



## Board Meeting Minutes

**Date:** January 25, 2018  
**Time:** 4:30 PM -5:30 PM CST  
**Location:** Westberg Meeting Room  
Church Health at Crosstown Concourse Memphis, TN 38014; West Atrium- Third Floor

**BOARD MEMBERS IN ATTENDANCE:** Mike Sturdivant, Dr. Carolyn Harvey, Martha Boyd, Kathryn Perry, Dr. Susan Elswick (via phone), Alicia Norman

**BOARD MEMBERS ABSENT:** James Maclin

**GUEST PRESENT:** Bryana Polk

**CALL TO ORDER:** 4:40 PM, Mike Sturdivant called meeting to order.

### **APPROVAL OF PRIOR MINUTES:**

The December 21, 2017 meeting minutes were approved without changes. No further discussion and the minutes were approved unanimously.

### **DISCUSSION:**

- Contract update
  - o Entering into contractual agreement with EdTech
  - o Purchased work hours from HRO Partners
  - o Urban Media is assisting with website
- Grant update
  - o CSP
  - o Walton- need signature from Shelby County School SCS to submit application
- Student recruiting
  - o 67 students registered; 2/3 of Perea Preschool students have submitted applications
- Staff recruiting
  - o Job descriptions for positions distributed to Board; discussion followed
  - o Motion was made and seconded to accept and approve the job description for the Executive Director. Motion carried unanimously.
- Memphis School reuse
  - o Board discussed appraisal of Klondike school building and submitted lease to SCS
- Timeline
  - o Board discussed timeline in charter application.
- Committees

- Kathryn Perry will chair the Finance Committee
  - Martha Boyd will join the HR committee
- Treasurer's Report
  - Kathryn reviewed checking account statement- balance/expenses.
- Walton Grant update
- Further discussion about job fair on Wednesday, February 7.

**ADJOURNED:** 5:45 PM