

The Ivy School-Regular Board Meeting Minutes

5420 N Interstate Ave.

Monday January 22, 2024

Regular meeting 5:00-6:00pm

Phone: [+1 956-413-7322](tel:+19564137322) PIN: 957447635 Virtual: meet.google.com/dxy-fvtc-ddo

Board members present: Tom Bull, Eric McNair Scott, Margie Sollinger, Jim Livermore (Chair), Paul Clerc

Board members absent:

Admin: Nikki Mitchell, Amy Stuhr, Jenea Dennis

Other: Mark Russell, Sam Nagmay, Mark Russell, Dave Coffman, Jessica Yoder, Amanda Rhoads, Jenka S, Jessie Fox, Julia Murray, Kate Pattison

Meeting Facilitator: Jim Livermore

Meeting called to order 5:02

November 2023 Minutes

- Move to approve November minutes- Tom Bull
- Second to approve- Margie Sollinger
- All in favor – Meeting notes approved

Leadership Report

- Weather related closure
 - Five snow days to meet instructional minutes.
 - ODE proposed that they pursuing a temporary rule to gain an additional 14 hours of instructional time. Vote on February 14th. Will know at next board meeting.
 - Students returned well. A lot of students out sick.
- Students for next school year
 - Application window opens January 25- pre-K -8
 - We will most likely start first week in February for tours for families.
- ED focus for the month
 - Observations in classroom daily 45-60 minutes observation
 - meeting with teachers to provide feedback on instruction.
- Snack and Lunch program
 - Going well. Students are enjoying the food, and enjoy the lunch smells.
 - First audit coming up next weekend and we are prepared. Report out next meeting.
 - Snack program also going well. Thank you PTA. Anytime a student comes to the kitchen, the student can get a snack.

Treasurer Report- Paul Clerc and Dave Coffman

- Treasurer's Report- December and 2023
- Paul presented detailed year to date and December finances
- At the end of Dec \$867,000 available for operations. Up from where we expected to be
- Over next twelve months we should be able to have 2-4 month cash reserves.
- Summary- Ivy is on solid financial ground.

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2022-2023 Audit- Jessica Yoder- McDonald Jacobs (local accounting firm)

- Highlights
 - Ivy received a clean and unmodified opinion in our audit
 - GASB
 - Ivy is required to do special audit- required to estimate future liability related to teacher pension – under GASB pronouncements
 - Significant piece on retirement amounts- contribution rates. Additional 26-23 percent on every dollar that Ivy is paying for teachers.
 - GASB 68 and 71- impact of adjustments are significant
 - Every employee under the pension has an estimate of what they will earn for future pension
 - If the employee leaves or school moves, the liability moves with the employee
 - The audit shows the piece of the asset and liability related to employee retirement plan
 - GASB financial to prior year- Revenue and expenses up 125K and 104K respectively
 - Ivy continues to have a positive change in net position, even with a GASB financial. Ivy continues to spend less then it brings in
 - Management discussion and analysis
 - an excellent synopsis of the year to year changes as an organization
 - Changes in basic financial statement
 - Balance Sheet- June 30 2023. Statement includes the GASB as is pension liability
 - Overall- comparing last year to 2023, assets are down overall 56K
 - Cash is up slightly
 - Receivables are down
 - Capital assets decreased this year- 2022 had additions in 2022 and 2023 less additions- depreciation
 - Liabilities are down- related to payments on the property
 - No restricted net assets- this is beneficial
 - Governmental Fund
 - Required statement. Revenue and expenditures- 12 month activity- everything current
 - Net position of Ivy
 - 1M + pension liability
 - Looking at Ivy's net position with GASB included = a deficit position
 - Ivy added financial statements to get a better picture of what Ivy has when we take away the GASB liability
 - The supplemental schedules that take out the GASB are more helpful to clarify net position

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- Supplemental schedules put Ivy in a surplus in our net position
- o Independent OR state regulation requirements- audit made sure that Ivy was compliant.
 - No issues to report. Again a clean report.
- o Question- Evaluation of the building.
 - Financial statement values the building at historical cost (versus market)
 - Long term debt- Auditor recommends to pay attention to any cash commitments for the next 5 years plus

