

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 - September 10, 2019

Presiding Chair

Barbara Conway at 5:30 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:

- End Illiteracy
- End Innumeracy

(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-Chair	Present
Derek Henson-Vice Chair -	Present
Chris Cherry- Fundraiser Chair	Absent
LaJoyce Harris-Secretary	Present
Preston King- Education Chair	Present
Loretta Webber- Treasurer	Present
Dr. Andrea Mayfield- Principal	Present
Visiting Parent	NA
Board Administrative	Marilyn Johnson

Minutes Approval

Loretta Webber made a motion to approve the minutes, Dr. Mayfield second the motion to accept the approval of the August 2019 minutes with the final edits.

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Board Notes

Voting Items:



Board Topics to address:

Old Business Closed Items:

- Review and approve August 2019 board minutes.
- Dir. Preston King gave the final review and approval of the Principal's PAF from SCS Team professional
- Barbara Conway – Chairman made a motion, LaJoyce Harris second the motion to recommend that Dr. Mayfield receive a salary increase of 3% and 2% Bonus of current salary - one-time payment. This is based on Dr. Mayfield's current contract and will be effective as of July 16, 2019.

New Business

New Business- Open Items

- Review of monthly financials and Bookkeeper's report by board Treasurer
- Principal's monthly report
- Loretta Webber met with the new auditors to discuss the Charter school structure.
- Barbara Conway – Chair, attended the requested meeting for Governing Board Chairs by the SCS Office of Charter Schools on last week.
- Annual Charter School Report has new guidelines and is due on October 1.
- Barbara Conway asked about additional guidance from SCS regarding the water lead testing.
- Barbara Conway will seek grant opportunities from First Tennessee Bank to help purchase I-Pads for students.

Budget Discussions

- ✓ Monthly Financials and Bookkeeper's report were reviewed.
- ✓ Additional maintenance costs were reviewed and discussed: Roof repairs, Redeemer's Group proposal, additional technology, Lead Water Testing,

Principal's Report (for Detail see report)

Discussions:

- **Student Enrollment**
 - a. Kindergarten 18
 - b. 1st grade 19
 - c. 2nd grade 19

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d. 3 rd grade	18
e. 4 th grade	16
f. Total	90

- **School Operations**
 - a. 1st Title 1 Parent Meeting was held this morning.
 - b. The room were full of Parent's and Dr. Mayfield present AAE website.
 - c. Mrs. Dwan Smith has agreed to be the PTO President.
 - d. Mrs. Tanya Rhyan has agreed to serve as the Parent representative on the school. Dr. Mayfield will submit her application.
 - e. PTO – Parent's and Teacher's Conference on next week.
 - f. See printable OSC for 18-19.

- **Facilities and Maintenance**
 - a. 3rd and 4th grade classes are being held in the cafeteria until maintenance issues are completed.
 - b. SCS is requiring every school to conduct a Lead Testing of water. The report is due to the district by October 1st.
 - c. Annual Charter School Report is due on October 1st.
 - d. United Ways – Donate monies to AAE.
 - e. AAE is set up to receive monies from Target. The board members will research more on this information.
 - f. Kroger – Board Members will research this information to see it AAE can receive funds.

Next Meeting

Date: October 10, 2019, 5:30 pm Arrow Academy of Excellence Charter School

Adjournment

There being no further business to be transacted, and upon motion duly made by Dr. Derek Henson, seconded and approved by LaJoyce Harris, the meeting was adjourned at 6:50 p.m.