

ACE Preparatory Academy Charter School

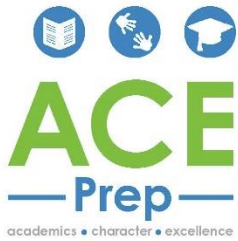
Board of Directors' Post-Meeting
Materials: 7.29.16



ACE
— **Prep** —

academics • character • excellence

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



ACE Prep Board Meeting

July 27, 2016 ● 4:15 PM – 5:30 PM

GOALS

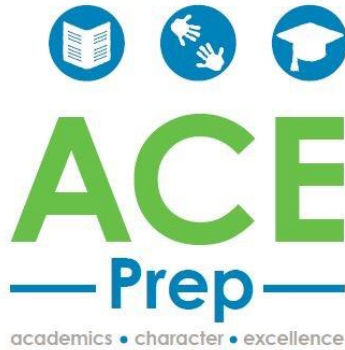
1. Ground ourselves in the mission of [ACE Prep](#) – keep it front and center!
2. Discuss and approve committee assignments for the coming year.
3. Consider the greatest needs of the school at this moment and how each of us can get involved.

Time	Item	Lead	Action	Materials
4:15	Welcome - Acknowledgement of guests - ACE Prep Faculty/Staff Introductions - What have you done for ACE Prep? - Our Mission, Our Impact	John		
4:30	Initial Business - Review of the monthly agenda - Approval of June minutes - Consent Agenda	John	Vote Vote	- July agenda - June Minutes packet
4:32	Action Items - Approval of 2016-17 Committees	John	Vote	- G15 Recommendation
4:35	Board Development - Y1 Accountability	ICSB	Training	
5:00	Board Chair Report	John	Discussion	
5:04	Head of School Report	Anna	Discussion	- Management Report
5:15	Committee Reports - Finance Committee - Fund Development Committee - Academic Achievement Committee - Governance Committee	Andrea Roderick Curt Chasity	Discussion Discussion Discussion Discussion	- June Financial Statements - AAC Dashboard
5:25	Other discussion Items - Board meeting schedules for coming year. - Leasing arrangements	John	Discussion Discussion	
5:28	On the Horizon for August - Committee priorities and goals	John	Discussion	

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.

5:30	Adjournment	John		
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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

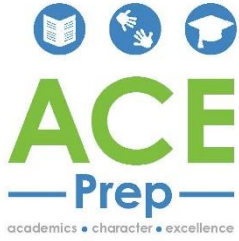
- John Shertzer will assign committee chairs by the July 2016 Board meeting.

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 G15: [Approval of 2016-17 Committees](#)**Background:**

Board Chair John Shertzer, has offered his appointments for 2016-17 ACE Prep board committees.

Options: N/A

Recommendation:

The Governance Committee hereby recommends ACE Preparatory Academy Charter School Board of Directors to approve the following committee appointments that will serve until July 31, 2017:

Governance:

Chasity Thompson, Chair
Anne Eaton
John Shertzer

Finance:

Andrea McGordon, Chair
Roderick Wheeler

Fund Development:

Roderick Wheeler, Chair
Elana Thompson
Mark Shreve

Academic Performance:
Curt Merlau, Chair
Amy Marsh
Anne Eaton

Effective Date: July 28, 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 2016-17 ACE Prep Committees

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