

MINUTES

## ACE Preparatory Academy

January 27, 2021 4:01 – 5:44 p.m.

### Present:

Board Members: Maddie Howe, LaToya Ashe', Chasity Thompson, Nicole Woodson, Julie Wright, Jordan Oliver, and Shelly Thomas

Absent Board Members: Anne Eaton and John Shertzer

Ex-officio Members: Anna Shults

Guests: Amanda Liles, Kerriesha Adams

### Welcome (Shelly Thomas):

- The January 27, 2021 Board Meeting was called to order at 4:01 pm.

### Initial Business (Shelly Thomas):

- The January 27, 2021 Agenda was approved. MPVV
- Minutes from the November 18, 2020 Board Meeting were approved, with one edit. Committee reports are attached to, and made a part of, the minutes. MPVV

### Board Chair Report (Shelly Thomas):

- Approved for charter renewal in December.
- Recruitment for board is a priority.
- Officer positions are being recruited now for the next term.

### Head of School Report (Anna Shults, Founding Head of School):

- IFF update and conversation.
- Reviewed grant funds and government funds that have come through.
- Facility issues have been fixed.
- Partnerships with various community partners were discussed.
- Family engagement has been launched through a parent group.

### Committee Reports:

- **Organizational Excellence Committee Report** (Chasity Thompson)
  - Continue to focus on the recruitment of new board members.
- **Finance Committee Report** (Anna Shults/Shelly Thomas)
  - Financial statements for November and December were reviewed.
- **Development/Fundraising Committee Report** (Julie Wright)
  - Review various fundraising efforts that have occurred this year.
  - Year-round sign up opportunities through Amazon Smile, Kroger etc.
  - Adjustment for Crew Carwash.

**Executive Session:** The board broke at 5:15 PM to move into an executive session.

**Next Meeting: February 24, 2021**, Board Meeting 4-5:30, Location: Virtual Zoom meeting.

**Adjournment:** The meeting was adjourned at 5:44 pm. The motion to adjourn was made by Julie and seconded by LaToya. MPVV.





MINUTES

## ACE Preparatory Academy

February 24, 2021 4:03 – 5:10 pm

### Present:

Board Members: Maddie Howe, LaToya Ashe', Anne Eaton, Nicole Woodson, Julie Wright, Shelly Thomas, and John Shertzer

Absent Board Members: Jordan Oliver and Chasity Thompson

Ex-officio Members: Anna Shults

Guests: Kerriesha Adams

### Welcome (Shelly Thomas):

- The February 24, 2021 Board Meeting was called to order at 4:03 pm.

### Initial Business (Shelly Thomas):

- The February 24, 2021 Agenda was approved. MPVV
- Minutes from the January 27, 2020 Board Meeting were approved. MPVV

### Board Chair Report (Shelly Thomas):

- Recruitment for board is a priority.
- Officer positions are being recruited now for the next term.

### Head of School Report (Anna Shults, Founding Head of School):

- We have continued to receive PPE from the State.
- Hotspots have been provided to families who do not have internet access.
- Enroll Indy window has closed for latest round.
- Charter School Capital has an enrollment team that we are thinking about engaging for recruitment efforts.
- Facility conversations continue to happen, and the facilities group needs to determine what the path forward would look like (e.g. terms, final plans, etc).
- Reopening discussion.

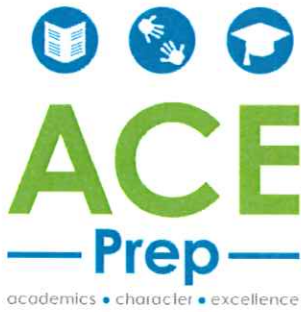
### Committee Reports:

- **Finance Committee Report** (Anna Shults/Shelly Thomas)
  - Financial statements, including disbursements, through January were reviewed.
  - Discussion over finance committee meeting.
- **Academic Committee Report** (John Shertzer)
  - Reviewed enrollment goals for recruitment purposes.
  - Reviewed testing timelines.
- **Development/Fundraising Committee Report** (Julie Wright)
  - The support tab on the ACE Prep website is updated and refreshed. Please review.

- Potential fundraisers: another BBQ dine to donate AND a Read-A-Thon.

