

**Board Meeting Minutes**

School		Ignite Achievement Academy	
<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> Angela Dabney Michael Williams Demetrees Hutchins Michael Williams</p>	<p><b>Absent:</b> Ramon Morrison Alicia Ramsey</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 Calasia Carrion, Director of Curriculum Instruction</p>	
<b>Members of the Public/Guests Present</b>			
<b>Date</b>		10-14-2020 via Zoom	
<b>Call to Order</b>		5:08 p.m.	
<b>Meeting Items</b>			

<b>Voting/Actions Taken</b>		<ul style="list-style-type: none"> <li>● <b>September Meeting Minutes</b> <ul style="list-style-type: none"> <li>○ 1st Finnell, 2nd Hutchins</li> <li>○ Hutchins - I</li> <li>○ Williams - I</li> <li>○ Finnell - I</li> <li>○ Dabney - 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>○ K-2 scholars who elected for in-person learning to come into the building started on October 5.</li> <li>○ On fall break now. Staff seem to be tired, but they are strong. Morale is up and good, especially for this time of the school year. Considering the changes that happen week to week due to the pandemic. Staff is doing well.</li> <li>○ Leadership has been teaching on the 80/20 principle as a team. Getting lean on priorities. Ensuring we are as efficient and effective as possible.</li> <li>○ Overall feel the school is in good shape. The pressure being felt is what builds character. Pleased where we are as a school.</li> <li>○ Our Executive Leadership Coach presented on performing under pressure and how to stay successful.</li> <li>○ Enrollment is at 408 and continuing to rise.</li> <li>○ IAA is working with HeartMath Institute which focuses on the heart and emotional intelligence and how energy affects overall health. Mr. Ely is now a certified HeartMath trainer. Conducting a training for new staff. It is important that all staff attend training. All of the IAA community staff and scholars are a part of the program. Board will also be invited to attend the next training. If scheduling is an issue additional dates will be offered for the Board.</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: 408</li> </ul> </li> </ul>
<b>Budget/Finance</b>		<ul style="list-style-type: none"> <li>● Checking balance is \$205,666.96 increase of \$50,821.14 since last meeting.</li> <li>● Money Market Acct. \$587,384.37 decrease of \$178,392 since September meeting.</li> <li>● Waiting on reimbursement of CSP grants. Should should increase in revenue to expenses</li> <li>● <b>General Ledger Approval</b> <ul style="list-style-type: none"> <li>○ 1st Williams, 2nd Finnell</li> <li>○ Hutchins - I</li> <li>○ Williams - I</li> <li>○ Finnell - I</li> <li>○ Dabney - I</li> </ul> </li> <li>● Ledger will be sent with agenda for review prior to each Board meeting</li> </ul>
<b>Chief of Staff</b>		<ul style="list-style-type: none"> <li>● <b>COVID - 19</b> <ul style="list-style-type: none"> <li>○ No positive cases in building to date.</li> <li>○ 7 employees at some point quarantined for 1-3 days until negative</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>○ results are received</li> <li>○ 12 scholars sent home for quarantine for symptoms</li> <li>○ Nurse Day reports daily on any scholars or staff who are sent home to quarantine due to symptoms or possible exposure</li> <li>○ School still has rigorous screening process</li> <li>○ Parent Guidance has been sent out again</li> <li>● <b>Food Pantry Initiative</b> <ul style="list-style-type: none"> <li>○ Still accepting donations</li> <li>○ Delivering to approximately 70 families; don't have the number of families that come to the school on Tues and Thurs to pick up food</li> <li>○ Will no longer be delivering to families who have scholars in the building. Food bags will be sent home with the scholars</li> </ul> </li> </ul>
<b>Building Leader</b>		<ul style="list-style-type: none"> <li>● <b>Elearning Update</b> <ul style="list-style-type: none"> <li>○ Based on beginning of year NWEA most scholars are 1 to 2 grade levels behind. Decided to move to a small group model approach. 3 small groups per day (reading, math, intense intervention)</li> <li>○ Intense intervention groups for all scholars for remainder of school year led by teachers and learning mentors</li> <li>○ Virtual scholars are able to participate as well</li> <li>○ Global genius group scholars will explore with science and social studies concepts</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>○ Going forward Exec. Committee will provide copy of Executive Meeting minutes to Board</li> <li>○ Board will draft letter to Mayors Office signed by all Board Members requesting that grace be given to IAA and other Charter schools regarding standards that schools are being held to but unable to control due to abnormal circumstances surrounding COVID-19</li> <li>○ Board would like to do something for IAA staff to show appreciation. Ramsey will email everyone with suggestions</li> </ul> </li> </ul>
<b>Additional Notes</b>		<ul style="list-style-type: none"> <li>● <b>Showcases and Highlight</b> <ul style="list-style-type: none"> <li>○ Enrollment Campaign Video <ul style="list-style-type: none"> <li>■ IAA taking control of the school's narrative</li> </ul> </li> <li>○ Thanksgiving Family Dinner <ul style="list-style-type: none"> <li>■ Leadership wants to continue tradition of providing Thanksgiving Dinner for families. Brainstorming ideas, Possibly deliver dinners or drive-thru operation</li> <li>■ Suggestion to tie efforts to pantry maybe add handwritten notes from staff, teachers hand out bags so that families can see them</li> <li>■ Ensuring safety is the largest issue</li> <li>■ Other suggestions include holding event outdoors with other festivities, utilizing food truck for those families who don't have means to prepare meeting. Email any additional suggestions</li> </ul> </li> </ul> </li> </ul>

<b>Chair's Comments</b>		<ul style="list-style-type: none"> <li>• The Board will be moving to fewer Board meetings will follow-up once recommendations are made by the team</li> <li>• As Board members, please make your tax deductible pledge to the school if you have not already</li> </ul>
<b>Public Comments</b>		
<b>Meeting Adjournment</b>		6:13 p.m. 1st Finnell, 2nd Williams Hutchins - I Williams - I Finnell - I Dabney - I