APPROVED

Friendly Academy

Minutes

October 2026 Board Meeting

Date and Time
Tuesday October 27, 2026 at 5:30 PM

Location
Virtual Meeting via Zoom

Notice is hereby given that Friendly Academy Board of Directors will hold a virtual board meeting on
Tuesday, October 27th, 2026 at 5:30 p.m.
Meeting zoom link - https://zoom.us/j/99189801031?pwd=eoHGUbbx2NNcjG9Ah4RRCmslru2bR5.1

Directors Present
D. Neil (remote), M. Jones (remote), M. Jones, Sr. (remote), R. Hughes (remote)

Directors Absent
None

Ex Officio Members Present
J. Holley (remote)

Guests Present
T. Simmons (remote), Y. Williams (remote), katie.silberstein@joulegrowth.com (remote)

I. Opening Items

A. Call the Meeting to Order

M. Jones called a meeting of the board of directors of Friendly Academy to order on Tuesday Oct 27, 2026 at 5:32 PM.

B. Record Attendance

C. Mission Statement

- Bishop M. Jones, Sr. read the mission statement for Friendly Academy.

D. Public Comment

- Bishop M. Jones, Sr. welcomed online participants from the community to share comments.
- No online participants from the community in attendance.

II. Consent Agenda

A. Vote to Approve September 2026 Financials

D. Neil made a motion to approve September 2026 financials.
R. Hughes seconded the motion.
The board **VOTED** to approve the motion.

B. Vote to Approve September 2026 Board Meeting Minutes

D. Neil made a motion to approve the minutes from September Board Meeting on 09-29-26.
R. Hughes seconded the motion.
The board **VOTED** to approve the motion.

C. Vote to Approve Fiscal Policy Updates

D. Neil made a motion to approve fiscal policy updates.
R. Hughes seconded the motion.
The board **VOTED** to approve the motion.

III. Reports

A. Finance Committee

D. Neil made a motion to approve the updated Friendly Academy Fiscal Policy Guide.
R. Hughes seconded the motion.

- The updated fiscal policy includes updates from the September 2026 meeting.

The board **VOTED** to approve the motion.

Roll Call

D. Neil	Aye
R. Hughes	Aye
M. Jones	Aye
M. Jones, Sr.	Aye

Bishop M. Jones, Sr. turned the floor over to:

K. Silberstein

- Presented financials through September 2026's closing of the third quarter. Currently receiving disbursements based on prior year enrollment.
- Current student enrollment is roughly 160 -which is tied to public revenue. In good shape with November financials for December reporting.
- No changes to private revenue, private funds aren't assumed in the budget. No anticipated funding unless philanthropic grant is given.
- [displaying of metrics] Review of paid and outstanding invoice at 26%. Anticipate leveling of debt-to-income ratio. Long-term driver of expenses is the rent with an added impact due to the rent increase which happened after the board approved the budget for this year. The rent line item will run ahead by the end of the year. Based on data projections financials are slated to end above the 30-day cash on hand minimum requirement.

D. Neil

- [displaying of metrics] With the status reporting "green" (as good) it gives the connotation or suggests that everything is on track and in good standing.
- Suggest adding a column for actual status explanations or notate the true cash flow. Better to determine the true financial situation as we stand today.
    - **K. Silberstein** explained that the tight cash position is temporary for once the November payment comes through, it balances out for the backdating pay for the first four months of the school year with currently receiving only half of the revenue Friendly Academy is owed. Starting December or partially in January, operations are to resume normally. To reflect the actual changes to the dashboard will be updated.
- Inquired regarding invoice/bill status and any pending issues that need to be addressed.
    - **K. Silberstein** stated there is a list of unpaid bills and they are addressed based on highest priority. Reconciling payments to be done with November's payment. Intend to stagger repayment over a couple of months to preserve cash balance with anticipation of any incidentals. The expectation is for operations to resume normally in the coming months of December/January.

- **Y. Williams** stated she is helping M. Warrington and J. Holley to review the list and prioritize the needs. M. Warrington is proactively in communication with vendors for payment arrangements.

Bishop M. Jones, Sr.

