

## Ivy Academy Middle High Board of Directors

*MISSION DRIVEN – DECISION ORIENTED*

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



### Agenda - October 19, 2021

6:30 Call to order and roll call: Lee Prichard, Dr. Skates, Dr. Meece, Director Markum, Exec. Director Slater, Daniel Basham, Ethan Miller, Phyllis Williams

6:39 Last Meeting's Minutes (See August 31 meeting minutes below.) - Accepted unanimously

6:45 Executive Director Update (Slater)

- Academic Update: Report by Rachel Swafford-Cook
  - Quarter one brought many challenges and successes for academics at Ivy. After a disrupted year and a half, teachers and students were extremely hopeful to return to some semblance of normalcy, but that return was not quite the hand we were dealt. Our teachers and staff worked tremendously hard to help students get back in the routines of school including handling a full class load again, turning in work, etc. We benchmarked the week before fall break. The results were mostly within 5-10% of results from fall 2019. On Monday, teachers met in grade/content teams to reflect on quarter one and begin the work to strategically use benchmark data to inform instruction. We have also seen great feedback from teachers and students in regard to the usefulness of block schedule and 8th period enrichment activities.
- Culture Update:
  - Going to start daytime field studies, dances, activities due to low incidence of COVID (one close contact, one case prior to today and one today); hot food brought back today, half cold and half hot a week. Good weather and lower temps conducive to more time outside
  - Report by Deans Matt Raper and Zack Hubbard: We have just overcome the most recent Covid surge, and are ready to hit the ground running! Over the next couple of weeks we will have dress up days, a dance, and are bringing back field studies and clubs. It's an exciting time to be at Ivy, and the kids are really looking forward to all the opportunities we are going to create for them over the next couple of months.
- Enrollment: 436, Budget at 430, on track
- Financial: Budget strong

6:50 Director of Development Update (Markum)

- Cafeteria Construction Update - Crew had shortage of workers from the manufacturers of the building (COVID-related); waiting on engineers to inspect the steel; looking at mid-November to have the roof put on then pause until spring so students will have a place to have lunch
- Donor solicitation updates - Networking; let Angie know if you know of anyone who might be interested in donating, and she will reach out to them.
- Elementary Progress Report - Up to 300% capacity applications for enrollment; time-stamping as they come in. Can we close the window early? Yes, with 30 days' notice per the state (Angie).

7:00 Committee Reports

- Now that the elementary board phased out, we need to reconvene committees. Open discussion. Have a brainstorming session one evening to share a meal and discuss goals, vision, etc. Time to add two more board members (not parents or educators) ... business persons, community connections, an attorney, etc.

7:10 Old Business

- We need to post minutes on Ivy website. Phyllis will send approved minutes to Chris Welch for posting now.
- Check on BOT training progress - all complete!

Board Member Name	Charter Board Fundamentals	Strategically Recruiting your Sustainable Governance Team	Developing & Supporting your Board – CEO Partnership	Structuring your Board for Success	Make your Meetings Matter	Governing for Growth	Compliance Status
Lisa Brown		Complete	Complete		Complete	Complete	Complete
Lee Prichard	Complete		Complete		Complete	Complete	Complete
Daniel Basham	Complete		Complete	Complete		Complete	Complete
Catherine Nunley	Complete	Complete	Complete	Complete			Complete
Dr. Patti Skates	Complete	Complete	Complete	Complete			Complete
Dr. Meece	Complete			Complete	Complete	Complete	Complete
Ethan Miller		Complete	Complete		Complete	Complete	Complete
Jerry Webb		Complete	Complete	Complete	Complete		Complete
Markum, Angie			Complete	Complete	Complete	Complete	Complete
Slater Holly		Complete	Complete	Complete	Complete		Complete

- We need a secretary per TCA.
- We have three parent board members; we have a total of 8 board members, but do we need 2-4 more?

7:15 New Business

- Request for budget amendment APPROVED (below)
  - To hire an additional special education teacher
    - Recommended to reduce case load with the large number of SPED students we have this year
  - To hire an additional HR assistant APPROVED (below)
- Mark your calendars for April 30th, RWS
  - DR: have a combination kayak/run?
  - Patti: have food trucks?

7:28 Meeting adjourned (Patti’s motion, Lee’s second, approved)

**Voting Matrix**

**Y = Yeah, N = Nay, A = Absent, W = Withstand (Abstain)**

Board Member Name	Topic	Topic
	Hire additional SPED teacher	Hire additional HR assistant
Daniel Basham	Y	Y

Dawn Ford	Absent	Absent
Darrell Meece	Y	Y
Ethan Miller	Y	Seconded - Y
Catherine Nunley	Absent	Absent
Lee Prichard	Seconded - Y	Y
Patti Skates	Motion to approve - Y	Motion to approve - Y
Jerry Webb	Absent	Absent

