

Arrow Academy of Excellence
September 2022 Executive Meeting

Agenda

Date: September 15, 2022

Time: 6:00 p.m.

In-Person Meeting

Location: 645 Semmes St, Memphis, TN 38114

Call to Order – Barbara Conway – Board Chair

Review and approve of the following items:

- **September board meeting minutes**

New Business:

- **Introduction of nominee for Board member- Preston King (Education/Bylaw Committee- Rogenia Finnie, nominee**
- **Review of Financials- Bookkeeper – Treasurer Review (Finance Committee)**
- **Update on Audit reports for 2022 Audit- KAM**
- **Report by school Leadership – Dr. Bridgett Lee**
- **Report by Fund raising committee – Barbara Conway**

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

Arrow Academy of Excellence School Board Meeting Minutes Recorded - September 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 (via phone)
Dr. Derek Henson	Present (via phone)
Chris Cherry	Present (via phone)
Miles Thomas	Present (via phone)
Preston King	Present (via phone)
Loretta Webber	Absent
Dr. Bridget Lee	Present (via phone)
Brenda Youngblood	Absent
LaJoyce Harris	Present (via phone)

Keidra Duncan	Present (via phone)
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MINUTES APPROVAL

August minutes were reviewed, motion was made by Dr. Henson to accept the minutes, Preston King seconded, motion passed.

Board Notes

Voting Items:

Board Topics to address: Old

Business Closed Items:

- Review meeting minutes for August 2021 board minutes

New Business- Open Items

- Financial Reporting for period ending August 31st, 2021
 - Discussion of Reimbursement through Sro Grant
 - Discussion new income due to incoming Grants
 - Preston King moved to accept August Financials, LaJoyce Harris seconded, motion passed
- Education Committee– Preston King, Director contract agreement review
- Principal’s Report: Update - Dr. Bridget Lee
 - Discussion of 1st and 5th Grade Remote Learning
 - Discussion of Updated Covid Protocols
 - LaJoyce Harris moved to accept the Principal's Report, Dr. Henson seconded, motion passed

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 st	19
2 nd	19
3 rd	18

4 th	18
5 th	16

B. Staff Update

- a. Principal---Dr. Bridget Chambers Lee
 - b. General Secretary- Jamaica Pryor
 - c. Curriculum Coordinator- Undria Cage
 - d. School Counselor- Terrica Hamlett (new)
 - e. Kindergarten- Jeanne Roth
 - f. **1st grade- Artressia McCracken (new)**
 - g. 2nd grade- Mary White (new)
 - h. 3rd grade- Rikki Harris
 - i. 4th grade- Tia Barnes (new)
 - j. 5th grade- Rochelle Young
 - k. On-site maintenance- Derrick Avant
 - l. Teacher Assistant – Lakeisha Williamson
 - m. Teacher Assistant – Tiffany Buchanan (new)
 - n. **After Care – Sylvia Hamilton (new)**
 - o. ESL Part-time Teacher
- One full time teacher assistant – Mr. Ravion Glasper (waiting for on boarding)
 - AAE Charter Contract – has been updated and sent to Shelby County Schools and the State of Tennessee – Thank you to Mrs. Conway and Dr. Henson for their support in this matter.
 - **We have 2 classes out (1st & 5th) grades that have transitioned to remote learning due to COVID – 19 exposure. Return Date – Monday - September 20th**
 - Our 4th grade class returned on August 31st
 - Our Annual School Improvement Plan (SIP) was turned in on Sept. 1
 - Charter School Visit was a huge Success!! (Kudos to our 2nd & 3rd grade teachers & students)
 - Benchmark Testing will begin September 13 - 30
 - Poplar Health Care - 2nd visit – COVID - 19 testing for students & staff

C. Facilities Update

- a. Technology Lab – is up and running
- b. Network Hardware Installation – Still waiting on them to put in the fiber optic tower

D. Calendar

- a. Virtual Meet the Teacher Night/Annual Title 1 Meeting – August 31st
- b. Virtual Parent Teacher Conferences – September 9th (4 – 7 pm)

E. Other

- a. One of our parents passed from COVID – 19 – funeral services will be held 12:00 pm Saturday September 11, 2021 in Olive Branch, MS
- b. Our 2nd grade teacher, Mrs. White, will have funeral services for her brother on Saturday September 11, 2021

Meeting Organizer: Chair-Barbara Conway

Meeting Location: Arrow Academy of
Excellence **School District:** Shelby County

School #: 901-207-1891

- c. **Big Thank You to Ms. LaJoyce Harris** for picking up the smart boards and monitors
- d. Need to work with Ms. Webber in getting the banking financials in order

Next Meeting

Date: October 14th, 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 LaJoyce Harris, the meeting was adjourned at 7:12 p.m