**Next Meeting:** March 31, 2021, Board Meeting 4-5:30, Location: Virtual Zoom meeting.

**Adjournment:** The meeting was adjourned at 5:10 pm. The motion to adjourn was made by Julie and seconded by LaToya. MPVV.



MINUTES

## ACE Preparatory Academy

March 31, 2021 4:05 – 5:46 PM

### Present:

Board Members: Maddie Howe, Anne Eaton, Julie Wright, Shelly Thomas, Chasity Thompson, LaToya Ashe, and John Shertzer

Absent Board Members: Jordan Oliver, Nicole Woodsen

Ex-officio Members: Anna Shults

Guests: Kerriesha Adams, Tatiana Day, John Dahlberg (CSC), Michelle Lohner (CSC)

### Welcome (Shelly Thomas):

- The March 31, 2021 Board Meeting was called to order at 4:05 pm.

### Initial Business (Shelly Thomas):

- The March 31, 2021 Agenda was approved. MPVV
- Minutes from the February 24, 2021 Board Meeting were approved. MPVV

### Board Chair Report (Shelly Thomas):

- Recruitment for board is a priority.
- Officer positions are being recruited now for the next term.

### Head of School Report (Anna Shults, Founding Head of School):

- Welcoming back scholars. There is a rolling plan but on Monday all scholars will be in the building. Classrooms are ready to go.

### Presentation – Charter School Capital (speakers: John D. and Michelle):

- Charter School Capital presented options for purchasing/expanding the building.
- Post-presentation - Board members engaged in a discussion and formulated a facilities committee to explore the options.

### Committee Reports:

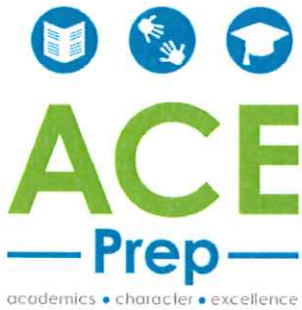
- **Finance Committee Report** (Anna Shults/Shelly Thomas)
  - Financial statements through February were reviewed.
  - Discussion over finance committee meeting.
- **Academic Committee Report** (John Shertzer)
  - No report.
- **Organizational Excellence** (Chasity Thompson)
  - No report.
- **Development/Fundraising Committee Report** (Julie Wright)
  - April 19<sup>th</sup> (Monday) Dining to Donate – Fishers City BBQ



- Working with Clustertruck for future opportunity – trying to pick a week
- May 18<sup>th</sup> – Readathon: single day event, scholars will be focused on this, 99 Pledges is an online platform to help manage school-a-thons. Board engagement: 1) Adopt a classroom 2) Help scholars get donations 3) Recruit business support or provide gifts to students 4) Commit to 20-30 minutes to read to a classroom.

**Next Meeting:** April 28, 2021, Board Meeting 4-5:30, Location: Virtual Zoom meeting.

**Adjournment:** The meeting was adjourned at 5:46 pm. The motion to adjourn was made by Anne and seconded by Maddie. MPVV]



MINUTES

## ACE Preparatory Academy

April 28, 2021 4:02 – 5:34 PM

### Present:

Board Members: Anne Eaton, Julie Wright, Shelly Thomas, Chasity Thompson, LaToya Ashe, Jordan Oliver, John Shertzer, Maddie Howe

Absent Board Members: Nicole Woodsen

Ex-officio Members: Anna Shults

Guests: Kerriesha Adams, Tatiana Day, Brian Anderson

### Welcome (Shelly Thomas):

- The April 28, 2021 Board Meeting was called to order at 4:02 pm.
- Guests were welcomed.

### Initial Business (Shelly Thomas):

- The April 28, 2021 Agenda was approved. The motion to approve was made by Julie and seconded by LaToya. MPVV
- Minutes from the March 31, 2021 Board Meeting were approved. The motion to approve was made by Julie and seconded by Anne. MPVV

### Board Chair Report (Shelly Thomas):

- Recruitment for board is a priority.
- Officer positions are being recruited now for the next term.

### Head of School Report (Anna Shults, Founding Head of School):

- 2<sup>nd</sup> Cares Act grant budget has been completed.
- 3<sup>rd</sup> Cares Act grant – awaiting direction from the state.
- 2021-2022 school calendar was reviewed. In-person instruction is planned.
- ILearn testing has been going well. Indiana has requested from the federal government that the testing results be waived.
- 5<sup>th</sup> grade graduation is May 19<sup>th</sup>.
- Kindergarten graduation is May 21<sup>st</sup>.

