

Arrow Academy of Excellence
July 2020 Board of Directors Meeting
Agenda

Date: July 09, 2020

Time: 6:00 pm

Location: 645 Semmes St, Memphis, TN 38114 (Net Meeting Teleconference)

Meeting Agenda:

Call to Order – Barbara Conway – Board Chair

Old Business:

Review meeting minutes from June Board meeting

Review Principal contract for approval

New Business

- **Financial Reporting for period June 1st thru June 30th**
- **Principal's Report**
- **Update on Action Items for Covid-19 preparation for Fall opening**

Next meeting date: August 14, 2020

“Since August 2017 to date we have received over \$330,000.00 in Grants and Capital Funds”

The Board Goal: is to acquire \$500,000.00 in Grant funds for capital improvements and school growth to add classes 4 and 5 to maintain and increase student enrollment.

Vision

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

Charter School Board Meeting Minutes

Arrow Academy of Excellence School Board Meeting Minutes Recorded - July 9th, 2020

Barbara Conway at 6:08 p.m., called the meeting to order.

MISSION STATEMENT

Vision:

At ARROW ACADEMY OF EXCELLENCE CHARTER SCHOOL, we prepare, develop, and launch (K-3) learners on a trajectory for college and career readiness, to compete globally and contribute locally. 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	Present (via phone)
Dr. Andrea Mayfield	Present (via phone)

Brenda Youngblood	Absent
LaJoyce Harris	Present (via phone)

MINUTES APPROVAL

Loretta Webber made a motion for approval of June minutes (with changes), Preston King seconded the motion and minutes were approved.

Board Notes

Voting Items:

Board Topics to address: Old

Business Closed Items:

- Review meeting minutes for June board minutes
- Review Principal contract for approval
 - Correction of Position change for Dr. Mayfield
 - Dr. Henson moved to accept contract for 2020-2021 with corrections with roles and duties to be attached amendments
 - Preston King seconded, motion was passed and approved

New Business- Open Items

- Financial Reporting for period June 1st thru June 30th
 - Approved for SBA small business loan & Payroll Protection
 - Discussion of avoiding fundraising with gatherings
 - Discussion of showing loan on income and liability
 - Loretta Moved to accept financials for the month of June as printed, Dr. Henson seconded, motion passed
- Principal's Report
 - Survey of Parents
 - Discussion of possible alternative days
 - Plan completely up to school
 - Discussion of 1st Day of School Change
 - Discussion on fundraising, smaller amounts, different social networks and more
 - Preston King motioned to approve report, seconded by Dr. Henson, motion accepted
- Update on Action Items for Covid-19 preparation for Fall Opening

Budget Discussions

- No Budget Discussions were held during this meeting

Principal's Report (for Detail See Report)

- A. School Reopening Planning

- a. Continuous Learning Plan (CLP) is due July 24. The Plan addresses the following:
 - i. Communication
 - ii. Monitoring and implementation
 - iii. Access to instructional materials and technology (“Access to” 6.5 hours of instructional time for grades 1-12 and 4 hours for K)
 - iv. Attendance procedures
 - v. Educator and staff training
 - vi. Standards-based instruction
 - vii. Support for all students, including special populations and at-risk students
 - b. The reopening/CLP team has been meeting weekly to develop this plan. Members are:
 - i. Dr. Mayfield, Principal
 - ii. Jamaica Pryor, Secretary
 - iii. Undria Cage, Curriculum Coordinator
 - iv. April Hibler, Counselor
 - v. Jeanne Roth, Kindergarten Teacher
 - vi. Marissa Clark, 1st grade teacher
 - vii. Rikki Harris, 2nd grade teacher
 - viii. Keidra Duncan, Parent
 - ix. Beverly Anderson, Finance Advisor
 - c. Team has suggested:
 - i. Virtual for the first 9 wks
 - ii. Hybrid model of instruction the 2nd 9 wks (alternate days of instruction)
- B. PPE
- i. We have received 100 student face masks from Dayja Vu
 - ii. TDOE will provide 1 thermometer per 30/40 students
 - iii. TN Emergency Management (TEMA) will be providing masks to all staff members at all schools for 2 months (will be reevaluated after that)
 1. Cloth- 4 per month
 2. Resuable-40 per month
 - iv. Awaiting estimate for plexiglass/acrylic for front office and possible student tables in classroom
- C. Work to complete requirements for occupancy on the second floor is in progress
- D. Application for new parent representative for the 2020-22 school year-Keidra Duncan

Next Meeting

Date: August 13th, 2020, 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 and approved by Dr. Derek Henson, the meeting was adjourned at 7:20 p.m