashboard to ensure ACE Prep is meeting expectations outlined in the charter. The dashboard will allow Board members to monitor progress and ensure fulfillment of their duties as outlined in our charter.
- ICSB will visit the July 2016 Board meeting to discuss accountability measures in Y1.

Governance Committee (Anne Eaton, Committee Member):

Highlights from the committee report included:

- The Governance Committee continues to plan for the upcoming Board Retreat, scheduled for June 7. Anne Eaton reminded Board members to complete the Survey Monkey survey prior to the retreat.
- Board elections will be held at the June Board meeting. The current slate of officers includes the existing Board officers.

Fund Development Committee (Roderick Wheeler, Committee Chair):

Highlights from the committee report included:

- Roderick Wheeler announced a new committee member will assist with social media and fundraising. Her background check has cleared.
- Although recruitment is the main priority, Roderick encouraged Board members to support ACE Prep with a financial contribution. Roderick distributed a Board Fundraising Pledge Form to be completed by members.
- In addition to overarching fundraising goals, the fund development committee would like to raise \$5,000 by Day 1 of school on August 1 to provide backpacks for each student.
- The fund development committee will assist in planning a ribbon cutting ceremony. Details will be forthcoming.

On the Horizon for June

- The Board will review the 2016-17 Budget, the Head of School evaluation process, and the Personnel Handbook, in addition to electing Board officers.

Executive Session

- Anne Eaton moved to move to Executive Session, seconded by Curt Merlau. MPVV. The executive session was held to discuss the annual job performance evaluation of the Head of School. No other business was conducted during this session.

Adjournment

The meeting was adjourned at 5:32 pm. The motion to adjourn was made by Roderick Wheeler, seconded by Elana Thompson. No discussion, MPVV.

Next meeting: June 29, 2016.