

APPROVED

# Perea

## Elementary School

### Perea Elementary School

## Minutes

### Board of Directors

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#### Date and Time

Thursday March 21, 2019 at 4:30 PM

#### Location

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

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#### 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.

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#### Directors Present

D. Moses, K. Nichols, M. Boyd, S. Elswick

#### Directors Absent

J. Maclin, K. Perry, M. Sturdivant

#### Ex Officio Members Present

A. Norman

#### Non Voting Members Present

A. Norman

#### Guests Present

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B. Polk, Cody Stephenson, Kelley Nichols

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## I. Opening Items

### A. Record Attendance and Guests

Kelley Nichols is a Board Member with voting rights.

### B. Call the Meeting to Order

S. Elswick called a meeting of the board of directors of Perea Elementary School to order on Thursday Mar 21, 2019 at 4:38 PM.

### C. Approve Minutes

M. Boyd made a motion to approve minutes from the Board of Directors on 02-21-19 Board of Directors on 02-21-19.

K. Nichols seconded the motion.

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

## II. Education

### A. Committee Report

Discussed classroom plans for 2019-2020

- Kindergarten
  - 4 classes, 1 teacher, 1 teacher assistant
    - 80 students
- First Grade
  - 3 classes with 25 students per class, 1 teacher, 1 teacher assistant
- 108 applicants; goal is 155 applicants
  - currently 72 kindergarteners

Transportation

- proposal will be obtained from Durham and from the public bus system
- Board hopes to vote at April meeting
- Darnell will help Alicia explore all options for transportations

Testing/Report Cards

- Will be finalized week of March 20
- 3rd quarter report card information will be available at next meeting

Tasks/Goals

- Kelley shared the goals of the Education Committee

### **III. Facility**

#### **A. Report**

##### HVAC System

- Mike is working with HVAC company to complete assessment of entire building's HVAC system
- Board will be updated as to progress and recommendations

### **IV. Finance**

#### **A. Review Monthly Financials**

##### Charter Fees

- Discussion about budget and district charges

##### Monthly Financials - Martha for Kathryn

- Overview of checking account balance March 19, 2019

##### Audit

- Audit will be conducted by Marston Group.

##### Budget Review - Cody Stephenson

- Overview of operating income and expenses

### **V. Governance**

#### **A. Committee Report**

Members of Committee are: Martha, Dr. Elswick, Darnell and Mike

Goals from retreat:

- Signing of Conflict of Interest forms
- develop and present job descriptions for each board member along with a Board Commitment Agreement
- Plan and conduct orientation for new board members

Committee will meet at Panera (Laurelwood) April 11 to discuss and vote on these documents.

### **VI. Human Resources/CEO Support And Eval**

#### **A.**

**Hiring update**

Alicia will provide a written report on new hires at next meeting.

**VII. Closing Items**

**A. Adjourn Meeting**

No further business.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:15 PM.

Respectfully Submitted,  
M. Boyd