Ivy Hawn Board Meeting

July 26th 2023

**MINUTES**

**ATTENDEES:**

Dr. Gregory LeFils, Rob Bitler, Sarah Brow Corrigan, Carmen Hall, Lacey Lassiter, Danielle Suhr

Robert Baldwin and Joey Maxwell attended virtually.

Meeting was called to order by Greg LeFils at 6:00 PM

**Public Comment**

Members of the public were given two minutes each to make comments to the board. There were no public comments.

**Approve Prior Minutes**

* Motion to approve minutes from June 19, 2023 meeting – Lacey Lassiter motioned
* Motion Seconded – Joey Maxwell seconded
* Motion passed unanimous

**Board Secretary Report**

There were no emails sent to the Board this month.

**Finances**

Rob Bitler reviewed the monthly financial reports. The school finances are in good shape. The financial report indicates a revenue surplus from various factors (i.e., more state funding, before/after care programming).

**Principal Update**

Welcome Back Breakfast for teachers and staff- will be held August 7th. El Coqui Bakery will be catering. Board members are invited to participate in serving.

Lake Helen Update- increased storm water fee, 60% increase. Ms. Suhr attended City Council meeting and will have a meeting with the school’s attorney to review options moving forward.

Transportation- no current contract with VCS. Ms. Suhr has reviewed two different contracts as substitutes. The viability of the substitute options is still being explored. Ms. Suhr and the board discussed alternative options: school organized carpooling or ridesharing, and/or using grant funding to offer step-up families transportation assistance. Budget allowance for transportation was reviewed.

Construction- various construction projects have been started over the summer: wall protectors to protect paint, fencing barriers for visitors on campus, track and field netting, as well as a student led Eagle Scout’s project to install a discus shotput ring.

HVAC/ Carpeting/Other- improvements to be made to central AC system for efficiency. Additional updates and maintenance performed on existing systems. All improvements will fit into ESSER budgeting, deemed necessary through Capital Needs Assessment. Payment will begin next year, begin savings allowance now. New carpeting in K-2 classrooms. Ivy Hawn was gifted cafeteria tables; theatre chair replacement options are still being explored.

Ms. Suhr proposed additional PEX card in the amount of $2500 for internal spending.

* Motion for additional PEX card ($2500). Rob Bitler motioned
* Motion Seconded- Carmen Hall
* Motion was discussed
* Motioned passed unanimously

**Committee Reports**

Technology Committee – JSC joined the board meeting and provided an update on the ongoing technology projects. Voice/Data is about done. Intercom is up and running. Fire alarm is about ready to go for inspection. BDA is having some final tuning on Friday with final inspections next week.

Finance Committee – Rob Bitler presented a final budget for the 2023/2024 school year.

* Motion to accept the 2023/2024 budget as presented - Carman Hall motioned
* Motion seconded - Lacey Lassiter seconded
* Motion passed unanimously

**Old Business**

Fundraising/Community Outreach Committee Creating- discussion was held around the creation of the fundraising/community outreach subcommittee. Robert and Lacey volunteered to serve as co-chairs and form the new committee. The committee will begin by looking into partnerships. The board discussed kicking off fundraising and outreach with the start of school.

Update on Policy and Procedures- the board will review the most updated policy and procedures document prior to the next board meeting, a discussion will be held following. The Annual By Laws review is set for August.

Update on Principal Contract- the principal’s salary now reflects the 2.3% raise given to all staff and employees.

* Motion to pass proposed salary – Rob Bitler motioned
* Motion seconded- Carmen Hall
* Motion passed unanimously

**New Business**

No new business

**Next Board meeting set for 8/24/23 at 6:00pm**

* Motion to Adjourn – Rob Bitler motioned
* Motion seconded – Lacey Lassiter seconded
* Motion passed unanimously

Meeting Adjourned at 6:50pm