

Ivy Academy  
Board of Directors

**MISSION DRIVEN – DECISION ORIENTED**

“We are scholars. We are stewards. We are volunteers. We are  
IVY!”



Minutes (1/14/2020)

6:30 Call to order and roll call

In attendance: Lisa Brown, Angie Markum, Holly Slater, DR Meece, Jerry Webb, Ethan Miller, Catherine Nunley, Lee Prichard, Daniel Basham  
On the phone: Patti Skates

6:35 Reading of last meeting's minutes and vote for approval, and  
Signature ratification by the president

Motioned by Meece, all in favor

6:45 Discussion of new Secretary

DR asked if anyone wanted to serve as Secretary. Lisa is currently the secretary but in an interim capacity. Catherine says she is still learning and would maybe at a later time.

Duties review: make an agenda, take the minutes during the meeting and clean them up afterwards.

Angie adds that the secretary is supposed to be on top of state compliance items: trainings etc. This portion of the position has been filled by school employees for the last year, but it should be moved back to secretary.

#### Leave Policy Appeals

DR summarized the process of appeals that we are about to go through for teachers. Paid time off has some days that are exempt (exam time, right before or after holidays, PD days) from being taken off and teachers can appeal to be an exception.

Carl Keifer: Wants to take a family vacation with his wife (family) who is also a teacher with a separate spring break. They would like to have some time overlap. He is asking for two days after spring break.

All in favor.

6:50            Transportation Report  
                  Board Transportation Policy

In response to a parent's concern wanting a beefed up transportation policy: Angie: See the doc (attached at the end of this document) but everything is in order and up in running. In the works is a better incorporation of Hamilton Co's policy but it is taking time.

6:55            Financial Report – Treasurer  
                  Any questions or discussion

This is the revenue budget for the year. There are a few categorical errors that will be corrected.

We are 62.53% into our revenue for the year.

There is a \$650,000 surplus but it is allocated. Some money is in savings, for example, to account for 12month salaried teachers on a 10 month budget.

Some things noted:

There are advertising events and summer camps. These are good for recruiting and we shoot to break even.

\$24,000 in text books includes online curriculum.

7:05            Elementary Charter Application Process  
                  Elementary Charter Progress  
                  Signing Elementary Charter “Minutes” for legal needs  
                  Clarifying Elementary Charter Officers

Process is very detailed- 33 sections, each twenty-something pages.

We are  $\frac{3}{4}$  the way through- a little behind.

To get it set up and going we have to have a meeting as the elementary board (elementary board starts with the same board). But 2 separate EINs. We have EIN from IRS and have Bylaws (edited by Ed Shimmel)

with required updates (ie. what would happen to assets if entity dissolved). Also added that if you are absent 3 or more meetings, board member is off the board.

So tonight we are having a meeting tonight to designate an officer to turn in paperwork to state and confirm other members. For now Ivy board members will be the elementary board members. Eventually, we could split, but that will be down the road.

Angie read the board members agreement.

Stated- Patti Skates will be Vice President of elementary.

Ethan motioned for Patti to become Vice President of Ivy Board as well, Lee seconded. All in favor.

7:15        LOC renewal, and also the prospect of increasing the amount

we could borrow

Construction Update

Mulching is happening for free. Concrete pad is happening first. Looking to get rid of robotics lab (mobile home)

Outdoor Kitchen

The school is in legal process with first court date February 10 for \$10,000 paid to

We received \$151,000 facilities funding in November and December, and are expecting another amount in February. We need to renew our LOC with First Horizon Bank.

With this construction project, we are planning on paying for what we can, as we go, instead of amortizing a big loan over multiple years.

This LOC would supplement to cover Phase 1 of building which costs \$500,000. We would pay it down before starting Phase 2.

Patti suggests we ask for \$250. Ethan and DR think we should ask for \$300 but function on a \$250 budget.

Angie- We've had the credit line 6 or 7 years and haven't used it since we paid it off.. Interest rate is at 3. something with no interest unless we use it.

Ethan makes a motion to ask for \$300K. Seconded by Jerry.

Unanimous vote in favor of applying for increasing the amount of the credit line.

7:25          Grade Setup

Jerry as a teacher, not a student parent: When he looks at grades sometimes there is no balance between tests and assignments while tests weigh so much. He is concerned about the discouragement that can come from the harsh hits of one grade potentially affecting the final grade. He is wanting more balance between class assignments, class assessments, and tests. He wants parents to be able to keep up with students' grades on powerschool and doesn't want kids to be discouraged

Angie: Teachers are supposed to enter two grades a week- but maybe we need to do some teacher coaching to specify what kinds of grades are entered.

Some teachers seem to not even be entering 2 grades a week. Holly and Angie will talk to Principals to find out why the grades entering is not being addressed.

7:30          Any old business that needs attending? Any new business?  
Adjourned at 7:45

Record of Voting Matrix:

Member	Last Mtgs Minutes	Skates as VP	LOC at \$300	Teacher time off	Adjourn
Pres. Meece	Y	Y	Y	Y	Y

Treas. Miller	Y	Y	Y	Y	Y
Sec. Brown	Y	Y	Y	Y	Y
Webb	Y	Y	Y	Y	Y
Skates	Y	Y	Y	Y	Y
Prichard	Y	Y	Y	Y	Y
Basham	Y	Y	Y	Y	Y
Nunley	Y	Y	Y	Y	Y
Slater	Non-voting	Non-voting	Non-voting	Non-voting	Non-voting
Markum	Non-voting	Non-voting	Non-voting	Non-voting	Non-voting

Transportation Report  
October 30, 2019

Ivy Academy has a contracted fleet of 4 buses, with six drivers who rotate the routes as needed.

- Bus 30
- Bus 31
- Bus 32
- Bus 30-3

Carter Dickerson  
Tabitha Daniel

Rena Bailey  
Charlie Ritchie  
James Moses  
Abby Raines

All buses are have the state of TN inspection sticker.

All driver credentials are on file, and all are current.

All drivers but Tabitha Daniel are registered in the Federal Drug and Alcohol Clearinghouse. We are working to register her, but there are a few blocks due to the new status of charter schools reporting themselves.

The online bus complaint form is active on our website and being utilized.

We have reported three bus complaints to the superintendent this year.