APPROVED

Perea
Elementary School

Perea Elementary School

Minutes

Perea Elementary School Board Meeting

Date and Time
Thursday December 10, 2020 at 4:30 PM

Location
Join Zoom Meeting
https://zoom.us/j/97939446486?pwd=eHVyaEpVTEdYWTA1RkhkUC85SXAxZz09
Meeting ID: 979 3944 6486

Passcode: 461447
One tap mobile

+13017158592,,97939446486#,,,,,,0#,,461447# US (Washington D.C)
+13126266799,,97939446486#,,,,,,0#,,461447# US (Chicago)

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 (remote), K. Nichols (remote), K. Perry (remote), M. Boyd (remote), M. Sturdivant (remote), R. Greene (remote)

Directors Absent

None

Ex Officio Members Present
D. Ussery (remote), S. Brooks (remote)

Guests Present
Brittany Worship (remote), Cody Stephenson (remote), Daniel D'Alto (remote), Garner Williams (remote), R. Deener (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

M. Sturdivant called a meeting of the board of directors of Perea Elementary School to order on Thursday Dec 10, 2020 at 4:34 PM.

C. Approve Minutes

M. Boyd made a motion to approve the minutes from Perea Elementary School Board Meeting on 09-24-20.
K. Perry seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Sturdivant	Aye
K. Perry	Aye
D. Moses	Aye
R. Greene	Aye
K. Nichols	Aye
M. Boyd	Aye

D. Approve Minutes

M. Boyd made a motion to approve the minutes from Perea Elementary School Board Meeting on 10-22-20.
D. Moses seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Sturdivant	Aye
K. Nichols	Aye
M. Boyd	Aye
D. Moses	Aye
K. Perry	Aye

Roll Call

R. Greene	Aye

II. Development

A. Discussion of need and plan of action.

M. Sturdivant asked the Board to set aside time possibly on January 14 to discuss a development plan for PES.

III. Education

A. Ms. Ussery-Monthly Report

D. Ussery introduced Brittany Worship, Instructional Coach, who gave a brief description of her duties and the challenges facing teachers and students at this time. Questions were entertained and discussion followed.

D. Ussery then presented her monthly report including enrollment numbers, staffing, and the ongoing work that has been done to support families and teachers.

B. On site vs virtual.

D. Ussery asked the Board to consider a return to virtual learning in January due to the high COVID positivity rate in the Memphis community.
K. Nichols made a motion to support the decision to return to virtual learning in January with the option to reconvene on site if numbers improve.
K. Perry seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

K. Nichols	Aye
M. Boyd	Aye
D. Moses	Aye
M. Sturdivant	Aye
K. Perry	Aye
R. Greene	Aye

C. Momentous Institute-Mike Sturdivant & Deadre Ussery

PES is closing out its work with Momentous Institute in Dallas on January 15 and is entering into a deeper partnership with Transcend. Background was shared with the Board about Transcend's work in education policy.

IV. Facility

A. Northside Project

M. Sturdivant led a discussion of plans for the revitalization of Northside High and the potential for PES to move to the renovated building. M. Sturdivant asked for Board support in moving forward with a discussion of design ideas with the architect.
M. Boyd made a motion to move forward with plans and design ideas for Northside HS building.
K. Perry seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Boyd	Aye
D. Moses	Aye
R. Greene	Aye
K. Perry	Aye
M. Sturdivant	Aye
K. Nichols	Aye

B. University of Memphis College of Education Partnership

M. Sturdivant shared plans for PES and PPS to explore a partnership with the College of Education at the University of Memphis. A Memorandum of Understanding will be developed by Deadre and approved by the Board.
K. Perry made a motion to move forward with the memorandum of understanding with University of Memphis to partner with PPS and PES.
D. Moses seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Greene	Aye
K. Perry	Aye
M. Boyd	Aye
M. Sturdivant	Aye
K. Nichols	Aye
D. Moses	Aye

V. Finance

A. Cody Stephenson and Kathryn Perry

Since there is not a third person on staff to review expenses, the suggestion was made to have K. Perry or M. Sturdivant review any expenses $5K up to $10K.

An update of other financial policies will be discussed at the January meeting.
K. Perry made a motion to have a 3rd party - herself or Mike Sturdivant approve unexpected expenses $5K or above.
K. Nichols seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Boyd	Aye
M. Sturdivant	Aye
K. Perry	Aye
R. Greene	Aye
K. Nichols	Aye
D. Moses	Aye

- The Monthly financial report was shared.
- Enrollment remains above target and PES is within budget on expenses.
- There is 157 days cash on hand.
- PES is fully hired which is impacting personnel expenses.

Application for PPE loan forgiveness has been submitted; all funds were used to pay salaries for employees.
The budgeting process will start soon, in late January or early February.

Discussion followed about the additional expenses for Power School, the copier contract with Novacopy, gift cards for teachers, and the Covid necessary divider wall for the library. The divider wall was approved previously by email.

B. Presentation of Audit results

D. D'Alto and G. Williams of Marston Group stated that the audit is complete pending review by the Board and thanked Shandra Brooks for her help. The results find Perea Elementary School finances in good order with only 2 expected adjustments. The 990 Form has been completed and will be available for review in a few days. There were no questions. The documents must be filed with SCS by December 31.
K. Perry made a motion to to accept the results of the audit.
R. Greene seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Greene	Aye
M. Boyd	Aye
D. Moses	Aye
K. Perry	Aye
K. Nichols	Aye
M. Sturdivant	Aye

S. Brooks will inform Marston Group that the Board approved the audit.

VI. Governance

A. Principal's Goals for next year presented-D. Ussery.

Presentation of CEO goals will be deferred until January meeting.

B.

Material changes to the Charter

D. Ussery gave an update on the material change to the Charter with regard to busing. SCS approved the change at its meeting November 17; therefore, PES will move forward with plans to provide transportation in the Fall of 2021.

C. Annual Report to the State due November 2, 2020

The annual report was turned in by the deadline of November 2, 2020.

VII. Human Resources/CEO Support And Eval

A. Staff Salaries

K. Perry made a motion to have the Board go into executive session to discuss staff salaries.
K. Nichols seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Boyd	Aye
D. Moses	Aye
R. Greene	Aye
M. Sturdivant	Aye
K. Perry	Aye
K. Nichols	Aye

R. Greene made a motion to table any further consideration to later next week.
K. Nichols seconded the motion.
Motion carried after much discussion of salary increases for key staff.
The board **VOTED** unanimously to approve the motion.

Roll Call

K. Nichols	Aye
R. Greene	Aye
M. Boyd	Aye
D. Moses	Aye
M. Sturdivant	Aye
K. Perry	Aye

VIII. 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 7:13 PM.

Respectfully Submitted,
M. Boyd