

# Charter School Board Meeting Minutes

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## Arrow Academy of Excellence School Board Meeting Minutes Recorded - December 9th, 2021

Barbara Conway at 6:18 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 (via TEAMS)
Chris Cherry	Absent
Miles Thomas	Present
Preston King	Present (via TEAMS)
Loretta Webber	Present (via TEAMS)
Dr. Bridget Lee	Present
Brenda Youngblood	Absent
LaJoyce Harris	Present (via TEAMS)

Keidra Duncan	Present (via TEAMS)
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## MINUTES APPROVAL

September, October, November minutes were reviewed, motion was made by Dr. Henson to accept the minutes with corrections. Preston King seconded, motion passed

## Board Notes

### Voting Items:

**Board Topics to address: Old**

**Business Closed Items:**

- Review meeting minutes for September, October, November 2021 board minutes

### New Business- Open Items

- **Financial Reporting for period ending November 30th, 2021**
  - Discussion of BEP Funds
  - Discussion of Teacher Summer Training Reimbursement Stipend that had to be paid
  - Discussion of Authorizer Fee that had to be paid in November
  - Discussion of Monthly Expenses
  - Discussion of AP Report, Technology Fee
  - Loretta Webber moved to accept financials, Dr. Henson seconded, motion passed
- **Update on annual audit - Beverly Anderson, bookkeeper**
- **Principal's Report: Update - Dr. Bridget Lee**
  - Discussion of Cumulative Scorecard
  - Discussion of why Financial Scorecard score (score is due to the time of reporting)
  - Discussion of 1st Grader Covid Case
  - Discussion of Facilities Update
    - Water Bottle Refilling installed
  - Discussion of Virtual Christmas Program
  - Discussion of School Zone, Speed Bumps, etc. to help subside danger
  - Discussion of Angel Tree Kids
  - Loretta Webber moved to accept Principals Report, Preston King seconded, motion passed

## Budget Discussions

- No Budget Discussions were held during this meeting

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

### A. School Enrollment (100) / Projected (107)

Grade	Number of Students
KK	10
1 <sup>st</sup>	19
2 <sup>nd</sup>	19
3 <sup>rd</sup>	18
4 <sup>th</sup>	18
5 <sup>th</sup>	16

### B. School Operations

- a. Our first Cumulative Performance Score Card was received – Operations Scorecard - 4.97/ 5<sup>th</sup> out of 56, Financial Scorecard – 3.25/50<sup>th</sup> out of 53
- b. Poplar Health Care – has continued its visits for COVID testing for students & staff. The number of students and staff tested has increased each visit.
- c. We are still in the process of hiring a school nurse, two teacher assistants, and a 4<sup>th</sup> grade teacher.
- d. We have interviews set for next week for all positions.
- e. Our 4<sup>th</sup> grade teacher was terminated due to – Failure to comply with administration to perform job duties, insubordination/disrespect when asked to perform a necessary job task, neglect in carrying out teacher assigned duties.
- f. A letter was sent to parents informing them of the staff change and that we are focused on finding a teacher that will help to prepare our students for learning, and that we will keep them updated with where we are in the process.
- g. The goal is to have a teacher in place when students return from the Winter Break.

### C. Facilities Update

- a. The Next Generation Water Bottle Refilling Stations have been installed on the first and second floor.
- b. The kitchen cabinet/sink for the teacher's lounge upstairs has been installed.
- c. Priority for facilities update – water fountains, teacher's lounge, kitchen updated, playground equipment, secured fence for backyard, awning for the front of the building, signage on the front and right side of the building, windows.
- d. We are working on the three bids for the kitchen and windows.
- e. Playground equipment secured fence for the backyard, awning for the front of the building, and signage on the front and right side of the building are the next priority steps for facilities update.
- f. Arrow Academy of Excellence completed our first fundraiser of the year. We sold \$13,802.00 of the Double Good Popcorn of which \$6,901.00 was our profit after 4 days of selling. These funds were raised for playground equipment for students.

- g. We had 3 top sellers – 1<sup>st</sup> Place London James -\$2,000, 2<sup>nd</sup> Place – Dylan Ansumana - \$1,425.00 and 3<sup>rd</sup> Place – Krishan Rainer - \$1,382.00 – All three top sellers won prizes.
- h. Arrow Academy of Excellence Christmas Virtual Program will be released next week. Mr. Claxton and the children have worked very hard in getting this done. “A Grateful Christmas at Arrow Town” will be coming soon!

**D. Calendar**

- a. Winter Break – December 18<sup>th</sup> - January 2<sup>nd</sup> (School’s Out)
- b. Students Return – January 3, 2022 – Third Nine Weeks Begins

**E. Other**

- a. Security – I spoke with Mr. Charles Taylor with Executive Force Security – waiting on a return call about a security officer.
- b. We were in touch with Ms. Jackie Powers, the grandmother of Paris and Karis Williams, and have received their sizes and wish list.
- c. Christmas toys for Ms. Alex Johnson’s children, our former teacher assistant who passed – Mr. Johnson, stated that the kids loved STEM activities and puzzles. We have put together a list of STEM toys for their wish list. There are a total of 4 children. (Loren 2, Wesley 4, JZaye 13, Zeriaah 15)
- d. Arrow Academy of Excellence sent a spray for Ms. Valcince Nunnally from Arrow Academy of Excellence.

**Next Meeting**

**Date:** January 13th, 2021, 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 by Loretta Webber, the meeting was adjourned at 7:22 p.m