- Currently in conversation with Tanisha at the bank [Midwest BankCentre] regarding accounts and how they should be set up and if this has been resolved.
  - **Y. Williams** stated the account was originally set up by the former CEO. Currently Bishop M. Jones and Y. Williams have access on the account.
  - **D. Neil** stated the account would have been set up by bank/leadership. The board governance wouldn't be responsible for that.
  - **Y. Williams** stated she is assisting with setting up access for Jazz and Madison which was approved in September's board meeting. Pending if this can be done virtually or required for in person. Requested D. Neil to provide contact information and banking details.
- Will provide information Y. Williams requested. Will need to determine difference between public and private categories.

B. Interim Executive Director Report

Bishop M. Jones, Sr. turned the floor over to:
J. Holley [displaying of slide deck]

- Enrollment: Towards the Friendly Five goals, the enrollment goal is to meet 150 target. Currently exceeding the 150 goal.
  - Internal goal is 168 to ensure we're within compliance with the state staff to students ratio.
- Attendance: If a student is up for withdrawal, there is a process in place. J. Holley personally reaches out to families to inquire the barriers preventing attendance.
  - In order to reach the 60% proficiency goal, students have to be in class.
  - Hosting intentional meetings centered around attendance and creating activity incentives for student participation.
  - Currently exceeding goal. Actual ADA is 91% in comparison to last year at this time when there was only 75 students with ADA at 89%.
- Lesson Plans: In regards to student achievement, it will be released in stages.
  - Phase I - Teachers to submit lesson internalizations. Curriculum is aligned to the state standards. First goal was met at 100% for the entire school. 2nd Grade prepping for 3rd Grade testing
  - Phase II - Will ensure all lessons are intentionally aligned to the actual standards teachers are covering. Phase II starts November 2, 2026.
- Scholar Persistence: It's measured from count day and how many of the students were enrolled on count day to date.

    - Current scholar persistence average is 98%. Dropped down 2% with 1 student moving to the county dropping attendance from 160 to 159.
    - 57 kindergartners - 67 first graders. second grade cohort is standing strong.
    - Currently starting recruitment for the 27-28 school year -with 7 applicants. M. Warrington is working with Avela Leslie from School App to ensure representation is present for up-and-coming fairs.
- Strategical Approach: Intentionality with ways to ensure family/student retention.
    - Strengthening relationship with easy access (cell/email), proactive approach with addressing concerns, and constant communication with families related to academics, school culture and operations.
- Staff Retention: Friendly Five goal was around 85% of personnel who were offered a contract to return.
    - Eight personnel were identified and surveyed. All eight intend to return and are proud of the organization and its direction. Formal meeting to be conducted in November with the eight staff members.
    - Overall staff retention is at 73%.
    - Intentional with morning huddles, shout-outs and recognitions to acknowledge the work being done.
    - Introduced Big Night of the Month were the school team votes on who has demonstrated Friendly Academy's core values day to day for the month. - Ms. Patton, the building aide was awarded for subbing all classes and continued support with staff attendance gaps and ensuring scholars are receiving instructions for the day at 100% rate.
- Scholar Proficiency: Want to ensure teachers are receiving the development they need to drive student data, broken down into phases.
    - Phase I. - Receive feedback on lesson internalization to strengthen the lesson plans before implementing with students.
    - Phase II. - Progress monitoring conducted 100% each day with trackers to make sure correct data is collected. This is conducted by school leader, Ms. Ames with J. Holley's support.
    - Phase III. - Monday (November 2, 2026) there will be some professional development conducted.
    - Phase IV. - Implementation of weekly data meetings by department. Look, review, and plan based on data to determine how to intervene across the school team.
- 2nd Grade: Traditionally has been the lowest. Now implementing an additional set of intervention.
    - Revisiting 1st grade to teach reading foundational skills that were once missed in 1st grade that is currently impacting 2nd grade achievements.
    - 2nd grade will be the first tested grade in preparation for 3rd grade testing next year.
- Organizational Structure: Established two school leaders to provide additional support in specific areas that needed it the most. Revisiting how MTSAC, Tier 2, Tier 3, RTI, and IEPs are being handled among the teachers.

