# **Arrow Academy of Excellence**

# **February 2023 Executive Meeting**

Agenda

Date February 9, 2023 Time: 6:00 p.m.

IN PERSON Meeting – Please make every effort to be ON-Time. Thank you.

Location: 645 Semmes St, Memphis, TN 38114

Call to Order - Barbara Conway - Board Chair

# Approval items:

• January board meeting minutes

#### **New Business:**

- Review of Financials- Bookkeeper Treasurer Review (Finance Committee)
- Principal Report (Discussion of need HVAC repairs for first floor)
- Discussion to set date for 2023 Board Retreat
- Discussion of school marketing Board Chair

#### **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

Meeting Organizer: Chair-Barbara Conway Meeting Location: Arrow Academy of Excellence School District: Shelby County

School #: 901-207-1891

# Charter School Board Meeting Minutes

# Arrow Academy of Excellence School Board Meeting Minutes Recorded - Feb. 9th, 2023

Barbara Conway at 6:19 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	Present
Preston King	Absent
Loretta Webber	Present
Dr. Bridget Lee	Present
LaJoyce Harris	Present
Keidra Duncan	Absent

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Rogenia Finnie	Present
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#### MINUTES APPROVAL

January minutes were reviewed with no corrections, Finnie made motion, Harris seconded, motion passed.

#### **Board Notes**

Voting Items:

Board Topics to address: Old Business Closed Items:

Review meeting minutes for January 2023 board minutes

#### **New Business- Open Items**

- Review of Financials- Bookkeeper Treasurer Review (Finance Committee)
  - Discussion of BEP Funds for Feburary
  - Discussion of AP Report
  - Discussion of PNL Report
  - Board Approval of Financials will take place at the March Meeting
- Principal Report
  - Discussion of Health Fairs/School Choice Fair
  - Discussion of Hot Water System Busting

# **Budget Discussions**

Financial Reports for January 2023

# **Principal's Report (for Detail See Report)**

# A. School Enrollment (96) / Projected (107)

Grade	Number of Students
KK	15
1 <sup>st</sup>	16
2 <sup>nd</sup>	15
3 <sup>rd</sup>	20
4 <sup>th</sup>	14

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5<sup>th</sup> 16

# **B.** School Operations

- a. Review of our MAP Data from January testing.
- b. The TAG grant has been approved by the SCS District and we are waiting approval by the state.
- c. School Choice Fair has been postponed to this Saturday, February 11<sup>th</sup> at the Hickory Ridge Town Center from 11:00 AM 2:00 PM.
- d. Parent Teacher Conferences are February  $16^{th}$  from 4:00 PM -7:00 PM and we will have our first of four Health Fairs on that evening.
- e. After school tutoring will begin for 3<sup>rd</sup> 5<sup>th</sup> grade February 20<sup>th</sup> April 14<sup>th</sup> (7 weeks).

# C. Facilities Update

We will reallocate some of our ESSER 2 & 3 funds for facilities and maintenance, as well as look for other grants and opportunities for funding to complete the projects below.

New security system/cameras/ Siemens came out to inspect our security concerns

we are waiting on quotes from them.

Secured fence for our backyard

Kitchen repairs

Backyard repairs

Playground equipment

Signage on the right side of the building

Windows

Our boiler has gone out and hot water tank needs to be replaced. There is no heat in the K-2 classrooms and office area.

Dr. Dee has submitted the grants that she is working on for this month. She will continue to report her findings each month.

#### D. Calendar

a. February 11<sup>th</sup> School Choice Fair/Hickory Ridge Towne Center

b. February 14<sup>th</sup> Valentine Parties

Confidential

Meeting Organizer: Chair-Barbara Conway Meeting Location: Arrow Academy of Excellence School District: Shelby County

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c. February 16<sup>th</sup> Parent Teacher Conferences/Health Fair d. February 27<sup>th</sup> – March 3<sup>rd</sup> Read Across America

e. February 28<sup>th</sup> ELA Curriculum Night

After reviewing our data from this last MAP Report will have a lot of work to do. We have hired a Math Coach to help with professional development with our teachers and will be coaching teachers on how to help our students improve in math. Our after school tutoring program will begin February 20<sup>th</sup> – April 14<sup>th</sup> for 7 weeks leading into TCAP. The funds for these programs will be provided from the Turn Around Grant (TAG) which we received because we are on the Priority List. We are working hard to be removed from this list this year.

We need funds to help with items in our reimbursable ESSER 2 & 3 grants. We have money available on paper, however we need to figure out a way to get the needed funds so that we can spend the money.

We also have an unexpected expense with the boiler going out and hot water tank needing to be replaced. A plan needs to be developed on how we can get these items repaired/replaced.

If you are available to read for our students during the Read Across America Week, please let me know. (February 27<sup>th</sup> – March 3<sup>rd</sup>)

The School Choice Fair is happening this Saturday from 11:00 AM - 2:00 PM and we would love to have your support in coming out in your Arrow attire to help support our school.

If you or if you know of any business that would like to come and talk to our students about their careers, please send their information ASAP. Our school Career Day is Friday March 10<sup>th</sup>

#### **Next Meeting**

Date: March, 9th, 2023

There being no further business to be transacted, and upon motion duly made by Barbara Conway, seconded by Dr. Henson, the meeting was adjourned at 7:08 p.m