

The Ivy School
4212 NE Prescott St
Board of Directors—Regular Meeting Minutes
August 25, 2014

Board Members Present: Johanna Keith, Rebecca Keith, Amie Robar Chally, Alby Salsa, Karilyn Wax

Board Members Absent: Billy Ladd

Administration Present: Karie Breyne, Mary Zigman

Others Present: Sue Rideout

6:09pm: Meeting called to order.

6:09pm: Rebecca Keith moves to accept June, 2014 board meeting minutes. Alby Salsa seconds, all members in favor, motion carries, minutes accepted.

6:10pm: Capital Campaign update given by Sue Rideout. Total pledged to date: \$178,409. Total collected to date: 107,155. We have 30 to 40, three-year pledges, which amount to \$2,153 in recurring monthly payments to the Capital Campaign. We have \$65,356 new pledges from the 2013-2014 school year (we have collected \$54,049). The letter writing campaign brought in \$14,077. We anticipate another \$15,000 in matching pledges. Our Capital Campaign costs for Sep 2014 - July 2014 were \$10,126.29. Sue wants to be sure we recognize the donors to the Capital Campaign in some way. Mary Zigman discussed ideas she has for thanking people personally as well as having the children write thank you letters. Mary says we plan to pay People's Ministries the next \$50,000 balloon payment in the beginning of October 2014.

6:27pm: Admin Report given by Mary Zigman. Mary discussed staffing changes which included the hiring of 4 new leads (two lower elementary and two upper elementary), as well as five new assistants. Additionally we have three new administrative staff: Ellen Dishman, Prescott Administrative Assistant; Anne O'Neal, Prescott Student Services and Amy Stuhr, Morris Student Services. All lower and upper elementary leads are Montessori trained. All new hires are expected to have a commitment to the Montessori philosophy and Mary encourages teachers to work towards certification. Mary provides Montessori training as a part of professional development. The board discussed the possibility of providing certification training for one person per year as individual staff are identified as having a long-term commitment to Ivy and a desire to pursue Montessori training.

Ivy's charter is up for a five year renewal this year. Mary has met with Kate Pattison regarding the upcoming process and a favorable recommendation is in place. Mary has contracted with Deb Dyson to provide legal advice during the renewal process. Kim

Carlson is also providing her support during the renewal. Charter renewal expectations are going to be tied to Smarter Balance and student test scores.

Ivy's full accreditation from NWEA was received over the summer. Ivy also completed its audit over the summer which went very well. The audit team recommended that the executive director (Mary Zigman) review the financials as a control.

7:20pm: Executive Session: Mary Zigman's contract was discussed and approved.

8:00pm: Johanna Keith stepped down as Board Chair. Johanna nominated Rebecca Keith to the Board Chair position. Karilyn Wax seconds the motion to elect Rebecca Keith to Board Chair, all members in favor, motion carries, Rebecca Keith is elected as new Board Chair.

8:10pm: Discussed conducting exit interviews with teachers and staff. Johanna as the Board Chair has conducted some exit interviews in the past. Karie Breyne also conducts exit interviews for the administration. Johanna will share the board's interview form with Karie. The board will put in place a consistent exit interview system that works with the administration's system.

8:20pm: Board plans to advertise for the open Treasurer position.

8:25pm: Meeting adjourned