    - J. Holley provided details on what each teacher is focusing on for student education and referenced how Y. Williams is managing and supporting areas of operations.
- Addressed the challenged with difficulties in finding special education candidates with current budget that was in place for special education teachers -they are the highest paid within the city with core content area and experience in districts.
    - J. Holley, M. Warrington along with Y. Williams are assisting in helping to make the salary more competitive to attract top talent.
    - Short-term will be leveraging and outsourcing certified and licensed special education teachers from Kelly Services or Subsource.
    - We are providing the required minutes needed for students to remain in compliance with the state.
- J. Holley posed the idea of over-hiring for the purpose of supporting the positions needed to with the Dream Lab and Kindergarten ELA.
    - Currently in the process of interviewing after strengthening hiring artifacts and process for the possible Dream Lab teacher (similar to a STEM Lab).
    - Current Kindergarten ELA is requesting additional support in providing foundational skills needed for reading foundations and reading literacy. There is a strong candidate interviewing Thursday (October 29, 2026)
- Transportation: From September 2026's board meeting, the discussion is still ongoing re: curb to curb services that are required by law for McKinney-Vento [Education for Homeless Children and Youth Program) and IEPs.
    - Assessment of current students, there are 25 students to be equitable and ensure families have support.
    - Addressing the ADA, transportation is an issue impacting attendance.
    - 1 bus is already secured to provide this support for the EHCY and IEP students.
    - To address these concerns, a survey is being disseminated to families to gauge the need outside of the legal mandate to ensure we're being fair and equitable to all families.
- Safety/Security: Intend to partner with Friendly Temple Church to provide security personnel coverage for arrival and dismissal of staff and students beginning November 20206. Starting November M. Warrington and J. Holley are working to develop a scope of security needs.
- Maintenance: Intend to partner with Friendly Temple Church to provide maintenance. Starting November M. Warrington and J. Holley are working to develop a scope of maintenance needs.

D. Neil

Stated previously we were top heavy with administration and the recommendation was to release if possible, administration positions. And now the considering adding two additional positions. [Bishop M. Jones, Sr. also in agreement with D. Neil's position]. In

addition, this is in the midst of having cash flow issues with the stance that one was already considered top-heavy.

- J. Holley stated, previous school leader managed special education - however, there is a certain level of knowledge needed for special education to ensure compliance and making sure it's done with fidelity.
- Having a school leader that primarily focuses on Tier 2 and Tier 3 is extremely critical. Notated that this is free of charge. Both leaders are not being paid by Friendly Academy.
- The second school leaders have a specific focus around science and math.
- Applying these two roles will minimize content knowledge gaps and will allow J. Holley (ED) to focus on the organization and school team's success.

R. Hughes
Acknowledged this is his first time feeling comfortable with the data given.

IV. Board Business

A. Compliance Action Review from ReportWell

Bishop M. Jones, Sr. turned the floor over to:
Y. Williams

- Stated that all board related items from the beginning of the school year to date will be reconciled by the end of the week.
- Acknowledged the transition of responsibilities of Y. Williams role to T. Simmons for board administrative support per previous board discussion.
- Compliance actions and Report Well for the board will be up to date and closed out for the month with any backlogged items.

B. Schedule for 11/05 Commission Site Visit

Y. Williams

- Commission site visit is to take place November 5, 2026.
- J. Holley and T. Simmons are working to schedule time for Bishop M. Jones, Sr. and Commission to meet.
- Information pertaining to the schedule for the rest of the school year H. Holley will be able to provide details.
- Board members are welcome to attend the physical visit and site walkthrough on November 5, 2026.

C. Review and Approve SY26-27 Schedule of Board Meetings

Y. Williams

- [displaying of calendar] Current board meeting cadence is monthly.

- Request board to look over the calendar and to consider if November's meeting will be held or a philanthropic approach with a canned food drive or support that aligns with the school.
    - Bishop stated: A deeper discussion regarding the calendar dates.
    - Y. Williams posed: a deadline to review and approve the calendar by the second week of November. T. Simmons and Bishop M. Jones, Sr. both in agreement with the proposed deadline.
    - Bishop stated: Supporting the food drive that is already in alignment with Friendly Temple Church and will provide food boxes
- Y. Williams and T. Simmons discussed uploading all board dates in BoardOnTrack.
- The Commission has given a deadline for the fourth board member in November [17th].
- December's board meeting with holidays, meeting shifted to December 15, 2026.

R. Hughes made a motion to to go into closed session.
D. Neil seconded the motion.
The board **VOTED** to approve the motion.

V. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:59 PM.

Respectfully Submitted,
M. Jones