

**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) Professional Development Room, Second floor/Zoom Conference Call, on March 10, 2022, at 4:37 p.m.

**Members Present:**

Patrick Washington, Diana Burton, Charles Gerber, Teresa Leary Handy (virtual), Colenzo Hubbard, Emily Woodside

**Parent Teacher Organization Members Present:** none

**Visitor(s):**

- Beth Bailey, Director of Finance, Promise Academy
- Dr. Kiasi Malone, Principal, Promise Academy Hollywood
- Kimbra McBride, Principal, Promise Academy Spring Hill
- Ricky Richardson, Director of IT, Promise Academy
- Dr. Donald Fisher, Exec. Director/CEO, MSQPC-The Quality Center (Memphis, TN)
- Promise Nursing Staff – Nurse Wiley and Nurse Reed

**November 16<sup>th</sup> meeting minutes were accepted and approved.**

**Treasurer's Report – Beth Bailey**

- **Hollywood:** Financial summary (Promise Hollywood) was distributed (unaudited as of January 31, 2022)
  - Net Cash as of March 4, 2022: \$863,850
  - Actual Cash: \$11,671
  - Unaudited Net Income (Loss) as of January 31, 2022: \$176,165)
  - Budgeted Net Income: \$30,720
  - Cash is low due to pending ESSER reimbursements
  - Line of Credit (LOC) is maxed – may need to increase until ESSER funding ends
- **Spring Hill:** Financial summary (Promise Spring Hill) was distributed (unaudited as of January 31, 2022)
  - Net Cash as of March 4, 2022: \$645,209
  - Actual Cash: \$131,564
  - Unaudited Net Income (Loss) as of January 31, 2022: \$108,213
  - Budgeted Net Income: (\$428,012)

- **SCS Snow Damage:**
  - Receivable (due from SCS): \$313,069
  - SCS in the process of issuing payments – final payment expected to be \$304,500
- **ESSER Allocations:**
  - HW ESSER 1.0 Allocation: \$8,000-\$17,000
  - HW ESSER 2.0 Allocation: \$942,629
  - SH ESSER 2.0 Allocation: \$960,487 (pending final ASD budget revision)
  - HW ESSER 3.0 Allocation: \$2,112,231
  - SH ESSER 3.0 Allocation: \$894,138 (pending final ASD budget revision)
  - **NOTE:** Will start working on reimbursements from ESSER 2.0 and 3.0. Goal= 60% submission. Net Income can be cleared up by reimbursements.
- **Audit (for the school year ended June 30, 2021)**
  - Hollywood: No findings; Net position increased by \$634,511 during the year
  - Spring Hill: No findings; Net position increased by \$585,554 during the year

**Motion: To accept the Audit report as presented. Motion seconded and approved.**

#### **Celebrations & Spotlights – Executive Leadership Team**

- **Recognition of Promise Nursing Staff (Nurses Reed and Wiley) for COVID support (presented with flowers)**
- **Principals' Update – Kiasi Malone and Kimbra McBride**
  - Work with the Lavinia Group is going well. Positive outcomes are expected.
  - Excited by the interim Executive Director (Washington)
  - Functional skills classroom is improving
  - Winter benchmark data was fantastic – decrease in Tier 3 by 50%
  - A lot of collaboration between both schools
- **Information Technology Update – Ricky Richardson**
  - Each student has a device
  - 300 hotspots were issued
  - Teachers adapted well to hybrid learning model
- **Additional Discussion :**
  - Pandemic learning loss

#### **Old Business – Patrick Washington**

- **Capital Improvements**
  - Roofing, painting and HVAC
  - We are getting ready to install HVAC internal controls

- **COVID 19**
  - Weekly testing will continue
  - No cases at either school in the past 3 weeks

**New Business – Patrick Washington**

- Interim Executive Director approval

**Motion: To name Dr. Patrick Washington as Interim Executive Director of the Promise Academies. Motion was seconded and approved.**

- **External Placement Student at Promise Academy Spring Hill**
  - In process of finalizing placement at the Shrine School; Waiting on cost from MSCS
  - Six more students with Individualized Education Plans (IEP) are enrolling at Promise Academy Spring Hill. Two students may require 1-to-1 instruction
- **Overview of Lavinia Group** (included in Board packet)
- **Summer Programming**
  - Tennessee Department of Education – mandated (\$10k per school)
  - Will use Lavinia Group curriculum
  - Month-long program (June) from 8:00 am to 12:00 pm daily; Maximum of 20 students at each grade level per school (1<sup>st</sup> -5<sup>th</sup> ); Two teachers per class; Focus will be on Tier 2 bubble students and children being retained.
  - Boys & Girls Club summer camp will start after 12 pm.
- **2020-2021 Cumulative Performance Scorecard (SCS) and School Performance Framework (ASD) reviewed and discussed** (included in packet)
- **Student Recruitment and Attendance**
  - Marketing (Billboards/Social Media) is working
  - Memphis Lift will assist with tracking down missing students
- **Teacher Recruitment and Staffing**
  - Still in process (see Employee Intent to Return data in packet); 10 employees network-wide are undecided
  - Hollywood may not need to bring back all of the teachers
  - We have the opportunity to improve our processes and procedures so that decisions are data-driven.
- **Proposed School Times for 2022-2023**
  - Current (STAFF): 7:30 am -4:15 pm M-Th; 7:30 am -4:00 pm Fridays
  - Current (SCHOLARS): 7:50am -4:15 pm M-Th; 7:50 am -2:15 pm Fridays
  - Proposed (STAFF): 7:30 am – 3:15 pm M-Th; 7:30 am -2:15 pm Fridays
  - Proposed (SCHOLARS): 7:45 am – 3:00 pm M-Th; 7:45 am -2:00 pm Fridays
  - Proposed: Professional Development twice a month –Tuesdays until 5 pm
  - Will discuss further
- **Baldrige Assessment Presentation – Dr. Donald Fisher, MSQPC**
  - Presented overview of the Corporate Sustainability Planning Assessment and process based on Baldrige Criteria (see packet)

- Board will discuss further and contact references
- **Additional Discussion:**
  - We are back on track with Porter –Leath Pre-K
  - Per Father Colenzo Hubbard, Grace St. Luke’s has two pianos to give away and Episcopal Diocese of West Tennessee gave a Church Home Grant to Literacy

**President’s Report – none**

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

**Next Board Meeting: April 7, 2022 at 4:30 pm at Promise Academy Spring Hill**

**Meeting adjourned at approximately 6:33 pm**

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Charles C. Gerber, President

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Grady M. Garrison, Secretary