**Memphis Merit Academy**

**MINUTES**

**Board Meeting**

**Date and Time**

Thursday, February 25, 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)

T. Barnhill (Teresa)

K. Gibbs (Kathy)

A. McBride (Aurelia)

V. Ragland (Victoria)

T. Prophet (Talunja)

K. Dixon (Kacy)

A. Allen (Angelia)

**Board Members Not Present via Zoom:**

N/A

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

L. Booker (Lakenna)

B. McCline (Betty)

N. Rab (Nida)—Finance consultant

T. Kemmons-Ford (Takima)

V. Jackson (Victoria)

B. Pitzer, Literacy Coach, MMA

**Others Present:**

Potential Board Members:

Tressa Johnson

LaTricea Adams

Timorie Belk

Lashawn Lester

**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, February 25, 2021 at 5:38 pm via Zoom due to COVID-19. Quorum was presnt. 5 vistors 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 & Minutes**

**A. Approval of Agenda** **& Minutes from Last Meeting**

T. Prophet made a motion to approve the agenda for tonight’s Board meeting and the minutes from the last meeting. M. Moore provided a second to the motion. The Board approved the agenda for tonight and the minutes from last meeting.

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

* Esser II: $427,748 per Shelby County Schools (+43K for summer program). Based on Title I formula; reimbursement based, one-time funds. Can be used for learning loss, facility repairs/improvements, tech programs, mental health needs; March 13-June 3, 2023.
* Next steps: Enrollment and staffing confirmation and multi-year projections for facility planning, etc.

T. Barnhill moved to accept the monthly financials. K. Gibbs provided a second. There was a role call vote with all affirmative responses. Monthly financial report was approved.

**C. Approval of Board Resolution for moving ahead with Pinnacle Bank.** Head of School (L. Booker) and Board Treasurer (A. Allen) to move forward with forms for opening the account and associated line of credit for the school.

* Pinnacle Bank Term Sheet and Letter
* Account Opening Forms
* Board Resolution

T. Barnhill moved to approve the resolution. A.McBride offered a second. There was a roll call vote with all affirmative responses. The resolution for moving forward with Pinnacle as the financial institution for MMA (account and line of credit) was approved.

**D. Approval of Contracts**

* Grinder, Taber & Grinder, Inc. (GTG). Recommendation to award RFP to GTG. M. Moore made a motion to award the RFP to GTG. Build-out of two (2) classrooms in the current building.

K. Gibbs offered the motion to approve the contract with Grinder, Taber & Grinder (GTG). K. Dixon offered the second. There was a roll call vote with all affirmative responses. The Board approved the contract for GTG.

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

* Ms. McCline: Enrollment is on track for the fall. 60 new kindergarteners for next year. Mr. & Ms. Memphis Merit school level fundraiser was leveraged to bolster enrollment via social media. Registration week is next week.
* Ms. Pitzer. Literacy goal: Each student will grow 3 STEP (Strategic Teaching and Evaluation of Progress) levels in 1 year. Results thus far: Kindergarten: 63% on track to meet or exceed growth goal. 1st grade: 38% on track. 2nd grade 67% on track.
* L. Booker—Culture and Development: There are really TWO schools: virtual and in-person. Integrating virtual and in-person learners to help scholars maintain connections with one another and the culture of school. Staff and scholars have access to licensed therapy services to support the transition to in-person learning. Community partnerships: Food backpacks for scholars and partnership with MidSouth Foodbank to designate MMA as a food pantry.

**IV. Other Business**

1. Committee Updates:

Academic Committee: See HOS report.

Finance Committee: See financial report above.

Governance Committee: 3 potential board members in attendance tonight.

Development/Fundraising Committee :

Reminder: Each Board member to:

* Raise $500 within this fiscal year
* Amazon Wish List link with all Board members & potential members. T. Barnhill will resend the Amazon Wish List and communication to all.
* Need new Development Committee members

1. Other Business
   1. None

**V. Closing Items**

**Adjourn Meeting**

Having no other business, M. Moore made a motion to adjourn the meeting. A. McBride seconded motion to adjourn. B. Schmiedicke adjourned the meeting at 7:02PM.

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.