

**Arrow Academy of Excellence**  
**November 2021 Board of Directors Meeting**

**Agenda**

**Date: November 9, 2021                      Time: 6:00 pm**

**This will be an In-Person for those who simply cannot attend**

**In person the number to call in is below:**

**Location: 645 Semmes St, Memphis, TN 38114**

**Meeting number: 518-530-1840,**

**Id# - 687-614-777**

**Call to Order – Barbara Conway – Board Chair**

**Old Business:**

**Review minutes from September and October board meeting**

**New Business**

- **Financial Reporting for period ending October 31, 2021- Director Webber/Beverly A.**
- **Update on Annual Audit – Beverly Anderson, bookkeeper**
- **Principal’s report: Update – Dr. Bridget Lee (due to Parent-Teacher meeting will not be attending)**

**Next meeting date: December 9, 2021**

**Meeting Agenda: Call in number – 518-530-1840**  
**Meeting ID: 687-614-777**

**“Since August 2017 to date we have received over \$550,000.00 in Grants and other Funds”**

**Vision**

**“We envision Arrow Academy as a microcosm of an ideal city, where imagination, creativity, empathy, self-direction and collaboration thrive among our students.”**

### **Missions**

#### **Arrow Academy of Excellence**

**provides a nurturing learning environment where academic and personal excellence promote the development of literacy, numeracy, and social skills that help build a foundation for a successful future**

# Charter School Board Meeting Minutes

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## Arrow Academy of Excellence School Board Meeting Minutes Recorded - November 9th, 2021

Barbara Conway at 6:07 p.m., called the meeting to order.

### MISSION STATEMENT

**Vision:**

We envision Arrow Academy as a microcosm of an ideal city, where imagination, creativity, empathy, self-direction, and collaboration thrive among our students.

**Mission:**

ARROW ACADEMY OF EXCELLENCE CHARTER SCHOOL provides a nurturing learning environment where academic and personal excellence promote the development of literacy, numeracy, and social skills that help build a foundation for a successful future.

(Mission should always be stated to ensure the focus of any meeting is pertaining to our overall mission and that we know and understand our mission)

### MEETING PARTICIPANTS

MEMBERS	ATTENDANCE
Barbara Conway	Present
Dr. Derek Henson	Absent
Chris Cherry	Absent
Miles Thomas	Absent
Preston King	Present (via TEAMS)
Loretta Webber	Present (via TEAMS)
Dr. Bridget Lee	Absent
Brenda Youngblood	Absent
LaJoyce Harris	Absent

Keidra Duncan	Absent
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**MINUTES APPROVAL**

September and October minutes were reviewed, however due to a lack of a quorum, a proper motion was unable to be made.

**Board Notes**

**Voting Items:**

**Board Topics to address: Old**

**Business Closed Items:**

- Review meeting minutes for September and October 2021 board minutes

**New Business- Open Items**

- Financial Reporting for period ending October 31st, 2021
  - Discussion new income due to incoming Grants
  - Financials were reviewed, however due to a lack of a quorum, a proper motion was unable to be made
- Update on annual audit - Beverly Anderson, bookkeeper
- Principal’s Report: Update - Dr. Bridget Lee

**Budget Discussions**

- No Budget Discussions were held during this meeting

**Principal’s Report (for Detail See Report)**

**A. School Enrollment (100) / Projected (107)**

Grade	Number of Students
KK	10
1 <sup>st</sup>	19
2 <sup>nd</sup>	19
3 <sup>rd</sup>	18
4 <sup>th</sup>	18
5 <sup>th</sup>	16

**B. School Operations**

- a. Charter School Annual Report and the Operation Score Card has been submitted and we should receive our scores by November 19<sup>th</sup>.
- b. Poplar Health Care – has continued its visits for COVID testing for students & staff. The number of students and staff tested has increased for each visit.
- c. We are still in the process of hiring a school nurse and two teacher assistants.
- d. The Arrow Academy of Excellence website has been updated.

**C. Facilities Update**

- a. We are in the process of getting cost estimates for the water cooler purchase and install. (Next Generation Water Bottle Refilling Stations).
- b. Dr. Lofton has located a kitchen cabinet/sink for the teacher’s lounge upstairs from Withers Collection for \$300.00 She is also looking for furniture and other items to complete the teacher’s lounge.
- c. Priority for facilities update – water fountains, teacher’s lounge, kitchen updated, playground equipment, secured fence for backyard, awning for the front of the building, signage on the right side of the building, windows.
- d. I would like to have the water fountains, teacher’s lounge and the kitchen updated during our holiday break.
- e. Playground equipment, secured fence for the backyard, awning for the front of the building, and signage on the right side of the building, windows.

**D. Calendar**

- a. October was Breast Cancer Awareness Month – students collected \$87.00, and the school matched their donation with \$88.00 for a total of \$175.00 to be donated to the National Breast Cancer Foundation, Inc.
- b. Veteran’s Day November 9<sup>th</sup> - (School’s Out)
- c. Thanksgiving Break – November – 20<sup>th</sup> - 28<sup>th</sup> (School’s Out)
- d. Christmas Break – December 18<sup>th</sup> - January 3<sup>rd</sup> (School’s Out)

**E. Other**

- a. Bank signatures and credit card has been secured for First Horizon – I would like to thank Mrs. Conway and Mrs. Webber for their help in getting this matter complete.
- b. Security – I have not heard from the security company.
- c. Emails for all Board Members – GoDaddy charges about \$75/yr. for each email.

**Next Meeting**

**Date:** December 9th, 2021, 6:00 pm Arrow Academy of Excellence Charter School

There being no further business to be transacted, and upon motion duly made by Preston King, seconded by Loretta Webber, the meeting was adjourned at 7:12 p.m