

ACE Preparatory Academy Charter School

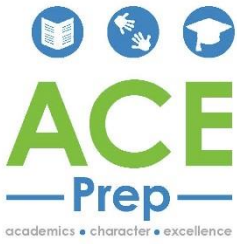
Board of Directors' Post-Meeting
Materials: 7.2.16



ACE
— Prep —

academics • character • excellence

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



ACE Prep Board Meeting

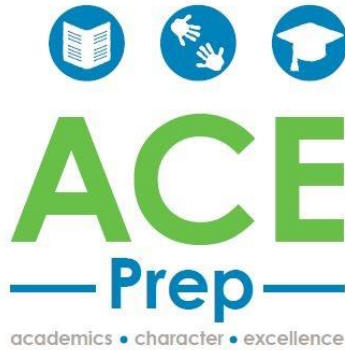
June 29, 2016 • 4:00 PM – 5:30 PM

GOALS

1. Ground ourselves in the mission of [ACE Prep](#) – keep it front and center!
2. Ensure a strong financial blueprint for the 2016-17 year.
3. Provide for effective governance through the election of officers.

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 April minutes - Consent Agenda	John	Vote Vote	- June agenda - May Minutes packet
4:13	Board Chair Report	John	Discussion	
4:18	Head of School Report	Anna	Discussion	- Management Report
4:35	Carry-Over Business - 2016-17 Budget	Andrea	Vote	- Recommendation F7
4:40	Action Items - 2016-17 Board Officers - Board Member Election (CM) - Board Member Election (RW)	Chasity Chasity Chasity	Vote Vote Vote	- Recommendation G12 - Recommendation G13 - Recommendation G14
4:45	Discussion Items - Retreat review	John	Discussion	
4:55	Committee Reports - Finance Committee - Academic Performance Committee - Governance Committee - Fund Development Committee	Andrea Curt Chasity Roderick	Discussion Discussion Discussion Discussion	- June Financial Statements - APC Report & Dashboard - GC Report & Dashboard - Fund Development Report
5:15	On the Horizon for June	John	Discussion	
5:15	Executive Session - HOS Contract	John	Vote	
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

June 29, 2016

4:00 – 5:30

Speakeasy

Present:

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

Not Present: Anne Eaton, Amy Marsh, Chasity Thompson

Ex-officio Members: Anna Shults

Guests: (none)

Welcome (John Shertzer, Board Chair):

The June 2016 Board Meeting was called to order at 4:06 pm.

- The ACE Prep Mission was read by Elana Thompson.
- There were no guests present at the June 2016 Board meeting.
- The Board Chair recognized that a quorum was present to conduct business.
- The June 2016 Agenda was approved. The motion was made by Mark Shreve, seconded by Andrea McGordon. No discussion, MPVV (Motion Passed by Voice Vote).
- Minutes from the May 2016 Board Meeting were approved with no pending edits.

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

- Facility update: Furniture and desks have arrived at ACE Prep as the first day of school draws closer. All furniture will be in the building by July 11, the first day teachers report to work. The playground equipment was delivered and will be assembled this week. ACE Prep will receive a Certificate of Occupancy for the building by July 1.
- All teachers have been hired for the 2016-17 Academic year unless school enrollments increase. Outreach efforts continue leading up to the 1st Day of School for both grades K-1. The State Authorizing Board continues to assess that enrollments are on target compared to other school efforts.

Carry-Over Business:

- 2016-17 Budget: Andrea McGordon presented the final 2016-17 Annual Budget to the Board with the recommendation that it be approved (Recommendation F7). MPVV.

Action Items (John Shertzer, Board Chair):

- 2016-17 Board Officers: John Shertzer presented the slate of officers as they were passed through the Governance Committee and asked to approve Recommendation G12. There was no discussion on this slate of officers and all officers were elected by voice vote. Board Officers for the 2016-17 year are John Shertzer, Chair, Elana Thompson, Vice Chair, Andrea McGordon, Treasurer, and Mark Shreve, Secretary.
- Board Member Elections: To allow for staggered terms, Curt Merlau was elected to a second term as Board Officer by voice vote (approval of Recommendation G13). Additionally, Roderick Wheeler was elected to a second term as Board Officer by voice vote (approval of Recommendation G14).

Executive Session

- Andrea McGordon moved to enter Executive Session, seconded by Mark Shreve. MPVV. The executive session was held to discuss the Head of School contract. No other business was conducted during this session.
- Elana Thompson moved to end Executive Session, seconded by Roderick Wheeler. MPVV.

Discussion Items (John Shertzer, Board Chair):

- John Shertzer reviewed a summary of the 2016 Board Retreat, held previously on June 7, complete with expectations for Board participation and priorities for committees in the coming year.

Committee Reports

Finance Committee (Andrea McGordon, Committee Member):

Highlights from the committee report included:

- Andrea McGordon reviewed a recent draw from the line of credit to be applied to facility payments.

Academic Performance Committee (Curt Merlau, Committee Member):

Highlights from the committee report included:

- The APC proposed the 2016-17 dashboard to ensure ACE Prep is meeting expectations outlined in the Charter. This dashboard will be revised monthly in order to monitor progress and ensure accountability.