### Committee Reports:

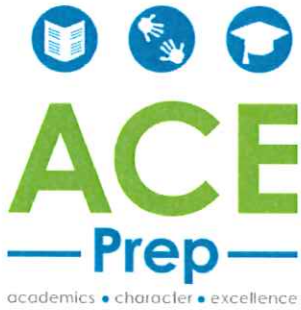
- **Finance Committee Report** (Anna Shults/Shelly Thomas)
  - Financial statements through March were reviewed.
  - Discussion over finance committee meeting.
- **Academic Committee Report** (John Shertzer)
  - No report.
- **Organizational Excellence** (Chasity Thompson)
  - No report.

- **Development/Fundraising Committee Report** (Julie Wright)
  - Dining to Donate with City BBQ did not garner enough participation for ACE to secure any funds.
  - May 18<sup>th</sup> – Readathon: single day event, scholars will be focused on this, 99 Pledges is an online platform to help manage school-a-thons. Board engagement: 1) Adopt a classroom 2) Help scholars get donations 3) Recruit business support or provide gifts to students 4) Commit to 20-30 minutes to read to a classroom.
  
- **Facilities Ad-hoc Committee Report** (Shelly Thomas)
  - Brian Anderson discussed ACE's financial position
  - Discussion regarding purchase of the ACE Preparatory School building.
  - Resolution Number FAC\_042821 presented by committee to move forward with purchase of building through Charter School Capital.
    - Vote:
      - Yes (Anne, Chasity, Jordan, LaToya, Julie, and Shelly)
      - Opposed (None)
      - Resolution passed

**Next Meeting:** May 26, 2021, Board Meeting 4-5:30, Location: Virtual Zoom meeting.

**Adjournment:** The meeting was adjourned at 5:34 pm. The motion to adjourn was made by Julie and seconded by Maddie. MPVV





MINUTES

## ACE Preparatory Academy

May 26, 2021 4:05 – 5:08 PM

### Present:

Board Members: Maddie Howe, Anne Eaton, Julie Wright, Shelly Thomas, Chasity Thompson, LaToya Ashe, Nicole Woodson, Jordan Oliver

Board Emeritus: John Shertzer

Ex-officio Members: Anna Shults

Guests: Tatiana Day

### Welcome (Shelly Thomas):

- The May 26, 2021 Board Meeting was called to order at 4:05 pm.

### Initial Business (Shelly Thomas):

- The May 26, 2021 Agenda was approved. MPVV
- Minutes from the April 28, 2021 Board Meeting were approved. MPVV

### Organizational Excellence (Shelly Thomas)

- Recommendation to appoint Tatiana Day as a Director on the School Board. Recommendation OE2021.3 presented, edited the effective date to July 1, 2021. Approved by the board. MPVV

### Board Chair Report (Shelly Thomas):

- Nicole Woodson is rolling off the board and tonight will be her last meeting. She will still be connected through the development committee.
- Anne Eaton and Chasity Thompson are both finishing their 2<sup>nd</sup> term and will be rolling off as directors. They will be staying involved through committee involvement.
- We need to focus on recruiting board members.
- It is time for officer elections. There is a small slate of people but if you have interest please connect with Shelly.
- Jeff Frank is joining our finance committee. He is a CPA and brings experience in the nonprofit space.

### Head of School Report (Anna Shults, Founding Head of School):

- It is officially summer! Had a great last week of school full of activities and celebrations.
- Focus will now shift to enrollment and recruitment efforts.
- We have been working with IFF to receive final documents on the purchasing of the

building.

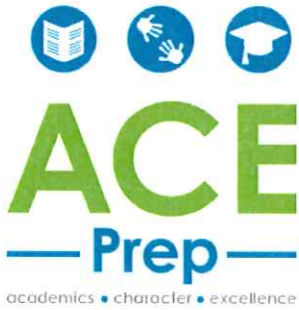
- When we receive information back from Charter School Capital and IFF then we will reconvene the facilities committee.

