

APPROVED



# Perea Elementary School

## Minutes

### SOP Board Meeting Announcement

January Board Meeting (Make-up)

---

#### **Date and Time**

Thursday February 1, 2024 at 4:30 PM

#### **Location**

Family Engagement Room  
1250 Vollintine Ave.  
Memphis, Tn. 38107

---

#### **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**

A. Cates, A. Langston, B. White (remote), C. Carter (remote), J. Boyd, J. Merrick, J. Stokes, R. Greene, R. Scott (remote)

#### **Directors Absent**

D. Moses, K. Nichols, Q. Jones

---

#### **Ex Officio Members Present**

R. Davis III, S. Brooks

### **Non Voting Members Present**

R. Davis III, S. Brooks

### **Guests Present**

A. Martin, Annie Griffin

---

## **I. Opening Items**

### **A. Record Attendance**

### **B. Call the Meeting to Order**

J. Boyd called a meeting of the board of directors of Perea Elementary School to order on Thursday Feb 1, 2024 at 4:42 PM.

### **C. Approve Minutes**

R. Greene made a motion to approve the minutes from SOP Board Meeting Announcement on 12-07-23.

J. Stokes seconded the motion.

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

## **II. Executive Director's Reports**

### **A. Criteria for Philanthropic Support for the Preschool**

#### **Perea's Preschool**

- remains a licensed childcare agency in compliance with Tn Department of Human Services' rules and regulations for centers serving 3 and 4-year-old students.
- continues to demonstrate effectiveness consistent with the "health and safety" and "teacher-child interactions" guidance described in TN's Department of Human Services' Quality Rating improvement System (QRIS)" for preschool students.
- continues to administer annually a nationally recognized kindergarten readiness assessment like Brigance Early Childhood Screening Assessment for all 3 and 4-year-old students, and the results are made available to the Community Foundation of Greater Memphis.
- continues serving 3 and 4-year-old students at approximately the same proportion as of June 2021. An estimates 4 classrooms each of 3 and 4-year-olds should be the goal assuming the staffing ratio from the state remains the same as 2021. Should the school drop below the target enrollment identified in the note 1 below, a

per pupil reduction in funding will be removed from the gift the following year. The per student preschool amount will be identified when the preschool budget is approved annually by the board.

- The annual endowment funding will prioritize the needs of the preschool before any excess dollars can be allocated to the elementary budget.

### **Preschool Overview**

Enrollment, Financial, Facility and Operational Updates by Shandra Brooks

- currently 120 students enrolled.
- shared categorical breakdown of tuition payment types; full pay, DHS vouchers, and scholarships.
- PreK 3 program has experienced a revenue increase of 212% from December 2022 to December 2023, attributed to DHS voucher income.
- Identified operational and facility needs including support for the CACFP Program and water station/sink upgrades.

### **Academic Performance Updates by Annie Griffin**

- shared updates regarding Preschool academic performance.
- shared initial Brigance Assessment data for Prek3 and Prek4 programs.
- overview of the subdomain indicators were unpacked to identify the areas in which students are assessed upon their entry to their respective program.
- Key strategies to support student academic growth include:
  - High-quality Instructional Material: HighScope and Creative Curriculum
  - Weekly planning
  - Small Groups
  - Differentiated Instruction
  - Literacy and Math twice a week
  - Homework
  - Newsletter

### **NAEYC Accreditation Update**

Dr. Robert Davis shared the results of the NAEYC 5- year accreditation visit. While the classroom observation scores were all above 90, there was substantial evidence missing from the 5- year portfolio resulting in an unsuccessful visit. A path forward was expressed to revisit accreditation in January 2025.

## **III. Committee Reports**

### **A. Finance Committee Update**

- We are currently on budget and continue to monitor enrollment for TISA payments.
- PPS income does not cover full cost of the program; however, a cost-sharing formula is used to determine allocation of costs.
- Based on the number of students in each program PPS/PES and the amount of building square footage used by each program.

## **B. Governance Committee Presentation**

Results of School Culture Survey shared with Board

- 54% response rate; mixed results-some very optimistic about changes, some still hesitant; need to continue building trust with staff; continue infusing SEL into everything we do; staff wants clarity regarding who to lodge concerns with.
- Grievances were heard by Governance Committee.

## **C. Facilities Committee Update**

- Plans returned from architects in December.
- First bid was twice above the amount expected.
- Joint meeting of Finance and Facilities Committee was held.
- Katie with GT3 is reviewing best estimates based on projected enrollment.
- Architects asked to revisit to see what we can do with approximately \$1M. Security and HVAC are priorities. Planned work to restrooms is significantly impacting cost.

## **IV. New Business- Jim Boyd**

### **A. New Business**

- Potential board member, Dr. Brian Ingram was presented and next steps in vetting were shared.
- Re-election of current board members is coming soon.
- Availability poll will be sent to all Board members via email; to support Board's effort to optimize engagement and in-person attendance.

## **V. Closing Items**

### **A. Adjourn Meeting**

#### **Closing Items**

- Next board meeting date: February 22, 2024.
- Will schedule a follow-up discussion regarding Preschool.

- Facilities Committee will need to follow-up with Katie (GT3).

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:36 PM.

Respectfully Submitted,  
J. Boyd