

Charter School Board Meeting Minutes

Arrow Academy of Excellence School Board Meeting Minutes Recorded - July 21st, 2022

Barbara Conway at 6:13 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 (via TEAMS)
Dr. Derek Henson	Present (via TEAMS)
Chris Cherry	Present (via TEAMS)
Miles Thomas	Present (via TEAMS)
Preston King	Present (via TEAMS)
Loretta Webber	Present (via TEAMS)
Dr. Bridget Lee	Present (via TEAMS)
LaJoyce Harris	Absent
Keidra Duncan	Absent

MINUTES APPROVAL

May and June minutes were reviewed with corrections, Preston King made motion, Webber seconded, motion passed.

Board Notes

Voting Items:

Board Topics to address: Old

Business Closed Items:

- Review meeting minutes for May and June 2022 board minutes

New Business- Open Items

- **Financial Reporting for period ending July 30th, 2022**
 - Discussion of procedures for Financial Reporting
 - Discussion of general expenses increase
 - Director Webber made a motion for an annual contribution goal of \$1000 for each board member to Arrow Academy, whether given or through facilitated fundraising (Give or Get)
 - Discussion of PNL Report
 - Discussion of Bookkeepers Report
 - Director Webber made a motion to pass financials, Dr Henson seconded. Motion passed
- **Update on written Audit procedures**
- **Education committee - Director King**
- **Principal's Report Discussion**
 - Discussion of improving scores
 - Discussion of security improvements
 - Discussion of positions that need to be fulfilled for Kindergarten and 1st Grade
 - Motion to research a sign on bonus, instead of the end of the year bonus, with stipulations for the two unfilled positions
 - Dr. Henson made a motion to accept the report, King seconded, motion passed

Budget Discussions

- No Budget Discussions were held during this meeting

Principal's Report (for Detail See Report)

A. School Enrollment (95) / Projected (107)

Grade

Number of Students

KK	14
1 st	20
2 nd	16
3 rd	16
4 th	15
5 th	14

B. School Operations

- a. AAE applied for the Charter School Facilities Fund Grant, and we were not awarded this time. We will reapply in the fall.
- b. We have hired a bookkeeper – Mrs. Shirley Jack, a 2nd grade teacher, Mrs. Toni Lester and a teacher assistant, Ms. LaToya Gladney. We are still looking for a kindergarten and 1st grade teacher.
- c. Paperwork was started at Pinnacle Bank, and we need to make sure that all signatures are complete. We will need to get the check from Pinnacle to replace the funds into our operating account.
- d. AAE did receive BEP Funds for the month of June in the amount of \$78,981.89 less \$17,056.00 which gives us a total deposit of \$61,925.89.
- e. We are still waiting on the final release of TCAP scores.

C. Facilities Update

Awning – complete
Kitchen bids – (?)
Backyard repair – (?)
Playground equipment – (?)
Secured fence for backyard – (?)
Signage on the right side of the building – (?)
Windows – (?)

Since we did not receive the facilities grant, we will need to reallocate some or ESSER 2 & 3 funds for facilities and maintenance, as well as look for other grants or opportunities for funding.

D. Calendar

- a. Teacher Inservice - August 1st – 5th
- b. Students First Day of School – August 8th

I would like to thank the board of Arrow Academy of Excellence Charter School for giving me the opportunity to serve the students here at Arrow. I have grown tremendously in this role although there is always room for growth. There have been some challenges this year, but I was

Meeting Organizer: Chair-Barbara Conway
Meeting Location: Arrow Academy of
Excellence **School District:** Shelby County
School #: 901-207-1891

able to overcome those and now am able to use them as steppingstones. I am excited about the new year and can't wait to see how far our students will grow and excel.

Dr. Lee

Next Meeting

Date: August 11th, 2022, 6:00 pm Arrow Academy of Excellence Charter School

There being no further business to be transacted, and upon motion duly made by Barbara Conway, seconded by Loretta Webber, the meeting was adjourned at 7:25 p.m