

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

A meeting of the Board of Directors of Promise Academy was held at the Promise Academy Hollywood (PAHW) PD Room (2<sup>nd</sup> Floor) Zoom Conference Call, on February 29, 2024, at 4:02 p.m.

**Members Present:**

Patrick Washington, Diana Burton, Candis Dawson Taylor (virtual), Grady Garrison (virtual), Charles Gerber, Teresa Leary Handy (virtual), Gary Millender (virtual), Emma Redden (virtual), Katherine White, Emily Woodside

**Parent Teacher Organization Members Present:** none

**Visitor(s):**

- Toremika Brown, Chief of Special Populations, Promise Academy
- Toby Finley, Principal, Promise Academy Spring Hill
- Carmen Fondren , Financial Manager, Promise Academy
- Dr. Kiasi Malone, Chief of Accountability, Promise Academy
- Kimbra McBride, Chief Academic Officer, Promise Academy
- Kristen McGlasson, Chief of Operations, Promise Academy
- Jeffrey Monroe, Principal, Promise Academy Hollywood
- Ricky Richardson, Director of IT, Promise Academy
- Terry Russell, Executive Assistant, Promise Academy
- Greg Thompson, Founder/CEO, GT3 Group LLC

**Call to Order: Charles Gerber**

**Motion: To accept and approve November 16, 2023 board meeting minutes. Motion was seconded and approved.**

**Celebrations & Spotlights – Dr. Patrick Washington**

- Promise Merit Winners

- Memphis Business Journal’s 40 Under 40 Honoree (Candis Dawson-Taylor, Board Member)

### **Finance Report – Greg Thompson (GT3) and Carmen Fondren, Finance Mgr., Promise Academy**

- Promise Academy Financial Update was distributed and discussed.
  - Hollywood Year-to- Date Through 12-31-2023 Financials:
    - Lower than expected enrollment has contributed to decrease in per pupil funding
    - ESSER 3.0 will rollover to FY24
    - Cash balance: We haven’t collected all ESSER; cash will climb
    - We are holding on to our line of credit until we receive more reimbursements
    - Forecasted deficit: Hollywood will be close to breakeven when staffing expenses are adjusted.
  - Spring Hill Year-to- Date Through 12-31-2023 Financials :
    - Surplus at Spring Hill will increase due to ESSER funding
    - Due to strong cash position at Spring Hill, we will pay down some of the line of credit
    - TN Public Charter School Commission just made ESSER 3.0 budget available so we will be submitting reimbursements
    - Budget Summary: Surplus will be reduced by staffing expense shifting
    - Spring Hill is doing well against budget
  - Currently working on 2023 audit

### **Old Business – Dr. Patrick Washington**

- Promise Academy Spring Hill has been officially accepted into the TN Public Charter School Commission. The Commission has also renewed the charter for 10 years.
- Promise Academy’s updated website has been launched.

### **New Business – Dr. Patrick Washington**

- Selected The Marston Group, PLC as our new auditor

- Partnered with Power Solutions, LLC to focus on student recruitment, school promotion and brand awareness
- Summer Boost (summer school): Kristen McClasson presented a plan to apply for grant to fund summer school for at least 60 students per grade (rising 1<sup>st</sup> – rising 5<sup>th</sup>)
- Retention Laws – Third and Fourth Grade Promotion Timeline
- Teach for America –Ignite Program
- Memphis Teacher Residency – Reading Specialist Program: will try to send one teacher from each school

**Motion: To formally enter into an agreement with The Marston Group, PLC to provide auditing services to the Promise Academy network. Motion seconded and approved.**

**Motion: To formally enter into an agreement with Power Solutions, LLC to provide student recruitment plans and communications support to the Promise Academy network. Motion seconded and approved.**

**Note:** Promise Academy Spring Hill will not be able to be a potential campus location for the Tennessee Career Academy. Promise does not own the building and the Tennessee Career Academy does not have its own agreement with the TN Public Charter School Commission.

