

APPROVED

Perea

Elementary School

Perea Elementary School

Minutes

Board of Directors

Date and Time

Thursday January 24, 2019 at 4:30 PM

Location

Home of Kathryn Perry, 56 Belleaire, 38104

Directors Present

D. Moses, J. Maclin, K. Perry, M. Boyd, M. Sturdivant, S. Elswick

Directors Absent

None

Ex Officio Members Present

A. Norman

Non Voting Members Present

A. Norman

Guests Present

B. Polk, Garner Williams, Nida Rab

I. Opening Items**A. Call the Meeting to Order**

M. Sturdivant called a meeting of the board of directors of Perea Elementary School to order on Thursday Jan 24, 2019 at 4:35 PM.

B. Record Attendance and Guests

C. Welcome and Introduction

Mike welcomed Board members and thanked Kathryn for hosting meeting and retreat at her home.

D. Approve Minutes from November 2018 Meeting

K. Perry made a motion to approve minutes from the Board of Directors on 11-15-18 Board of Directors on 11-15-18.

S. Elswick seconded the motion.

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

E. Overview of Audit and Q&A

- Board's responsibility to oversee audit
- Most complex part of charter school audit is teacher pension report
- Ed Tech handles financial report
- Final audit is about 50 pages and required to be filed by Dec. 31
- One audit will take place for first 18-month period - report due June 30, 2019, audit due December 31, 2019
- Suggestion made to pick auditor with experience with charter schools

II. Committees

A. Finance

- Still working to correctly code uncategorized expenses
- Call will be conducted between Alicia and Kathryn to confirm that Ed Tech has working link with bank card account
- Discussed grant and program funding
- Discussed cash on hand

B. HR/Payroll

- Budgeting process for 2019-2020 will start in next few weeks
- Discussion about payroll expenses
- Interviews for Dean of Operations, Dean of Instruction to be conducted this week
- Board members are invited to help man booth at Teach 901 Night, February 5, at 5:00 p.m.
- May move to one lead teacher and strong TA with 4 smaller classrooms of 20 students

- Brief discussion about fundraising
- This semester going more smoothly with reset room and coaching of teachers

C. Education

- Second round of NWEA Map testing conducted in December
- Pushing for 60% of children meeting goals in spring
- Added 2 new programs – Star Fall and Excel

III. Facilities

A. Facility Update

- Discussion about HVAC costs and maintenance contract
- Bridge classroom update, along with mental health funding options for room
- Letter about renewal lease sent to SCS

IV. Elect Board Member-Kelley Nichols

A. Vote

Board voted unanimously to approve Kelley Nichols as the new PES Board member.

V. Closing Items

A. Adjourn Meeting

Board transitioned to retreat portion of meeting.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:45 PM.

Respectfully Submitted,

M. Boyd

M. Sturdivant made a motion to adjourn the meeting.

M. Boyd seconded the motion.

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