

Ivy Hawn Special Board Meeting  
March 28<sup>th</sup>, 2019  
**MINUTES**

**ATTENDEES:**

Kelly Conway, April Atkinson, Michelle Chin, Greg Ruffin, Desiree Drager, Annette Martinson, Angelo Patane, Rob Ruffin

Meeting was called to order at 6:10 pm by Michelle Chin

**Public Comment**

None

**Presentation by Ed Futures**

Mr. Ruffin began the Ed Futures presentation by stating that he has been working with Ivy Hawn since 2008 and his goal was to move forward with the school and continue this partnership. He addressed the enrollment growth that the school has experienced since its opening and how Ed Futures helped move from leasing the building to owning the building. Mr. Ruffin also presented the per student fee that other local management companies are charging for schools in similar size and services. He went into detail regarding the services that Ed Futures has provided to the school over the course of the partnership. With the addition of the bond, there have been additional compliance pieces that now have to be implemented that Ed Futures has taken on. Mr. Ruffin then proposed a financial adjustment of a lower management company fee. He would include 8 out of the 9 services currently provided.

Board discussion occurred. The board decided to put together a counter proposal of a management fee of \$250,000. They ask that we go with selected services (eliminating the launch and academic services). Board discussed providing written guidelines to the management company to help make processes more streamlined.

The board thanked Mr. Ruffin for the effort of his presentation and expressed a desire to streamline things even further. Ed Futures is going to work on their figures using the draft budget that is being worked on. The board would like the school to have a financial cushion and sees the reduced management company fees as one way to achieve this.

**Supervisor of Campus Maintenance**

A list of responsibilities and qualifications for the full-time maintenance position was distributed. Ms. Martinson expressed the importance of the maintenance person being here full time. The board agreed that they should advertise and interview candidates for this position using the document of responsibilities that was distributed.

**Motion to Adjourn:** Michelle Chin at 8:02pm