

Regular and Annual Board Meeting
4212 NE Prescott St. Portland, OR 97212
August 22, 2016
5pm-630pm

Present—Lisa Larpenteur, Rob Coleman, Kari Wax, Colleen Roberts
Administration present: Liz Caravaca

505pm- Meeting called to order by Kari

506pm- Minutes from June regular meeting reviewed. Kari moves to approve, Rob seconds. All in favor—motion carries.

507pm- Treasurer report. Kari Breyne will not be working at Ivy this year. Dave Coffman is organizing pers, payroll advances, etc. Dave is working on getting in order for audit. Finance committee had a meeting earlier today. Refinance is still the goal. Need 5 year forecast to send to bank. Debit card cancelled. Fraudulent activity detected. Credit card application in process.

511pm- Leadership report. (See email with update). Interviewing/hiring in process. Hvac completed. Need caging around mechanism. Enrollment 30 LE, Broadway classroom at 27 due to classroom size. 30 for UE. 36 MS—goal 45. Jillian will work for Ivy (20 hrs) a week—Synergy and ODE reporting catch up. Peace ed. focus. AED in place. Title for Amy and Anne is now: “Campus Support” versus “Student Support”. Hire letter vs agreement or contract being reviewed. Robyn will not continuing as fundraiser. Ivy will continue to recruit parent volunteers. Robyn set Ivy’s foundation for fundraising.

525pm- Ivy After school fee schedule has changed. \$360.00 for 1 child/5 days a week. We discussed several different options. 1 day Friday only option \$150.00. The board supports the changes to increase childcare, as the new prices are still on the low-end of aftercare offered in the city.

539pm- OSBA—highly recommended with Peggy. Kari is working with Peggy. Should only take a week to get them in order for approval.

544pm- Board calendar approved. Colleen moves to approve board calendar, Rob seconds, all board members in favor, motion carries.

545pm—Rob Coleman nominated for Compliance officer. Kari moves to nominate Rob as Compliance Officer, Lisa seconds the motion. Colleen in favor. Motion carries.

546pm- Board member goals: Increase board trainings and recruitment. All board members will investigate a board training and present at board meeting throughout the school year. PACE may offer some board trainings. Crucial conversations book, the board discussed reading it and having discussions at future board meetings. Board member recruitment. Advertise through OMA, administration google group, and Ivy newsletter. The board would also like to increase visibility at PTA meetings.

601pm —Executive Director goals. Optimize Financial performance (help meet fundraising goals), teacher retention and equity education. Measurable—teacher staff development, financial controls (keeping in budget), strict adherence. Results—metric teachers engage constructively—in-service. Parental engagement—parent responses. Peace ed all day conference.

609pm—ED review. Still do survey's. Parent forms are a possibility for evaluation.

610pm—Bylaws, Colleen will get a copy to Rob. Rob will review the amendment process for editing by-laws.

617pm-Facilities. Rob will lead facilities committee. Rob would like a clear set of goals for Ivy. Sue Rideout recently reached out to a board member to talk about a church near Rigler School that may have space for lease. Colleen will reach out to Sue to find out more information. Facilities committee—set a direction for continuing facilities goals.

628pm-Reviewed revised budget. Kari moves to approve budget, Lisa seconds the motion, all board members in favor—motion carries.

631pm- Meeting adjourned.