

**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 (2nd Floor) Zoom Conference Call, on November 16, 2023, at 4:07 p.m.

Members Present:

Patrick Washington, Anthony Branch, Diana Burton, Stephanie Chittom (virtual), Candis Dawson Taylor (virtual), Charles Gerber, Colenzo Hubbard (virtual), Gary Millender (virtual), Emily Woodside

Parent Teacher Organization Members Present: none

Visitor(s):

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

Invocation: Anthony Branch

Call to Order: Charles Gerber

Celebrations & Spotlights – Dr. Patrick Washington

- Promise Merit Winners for August, September and October announced

Finance Report – Greg Thompson GT3 and Carmen Fondren, Finance Manager, Promise Academy

- Promise Academy Financial Update was distributed and discussed.
 - Hollywood Year-to- Date Through 9-30-2023 Financials:
 - Lower than expected enrollment has contributed to deficit
 - ESSER 3.0 will rollover to FY24
 - Cash will go up as we receive philanthropy
 - Everything is trending ok

- Spring Hill Year-to- Date Through 9-30-2023 Financials:
 - We are on-track (350 students); revenue looks good
 - Early deficit is expected due to timing of revenue receipt; it may impact our financial scorecard
 - Some of the ESSER 3.0 funding will be rolled over to FY24
- TISA funding formula is more equitable as it is based on student needs

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

Old Business – Dr. Patrick Washington

- Audit: Seeking new auditing firm therefore completed audit may be delayed
- TN Public Charter School Commission Update
 - Public meeting for Spring Hill went well
 - Executive Director’s Findings and Preliminary Recommendation was distributed
 - Commission cannot make final recommendation for renewal until audit is complete

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

- Primary focus is on instruction and increasing enrollment
- Will create a plan for community outreach
- Received \$12K in funding that will be used for updating sports equipment/facilities
- Discussed current sports and other extracurricular programs

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

- Primary focus is on instruction, using data, supporting teachers, and utilizing MCLs
- Staying consistent with enrollment

Department Report – Kimbra McBride, Academics

- Discussed how the Lavinia Group (3rd year) assists Promise with supporting MCLs, tracking teacher goals and supporting Principals and Assistant principals as instructional leaders
- Meet with consultants weekly
- Hollywood Level 5 status and Springhill Level 3 status

Department Report – Dr. Kiasi Malone, Accountability

- External partnerships have been doing well
- Third Grade Retention Law – All 4th graders are receiving daily, small group instruction and must meet TCAP performance goals to qualify for promotion next year. Only one student was retained to repeat the 3rd grade
- School Improvement Plan was completed but was submitted several times before approval.
- Teachers are 100% licensed at Spring Hill ; Three teachers at Hollywood are working on an alternative path to licensure through the University of Arizona

Department Report – Kristen McGlasson, Operations

- TISA funding for facilities has to be planned
 - Spring Hill Facilities Priority: Roof
 - Hollywood Facilities Priority: Stairwell tread and flooring
- Staffing
 - Hollywood: School counselor needed
 - Spring Hill: Fully-staffed
- Operations Scorecard
 - Trending in the right direction
 - Submitted monthly

Department Report – Toremika Brown, Special Populations

- Discussed number of PASH and PAH students in each category of special populations and how they are supported

Department Report – Ricky Richardson, Technology

- Discussed campus safety/security including:
 - Parking Lot at Spring Hill
 - Visitor check-in procedures and system at Spring Hill

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

- Presented Powers Solutions’ proposal for Promise Academy strategic communications to support Spring Hill campus acquisition, school marketing and student recruitment. (See handout)
- Board Development: Mandatory board member training deadline extended to December 15th
- Baldrige Assessment Update – need to schedule 16 minimum hours of follow-up meetings
- Board Calendar – 2023-2024 board meeting calendar presented for approval

Motion: To accept and approve the corrected 2023-2024 Promise Academy Board Meeting calendar as presented. Motion seconded and approved.

Additional Discussion:

- Student Holiday Bags (Carmen Fondren): Items for the bags have been ordered. Additional financial support for the project is needed.

Motion: To adjourn. Motion was seconded and approved.

President’s Report – none

Parent/Teacher Organization (PTO) Report – none

Next Board Meeting: Thursday, February 22, 2024 at 4:00 pm at Promise Academy Spring Hill

Meeting adjourned at approximately 5:15 pm

Charles C. Gerber, President

Grady M. Garrison, Secretary