**Memphis Merit Academy**

**MINUTES**

**Board Meeting**

**Date and Time**

Thursday, March19, 2020, at 5:34 PM

**Location**

Via Zoom due to COVID-19 (coronavirus)

Topic: Memphis Merit Staff Room

Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

https://zoom.us/j/835413989

Meeting ID: 835 413 989

One tap mobile

+19292056099,,835413989# US (New York)

+13126266799,,835413989# US (Chicago)

Dial by your location

 +1 929 205 6099 US (New York)

 +1 312 626 6799 US (Chicago)

 +1 669 900 6833 US (San Jose)

 +1 253 215 8782 US

 +1 301 715 8592 US

 +1 346 248 7799 US (Houston)

Meeting ID: 835 413 989

Find your local number: https://zoom.us/u/aWcEYW7hZ

School closed due to COVID-19 pandemic

Memphis Merit Academy Charter School

4775 American Way

Memphis, TN 38118

PUBLIC COMMENT AT MEMPHIS MERIT ACADEMY BOARD MEETINGS - An opportunity for the public to

address the Board will be provided at the conclusion of the agenda. Members of the public who wish to

speak on any item are requested to identify themselves and indicate on which agenda item they wish to

speak. The Board will provide an opportunity for the public to speak for a maximum of three (3)

minutes, unless granted additional time at the discretion of the Board. Testimony shall be limited in

content to matters pertaining to Memphis Merit Academy. The Board may not take any action on

matters discussed during the public testimony period that are not listed on the agenda.

**Board Members Present via Zoom:**

A. Allen (Angelia)

T. Barnhill (Teresa)

K. Dixon (Kacy)

K. Gibbs (Kathy)

A. McBride (Aurelia)

M. Moore (Melisa)

T. Prophet (Talunja)

B. Schmiedicke (Brad)

Kimmons-Ford\*- Students Support Coordinator

L. Booker (Lakenna)\*- Head of School

B. McCline (Betty)\*- Dean of Operations

**Others Present:**

**I. Opening Items**

 **A. Attendance taken and recorded**

**B. Call the Meeting to Order**

 **Brad** called the meeting of the Board of Directors of Memphis Merit Academy

Charter School to order on Thursday, march 19, 2020, at 5:40 pm via Zoom due to COVID-19. Quorum of 8 present. No visitors from the public.

**II. Public Comment**

 **A. Public Comment**

No Public Comment

 **B. Welcome**

**III. Agenda**

 **A. Approval of Agenda**

 No objections to agenda.

**B. Presentation of Monthly Financial Review—Neda Rabb**

 No motion needed

 Financial review approved with changes/updates (**Rabb & B. McCline**)

NOTES: Hyde Foundation grant pending. Student fundraiser (chocolates). PE teacher position removed. Shoring up financials in light of not knowing when schools will reopen.

 **C. Approval of Minutes for the February 20, 2020 Board Meeting**

 No objections to the minutes. Minutes approved.

 **D. School Calendar**

School Calendar (**L. Booker, Head of School**)

NOTES: 180 instructional days, inclusive of 25 days of training for teachers; Promotion in Doubt meetings; follow inclement weather days for Shelby County Schools

Teresa Barnhill made a motion to approve the school calendar.

Talunja Prophet seconded the motion.

Board VOTED unanimously approved the school calendar.

**E. Technology Purchase**

**L. Booker, Head of School** presented $24k of laptops, printer, ink cartridges, site licenses, and larger monitor for educational staff. Reimbursable from Title 1 (must spend before July1).

Melissa Moore made a motion for the Board to approve the technology purchases.

Angelia Allen seconded.

Board took a vote of members present. Board UNANIMOUSLY approved the technology purchases

**F.COVID-19 Board Statement**

**L. Booker, Head of School** shared examples of statements and resolutions from other schools. M. Moore will work on a statement and circulate it to the board by Saturday, March 21.

**B. McCline** discussed the pending COVID-19 act which would cover 10 days of paid time off and leave for family members being impacted. Will follow up with **M. Moore** on status of the act and MMA compliance. Current staff is in paid status as state funding is continuing. Plan is to continue in that status for remainder of the pandemic/social distancing period. MMA will keep up professional norms and culture. Two hourly employees may be impacted; need to stay in compliance and create employee expectations—same for salaried staff. Will reconvene on Sunday with employees. Need to ensure employees and parents are aware of other relief initiatives. United Way, MIFA, Food Banks, etc. will be able to receive support. Pay attention to Community Foundations web page for further updates (**A. Allen**).

**G. Head of School Update (L. Booker, Head of School)**

Student recruitment and staffing for next year. Already 88% to goal. 100% referrals from other families. COVID plans discussed. Weekly updates with families and staff during the pandemic. Contingency planning if school is closed for the remainder of the year. (May need Board help with those plans.)

**IV. Other Business**

 **A. Finance Committee Updates: (A. Allen)** No updates.

 **B. Governance Committee Updates: (M. Moore)** No updates.

**C. Academic Achievement Committee: (B. McCline)** No updates.

 **E. Development Committee: (T. Prophet)** No updates.

**V. Closing Items**

 **A. Adjourn Meeting**

 Ms. Moore made a motion to adjourn the meeting.

Ms. Allen seconded made a motion to adjourn the meeting.

 There being no further business to be transacted, and upon motion duly made,

seconded and approved, the meeting was adjourned at 6:48pm.

Respectfully Submitted,

T. Barnhill for M. Welch

\* 8-44-102. Open meetings -- "Governing body" defined -- "Meeting" defined. (a)All meetings of any

governing body are declared to be public meetings open to the public at all times, except as provided by

the Constitution of Tennessee...(ii) The provisions of this subdivision (b)(1)(E) shall not be construed to

require the disclosure of a trade secret or proprietary information held or used by an association or

nonprofit corporation to which this chapter applies. In the event a trade secret or proprietary

information is required to be discussed in an open meeting, the association or nonprofit corporation

may conduct an executive session to discuss such trade secret or proprietary information; provided, that

a notice of the executive session is included in the agenda for such meeting. (iii)As used in this

subdivision (b) (1) (E): (a)"Proprietary information" means rating information, plans, or proposals;

actuarial information; specifications for specific services provided; and any other similar commercial or

financial information used in making or deliberating toward a decision by employees, agents or the

board of directors of such association or corporation; and which if known to a person or entity outside

the association or corporation would give such person or entity an advantage or an opportunity to gain

an advantage over the association or corporation when providing or bidding to provide the same or

similar services to local governments; and (b)"Trade secret" means the whole or any portion or phrase of any scientific or technical information, design, process, procedure, formula or improvement which is

secret and of value. The trier of fact may infer a trade secret to be secret when the owner thereof takes

measures to prevent it from becoming available to persons other than those selected by the owner to

have access thereto for limited purposes.