APPROVED

Believe Memphis Academy

Minutes

Board Retreat

Date and Time
Thursday October 3, 2024 at 8:30 AM

Location
2230 Corry Rd., Memphis, TN 38106

Directors Present
A. Norman, B. Moritz, D. Reed, E. Eber, E. Stephens (remote), F. Jones, J. Turner (remote)

Directors Absent
J. Torres, M. Mason

Directors who arrived after the meeting opened
B. Moritz, E. Stephens, J. Turner

Guests Present
Greg Thompson (remote), K. Green, M. Cowan

I. Opening Items

A. Call the Meeting to Order

A. Norman called a meeting to order on Thursday Oct 3, 2024 at 8:47 AM.

B. Record Attendance

B. Moritz arrived at 9:07 AM.

E. Stephens arrived at 10:17 AM.
J. Turner arrived at 10:17 AM.

C. Breakfast

II. Board Retreat

A. Team Builder

Overall, this was a time to get to know one each other. We learned about job occupations, fun facts, backgrounds, and etc.

B. Mission Moment

We reviewed the mission and vision. The board shared moments that resonated with them.

We watched two videos of teachers sharing their experience teaching at Believe.

C. Walkthrough of Classroom + Debrief

You gave us the best Matt.

Brad: There was a lot of structure.

Alicia: Mr. Thomas was on point for many components of the classroom. The core of instruction is classroom management. At the beginning of the year, she set the tone. She is positive and friendly but firm. She told them when they did a great job. When we walked in, maybe a 1/3 of the look, but they got right back on track—every minute mattered in the class. She made time aware. She acknowledged and separated. She waited for students to meet expectations. The way she did her instruction. The way the students were able to explain.

Dr. Jones: I wondered why she was always counting down. Now I get it. Even when she is not teaching phonics she showed every minute mattered.

Mrs. Reed: Her time management and structure was strong. I imagine she taught it from the beginning. Only one student got up at time.

A. Norman: Can we individually come back to do instructional walkthroughs? I challenge the board to come do walkthroughs with Matt.

Brad: At what grade is it appropriate to acknowledge a visitor? There is a life skill to taught ion these moments.

Norman: There will be some who say that is important. There are some who will say we do not want to interrupt instruction.

Cowan: I don't want them to stop instruction to acknowledge us because we are in classrooms all the time:

Brad: We did not need acknowledgment. I thought that it would make them feel special to say that the Board visited our class. I wonder if the teacher could have told them that we are coming so they could plan a greeting.

Emily: Or to have lunch with the class. Or Breakfast with the class.

Reed: I smiled to let them know that I am a friendly visitor.

Dr. Jones: I don't want to disrupt the class but I like the lunch and breakfast with the class.

Brad: Could we serve a breakfast or lunch?

Reed: That's another opportunity. I make the concessions, so you all can always come to a basketball to sell concessions.

Brad: I wanted to know how we can be more engaged.

Norman: I am on the Board of Next Memphis, and we have down some of those to decide where we are with management vs Governance.

Next Steps

- Breakfast+ Lunch with the board
- Send the Board the basketball schedule to the board to run the concession stand.
- A. Norman will pass the information to assess where the board is and what we need to do.

D. Break

III. Board Meeting

A. Approve Minutes

Minutes have not been approved due to errors in the minutes. Changes will be made and approved at the next meeting. A shortened version will be made as well to be published online.
Motion to approve the minutes from Board Meeting on 08-27-24.

Minutes have not been approved due to errors in the minutes. Changes will be made and approved at the next meeting. A shortened version will be made as well to be published online.
The motion did not carry.

B. Finance & Development Update

Greg reviewed current financials, and Matt provided updated information.

Matt shared that we have a foundation willing to match a certain amount to support our development needs.

Dr. Jones asked how the board could support and develop some language around how she can communicate with others about how they can help our work at Believe.

Matt agreed and said he would work on this with Power Solutions.

C. Governance Update

Brad revisited the ED evaluation process with the board and reminded the board that the goal of the evaluation is to ensure the ED is getting the support needed to be successful in the role.

Brad presented the timeline to the board. Matt is to complete the self-evaluation by October 11th.

D. Review & Vote for Potential Board Member

D. Reed made a motion to Approve the new Board Member.
F. Jones seconded the motion.
The team **VOTED** unanimously to approve the motion.

E. Approval of Executive Coaching Contract

D. Reed made a motion to Approve the Executive Coaching Contract.
E. Eber seconded the motion.
This was important to ensure the ED got the support he needed to move the school toward Academic Excellence and financial stability.
The team **VOTED** unanimously to approve the motion.

F. Break into Committees

Due to time, we briefly discussed meeting times for committees.

IV. Closing Items

A. Closing: Board Business

B. Lunch

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:30 PM.

Respectfully Submitted,
K. Green

Believe Memphis Academy Charter School prepares students in grades Kindergarten-8 with the academic rigor, robust supports, and leadership development necessary to excel in high school, thrive in college, and lead lives full of opportunity.