**August 31, 2021 Meeting Minutes (for review)**

**6:38 Call to order and roll call**

In attendance: Markum, Nunley, Block, Ford, Golden, Skates, Brown, Basham, Jones, Billow, Meece, Hubbard, Slater, Prichard, Webb

**6:39** Last Meeting’s Minutes: Lee, motion to approve, Lisa seconded

**6:47 Executive Director Update (Exec. Dir. Slater)**

- TN Ready Update (academics) - Holly shared report by Rachel Swafford-Cook. “The School-wide Strategic Plan aka EPlan is forthcoming. It outlines some key academic goals for the year. We will continue our work to improve Ready Graduate status among our high school cohorts as well as support students in improving their ACT scores. We have identified significant needs in sixth grade math, sixth grade ELA and Algebra 1 from last year’s TCAP/EOC data. Many of these data points can be attributed to pandemic related struggles, especially our creative scheduling for Covid mitigation. We tracked behind the district for middle school math and ELA as a whole, but ahead for middle school science and social studies. Other data points of note: we closely tracked with the district for English 10, Algebra 2 and US history and tracked ahead of the county in geometry.

“I am excited to include Nikki Bender and Chassey Foster each part time on the academic team this year. Nikki serves as instructional coach for our middle school while Chassey is working remotely giving lesson plan feedback and support to teachers.

“We did transition our online platform back to Google Classroom this year. This has saved our teachers huge amounts of time in managing their online presence and getting information to students in quarantine. Speaking of which, we are currently working on shoring up an updated plan for quarantine teaching and learning thanks to some updates from the state and district on what we are/are not allowed to do.”

**Q/A** Not looking at virtual plan but updated plan for quarantine teaching (includes virtual tutoring from 4 - 5 after school for any studnet); roll out to staff 9/1, to parents 9/2, begin implementing next Tuesday

**Q/A** Need uniformity among teachers with Google Classroom

- Enrollment Update - No major changes; 438, budgeted for 430; on track
- School Culture Update - Doing well; suspension appeal to Board this evening
- Covid-19 - By the end of the week 27 cases, closed for three days last week as snow days; if we close again, they will be virtual learning days; trying to get back to 6' apart, encouraging mask wearing and other safety measures; as of Sept. 5th, students who are vaccinated do not have to be quarantined; teachers have lists of students who have opted out of masks; remind students consistently that masks are preferred; more cooperation from parents and students this week

#### **6:40 Director of Development Update (Dir. Markum)**

- Update on cafeteria - Moving carports this week, \$1,500, moving them to the back field; building delivery Sept 7.
  - Discussed placement; need maximum placement for students currently, e.g. for lunch
  - One 22x35 carport placed on other side of the storage container, and one carport at the tree line
- Elementary recruitment - Excellent day of recruitment, parents had lots of questions, everyone was positive
  - Dates for recruitment events on the website (4)
- Elementary funding - Rec'd \$20,000 line of credit to get us started; Mr. Skillern will have \$100,000 check ready this week.
- Campus enhancements - Ag Science Building purchased, \$7,000, 12x24, 9' high, great for secure storage; Jerry Webb, would like solar
  - Angie will show Jerry the ag building after the meeting to discuss solar.
- Board development: Now that you have undergone training, there are some documents that would be more meaningful for you to examine. (Angie will re-share documents.)
  - Bylaws
  - Charter Application & Agreement
  - Charter Amendment Agreement & Supporting Data
  - Vision, Mission, Core Values
- School development on the horizon, charter renewal
  - Our ten year charter agreement expires in 2023-2024. This means we will start the application process in the school year 2022-2023. This is an opportunity to assess and make improvements; board members can help with this effort next school year. We need good data (a nationally standardized backup plan). State data right now is not a good reflection at this time, following pandemic.

#### **7:12 Committee Reports**

- Elementary - Ms. Block
  - In brief meeting, discussed prospective meeting times, prospective new members and officers, and board involvement in recruitment & fundraising

#### **7:13 Old Business**

- Report on how many board training sessions you have left to do. Reminder: If you have never done trainings before, you do six. If you have done the trainings before, you do four. Deadline November 15th

**6:55 New Business - Exec. Dir. Slater**

- Proposal to spend additional school funds on iReady  
 “Esteemed members of the board, I am writing today on behalf of the RTI staff in support of the purchase of iReady at the cost of \$8,960. This amount includes the iReady program which monitors and provides instruction in deficit areas for our 6-8th grade students in math and ELA as well as professional development for teachers and RTI staff in best practices for its use and additional professional development to support the first year of implementation. The professional development cost of \$1500 could be negotiated out of the above total at the discretion of the board - we do have a couple of members of staff who have used iReady at other schools and could train, but with the stress of this year would prefer this be done by the company.