Governance Committee (John Shertzer, Committee Member):

Highlights from the committee report included:

- The Governance Committee reviewed the three recommendations that were brought to the Board previously. The Governance Committee also shared the approved Head of School evaluation with Anna Shults.

Fund Development Committee (Roderick Wheeler, Committee Chair):

Highlights from the committee report included:

- Roderick Wheeler encouraged Board members to be active in promoting ACE Prep leading up to Day 1 of School.
- The Fund Development Committee will plan a ribbon cutting ceremony for those who have been involved in the founding of ACE Prep.

- Roderick Wheeler encouraged all Board members to join him and the committee members in making a gift to ACE Prep. These funds will help provide backpacks for every founding student at ACE Prep.

On the Horizon for June

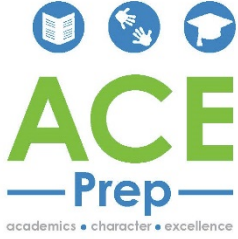
- John Shertzer will assign committee chairs by the July 2016 Board meeting.

Adjournment

The meeting was adjourned at 5:16 pm. The motion to adjourn was made by Roderick Wheeler, seconded by Curt Merlau. No discussion, MPVV.

Next meeting: July 27, 2016.

Note: the Board meeting will occur at ACE Prep on Hillside Avenue.



ACE Prep Board of Directors OFFICIAL RECOMMENDATION

ACE Preparatory Academy Charter School

Governance Committee

Members:

- Chasity Thompson (Chair)
- Anne Eaton
- John Shertzer

Recommendation G12: [Approval of Board Officers for 2016-17](#)

Background: The Governance Committee received interest from board members for officer positions, and after reviewing interest statements, proposes the slate below as the officer team for 2016-17.

Options:

Recommendation:

The Governance Committee hereby recommends ACE Preparatory Academy Charter School Board of Directors to approve the following slate of officers to serve July 1, 2016 to June 30, 2017:

Chair: John Shertzer
Vice-Chair: Elana Thompson
Treasurer: Andrea McGordon
Secretary: Mark Shreve

Effective Date: July 1, 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 BOARD OFFICERS FOR 2016-17

APPROVAL OF BOARD OFFICERS FOR 2016-17

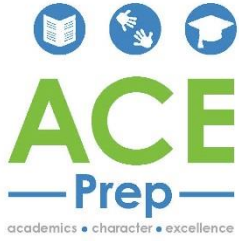
RESOLVED, that once approved, said the corresponding proposal becomes part of the official record and documents of this corporation.

RESOLVED AND APPROVED:

A. H. Heston
Name

Chair
Title, ACE Prep Board of Directors

6/29/16
Date



ACE Prep Board of Directors OFFICIAL RECOMMENDATION

ACE Preparatory Academy Charter School

Governance Committee

Members:

- Chasity Thompson (Chair)
- Anne Eaton
- John Shertzer

Recommendation G13: [Election of Curt Merlau to the ACE Prep Board of Directors](#)**Background:**

Curt Merlau volunteered to serve a 1-year term on the board of directors because of the need for staggered terms for the founding board. His first term will conclude on June 30, 2016 and he is still eligible to serve a second consecutive 3-year term.

Options:**Recommendation:**

The Governance Committee hereby recommends ACE Preparatory Academy Charter School Board of Directors to approve the election of Curt Merlau to a 3-year term on the board.

Effective Date: July 1, 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:

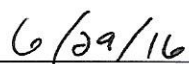
APPROVAL OF CURT MERLAU TO THE ACE PREP BOARD OF DIRECTORS

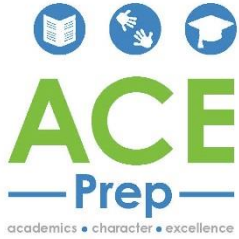
RESOLVED, that once approved, said the corresponding proposal becomes part of the official record and documents of this corporation.

RESOLVED AND APPROVED:


Name _____


Title, ACE Prep Board of Directors


Date _____



ACE Prep Board of Directors OFFICIAL RECOMMENDATION

ACE Preparatory Academy Charter School

Governance Committee

Members:

- Chasity Thompson (Chair)
- Anne Eaton
- John Shertzer

Recommendation G14: [Election of Roderick Wheeler to the ACE Prep Board of Directors](#)**Background:**

Roderick Wheeler volunteered to serve a 1-year term on the board of directors because of the need for staggered terms for the founding board. His first term will conclude on June 30, 2016 and he is still eligible to serve a second consecutive 3-year term.

Options:**Recommendation:**

The Governance Committee hereby recommends ACE Preparatory Academy Charter School Board of Directors to approve the election of Roderick Wheeler to a 3-year term on the board.

Effective Date: July 1, 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 RODERICK WHEELER TO THE ACE PREP BOARD OF DIRECTORS

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

RESOLVED AND APPROVED:

[Handwritten Signature]
Name _____

Chair
Title, ACE Prep Board of Directors

6/29/16
Date _____