#### **Committee Reports:**

- **Finance Committee Report** (Anna Shults/Shelly Thomas)
  - Financial statements through April were reviewed.
  - Discussion over finance committee meeting and the future budget timeline.
- **Executive Committee Report** (Shelly Thomas)
  - Minutes attached in your meeting packet.
- **Academic Committee Report** (John Shertzer)
  - Focused now on enrollment and gathering information on returning students.
- **Organizational Excellence Committee Report** (Shelly Thomas)
  - Next month we will be discussing officer slate.
  - Next month we will be focusing on the budget.
- **Development/Fundraising Committee Report** (Julie Wright)
  - Sept 19<sup>th</sup> -25<sup>th</sup> Clustertruck event. Keep an eye out for more info.
  - Readathon was a big success. Over \$11,900 raised from this event.

**Next Meeting: June 30, 2021**, Board Meeting 4-5:30, Location: Virtual Zoom meeting.

**Adjournment:** The meeting was adjourned at 5:08 pm. The motion to adjourn was made by Anne and seconded by Nicole. MPVV.



MINUTES

## ACE Preparatory Academy

June 30, 2021 4:04 – 5:53 PM

### Present:

Board Members: Maddie Howe, Anne Eaton, Shelly Thomas, Chasity Thompson, Julie Wright and LaToya Ashe

Board Emeritus: John Shertzer

Absent: Jordan Oliver

Ex-officio Members: Anna Shults

Guests: Kerriesha Adams and Tatiana Day

### Welcome (Shelly Thomas):

- The June 30, 2021 Board Meeting was called to order at 4:04 pm.

### Initial Business (Shelly Thomas):

- The June 30, 2021 Agenda was approved. MPVV
- Minutes from the May 26, 2021 Board Meeting were approved with one edit. MPVV

### Board Chair Report (Shelly Thomas):

- Last meeting as the chair.
- Thank you for the opportunity.
- Looking forward to the continued growth and development of the board.

### Head of School Report (Anna Shults, Founding Head of School):

- We are working with AYS on next year's plans.
- Everyone returning last year except for one teacher. We are also making new hires for needs related to enrollment.
- Enrollment is in full swing including communications, media, social, yard signs and more.

### Committee Reports:

- **Ad-hoc Facilities Committee** (Shelly Thomas)
  - Discussion around CSC Term Sheet, which outlines expectations between CSC and IFF.
- **Finance Committee Report** (Shelly Thomas)
  - Reviewed all financial transactions for the month of May.

- Reviewed proposed budget for 21-22 school year.
- Motion to approve the budget as presented (FIN2021.1), presented by Anne, seconded by Julie. MPVV.
  
- **Development/Fundraising Committee Report** (Julie Wright)
  - Nicole joined the committee.
  - Received payments from fundraising and coke rewards.
  - Please sign up and utilize rewards.
  - Cluster Truck Sept 19-25, Dining to Donate!
  - E-newsletter to be issued quarterly.
  
- **Academic Committee** (John Shertzer)
  - No updates.
  
- **Organizational Excellence Committee Report** (Chasity Thompson)
  - Recommendation OE2021.4, John Shertzer as a Director on the School Board. MPVV.
  - Recommendation OR2021.5, Appointment of Emeritus Board Director, Chasity Thompson. MPVV.
  - Recommendation OE 2021.6, ACE School Board 2021-22 Officer Slate. MPVV.

**Executive Session began at 5:22 PM and ended at 5:49 PM. The purpose was to finalize the Head of School contract for 2021-22.**

**Reconvened at 5:49 PM.**

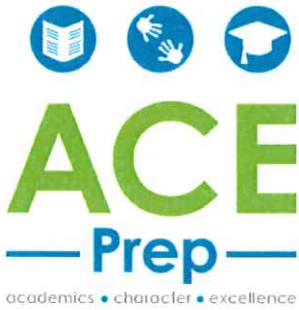
Other discussion items:

- Anna: Please let Anna and Kerriesha know if you have time to volunteer and help at the school this summer.

**Next Meeting: July 28, 2021**, Board Meeting 4-5:30, Location: ACE Prep, 5326 Hillside Ave., Indianapolis, IN 46220.

**Adjournment:** The meeting was adjourned at 5:53 pm. The motion to adjourn was made by Julie and seconded by Maddie. MPVV.