New Auditor Firm- Dave Coffman

- We have been keeping things in from an audit perspective. Good systems and good support from administration and the board.
- Jessica's business is getting out of charter school audits.
- Reached out to firms to continue auditing.
- Found an auditor based out of Salem who works with charters schools to move forward for next year.
- Good references.
- Acuity – the name of the firm

Higher Interest Checking Account- Paul

- Umpqua Business Main Street Money Market Special
- 4.8 % interest
- For example:allocating 200K based on having 600K cash available would deliver \$9600 interest
- The 200K would be liquid.
- Board will need to assign the authorized signer for the account. Recommend to authorize the same signers as the operational account is the suggestion. Nikki, Paul, and Amy.

Move to allocate funds to the Main Street Money Market and authorize the same signers as the operational account (Nikki Mitchell, Paul Clerc, and Amy Stuhr) – Tom Bull

Second- Eric McNair Scott

All in favor- Passed

PTA- Sam

- Ice skating
 - o Snow threw some curve balls. Ice skating party was cancelled due to weather and school cancellation.
 - o Sam to work with admin and ice skating rink to reschedule.
- Read and Write-athon is coming up in March
- Good feedback on the PTA Newsletter
 - o People like the all-in-one email with dates and future dates
 - o First week of the month cadence for the newsletter

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- Movie night coming up- February 9th
- Potluck coming up

Old Business

Tuition Reimbursement

- Margie has researched and talked with Nikki
- Goal to come to February board meeting with a draft board policy and accompanying resolution to authorize Ivy admin to have an educational assistance fund. Authorize to budget for assisting employees on education expense
- Through 2025, Federal government is allowing employers to use this program to also pay off student loans. This might be a critical piece for recruitment and retention- depending on budget. Our goal is to include this option.
- Board's role will be to authorize admin to come up with a written plan- including who are eligible employees and any other criteria that admin, in their discretion, wants to include i.e. what kind of educational programs, how much per employee, if we want employees to stay for a certain amount of time after receiving etc.
- Nikki- Amy and Nikki will work on a statement for the staff handbook that outlines this once authorization from the board.
- Landscape analysis- are there other charters that offer this?
 - Nikki has researched charter schools and have not found this benefit in other schools.
 - Is this program valuable and we are unique as a school that offers this?
 - Nikki- coming from a public school background- it is an incentive for families and teachers to take advantage of and pursue the time to pursue Montessori education certification
 - At Ivy- we have staff members who have said they are interested in training and asked for support
 - Nikki- will appreciate being able to offer this to teachers who are a great fit.

Tom- Recruitment for Board

- We have 5 meetings left after this meeting
- There are 2 people who have asked for more information on joining the board
- Work to grow the pool or prospects
- Goal to have a vote by May to bring on new board members
- Goal to have alignment with admin including interviews with Nikki and the staff.
- Tom to continue raising this at every board meeting.

New Apartment building to the North

- Aim to discuss with owners how they might support Ivy as immediate community neighbors to the south.
 - Relationship with owners? Relationship to the foreman is good

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- o Last year- Amy and the middle school partnered with forman to do an in-service.
 - o Foreman could introduce us to the owners. Nikki to follow up with foreman.
- Buildings will have tenants and retail on the bottom floor.
 - o Parking will continue to be an issue
 - o We have three buildings going up in the area.
 - o Workers in the area are using the parking spaces
 - o 154 unit complex with three commercial spaces.
 - o Parking options for Ivy?
 - Amanda- No zoning help available.
 - Portland Bureau of Transportation may be an option.
 - o Permit parking may be a tool.
 - o Handicapped parking options. PBOT and the right of way.

New Business

- No new business

Public Comments

- Education and community awareness on Palestinian Crisis needed. 108 days of a lot of death. Every day that passes feels more urgent. Parent of a student at Ivy school. Wants to talk about my daughter feeling supported. She is the only Palestinian at Ivy. There was a teach-in and it was cancelled. What is happening is very hard. Hoping the school can support.
- Nikki- There will be an event for upper elementary and middle school students. It will be rescheduled.
- Amanda- Ivy school community page for parents is a place to connect to community.

Move to Adjourn- Eric McNair

Seconded- Tom Bull

All in favor – motion carries

Meeting adjourns 6:06