

The Ivy School, 4212 NE Prescott St.
Board of Directors-Regular Meeting Minutes
February 25, 2013

Present: Johanna Keith, Board Chair, Tanja Lux, Treasurer, Colleen Roberts, Secretary Rachel Burdon, Dave Stevens, Rebecca Keith, Laurie Simpson

Administration present: Mary Zigman

Audience: Rachel Powers, Nina Landey, Hindi Isherott

6:07pm Meeting called to order by Johanna Keith.

6:09pm Johanna moves to approve January 2013 regular meeting minutes. Rachel seconds, all board members in favor, motion carries.

6:10pm Cancelled Auditor presentation. Costly to have a presentation. Tanja Lux suggests researching other auditors for a possible change in the future.

6:18pm Administration report highlights-delivered by Mary Zigman. The Ivy School is in compliance with teachers and certifications. ODE has not followed up on this issue, although Mary has contacted them. Goal is to increase communication between teachers and parents. Assessment leveled benchmark system, increase school library. Mary wants to have a staggered start time between the two campuses starting in Fall 2013.

6:30pm Prescott Building Purchase. The NW Community Funds had a site visit at Ivy. Capital Pacific still evaluating loan, potential to close at the end of March. Tanja expressed concern about loan/covenant. Tanja is no longer in favor of Ivy purchasing the Prescott building. Many options were discussed.

7:07pm Facilities Report delivered by Laurie Simpson. Discussed expanding classroom at Prescott. Morris Campus, (our current lease with two classrooms) is too small for our needs in Fall 2013. Discussed the N. Page building and the challenges with upgrading/renovating for our needs.

7:30pm Development Committee report delivered by Rachel Powers (campaign manager). Information session at the PTA meeting about the capital campaign. To date we have \$41,500.00 in parent pledges. Ivy has received \$14,000.00. The general ask letter went to all Ivy families last week.

7:50pm Treasurer report highlights-delivered by Tanja Lux. Reviewed the need for internal controls. Reviewed income statements (see attached).

8:10pm Lottery Update. Colleen delivered highlights. Open houses were a success. Most applicants are for 1st-3rd, 4th and 6th grades for Fall. May need to keep the same classroom configuration in Fall with 4th and 5th grade together, and middle school would be 6th, 7th and 8th depending on student matriculation.

8:25pm Dave motions to authorize Capital Pacific Bank as the institution for capital campaign funds. Johanna seconds the motion. All board members in favor, motion carries.

8:27pm Comments: Hindi asked about automatizing student's fees. She also stated that she would like to have a 4th/5th/6th grade classroom in the Fall.

8:35pm Meeting adjourned.

