

Charter School Board Meeting Minutes

Arrow Academy of Excellence School Board Meeting Minutes Recorded - May 14, 2020

Barbara Conway at 5:35 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)
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	Present (via phone)
LaJoyce Harris	Present (via phone)

MINUTES APPROVAL

LaJoyce Harris made a motion for approval of April minutes, Chris Cherry seconded the motion and minutes were approved.

Board Notes

Voting Items:

Board Topics to address: Old

Business Closed Items:

- Review meeting minutes for April board minutes

New Business- Open Items

- Financial Report
 - Auditing on Accrual Basis
- Budget review and approval for 2020-2021 school year (outlined in Section below)
 - Dr. Henson moved to accept Budget changes for teachers and other essential workers, until the final Budget, due to Covid-19. Dr. King Seconded, motion passed.
- “The New Normal for Fall of 2020 Arrow Academy of Excellence”
 - What will our classroom look like? - Report by Dr. Andrea Mayfield
 - What assistance is required of the Board? “Planning and Preparation”

Budget Discussions

- Budget Review and Approval for 2020-2021 School Year
 - No salary increase for nonessential workers
 - Discussion of Contract Services (Cleaning Services and Building Maintenance)
 - Questions about total support services line
 - Recalculation required for some budget items and lines (ex. Line 61,81,86)
 - Questions about line 33 (teacher payroll taxes)
 - Deficit shown in 2019-2020 budget (explanation of drastic drops in this year's budget)
 - Discussion of when contracts for teachers would be distributed (see above)

Principal's Report (for Detail See Report)

- A. Projected Student Enrollment for 2020-2021-(Maximum for each class)
 - a. Kindergarten- 22
 - b. 1st grade- 22
 - c. 2nd grade- 22
 - d. 3rd grade- 18

- e. 4th grade- 18
 - f. 5th grade- 18
- Total- 100
- B. School Events/Operations/Grants**
- a. Addition 5th grade was approved by SCS on May 7th.
 - b. 2020 Community Improvement Grant (\$500): the division is currently awaiting permission to issue the grant checks
 - c. ChromeBook quote: for every 50 we purchase, we will get 2 free (\$150 each)
 - d. Math instructional materials are estimated at \$5,000
 - e. Awaiting reading instructional materials quote
 - f. Furniture in needed for the 5th grade class (desks & chairs--\$6k, smart board, overhead, cubbies, bookshelves)
- C. Facilities and Maintenance**
- a. Revised plans for basement sprinkler were submitted to the SFO and are awaiting approval.
 - b. Estimates for 5th grade classroom repairs are underway
 - c. Replace 2nd air conditioner unit
- D. COVID-19 Social Distance Protocol Planning**
- a. The TN Department of Education will be releasing toolkits in the weeks ahead to assist in these decisions (email dated 5.13.20)
 - b. Picture of current classroom
 - c. Install hand sanitizer dispensers throughout the building
 - d. Purchase privacy boards to divide students
 - e. Create staggered entrance and exit times and locations
 - f. Consider half days or alternate days for students

Next Meeting

Date: June 11, 2020, 5:30 pm Arrow Academy of Excellence Charter School

There being no further business to be transacted, and upon motion duly made by Barbara Conway, seconded and approved by Dr. Derek Henson, the meeting was adjourned at 6:32 p.m