MINUTES

## ACE Preparatory Academy

July 28, 2021 4:11– 5:07 PM

### Present:

Board Members: Maddie Howe, Julie Wright, Shelly Thomas, Tatiana Day, LaToya Ashe & John Shertzer

Board Members Not in Attendance: Chasity Thompson & Jordan Oliver

Ex-officio Members: Anna Shults

Guests: None

### Welcome (John Shertzer):

- The July 28, 2021 Board Meeting was called to order at 4:11 PM.

### Initial Business (John Shertzer):

- The July 28, 2021 Agenda was approved. MPVV
- Minutes from the June 30, 2021 Board Meeting were approved. MPVV

### Opening Bell (John Shertzer)

- Anna discussed: An enrollment update.
- Anna discussed: The school opening and COVID protocols that families and students were given during the back to school night. The plan is to be in-person and operate with a high-level of COVID protocols.
- John discussed: An update on the Pre-K program. Pre-K University, which was housed in the building, has closed. This will reopen those classrooms for ACE to utilize during this school year.

### Head of School (Anna Shults)

- Review of the Head of School report.
- No questions were asked regarding the review of the report.

### Committee Reports:

- **Finance Committee Report** (LaToya Ashe)
  - Financial statements and AP documents through July were reviewed.
  - The finance team did not meet during this month.
- **Organizational Excellence Committee Report** (John Shertzer)
  - Reviewed purpose of committee.



- **Academic Excellence Committee Report** (John Shertzer)
  - Enrollment was discussed.
  - Assessment testing was discussed.
  
- **Facilities Committee/Task Force Report** (Anna Shults/John Shertzer)
  - Working with IFF and CSC on the purchase of the building.
  
- **Development/Fundraising Committee Report** (Julie Wright)
  - Sept 19<sup>th</sup> -25<sup>th</sup> Clustertruck event. Keep an eye out for more info.
  - Ongoing fundraiser one-pager will be sent out after the meeting.

**New Business:** (John Shertzer)

- Appointment of LaToya Ashe as Interim Treasurer was approved, MPVV.
- Committees, roles and structure were approved, MPVV.
- The ICSB Charter Contract (5 year) was approved, MPVV.

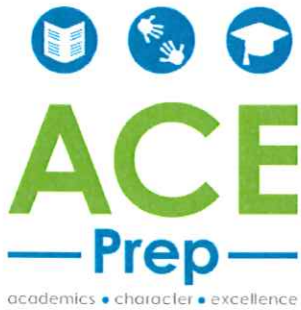
**On the Horizon:** (John Shertzer)

- Next month we will look at a lease.
- We will also get an update on enrollment.
- Committees should have a meeting to discuss the year ahead.

**Closing Bell:** Will determine board retreat for 2021.

**Next Meeting: August 25, 2021**, Board Meeting 4-5:30, Location: ACE Prep School 5326 Hillsdale Ave., Indianapolis IN 46220.

**Adjournment:** The meeting was adjourned at 5:07 pm. The motion to adjourn was made by Julie and seconded by Maddie. MPVV.



MINUTES

## ACE Preparatory Academy

August 25, 2021 4:06– 5:07 PM

### Present:

Board Members: Maddie Howe, Julie Wright, Shelly Thomas, Tatiana Day, LaToya Ashe, Jordan Oliver, Chasity Thompson & John Shertzer

Board Members Not in Attendance: None

Ex-officio Members: Anna Shults

Guests: Kerreisha Adams

### Welcome (John Shertzer):

- The August 25, 2021 Board Meeting was called to order at 4:06 PM.

### Initial Business (John Shertzer):

- The August 25, 2021 Agenda was approved. MPVV
- Minutes from the July 28, 2021 Board Meeting were approved. MPVV

### Opening Bell (John Shertzer)

- Anna discussed: An enrollment update and countdown update.
- Anna discussed: The school has opened and is back in person. COVID protocols are in place.
- John discussed: Board recruitment is a priority.

### Head of School (Anna Shults)

- Review of the Head of School report.
- Review of future building plans.

### Committee Reports:

- **Finance Committee Report** (LaToya Ashe)
  - Financial statements and AP documents were reviewed.
- **Organizational Excellence Committee Report** (John Shertzer)
  - No report made.
- **Academic Excellence Committee Report** (John Shertzer)
  - No report made.
- **Facilities Committee/Task Force Report** (Anna Shults/John Shertzer)
  - Potentially approving a lease next month.
- **Development/Fundraising Committee Report** (Julie Wright)
  - Ongoing fundraiser one-pager will be sent out.

