

**The Ivy School Board
Prescott Campus: 4212 NE Prescott St
Board of Directors Regular Meeting Minutes
March 20, 2017**

Board members present: Colleen Roberts, Rob Coleman, Lisa Larpenteur, Angela Fox, Marquita Jaramillo, Kian Jand (arrived at 5:17pm)

Board members absent: Kim Carlson

Administration present: Liz Caravaca, Amy Stuhr

Observers present: Brian Roberts

Meeting called to order - 5:03pm

- Colleen opens the meeting and moves to remove budgeting sentence from the Leadership update. Angela seconds the motion. Lisa moves to approve February meeting minutes, Colleen seconds the motion. All board members in favor, motion carries.

Treasurer Report - 5:06pm

- Financial report delivered by Board Treasurer, Lisa Larpenteur..
- Current cash position: Total cash \$229.5K vs \$213.5K last month and \$218K last year.
- Balance sheet: Accounts payable \$57,637.86 primarily represents amount owing to PERS (~\$35K). During the budget process we will implement a payment plan. Other current liabilities -- State Funds Advanced of \$86,810 is the advance payment we receive from PPS in August -- this will be applied monthly until it reaches \$0 at the end of our fiscal year. Total Assets = \$1,715,497.66 Total Liabilities = \$1,187,233.45 Equity = \$528,264.21
- Profit & Loss: YTD revenues \$1,037,492 vs budget \$964,807. Over budget due to higher enrollment and admW, as well as after school care significantly higher than we budgeted (will roll back \$9K reimbursement for snow days). YTD expenses \$1,100,359 vs \$1,170,081. Under budget ~\$70K partially due to inaccurate budgeting. Admin and instructional misbudget is primarily fringe benefits (insurance and PERS). Business services includes over budget in copier lease, accounting services to clean up the books earlier in the year, and costs associated with the building refinance (note that we are saving \$5,600/month due to refinance). Loss is \$62,867 vs budgeted loss of \$205,274; positive variance of \$142,407.

Leadership Update - 5:15pm

- Leadership update delivered by Liz. ODE Educator Effectiveness resources for administrator evaluation shared.
- Capital improvements ahead include Prescott roof and playground/landscape architect required.
- The deadline to submit lottery applications was Friday March 17th, the lottery selection happens April 7th. Lottery applications are down 18% overall this year.
- Payment made to Equity Action Partners / Iris Maria Chavez for Legislative Advocacy.
- Annual Report to The State Board of Education postponed until May 25th

Executive Director evaluation format/timeframe - 5:32pm

- Colleen went over last year's evaluation.
- The substance of the survey will be changed for a more accurate reflection of Liz's job description.
- ODE survey for parents/teachers in early/mid May.
- At the April meeting we will discuss the June meeting (approval of the Budget) so we will need to determine the best time to meet since some members will be unavailable.
- Determine whether to survey teachers in January or last day of school.

PTA Meeting Calendar - 6:05pm

- Discussion of the PTA calendar. Rob will attend 4/12 meeting, Lisa will attend 5/10 meeting and Colleen will attend 6/12 meeting.

Public Comment - 6:07pm

- Amy suggested the optimal time for meaningful feedback from teachers, in regards to Liz's annual review, is January.
- Brian Roberts, parent of a 3rd year student, attended in support of the board and to learn more about what we do and how he can help in any way.
- Angela Fox is interested in joining the board of director's at Portland Montessori School and agrees to recuse herself from any votes that have the potential for conflict of interests with Ivy.

Meeting Adjourned - 6:24pm

- Colleen moves to adjourn. Angela seconds. All board members in favor. Meeting adjourned.