APPROVED

Perea
Elementary School

Perea Elementary School

Minutes

Board of Directors

Date and Time
Thursday February 21, 2019 at 4:30 PM

Location
1350 Concourse Ave., Suite 142, West Atrium, 3d Floor, Memphis, TN 38104

Mission

Perea Elementary School will prepare all students academically, socially, and emotionally for success by creating and maintaining a classroom and school environment that is student-centered, with high academic expectations and where all students feel welcomed, appreciated, and valued.

Directors Present
K. Perry, M. Boyd, M. Sturdivant, S. Elswick

Directors Absent
D. Moses, J. Maclin

Ex Officio Members Present
A. Norman

Guests Present
B. Polk, Cody Stephenson

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. Sturdivant called a meeting of the board of directors of Perea Elementary School to order on Thursday Feb 21, 2019 at 4:35 PM.

C. Approve Minutes

K. Perry made a motion to approve minutes from the Board of Directors on 01-24-19 Board of Directors on 01-24-19.
S. Elswick seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Committees

A. Finance

- January 2019 financial statements were shared and discussed
- Audit discussed

B. Development

- No updates
- Need to set date for welcome party to invite individuals who might serve on committees, Board of Directors, advisors, etc.

C. Facilities

- Should have lease from SCS by April
    - Further discussion
- Discussion about visit from Omaha, NE architect and HVAC costs and maintenance contract

D. Human Resources

- Official offer has been made to Jamie Kennedy to serve as Dean of Instruction and Curriculum
    - Start date established
- Board members were thanked for volunteering with the Teach901 night held at Crosstown

- Currently interviews are being conducted for a Director of Operations, a Kindergarten Teacher, Teacher Assistant and a PE teacher. Additionally, a Bridge Classroom teacher and clinician managed by Church Health are being sought
- Discussion about grant for Bridge Classroom

E. Governance

- Members of Governance Committee (M. Sturdivant, S. Elswick, D. Moses) have been contacted about times convenient for committee meetings. A Thursday noon meeting appears to be best time
- A meeting will be called soon to discuss job descriptions for board members as well as an orientation program for new board members
- Conflict of interest forms have been signed by all committee members

F. Education

- Three goals were presented to be completed by May 1 - (1) educate parents that they can attend Board Meetings to share praise and raise concerns, (2) create a text for shout out opportunities, (3) establish a box for parents to submit anonymous praise, concerns, and suggestions for improvement

III. New Business

A. Commitment Letter and Meeting Dates

- Board discussed commitment document
- Board meetings could be moved to the fourth week of the month to help with financial reporting, time of meetings could be reevaluated as well
- Conversations will be had among Board members about meeting dates

IV. Other Business

A. Special Programs

- 80% of Perea families participated in “Walk Your Child to School Day”
- Over 200 people (children and adults) were present at the Parent- Child Valentines Day event
- Conversation followed about special programs involving parents at Perea

V. Closing Items

A. Adjourn Meeting

No further discussion
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:25 PM.

Respectfully Submitted,
M. Boyd