### Old Business: (John Shertzer)

- None.

**New Business:** (John Shertzer)

- None.

**On the Horizon:** (John Shertzer)

- Next month we will look at a lease, please try to be in person.

**Closing Bell:** Will determine board retreat for 2021.

**Next Meeting: September 29, 2021**, Board Meeting 4-5:30, Location: ACE Prep School 5326 Hillside Ave., Indianapolis IN 46220.

**Adjournment:** The meeting was adjourned at 5:08 pm. The motion to adjourn was made by Jordan and seconded by Tatiana. MPVV.



MINUTES

## ACE Preparatory Academy

October 6, 2021 4:02 – 5:07 PM

### Present:

Board Members: Shelly Thomas, LaToya Ashe, Jordan Oliver, John Shertzer, Tatiana Day

Absent Board Members: Maddie Howe, Julie Wright

Ex-officio Members: Anna Shults

Guests: Kerriesha Adams

### Welcome (Shelly Thomas):

- The Board Meeting was called to order at 4:02 pm.
- Good news shared. Jordan indicated his firm may provide grant money to ACE. Will brainstorm with Anna and Kerriesha.

### Initial Business (John Shertzer):

- The October 6, 2021 Agenda was approved. The motion to approve was made by Shelly and seconded by Jordan. MPVV
- Minutes from the August 25, 2021 Board Meeting were approved. The motion to approve was made by Jordan and seconded by Shelly. MPVV

### Opening Bell (John Shertzer):

- ADM Count
  - Lower than anticipated. Anna and team are identifying the reasons behind the lower count. Grant dollars has allowed the school to operate as usual. A revised budget will be provided to the board prior to the next Board meeting.
  - Brainstormed enrollment/recruitment strategies (e.g. recruitment team, 'virtual' building tours and videos, house a daycare, etc.)
  - CSC also needs a revised budget to move the contract forward.
- Lease – Reviewed by Anna, Brian, and attorney. Provided feedback to CSC. Just received revised lease. Will review at next meeting.
- Board Recruitment – submitted to Leadership United to match us with interested parties and Charitable Advisors. Board members should submit recommendations to John.

### Reports:

- **Head of School** (Anna Shults)
  - One open 2<sup>nd</sup> grade position.
  - Fall break next week.
- **Finance Committee Report** (LaToya)
  - Financial statements through August were reviewed.
  - Revised budget will be shared before next meeting.
  - Annual audit is underway. One finding: cash is not deposited the day it is received.
- **Academic Committee Report** (Shelly Thomas)
  - No report or meeting last month.

- **Organizational Excellence** (John Shertzer)
  - No report or meeting last month.
- **Development/Fundraising Committee Report** (Julie Wright)
  - No report or meeting last month.
- **Facilities Ad-hoc Committee Report** (Shelly Thomas)
  - No report or meeting last month.

**Old Business** (John Shertzer):

- None.

**New Business** (John Shertzer):

- Virtual board meetings. John will contact ICSB to see if a policy will be sufficient to hold virtual meetings.

**On the Horizon** (John Shertzer):

- Lease review
- Revised budget review

**Closing Bell** (John Shertzer):

- Next meeting will be held via Zoom.

**Next Meeting:** **October 27, 2021**, Board Meeting 4-5:30, Location: Virtual

**Adjournment:** The meeting was adjourned at 5:07 pm. The motion to adjourn was made by Tatiana and seconded by Shelly. MPVV





MINUTES

## ACE Preparatory Academy

November 17, 2021 4:05– 5:15 PM

### Present:

Board Members: Maddie Howe Augustus, Julie Wright, Shelly Thomas, Tatiana Day, Jordan Oliver, Chasity Thompson, LaToya Ashe & John Shertzer

Board Members Not in Attendance: None

Ex-officio Members: Anna Shults

Guests: Kerreisha Adams, Nick LeRoy and Taylor Crenshaw

### Welcome (John Shertzer):

- The November 17, 2021 Board Meeting was called to order at 4:05 PM.