“This product is one of a select few approved by the state for this purpose. The state has vetted and recommends this product for compliant Response to Intervention programs. We feel that it is in the best interest of all students to ramp up our intervention curriculum this year due to gaps that have widened due to Covid related struggles as well as bring our intervention data collection and response into the twenty-first century. While we do strive to reduce screen time as much as possible, this program has a terrific track record for improving skills up to and above grade level for all students, not just those identified as needing one of the higher tiers of intervention.” Rachel Swafford-Cook

**Q/A** Money is available in the income column; would replace Easy CBM, which is more diagnostic and does not have activities. iReady is focused on students who need more time on certain subject areas. iReady identifies gaps in learning and has activities to help remedy the loss. iReady would fulfill the RTI requirements. This is supplemental to typical assignments for students who need extra time.

**Q/A** This type of program is generally year-to-year; no definitive

Jerry moved to accept, Daniel seconded--all approved

- Designation of board of choice for members - Verbally expressed, and noted in matrix
- Vote whether to go ahead and switch to separate meetings (Patty moved, Lisa seconded--unanimous) Elementary to meet every month, secondary to meet every other month as long as there is a committee meeting monthly; send recommendations for secretary of secondary board to Dr. Meece

Adjourned at 7:38

Voting Matrix

Y = Yeah, N = Nay, A = Absent, W = Withstand (Abstain)

Board Member Name	Board of Choice as designated from this date forward	Vote whether to spend additional school funds on IReady and	Vote on division of the boards		
1. Daniel Basham	Secondary	Y	Y		
2. Nilca Billow	Elementary	Y	Y		
3. Regina Block	Elementary	Y	Y		
4. Lisa Brown	Elementary	Y	Y		
5. Dawn Ford	Secondary	Y	Y		
6. Laura Golden	Elementary	Y	Y		
7. Ron Jones	Elementary	Y	Y		
8. Darrell Meece	Secondary	Y	Y		
9. Ethan Miller	Absent - Secondary	A	A		
10. Catherine Nunley	Secondary	Y	Y		
11. Lee Prichard	Secondary	Y	Y		
12. Patti Skates	Secondary	Y	Y		
13. Jerry Webb	Secondary	Y	Y		

Meeting Minutes for Review from Last Meeting:  
Agenda - July 13, 2021

#### **6:40 Call to order and roll call**

In attendance: Meece, Slater, Markum, Basham, Nunley, Webb, Miller, Prichard, Skates, Billow, Golden, Block, Dr. Ellington (UTC), Williams

Minutes from last meeting approved unanimously

#### **6:41 Executive Director update (from Holly)**

- Enrollment on track - 441 enrolled, budget set at 430; model this year based on two classes of seniors instead of three; every grade has a waiting list, possibly even senior class
- Academics progress, no end-of-year testing data at this time
- Master schedule is set for this next school year. Some staffing changes may affect.
  - Administrative staff resignation yesterday based on leadership recommendations; current leaders on admin team going forward well
- As stated at the last meeting, the budget is set and good; however, we had one surprise regarding funding which will be addressed in the New Business section this evening

#### **6:48 Director of Development update (from Angie)**

- Cafeteria update - metal building delivery in August; will take two weeks to construct; discussion of all the phases. We have enough money to get us through phase 3 and anticipate quick turnaround to completion
- Elementary Facility Update - Angie will send photos of recent design plans by email
- Elementary Launch Updates to be addressed in the Committee Reports and New Business sections

#### **6:55 Committee Reports**

##### Elementary Committee Report

- Website, Communications, Logo - Will take logo and improve on it as time goes by so the community will become familiar with it in the various recruiting venues
- Recruitment venues - Booker T. Washington State Park, Discovery Museum, Chattanooga Zoo, reaching out to state parks (festivals); our target audience is 3-5 year-olds for the first year
- Staffing - Need content academic expertise and state accountability; people are already reaching out to us. Laura Golden has reached out to a network of people. There are 24 schools in the country with a similar classical model; they are willing to help. One school is opening in Kennesaw, GA soon. Dr. Ellington (UTC) has volunteered to help teacher development; he is a proponent of the classical model and is interested in the charter school model; Dr. Meece has volunteered to assist with the outdoor piece.

**7:10 Old Business**      None

#### **7:11 New Business**

- JTG Funding Issue -

- Need confirmation vote on charter agreement retroactive to June 23rd to get elementary funding flowing - Motion to approve by Dr. Skates, second by Regina Block; unanimously approved
- Explanation of board status
  - Everyone is dual membership at this time. Angie: Optimum situation would be each person decides on which board to serve; elementary board will have many tasks to accomplish--current MS-HS board can afford to meet bi-monthly only.
- Set board retreat date including get-to-know-you supper as Dr. Skates suggested at the last meeting - August 20 (6-9) or supper (hamburger/ hot dog cookout [meats and fixings, paper products, drinks and ice provided by school] with sides brought by board members), August 21 (9-12) for meeting, voting in new members and doing required training (watch two specific trainings at the retreat; watch others on your own);
  - Use your Ivy email address for board communications.
  - You don't have to be on the board to do the trainings; all the trainings required by the State of Tennessee are online.

**Adjourned at 8:21**