

**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 April 13, 2021, at 4:34 p.m.

**Members Present:**

Thomas (Tom) Beazley, Diana Burton, Stephanie Chittom, Patricia Emory-Walker, Grady Garrison, Charles Gerber, Colenzo Hubbard, Teresa Jenkins, Emily Woodside

**Parent Teacher Organization Members Present:** none

**Visitor(s):** None

**February 9, 2021 meeting minutes were accepted and approved.**

**Treasurer's Report – Stephanie Chittom**

- **Hollywood:** Financial summary (Promise Hollywood) was distributed (unaudited as of April 13, 2021)
  - Net Cash as of April 13, 2021: \$817,918
  - Unaudited Net Income as of February 28, 2021: \$20,384
  - We are 67% through the budget year and are currently billing grants for qualified expenses.
  - Expenses are managed well.
  - Our PPP loan was forgiven - \$635K is listed as income
  - Note: The new HVAC was installed on time. The additional \$40k needed for new power is not reflected in expenses.
- **Spring Hill:** Financial summary (Promise Spring Hill) was distributed (unaudited as of April 13, 2021)
  - Net Cash as of April 13, 2021: \$485,742
  - Unaudited Net Income as of February 28, 2021: \$167,900
  - Receivables are high
  - PPP forgiveness grant was received -- \$558K
  - Expenses are being managed well.
  - Beth is doing cash projections for both schools.

**Springhill Repairs – Tom Beazley**

- **Discussed the cost of the building repairs (\$400-500K) and possible funding sources.**
  - Possible Funding Sources: ESSR-Elementary and Secondary School Relief Fund (some money can be used for deferred maintenance); SCS property

insurance (SCS is filing claims for both SCS and ASD schools); FEMA; SCS Capital Budget (ASD schools may be included)

- We are waiting for the rooftop unit.
- All students have been moved.

### **E-Rate:**

**Motion: To approve or disapprove Resolution for Schools and Libraries Universal Services (E-Rate) for 2021-2022. This resolution authorizes filing of the Form 471 applications for funding year 2021-2022 and the payment of the applicant's share upon approval of funding and receipt of services. Motion seconded and approved.**

### **Executive Director Search – Diana Burton**

- **Presented summary of the Executive Director search process to date. Overview included:**

- Top five candidates under consideration for the Executive Director position:
- Description of primary information collected from each candidate
- Experiences and abilities desired for the position
- Overview of each candidate's current position and notable experience
- Next steps (selection of top 3 candidates, scheduling of Promise on-site visits)
- List of candidates' educational background to be sent to select board members upon request

### **Building Purchase Update – Grady Garrison**

- Everything has been done. We are waiting on SCS signatures
- We signed a reverter clause –If Promise stops operating as a charter school, the building deed will be returned to SCS.

**On motion duly made and seconded, the Board unanimously authorized Thomas Beazley, as Executive Director of Promise Academy, to execute the Right of Reverter agreement with Shelby County Board of Education, and to deliver the agreement to Shelby County Board of Education.**

### **Executive Director's Report – Tom Beazley**

- **Summer School 2021:**
  - Partnering with Tennessee Tutors Corps – 75 students per site tutored daily in reading and math from June 14- July 23, 2021
  - Boys & Girls Club Camp Program - 1 teacher per 3 students
  - Principals will encourage students to get tutoring
- **School Calendar:**
  - Calendar has been submitted and approved – In-service July 19<sup>th</sup>; School start date, August 4<sup>th</sup>; We will finish before Memorial Day.
- **School Year Planning:**

- State will put an emphasis on foundational skills. We must submit a foundational literacy plan by May 2021
- We are considering having self-contained classrooms in K-2 with lead teacher and an assistant (18 students with 2 teachers)
- Assistant teachers currently work with students in grades 3-5. We will be hiring interventionists and will have an intervention department
- We will hire a data person
- We will have 3 coaches at each school (2 ELA; 1 Math); We will have a science coach as well.
- K-2 will be a focus.
- Both schools will be painted
- **TCAP/TN Ready:** 80% in-person testing required for scores not to count; If the in-person requirement is not met, there may be funding consequences and a school letter grade for accountability. Second graders will be tested.
- **Student recruitment:** Will have a student recruitment/ COVID vaccination station event on May 1<sup>st</sup>.
- **COVID:** Three teachers are out with COVID (2 working from home; 1 has a substitute)

**Additional Discussion:**

- Virtual School – we are not permitted to have virtual learning unless an emergency is declared at the state-level or it is a health department requirement.
- Holding Students Back- Only students with significant attendance issues may be held back. Other students (with less severe attendance issues) will have required summer tutoring. A lot of kindergarteners may be held back.

**President’s Report – Charles Gerber**

- See Visitor Presentation

**Parent/Teacher Organization (PTO) Report – none**

**Next Board Meeting: TBD**

**Meeting adjourned at approximately 5:43 pm**

We certify that the above are the Minutes of the Meeting of the Board of Promise Academy, which occurred on April 13, 2021.

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Charles C. Gerber, President

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Grady M. Garrison, Secretary