APPROVED

Perea
Elementary School

Perea Elementary School

Minutes

Board of Directors

Date and Time
Thursday April 18, 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
D. Moses, K. Nichols, K. Perry, M. Boyd, M. Sturdivant, S. Elswick (remote)

Directors Absent
None

Ex Officio Members Present
A. Norman

Guests Present
B. Polk, Cody Stephenson, Shandra Brooks

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 Apr 18, 2019 at 4:33 PM.
Mike Sturdivant introduce guest Shandra Brooks, new Director of Operations and Finance for PES.

C. Approve Minutes

K. Perry made a motion to approve minutes from the Board of Directors on 03-21-19 Board of Directors on 03-21-19.
D. Moses seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Development

A. Committee Report

Kathryn Perry reported that no meeting has yet been called for the Development Committee.

III. Education

A. Committee Report

- Open house will be held Wednesday, 2:30 - 4pm for families who have registered
- Enrollment data as of 4/18/19 was shared
- Student Performance Report was shared
    - 60% of children should be at or above grade level by the end of the year
    - options are being considered for having children screened for hearing loss, learning disabilities
- The summer reading program in collaboration with YMCA is filled to capacity.
    - 25 registered and 2 on the waiting list
- Shandra Brooks announced that a conversation is being held with Believe Academy concerning transportation of children. Board will probably vote at May meeting on possible contract to provide one of several transportation options being considered.

IV. Facility

A. Report

Mike Sturdivant shared information about much needed repairs to HVAC system and options being considered. Alicia Norman shared that lease agreement with SCS should be received after their meeting next week.

V. Finance

A. Review Monthly Financials

- Kathryn Perry reported the checking account balance
- The electrical bill for outside lights was shared with Believe and PPS
- Cody Stephenson gave an overview of current budget expenses and projections
- The 2019-20 budget will be voted on at the May meeting

VI. Governance

A. Committee Report

- The Committee met April 11 to discuss full board and governance committee job descriptions as well as BOT member commitment document. There was no discussion.
- The board VOTED unanimously to adopt the full board job description.
- The board VOTED unanimously to adopt the commitment for board members.

VII. Human Resources/CEO Support And Eval

A. Hiring update

- Alicia Norman reviewed the hiring status
- All teachers have been hired
- There is a likely candidate for the principal position overseeing PPS and PES
- Alicia Norman will assume roll of Executive Director working with parents and public
- No full time PE teacher needed
- The Director of Operations and Finance started April 1
- The Director of Curriculum and Instruction starts April 22

VIII. Other Items

A. Board and Staff reception

- A reception to host new and old staff will be held May 30 from 5:00 - 6:30after the short board meeting at 4:30 p.m.
    - Martha Boyd will ask about PP office space availability in Crosstown

B. James Maclin

Mike Sturdivant announced that James Maclin has resigned from board, he will continue to help by serving on a committee as needed.

C. Teacher Appreciation Week

Kelley Nichols shared that teacher appreciation week is coming up and she will coordinate events for all staff. Board members were asked to contribute to the effort.

IX. Closing Items

A. Adjourn Meeting

No further business to discuss.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:50 PM.

Respectfully Submitted,
M. Boyd