**Memphis Merit Academy**

**MINUTES**

**Board Meeting**

**Date and Time**

Thursday, JANUARY 21, 2021, at 5:45 PM

**Location**

Via Zoom due to COVID-19 (coronavirus)

School closed due to COVID-19 pandemic

Memphis Merit Academy Charter School

4775 American Way

Memphis, TN 38118

605-472-5474 Ext 787470

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:**

B. Schmiedicke (Brad)

M. Moore (Melisa)

A. Allen (Angelia)

T. Barnhill (Teresa)

K. Gibbs (Kathy)

A. McBride (Aurelia)

**Board Members Not Present via Zoom:**

V. Ragland (Victoria)

T. Prophet (Talunja)

**MMA Staff & Support Staff Present via Zoom:**

L. Booker (Lakenna)

B. McCline (Betty)

N. Rab (Nita)—Finance consultant

T. Kemmons-Ford (Takima)

V. Jackson (Victoria)

**Others Present:**

Beth Pitzer—General Public

**I. Opening Items**

 A. Attendance taken and recorded. Quorum was present.

B. Call the Meeting to Order

B. Schmiedicke (Brad) called the meeting of the Board of Directors of Memphis Merit Academy Charter School to order on Thursday, January 22, 2021 at 5:45 pm via Zoom due to COVID-19. Quorum was presnt. 1 vistor from the public present.

**II. Public Comment**

 **A. Public Comment**

No Public Comment

 **B. Welcome**

B. Schmiedicke welcomed all to the Board Meeting and commenced with the agenda.

**III. Agenda**

 **A. Approval of Agenda**

A. Allen made a motion to approve the agenda for tonight’s Board meeting. M. Moore provided a second to the motion. The Board approved the agenda.

**B. Approval of Minutes from Last Meeting**

T. Barnhill made a motion to approve the minutes from the November meeting and K. Gibbs provided a second. The Board approved the minutes.

**C. Presentation of Monthly Financial Review—Nida Rab**

* 64k in local and state awarded grants
* 33% of FY22 enrollment goal reached.
* Uncategorized revenue reflects CARES Act funds; will be reclassified next month.
* Board fundraising still needs to improve. Only at 1.5% of goal.
* Audit results: No weaknesses, no findings. $55k adjustment increased our net income.
* FY22 budget due June 15.
* Additional federal funding on the way for MMA similar to Title 1 Funding; based on number of students enrolled. These funds can be used from FY21-FY23.
* Next steps: finalizing line of credit with Pinnacle; reimbursement requests for CSP Remote Learning grant; finalize long-term facility plan and funding/lending strategy to support it.

M. Moore moved to accept the monthly financials. A. Allen provided a second. There was a role call vote with all affirmative responses. Monthly financial report was approved.

 **D. Approval of Audit**

T. Barnhill moved to approve the 2019-2020 audit and 990. K. Gibbs offered a second. There was a roll call vote with all affirmative responses. The 2019-2020 audit and 990 were approved.

**E. Approval of Contracts**

a. Technology Purchases secured by grants

 **Swivl-Extended Remote Learning Grant**

 T. Barnhill moved to approve. A. Allen offered a second. There was a roll call vote with all affirmative responses. The purchase of Swivl-Extended Remote Learning was approved.

b. Construction RFP Award

 **Management Recommendation and Rationale**

Grinder, Taber & Grinder, Inc. (GTG)

Recommendation to award RFP to GTG. M. Moore made a motion to award the RFP to GTG. K. Gibbs offered the second. There was a roll call vote with all affirmative responses. Awarding the RFP to GTG was approved. Next step is contract negotiations.

**F. Head of School Update (L. Booker, Head of School; B. McCline)**

* School Re-entry update: On January 14, MMA started offering COVID-19 rapid testing for students and families free of charge. Teachers returned to in-person school today, January 22. Virtual education through Jan. 29. February 1, 30% of students will return. February 8, 60% will return. February 15, 100% of students whose parents have indicated they want in-person learning (160 thus far). 20 across K-2 will remain virtual. See full details in the MMA Re-Entry Plan At-A-Glace collateral or the full Head of School Report.
* Ms. Jackson—Education update. Students showed progress month over month (November to December) in terms of closing literacy gaps!
* Ms. McCline—Enrollment update. 29 applications for next year. Social media and drive through enrollment drive event. Virtual Literacy Workshop for parents with Porter Leaf on January 20th. Krispy Kreme fundraiser winners—Mr. & Miss MMA—will be the faces of our recruitment campaign.
* Development update. Charter School Growth Fund (national organization) will be visiting MMA for a site visit.

**IV. Other Business**

1. Committee Updates:

Academic Committee: No update.

Finance Committee: New standing meeting date forthcoming. Reminder: We will be moving the MMA bank account to Pinnacle.

Governance Committee: Resumes for Board candidates (4) being considered. Virtual interviews of candidates forthcoming. LinkedIn posting for Academic Achievement Committee members to increase awareness and recruit for academic background.

Development/Fundraising Committee :

Reminder: Each Board member to:

* Raise $500 within this fiscal year
* Participate in virtual book drive by sharing list via their social media channels **DONE**
* Participate in #givingtuesday campaign for **MMA**
* Committee will regroup with L. Booker, head of school for review of #givingtuesday campaign and report results back to the Board at our next meeting.
* Teresa Barnhill will share Amazon Wish List link with all Board members to share across their social media platforms.
* Need new Development Committee members and new recurring meeting date.
1. Other Business
	1. None

**V. Closing Items**

  **Adjourn Meeting**

Having no other business, M. Moore made a motion to adjourn the meeting. T. Barnhill seconded motion to adjourn. B. Schmiedicke adjourned the meeting at 7:00PM.

Respectfully Submitted,

T. Barnhill

\* 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.