

**Board Meeting Minutes**

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<b>School</b>		<b>Ignite Achievement Academy</b>	
<b>Mission &amp; Vision</b>		<p><b>VISION</b></p> <p><i>The Ignite Achievement Academy (IAA) vision is to enhance, engage and elevate the community through unleashing each child's inner genius.</i></p>	<p><b>MISSION</b></p> <p><i>The mission of IAA is to provide the community with an accelerated learning institution that propels scholars academically by utilizing a holistic curriculum built upon cultural and community responsiveness, project-based learning and the leading literacy, socio-emotional, and neuroscientific research; thus providing scholars rich opportunities for enrichment, achievement, and increasing degrees of impact in every field of endeavor.</i></p>
<b>Board Members</b>	<p><b>3.2 A. The Board is comprised of all essential skill-sets and all members are contributing</b></p>	<p><b>Present:</b></p> <p>Angela Dabney Demetrees Hutchins Michael Williams Alicia Ramsey Ramon Morrison Todd Finnell</p>	<p><b>Absent:</b></p>
		<b>Total Board Members Serving on Board: 6</b>	
<b>School Staff Present</b>		<p>Shy-Quon Ely, Head of School Nadia Miller, Chief of Staff NaTanza Bratcher, Executive Assistant Jessica English, Principal</p>	
<b>Members of the Public/Guests Present</b>			
<b>Date</b>		11-11-2020 via Zoom	
<b>Call to Order</b>		5:02 p.m.	
<b>Meeting Items</b>			

<b>Voting/Actions Taken</b>		<ul style="list-style-type: none"> <li>● <b>October Meeting Minutes</b> <ul style="list-style-type: none"> <li>○ 1st Morrison, 2nd Hutchins</li> <li>○ Morrison - I</li> <li>○ Dabney - I</li> <li>○ Hutchins - I</li> <li>○ Williams - I</li> <li>○ Ramsey - I</li> </ul> </li> </ul>
<b>Reporting</b>	<p><i>3.1 A. Relentless focus on student academic outcomes</i></p> <p><i>3.2 B. Evidence of progress monitoring systems in place</i></p>	<ul style="list-style-type: none"> <li>● <b>Dashboard Overview</b></li> <li>● <b>Back-to-School Overview</b> <ul style="list-style-type: none"> <li>○ Not sure how pandemic will affect scholars coming and going. Been in contact with OEI and it seems that most of the city is going to virtual within the next couple of weeks. Timeline may be sped up depending on communication from Governor and MCHD.</li> <li>○ There is an uptick in enrollment and any new scholars will automatically be assigned to eLearning at home</li> </ul> </li> <li>● <b>HearMath Training Workshop</b> <ul style="list-style-type: none"> <li>○ November 21, 2020 from 10:00-1:00</li> </ul> </li> </ul> <hr/> <ul style="list-style-type: none"> <li>● <b>Attendance &amp; Enrollment</b> <ul style="list-style-type: none"> <li>○ Current Enrollment: 415</li> </ul> </li> </ul>
<b>Budget/Finance</b>		<ul style="list-style-type: none"> <li>● Checking balance is \$216,942.89 increase of \$11,275.93 since October.</li> <li>● Transferred money from savings and had some grants come through last month.</li> <li>● Money Market Acct. \$676,730.87 increase of \$89,346.56 since October meeting.</li> <li>● Total bank balance \$893,673.76 increase 100,622.43 since October</li> <li>● \$500k in reimbursements (October tuition, IPS laptop, Title I, Title II, Cares Act, SIP Grant, CSP)</li> <li>● <b>General Ledger Approval</b> <ul style="list-style-type: none"> <li>○ Dabney - I</li> <li>○ Williams - I</li> <li>○ Hutchins - I</li> <li>○ Morrison - I</li> <li>○ Ramsey - I</li> <li>○ Finnell - I</li> </ul> </li> </ul>
<b>Chief of Staff</b>		<ul style="list-style-type: none"> <li>● <b>Audits</b> <ul style="list-style-type: none"> <li>○ <b>Donovan CPAs</b></li> <li>○ 97% complete uploading all information to Donovan. Should be complete by November 12 EOD. Had issues printing a few enrollment documents.</li> <li>○ Audit has not been stressful.</li> <li>○ Updated engagement letter needs signed by Board Chair and submitted to Donovan. Miller will share with Board for review and will need signed document back ASAP. There is an additional cost approximately \$3k.</li> <li>○ HOS to have larger conversation with Donovan to see if they can make it a priority and get results back in the case school closes</li> </ul> </li> </ul>

