APPROVED

Believe Memphis Academy

Minutes

Board Meeting

Date and Time
Tuesday November 19, 2024 at 4:00 PM

Location
2230 Corry Rd., Memphis, TN 38106

Directors Present
A. Norman, D. Reed, E. Eber, F. Jones, J. Turner (remote), M. Mason

Directors Absent
B. Moritz, E. Stephens, J. Torres

Guests Present
D. Song, Greg Thompson (remote), Jazmin Causey, K. Green, M. Cowan

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

A. Norman called a meeting of the board of directors of Believe Memphis Academy to order on Tuesday Nov 19, 2024 at 4:13 PM.

C. Approve Minutes

F. Jones made a motion to approve the minutes from Board Meeting on 08-27-24.

D. Reed seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes

D. Reed made a motion to approve the minutes from Board Retreat on 10-03-24.
F. Jones seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Enrollment & Finance

A. Enrollment ADM

Enrollment

Matt tells the group that we are currently at 465

- As of last week, we were at 472
- The reason for the drop is due to families moving further away from the school
- Actively trying to increase this number closer to 475

Financial Update

Greg goes over the financial notes

- Reassures that we are using the weighted average of 456 by showing the 9 period breakdown
- Reassures that we are still at target for a good surplus
- Overview of the year to date expenses
- Reenforced building our cash reserves

Matt talks about fundraising by describing the Champions for Literacy campaign

Matt talks about the usage of companies for the substitute teachers

Recruitment

- Florence asks about a plan of action for replacing the ones we have lost
- Matt reenforces the recruitment plan
- Emily asks about a specific number before budget cuts; Mike asks about this as well
    - Matt will send out the Contingency Plan to the Board
- Alicia asks Greg about the specific number before cuts are made
    - Greg answers with 10 more students

- Jeremy asks about the trend of losing students
    - Matt reassures that this lost is an anomaly

B. Audit

Kenny describes the financial audit is in motion and everything is going according to plan. He describes that we are working with Marston Group for the audit and just awaiting the next steps from them.

III. Academic Committee Report

A. TVAAS & TCAP

TVAAS

- Matt gives overview of the composite scores
    - Describes Math & ELA concerns
    - Describes that the school is on target to be on the priority list
        - Matt & Alicia have met with officials from the State
        - Emily asks how the TVAAS scores are calculated
        - Danny reenforces that progress has been made
        - ELA & Math has to be around 15% proficiency to avoid the priority list
- 204 schools that received scores; 19 out of 32 charter schools went back to back TVAAS 5

Academic Plan

- Interim Assessment
    - Matt goes over the results
        - Huge learning curve for our 2nd graders; first time taking multiple choice test
        - Highest Science Data came from a substitute teacher
        - Normally, outperform our IA results in Math around 5% for TCAP
        - IA results for ELA hasn't matched well for TCAP results
- Matt describes the overview of the coaching plan for academic growth
    - Describes Badgers on the Rise program
        - Students being pulled 2-4 times a week for additional support
    - Monthly reviews comparing attendance data vs academic data
    - Exploring afterschool tutoring
        - Finding the funding to accommodate the teachers
    - Matt is strategically placing himself in coaching and instruction
    - Alicia questions about 8th grade scoring the lowest, but they are here the longest at the school
        - Danny answers with increase in standards in Math, multiple transitions in the school, and teacher consistency

- Diane asks about the afterschool planning and student transportation
  - Matt answers with prioritizing the students without transportation to receive tutoring during the day while the students who partake in MAM will receive it afterschool
  - Alicia enforces that all efforts need to be made to reach the proficiency levels and how can the Board support
- Matt needs the support to help with the philanthropy (Grant Match) while he is focusing on instruction
  - Alicia enforces that each board member to be a giver and to ask your connections to help with the grant match
  - Danny describes the goal is attainable and wants to go above and beyond
  - Emily wants to use similar formal language that Matt has used and she stated that she will help with the grant writing
  - Mike asks about standard procedures for school visitations

B. Academic Report

IV. Governance

A. Executive Director Evaluation

Alicia enforces the Board to complete the Executive Director evaluation

Alicia reminds the Board to be on the lookout for the board training from the district

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 5:32 PM.

Respectfully Submitted,
A. Norman

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.