

**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 held on May 12, 2020, at 4:36 p.m.

Members Present:

Thomas (Tom) Beazley, Diana Burton, Stephanie Chittom, Patricia Emory-Walker, Grady Garrison, Mary Garrison, Colenzo Hubbard, Teresa Jenkins, Kiasi Malone, Kimbra McBride, Johnny Moore, Carroll Russell, Patrick Washington, Emily Woodside

Parent Teacher Organization Members Present: none

Visitor(s): none

January 14, 2020 meeting minutes were accepted and approved.

Treasurer's Report – Stephanie Chittom

- **Hollywood:** Financial summary (Promise Hollywood) was distributed (unaudited as of March 31, 2020)
 - Net Cash as of May 10, 2020: \$1,688,698
 - Unaudited Net Income as of March 31, 2020: \$28,162
 - Ahead of budget for income
 - We have not received information about State Cares Act-relating funding.

- **Spring Hill:** Financial summary (Promise Spring Hill) was distributed (unaudited as of March 31, 2020)
 - Net Cash as of May 10, 2020: \$1,023,694
 - Unaudited Net Income as of March 31, 2020: \$123,749
 - We are in line with budgeted items.
 - Expenses are under budget.

- **CARES Act/Payroll Protection Plan (PPP) Loans**
 - Discussed purpose and application of loan funds
 - Funding must be spent within 8 weeks of receipt and applied specifically to payroll (75%) as well as rent/utilities (25%)
 - Hollywood PPP Loan Amt. Received: \$631,310
 - Spring Hill PPP Loan Amt. Received: \$554,567 (included in Spring Hill Cash on Hand)

- Spring Hill will receive \$185K in state-issued CARES Act funding to be used for COVID- related expenses.
- We have not received information about possible state-issued CARES Act funding for Hollywood.

Motion: To reaffirm the resolution that Tom Beazley, Executive Director, and Beth Bailey, Director of Finance & Operations of Promise Academy, Inc., a Tennessee corporation (the "Corporation") are authorized, for the account of this Corporation, and on such terms and conditions as they may deem proper, to borrow from Patriot Bank, 11529 Highway 51 South, Atoka, Tennessee 38004 sums of money pursuant to the SBA Payroll Protection Plan, and to sign, execute, and endorse all such documents as may be required by said bank to evidence such indebtedness; and generally to do and perform all acts and sign all agreements, obligations, pledges, and/or other instruments necessary or required by said bank. Motion seconded and approved.

NOTE: Promise Bylaws will be reviewed and amended, if necessary, to include additional acceptable forms of approval (e.g. email) by the Board if an emergency vote is needed.

Motion: To approve or disapprove Resolution for Schools and Libraries Universal Services (E-Rate) for 2020-2021. This resolution authorizes filing of the Form 471 application(s) for funding year 2020-2021 and the payment of the applicant's share upon approval of funding and receipt of services. Motion seconded and approved.

Executive Director's Report – Tom Beazley

- **PAHW Building Purchase Update**
 - Purchase proposal has been delayed. Other charters are also attempting to purchase their buildings. Building purchases may be on the SCS School Board's calendar in May or June.
- **Facilities**
 - PAHW received facilities grants (\$150K competitive; \$43K enrollment-based) to be applied to chiller and cooler tower replacement.
- **2020-2021 Budget**
 - We haven't received the amount of BEP for the upcoming year but anticipate that it will include a 2% increase.
 - Lower local sales tax revenue may impact the amount of BEP
- **Salary Increases/Bonuses**
 - The Finance committee has proposed a 2% cost-of-living increase to salaries for the 2020-2021 school year (see Motion)
 - Bonuses will not be paid this year. Executive leadership has discussed distributing funds to recognize successful, remote-learning implementation.

- **Charter Renewal (Promise Academy Hollywood)**

- The charter has been renewed for 10 years.
- Possible impact of SCS moving the charter school performance score from 2.0 to 3.0 in all categories

Motion: To approve a 2% Cost-of-Living Adjustment (COLA) be paid to Promise Academy faculty and staff effective the next fiscal year. Motion seconded and approved.

Principal's 6-Week Highlight Report – Kiasi Malone, Promise Academy Hollywood (PAHW)

- What went well
 - Distance learning delivery
 - Chromebook distribution
 - Communication with parents and staff
- What didn't go well
 - Student internet access
 - Lack of parental commitment to support class participation
- Surprises
 - ClassDojo platform limitations

Principal's 6-Week Highlight Report – Kimbra McBride, Promise Academy Spring Hill (PASH)

- What went well
 - Distance learning – Weebly page; 88% of families connected via ClassDojo; ClassDojo Store
 - Implementation of IXL for student skills practice
 - PowerSchool report card access
 - Virtual activities – dance parties; parent town hall meeting; parent survey; weekly parent newsletter
 - Chromebook distribution (175 devices)
 - Establishment of permanent home-school connection
- What didn't go well
 - Chromebook distribution timing
 - Low daily/weekly student participation rates
 - Being in reactive mode
- Surprises
 - Staff bonding/community bonding

Principal's 6-Week Highlight Report – Patrick Washington, Promise Academy Spring Hill (PASH)

- Discussed the positive impact executive leadership had on the successful implementation of remote- learning planning and delivery

Additional Discussion Topics Included:

- High Opportunity Literacy Grant (\$100K) awarded to PASH to implement a rigorous curriculum
- Low student distance learning participation impact on grade promotion
- Summer/Fall Plans
 - School re-opening scenarios
 - Summer School (June 2020)
 - 2020-2021 Board classes/ meeting dates
- School ReEntry taskforce work with Instructional Partners
- Fiscal resources for additional COVID-related supplies needed for school re-opening
- Possible hiring of part-time psychologist for faculty and staff socio-emotional support
- Food resources for students
- 5th Grade graduation plans (virtual ceremony, yard signs)

President's Report – none

Parent/Teacher Organization (PTO) Report – none

Next Board Meeting: August 25, 2020

Meeting adjourned at approximately 5:49 pm

We certify that the above are the Minutes of the Meeting of the Board of Promise Academy, which occurred on May 14, 2020.

DocuSigned by:

Charles Gerber

Charles Gerber, President

DocuSigned by:

Grady Garrison

Grady Garrison, Secretary