		<p>again and access to the building is limited.</p> <ul style="list-style-type: none"> <li>○ OEI</li> <li>○ Preparing for Dec. 3 and 4 visit from OEI</li> <li>● <b>Thanksgiving</b> <ul style="list-style-type: none"> <li>○ Hot Food Pull-Up Pick-Up for Friday, November 20 for IAA families</li> <li>○ A couple of partners have donated turkeys and pies to give away to families</li> </ul> </li> <li>● <b>COVID - 19</b> <ul style="list-style-type: none"> <li>○ No confirmed cases at Ignite. Will continue with the rigorous screening processes and protocols.</li> <li>○ There are days when school has been short-staffed due to staff members having to be quarantined because of either having symptoms or a family member has symptoms or have tested positive.</li> <li>○ Anticipating return to virtual learning after Thanksgiving Break. Waiting on communication from Dr. Caine of MCHD.</li> <li>○ Don't want to invite substitute teachers into the building to lessen likelihood of further exposure for scholars.</li> <li>○ IAA has the autonomy to close the building and return to eLearning</li> </ul> </li> <li>● <b>Food Pantry Initiative</b> <ul style="list-style-type: none"> <li>○ Open to community every Wednesday from 9am to 1pm</li> </ul> </li> </ul>
<p><b>Building Leader</b></p>		<ul style="list-style-type: none"> <li>● <b>Elearning Update</b> <ul style="list-style-type: none"> <li>○ School is ready to move to virtual learning. There is a challenge with scholars who have broken technology that needs to be repaired or replaced. There are approx. 30-40 scholars whose technology seemingly can't be located. Original chromebooks do not have location software. Newer chromebooks do have the location technology.</li> <li>○ Making sure school is prepared in the case there is a closure. Have a plan in place to get new technology to those scholars and get learning packets together within the next week. Working through plan to ensure all scholars have access to internet.</li> <li>○ Even though some of the teachers have been in quarantine, they have still been able to teach virtually.</li> <li>○ Planning and preparing for OEI evaluation on Dec. 3 and 4.</li> <li>○ State has not sent any communication in regard to testing. Still preparing as if testing will happen for ILEARN and IREAD. Probably won't have any information until right before testing.</li> <li>○ Still working on School Improvement Plan. During 1st year IAA rated as CSI (Comprehensive Support &amp; Improvement) school through Federal government and have to provide a plan to show how school will improve academically for scholars served. There were signs of significant growth in Spring 2019, but wasn't able to complete final testing before school was closed. Continuing with plan from last year, but refining it to ensure school is still on track with Academic goals.</li> </ul> </li> </ul>

<b>Committees</b>	<i>3.1 B. Evidence of committees with clear goals</i>	<ul style="list-style-type: none"> <li>● <b>Executive Committee</b> <ul style="list-style-type: none"> <li>○ Committee still working on letter to Mayor’s office asking for grace on standards given current circumstances.</li> <li>○ Pledge form is now complete. Board members should complete the commitment form. Once the form is complete, that becomes an asset so to speak. Forms and payment should be sent to IAA to the attention of April Hubbard.</li> </ul> </li> <li>● <b>Academic Committee</b> <ul style="list-style-type: none"> <li>○ Covered in Building Leader report</li> </ul> </li> </ul>
<b>Additional Notes</b>		<ul style="list-style-type: none"> <li>● <b>Showcases and Highlight</b></li> </ul>
<b>Chair’s Comments</b>		<ul style="list-style-type: none"> <li>● Discovered Board does have to meet every month, but will find out why and try to change frequency of meetings.</li> </ul>
<b>Public Comments</b>		
<b>Meeting Adjournment</b>		<p>5:58 p.m.</p> <p>Motion to Adjourn  1st Finnell, 2nd Morrision  Hutchins - I  Williams - I  Ramsey - I</p>