

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

Board Members Present: Johanna Keith, Rebecca Keith, Billy Ladd, Alby Salsa.

Late: Dave Stevens, Kari Wax

Absent: Anne O’Neal, Adam Smith,

Administration Present: Mary Zigman

- 6:05 pm Meeting called to order
- 6:07 pm Rebecca moves to accept March 2014 board meeting minutes. Billy seconded the motion. Minutes accepted unanimously
- 6:08 pm Outreach Committee update: Billy met with Sue, Cassandra, and Pat and is excited about possibilities for next year, including community events the committee can attend to raise Ivy’s profile.
- 6:10 pm Mary arrived. Alby discussed data acquisition processes and asked if there were better ways for us to track ethnicity, so that we can track our progress towards our goals for more diversity. Current numbers for free and reduced lunch are 22%, however amongst our new first graders the percentage is only 4.4%. Alby suggested tapping into current diverse families to refer potential students.
- 6:14 pm Dave arrived.
- 6:16 pm Kari arrived. Discussion continued surrounding ways to increase diversity. Other suggestions included: follow through on mission statement and demonstrate that we are doing so, create a schedule and an action plan, make asking for referrals a part of our culture, add it to parent conferences, create a handout. Mary pointed out that we have some hidden diversity – blended families, same sex families, special needs students. Billy and Alby are going to provide a schedule of events to increase Ivy’s profile and ask Board members to attend.
- 6:30 pm Administrators Report: Mary reported on the following:
- The Middle School Dance (the first student organized dance for Ivy) was successful.
  - The school wide letter writing event is scheduled for May 7<sup>th</sup> from 5-7 pm at Prescott. Board members are requested to attend.
  - They are currently working with Matthew Bodish , the Urban Farmer, and want to secure the property across the street for farming this summer.

- They also purchased raised beds for Morris, which are going in this weekend.
- Tires were purchased for Prescott.
- PTA raised 8-9 thousand dollars for the outdoor environments – an outdoor wood-fired oven is a possibility.
- They are working on an outdoor classroom space for Morris.
- We need a place for the Talent Show – June 6<sup>th</sup>. Suggestions:
  - Kennedy School
  - Village Ballroom
- 8<sup>th</sup> grade graduation and move up day at the Morris Campus is June 9<sup>th</sup>.
- Field Day is June 10<sup>th</sup>.
- Last Day of School is June 11<sup>th</sup>.
- Mary attended PACE Conference
- The Board needs to get required training, and someone needs to attend Board Summer Camp – Mary will schedule some trainings but Board members need to reach out themselves and do some on-line trainings.
- The Accreditation Report is complete and has been submitted. The next step involves an on-site visit. We scored low in the following areas:
  - Student support services – need to educate the staff
  - Technology – will be a crisis item – currently utilizing The Kahn Academy – looking toward Apple based technology
  - The staff don't feel supported – moral is low

Mary suggested that an administrative staff, consisting of a program director at both campuses would allow her the time she needs to focus on:

- The capital campaign
- Montessori outreach
- Curriculum support
- In-classroom support
- Special education children (response to intervention)

If that occurs, she feels moral will be better all around. We scored high on our commitment to Montessori in a heterogeneous public setting.

- The budget meeting is on Thursday.
- Kim will be invited to consult during the accreditation process.
- Personnel is shifting:
  - Kirk is moving to Wisconsin.
  - Job search is underway for the openings at Morris – we currently have two subs.
  - Assistants cannot teach Spanish – it is necessary to have a certified Spanish language teacher. This issue needs to be resolved before our renewal.
  - Mary will be looking for MINWA (AMI) and MIPEN (AMS) graduates to fill assistant openings.

- Mary needs a contract for this year and the next school year within the next month.

7:35 pm Capital Campaign update: There has been input about the Capital Campaign in the newsletter and there has been a positive response from the parents. Volunteers will be doing “face-to-face” requests in the car lines. Our first \$1000 donation has been received. Tables will be set up at all events, especially the talent show.

7:52 pm Grant Writing report: Mary and Dave are working on a grant for bus passes.

7:53 pm The Treasurers position on the board was discussed.

7:58 pm Mary will present her goals for the year at the next meeting.

8:00 pm Johanna presented the annual board goals for last year. Rebecca moved that the board accept them. Alby seconded the motion. The motion passed unanimously.

8:05 pm Johanna presented Mary’s evaluation for last year. Alby moved to accept the evaluation. Rebecca seconded the motion. The motion passed unanimously.

8:10 pm Meeting adjourned.