### Initial Business (John Shertzer):

- The November 17, 2021 Agenda was approved. MPVV
- Minutes from the September 29, 2021 Board Meeting were approved. MPVV

### Opening Bell (John Shertzer)

- John: New and revised budget will be discussed later due to the accurate count of students.
- John: The lease is fully signed with CSC, for a 20-year term. CSC will take the building over from IFF on December 9<sup>th</sup>.
- John and Anna: Audit was completed. Audit was accepted. MPVV

### Head of School (Anna Shults)

- Review of the Head of School report.

### Committee Reports:

- **Finance Committee Report** (LaToya Ashe)
  - Financial statements and AP documents from last month were reviewed.
- **Organizational Excellence Committee Report** (John Shertzer)
  - No report.
- **Academic Excellence Committee Report** (Shelly Thomas)
  - We did meet in September. We would like to put together an academic dashboard for the board. We would also like to focus on recruitment of scholars, and will be putting together a campaign on targeting students for recruitment.
- **Development/Fundraising Committee Report** (Julie Wright)
  - No report.

### Old Business: (John Shertzer)

- None.

**New Business:** (John Shertzer)

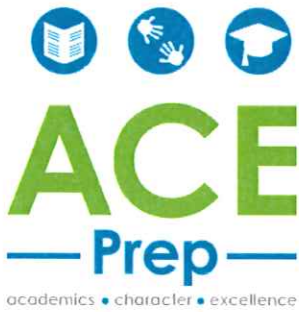
- Revised ACE Prep budget review and discussion. Motion to accept the revised budget. MPVV.

**On the Horizon:** (John Shertzer)

- Next board meeting is on December 15<sup>th</sup> due to holidays, and we may pair this with an opportunity to connect socially.
- Traditionally, the board supports the staff around the holiday time.
- Please think about a year end gift.
- Another potential board member will join us in December.

**Next Meeting: December 15, 2021**, Board Meeting 4-5:30, Location: ACE Prep School 5326 Hillsdale Ave., Indianapolis IN 46220.

**Adjournment:** The meeting was adjourned at 5:15 pm. The motion to adjourn was made by LaToya and seconded by Tatiana. MPVV.



MINUTES

## ACE Preparatory Academy

December 15, 2021 4:03– 5:05 PM

### Present:

Board Members: Maddie Howe Augustus, Shelly Thomas, Tatiana Day, Jordan Oliver, Chasity Thompson & LaToya Ashe

Board Members Not in Attendance: Julie Wright & John Shertzer

Ex-officio Members: Anna Shults

Guests: Mitchell Gauger, Taylor Crenshaw & Nick Leroy.

### Welcome (Shelly Thomas):

- The December 15, 2021 Board Meeting was called to order at 4:03 PM.

### Initial Business (Shelly Thomas):

- The December 15, 2021 Agenda was approved. MPVV
- Minutes from the November 17, 2021 Board Meeting were approved. MPVV

### Opening Bell (Shelly Thomas)

- John: New and revised budget will be discussed later due to the accurate count of students.
- John: The lease is fully signed with CSC, for a 20-year term. CSC will take the building over from IFF on December 9<sup>th</sup>.
- John and Anna: Audit was completed. Audit was accepted. MPVV

### Head of School (Anna Shults)

- Review of the Head of School report.

### Committee Reports:

- **Finance Committee Report** (LaToya Ashe)
  - Financial statements and AP documents from last month were reviewed.
- **Organizational Excellence Committee Report** (Shelly Thomas)
  - Recruitment for board members is in full swing, and next month we potentially have another potential board member in attendance.
- **Academic Excellence Committee Report** (Shelly Thomas)
  - A discussion of enrollment targets for 2022-23.
- **Development/Fundraising Committee Report**
  - No report.
  - Brief discussion on the target for another virtual reading competition.

### Old Business: (John Shertzer)

- None.

**New Business:** (Shelly Thomas)

- Approval of Taylor Crenshaw to ACE Prep Board (Recommendation OE2021.4). MPVV.
- Approval of Nick LeRoy to ACE Prep Board (Recommendation OE2021.4). MPVV.

**On the Horizon:** (Shelly Thomas)

- Next board meeting is January 26, 2022.
- Please think about a year end gift to support the school.

**Next Meeting:** **January 26, 2022**, Board Meeting 4-5:30, Location: Zoom meeting.

**Adjournment:** The meeting was adjourned at 5:05 pm. The motion to adjourn was made by LaToya and seconded by Tatiana. MPVV.