

**MINUTES OF MEETING OF
THE BOARD OF DIRECTORS OF
PROMISE ACADEMY**

A meeting of the Board of Directors of Promise Academy was held by ZOOM conference call on October 27, 2020, at 4:35 p.m.

Members Present:

Thomas (Tom) Beazley, Diana Burton, Stephanie Chittom, Patricia Emory-Walker, Grady Garrison, Mary Garrison, Charles Gerber, Kiasi Malone, Kimbra McBride, Teresa Jenkins, Carol Russell, Patrick Washington, Russ Wigginton, Emily Woodside

Parent Teacher Organization Members Present: none

Visitor(s): none

August 25, 2020 meeting minutes were accepted and approved.

Treasurer's Report – Stephanie Chittom

- **Hollywood:** Financial summary (Promise Hollywood) was distributed (unaudited as of August 31, 2020)
 - Net Cash as of October 23, 2020: \$855,782
 - Unaudited Net Income as of August 31, 2020: \$(382,533)
 - Recorded CARES Act and First 8/SEL grants
 - Business Admin expenses were over budget due to iPad payments and advertising costs.

- **Spring Hill:** Financial summary (Promise Spring Hill) was distributed (unaudited as of August 31, 2020)
 - Net Cash as of October 23, 2020: \$394,247
 - Unaudited Net Income as of August 31, 2020: \$(258,058)
 - Facilities expenses were over budget due to water fountain and chiller costs.
 - Note: Spring Hill does not receive philanthropy.

Motion: To approve the 2020-2021 budgets for Promise Academy, Hollywood and Promise Academy, Spring Hill as presented. Motion seconded and approved.

Executive Director's Report – Tom Beazley

- **PAHW Building Purchase Update**
 - **Building purchase to be finalized; Rent payments stopped October 2020**
- **Board Member Business**
 - **Board member training is due by November 15. (link sent via email**
- **Promise Academy Annual Report (distributed and reviewed)**
 - **Completed and submitted to the TN Department of Education**
- **Promise Academy, Hollywood Scorecard (distributed and reviewed)**
 - **Operations Score: 4.27/5 (Good)**
 - **Financial Score: 3.98/5 (Good)**
 - **No Academic Score was calculated due to testing**
 - **Human Resources item in Financials was low due to a SPED teacher classification**
- **Board Member Virtual Class Visit – to be scheduled**

School Report – Dr. Kimbra McBride, Principal, Promise Academy Spring Hill

- Distributed and reviewed Promise Academy Spring Hill presentation. Topics included:
 - Enrollment (in-person and virtual)
 - Daily Attendance and attendance goals (Sept. 83%, Oct, 90%, Goal 85%) – Updated daily schedule improved attendance.
 - IReady Data Review (Reading and Math)
 - Celebrations overview includes:
 - Morning meetings
 - Use of Mastery Connect for daily assessments
 - Use of Google Classroom for classwork
 - IReady – 20 minutes daily
 - Goodnight Monarchs
 - Spirit Week
 - Virtual Parent Academy
 - Monthly newsletters and weekly phone calls
 - Virtual meal distribution
 - Virtual Fridays – starting November 5th
 - Discussion: Use of Communities in Schools advocate and school social worker to support student attendance and engagement

School Report – Dr. Patrick Washington, Principal, Promise Academy Spring Hill

- Distributed and reviewed Promise Academy COVID-19 Protocols presentation. Topics included:
 - COVID 19 Mitigation and Prevention Measures – processes and frequency (chart)
 - On-site testing every eight (8) working days
 - Response to positive or potentially positive cases

- COVID-related cases to date

School Report – Dr. Kiasi Malone, Principal, Promise Academy Hollywood

- Distributed and reviewed Promise Academy Hollywood presentation. Topics included:
 - 1st Quarter Enrollment and Discipline data
 - Attendance (Sept. Student 70.9%, Oct. Student 78.5%; Sept. Staff 93.6%, Oct. Staff 88.7%)
 - Attendance defined:
 - In-person – student is physically at school
 - Remote – student logged in any time during day
 - Students who attempt to log in but cannot are issued an excused absence.
 - COVID: One teacher tested positive during in-service.; One student tested positive 10/22 (is in quarantine for 14 days)
 - Academic Data Review
 - IReady (Reading and Math)
 - Mastery Connect (used for assessments, exit tickets and quizzes)
 - Next Steps
 - Remote Fridays – Small group instruction; PLCs for teachers
 - RTI: Intervention for Tier 2 and Tier 3 students
 - Instructional Model – Remote or in-person
 - Instructional Partners
 - Tracking chronically absent students
 - Toolbox Project
 - Enriched substitutes

Additional Discussion Topics Included:

- Other Shelby County schools offering in-person classes
- Aftercare at Promise (Offered at Hollywood and Springhill; Administered by the Boys and Girls Club; Students must remain in cohorts or within the same grade-level.)
- ASD future

President’s Report – Charles Gerber

- Upcoming Promise Executive Director Search

Parent/Teacher Organization (PTO) Report – none

Next Board Meeting: TBD

Meeting adjourned at approximately 5:57 pm

We certify that the above are the Minutes of the Meeting of the Board of Promise Academy, which occurred on October 27, 2020.

Charles C. Gerber, President

Grady M. Garrison, Secretary