**Memphis Merit Academy**

**MEETING MINUTES**

**Board Meeting**

**Date and Time**

Thursday, May 21, 2020 @ 5:30 p.m.

**Location**

Memphis Merit Academy Charter School

via is inviting you to a scheduled Zoom meeting.

**Topic:** Memphis Merit Academy Board Meeting

Join Zoom Meeting

<https://zoom.us/j/5122515257>

Meeting ID: 512 251 5257

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.

**List of Directors**

1. Brad Schmiedicke - Chair (present)
2. Darron Williams- Vice Chair (absent)
3. Teresa Barnhill- Interim Secretary (present)
4. Angelia Allen- Treasurer (present)
5. Kacy Dixon (absent)
6. Kathy Gibbs (present)
7. Talunja Prophet (present)
8. Aurelia McBride (absent)
9. Melisa Moore (present)
10. Victoria Ragland (present)

**Guests Present**

Tamika Kemmons-Ford (Student Support), Betty Michelle McCline (DOO), Nida Rab (Finance)

**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

B. Schmiedicke called the meeting of the Board of Directors of Memphis Merit Academy

Charter School to order on Thursday, May 21, 2020 @ 5:47 p.m. via a virtual Zoom call. A quorum was present.

**II. Public Comment**

**A. Public Comment**

No Public Comment

**III. Agenda**

**A. Approval of Agenda**

C. Gibbs made a motion to approve the agenda.

M. Moore seconded the motion.

The Board **VOTED** unanimously to approve the motion.

**B. Approval of 4.16.2020 Meeting Minutes**

V. Ragland made a motion to approve the meeting minutes.

M. Moore seconded the motion.

The Board **VOTED** unanimously to approve the motion.

**C. Presentation and Acceptance of Monthly Financials**

N. Rab presented the monthly financials as well as the year-to-date financials and the annual budget for the upcoming fiscal year. B. Schmiedicke called for a motion to approve the financials.

M. Moore made a motion to approve the financials.

V. Ragland seconded the motion.

The Board **VOTED** unanimously to approve the motion.

**D. Approval of Annual Budget**

B. Schmiedicke called for a motion to approve the annual budget.

T. Barnhill made a motion to approve the annual budget.

C. Gibbs seconded the motion.

The Board **VOTED** unanimously to approve the motion.

**E. Contract Approvals**

B. Schmiedicke called for a motion to approve the Scholastic contract to purchase a library of books for students.

M. Moore made a motion to approve the contract.

T. Barnhill seconded the motion.

The Board **VOTED** unanimously to approve the motion.

**F. Head of Schools (HOS) Compensation**

B. Schmiedicke stated the annual salary increase of 2% for the HOS is in line with the Shelby County Schools guidance. The contract amount of the annual salary for the HOS equals $107,432. NOTE: The amount in offer letter dated 5.21.2020 will be corrected to reflect the contract amount of the salary.

T. Barnhill made a motion to approve the contract.

M. Moore seconded the motion.

The Board **VOTED** unanimously to approve the motion.

**H. Head of Schools Update**

Digital Divide

* Need $70k for WiFi access

Facilities

* Next school year; will add two classrooms

Student Development

* Will offer a “gifted students” program in the upcoming school year
* One set of criteria will be developed for grades K thru 2nd grade

Staffing

* Staff has met with STEP Consultant
  + 80% of staff/students on track to meet goal
  + 46.4% has met target for 3 STEPs; equal to 1 year of instruction

Ms. Booker stated she is grateful for the board support during the COVID-19 pandemic. Parents of potential students have requested that we add another grade level for older students. It was announced that the parents’ group is organizing a “Drive-Thru” kindergarten ceremony.

**IV. Other Business**

1. Finance Committee Update - A. Allen reported the Finance Committee met and voted to move forward with pursuing the Personal Protection Plan (PPP) loan in conjunction with the CAREs Act. However, more stringent requirements were issued along with the announcement of the second round of PPP funding. After consultation with Legal and BES, the decision was made to hold off on pursing the loan at this time.

1. Governance Committee Update - M. Moore reported there was no news regarding the board training requirement; still a work in progress. Board outreach training will need to take place prior to the Board retreat.
2. Development Committee Update - T. Barnhill indicated she is willing to help with a development plan and public relations for the school.

**V. Closing Items**

**A. Adjourn Meeting**

M. Moore made a motion to adjourn the meeting.

A. Allen seconded the motion.

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

seconded and approved, the meeting was adjourned at 6:58 p.m.

Respectfully Submitted,

Angelia Allen (acting Secretary)