### **Department Report – Dr. Kiasi Malone, Accountability**

- Successes
  - Successful submission of the school improvement plan
  - School improvement grants awarded (\$856,000)
  - Hired a gifted program teacher, a security officer, a behavioral specialist (PASH) and a social worker (PASH)
  - Relay leadership program
  - Tutoring bonus program
  - Salary schedule for next year within network
  - PASH teachers – 100% licensed
  - Created bonus structure for both schools
  - Going from single school leadership to organizational school leadership
  - Celebratory program for 20-day period attendance
  - Revising hiring process for staff
  - Training team on evaluation process
- Challenges
  - Equity between schools

- Current Work Focus
  - Growth 25 model – indicator on state report card
  - Evaluation of outside vendors
  - Gifted program
  - Learning HR for staff

### **Department Report – Kimbra McBride, Academics**

- Successes
  - Student work in alignment across both schools
  - Teacher collaboration across both schools
  - Students in grades 3-5<sup>th</sup> working with TCAP-like assessments
- Challenges
  - January winter storm break negatively impacted the pacing of our instruction
- Current Work Focus
  - Qtr. 4 Student work and assessments
  - Exposing grades 2-5 to TCAP-like work
  - Getting K-1 ready for IReady assessments
  - CASE Assessment starts next Monday

### **Department Report – Toremika Brown, Special Populations**

- Successes
  - Small group intervention
  - Collaboration across schools
  - New interventionist in Math at PAH this semester
  - School psychologist at PASH
  - Finished AIMS web assessments
- Challenges
  - Lost a SPED Functional Skills teacher at PASH
- Current Work Focus
  - Desktop monitoring for IEP compliance

### **Department Report – Kristen McGlasson, Operations**

- Successes
  - Hired Kent Springfield for janitorial services (excellent)
  - Switching Powerschool from ASD to TN Public Charter School Commission

- TN Public Charter School Commission scorecard above 90%
- Security Resource Officers have been excellent
- Panorama Survey to staff, students and parents
- Challenges
  - Facilities funding is linked to TISA (per pupil) funding
- Current Work Focus
  - Summer Boost (summer school)
  - Submitted SY24-25 network calendar to MSCS
  - Recruitment (Students and Teachers)
  - Digital application for website

### **Department Report – Ricky Richardson, Technology**

- Successes
  - Completed internet provider switch – saved \$70,000
  - Successful website launch
- Challenges
  - Artificial Intelligence (AI) – need to train staff on usage
- Current Work Focus
  - Security keypad for PASH parking lot

### **Principal Report – Jeffrey Monroe, Promise Academy Hollywood (PAH)**

- Successes
  - Sports Program - \$2,500 in funding coming for additional programs (golf)
  - Attendance/Behavioral team – Attendance has gone up
  - Qualitative data from stakeholders – Panorama Survey
- Challenges
  - Attendance
  - Behavior – 5<sup>th</sup> grade
  - Staff retention
- Current Work Focus
  - Interim assessments
  - TCAP Countdown with tips and FAQs
  - Teacher evaluation process
  - Tutoring/Intervention

### **Principal Report – Toby Finley, Promise Academy Spring Hill (PASH)**

- Successes
  - Ten-year charter renewal with TN Public Charter School Commission
  - TCAP tutoring implementation
  - Attendance improvements
- Challenges
  - Teacher hiring and retention
- Current Work Focus
  - Interim assessments
  - Monitoring tutoring process
  - TVAAS
  - Recruitment
  - Parent Academy
  - 3<sup>rd</sup>-4<sup>th</sup> grade retention law meetings with parents

**Executive Director’s Report (Network) – Dr. Patrick Washington**

- Successes
  - Everyone is focused on what they need to do.
  - Teamwork
  - Building culture
- Challenges
  - Leadership development of staff

**Dates to Remember:**

- Next Board of Directors Meeting – April 18<sup>th</sup>
- State of the Network scheduled for March 28<sup>th</sup> at 6:00 pm (Location TBD)

**Motion: To approve financials as presented. Motion seconded and approved.**

**Motion: To adjourn. Motion was seconded and approved.**

**President’s Report – none**

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

**Next Board Meeting: Thursday, April 18, 2024 at 4:00 pm**

**Meeting adjourned at approximately 5:27 pm**

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Charles C. Gerber, President

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Grady M. Garrison, Secretary