

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 - October 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	Via Phone
Loretta Webber- Treasurer	Absent
Dr. Andrea Mayfield- Principal	Present
Visiting Parent	NA

Minutes Approval

Derek Henson made a motion to approve the minutes, Dr. Mayfield second the motion to accept the approval of the September 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 September 2019 board minutes.
- 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.
- 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.

New Business

New Business- Open Items

- **United Ways – Donate monies to AAE.**
- **AAE is set up to receive monies from Target. The board members will research more on this information.**
- **Kroger – Board Members will research this information to see if AAE can receive funds.**
- **Upon receipt/notice of the fire alarm board will need to have a meeting to vote on that item to proceed. Board is on notice to be available.**
- **Vendor Guest to explain the details of the roofing project and process.**
- **Dr. Mayfield and Mr. Smith attended the SCS Lead Water testing training on September 30. Vendor was selected.**
 - **G7 Environmental 901-853-9725:**
1st Sample - \$23.56
2nd (Post Flush) Sample - \$37.83
Report - \$100

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:

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1. Student Enrollment
 - a. Kindergarten- 18
 - b. 1st grade- 20
 - c. 2nd grade- 18
 - d. 3rd grade- 18
 - e. 4th grade- 16Total- 90
2. School Events/Operations
 - a. 2nd Title I Parent Meeting and math curriculum meeting was held September 24th.
 - b. Annual Charter School Report, September Operation Score Card Indicators, and Multi-Hazard Emergency School Plan and Recovery Guide was all submitted by the October 1st deadline.
3. Facilities and Maintenance
 - a. Dr. Mayfield and Mr. Smith attended the SCS Lead Water testing training on September 30. See vendors and prices below.
 1. G7 Environmental 901-853-9725:
1st Sample - \$23.56
2nd (Post Flush) Sample - \$37.83
Report - \$100
 2. Fisher Arnold 901-748-1811:
1st Sample - \$45.00
2nd (Post Flush) Sample - \$37.83
Report - \$100
 3. Tioga Environmental 901-791-2432:
1st Sample - \$37.83
2nd (Post Flush) Sample - \$37.83
Report - \$100
 - b. The price is per each sample 1st or 2nd taken. The price includes all related charges, the schools should only be charged for each sample and the report.
 - c. We have another bid for coating the roof. Representative will discuss.
 - d. Redeemers Group estimate
 - e. Local Fire Marshall completed his inspection. Three exit lights need to be fixed/replaced (back door, KK and 1st grade). Estimate from Siemens is \$833.
 - f. Siemens completed the annual fire system inspection. All systems passed.

Next Meeting

Date: November 14, 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.