

**Arrow Academy of Excellence
March 2023 Executive Meeting**

Agenda

Date March 9, 2023

Time: 6:00 p.m.

IN PERSON Meeting – Please make every effort to be ON-Time. Thank you. A link is being sent for those who cannot attend in person.

Location: 645 Semmes St, Memphis, TN 38114

Call to Order – Barbara Conway – Board Chair

Approval items:

- February 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

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 - Mar. 9th, 2023

Barbara Conway at 5:53 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	Present
Chris Cherry	Present
Miles Thomas	Absent
Preston King	Absent
Loretta Webber	Absent
Dr. Bridget Lee	Present
LaJoyce Harris	Absent
Keidra Duncan	Absent

Rogenia Finnie	Absent
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MINUTES APPROVAL

February minutes were reviewed with no corrections, no motion was passed due to lack of a quorum.

Board Notes

Voting Items:

Board Topics to address: Old

Business Closed Items:

- Review meeting minutes for February 2023 board minutes

New Business- Open Items

- Review of Financials- Bookkeeper – Treasurer Review (Finance Committee)
 - Discussion of financials
 - Board Approval of Financials will take place at the March Meeting, no approval due to lack of quorum
- Principal Report
 - Discussion of new board nominee and other information being presented

Budget Discussions

- Financial Reports for February 2023

Principal's Report (for Detail See Report)

A. School Enrollment (93) / Projected (105)

Grade	Number of Students
KK	14
1 st	15
2 nd	16
3 rd	19
4 th	13
5 th	16

B. School Operations

- a. We are still waiting approval of the TAG grant by the state and the facilities grant.
- b. The TDOE School Nutrition audit was successful on March 1st according to our auditor. We are waiting on the final results from the state.
- c. After school tutoring began February 20th for 3rd – 5th grade students and will continue for 7 weeks.
- d. I would like to thank Mrs. Finnie for reading to our Kindergarten and first-grade class for Read Across America Week. We also had college students from Christian Brothers University to read. The students had an awesome time!
- e.
- f. Our professional development with Raven Hawes, our math consultant is doing an awesome job with our teachers. She has worked with our teachers and has given positive feedback from what she has seen. Our PD was cut short last Friday due to the power outage and will resume after Spring Break.
- g. I will attend the National Charter School Conference in San Antonio, TX June 18th – 21st. This conference brings in some of the top educators, advocates and leaders from around the world to share their best practices and lead conversations that will challenge your thinking. I would also like to see how other charters are funding their schools and to learn as much as I can about the charter world.

C. Facilities Update

All ESSER 2 budgeted funds must be spent, and forms completed by April 14th. Any quotes, contracts agreements, or PO's must be processed by this date. We have about \$200,000.00 to spend or this money will be returned to the state.

We are continuing to have a problem with the roof, and we are not able to get in touch with Phoenix Roofing Company. We are in touch with Mr. Dewayne Jones to see if he can repair this problem.

ESSER 3 Funds and the Facilities Grant will cover these items.

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 the hot water tank needs to be replaced. There is no heat in the K – 2 classrooms and office area.

We have gotten 3 quotes for the boiler and hot water tank.

Memphis Air Conditioning and Heating Co. - \$5,720.00 for the boiler only
Gipson Mechanical Contractors - \$83,161.00
Choate's Commercial HVAC Plumbing and Refrigeration - \$95,062.32

If we receive the Facilities Grant, we can use some of the funds to cover the HVAC from the grant. We are also waiting on a call from our School Board representative to see if she will be able to assist with funding.

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. March 13 th – 17 th | Spring Break (No School) |
| b. March 10 th | 3 rd Nine Weeks End/Career Day |
| c. March 29 th | Report Cards Issued/Parent Portal opens after 3:00pm |
| d. March 28 th | Honors Program |
| e. April 17 th – May 2 nd | TCAP |

Funds that are available in the ESSER 2 budget will expire on April 14th and we need help in finding money so that we do not have to return those funds back to the state.

TCAP is April 17th - May 2nd we may need proctors to help in classrooms. I will let you know more details closer to the date.

Students and teachers are working hard to be remove from the priority list. We are confident that we will be remove from the list. We will have 20 days once we return from Spring Break before the test.

Next Meeting

Meeting Organizer: Chair-Barbara Conway

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

School #: 901-207-1891

Date: April 13th, 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 7:19 p.m