



Board Meeting Minutes

Date: August 15, 2019
Time: 4:30 PM -5:30 PM CST
Location: Westberg Meeting Room
Church Health at Crosstown Concourse, Memphis, TN 38104; West Atrium- Third Floor

BOARD MEMBERS IN ATTENDANCE: Martha Boyd, Kathryn Perry, Mike Sturdivant, Kelley Nichols, Darnell Moses

EX-OFFICO MEMBER PRESENT: Alicia Norman

BOARD MEMBER ABSENT: Dr. Susan Elswick

GUEST(S) PRESENT: Bryana Polk

GUEST(S) PRESENT VIA PHONE: Cody Stephenson, Deadre Ussery

CALL TO ORDER: Mike Sturdivant called meeting to order at 4:30 PM.

APPROVAL OF PRIOR MINUTES:

The July 18, 2019 meeting minutes were approved with the following amendment: adding Jamie Kennedy as present at the July Board meeting. Martha Boyd moved to approve the minutes as presented. Darnell Moses seconded this motion. No further discussion and the minutes were approved unanimously.

DISCUSSION:

Committee Updates

1. Development – Alicia Norman
 - a. Committee is working to develop an overall plan noting that more volunteers are needed to serve on the committee.
 - b. Maintenance costs update given
 - i. Update on Believe Memphis
 - ii. Committee hopes to work more fully with corporations as the school grows
 - iii. Kelley volunteered to assist with a development presentation.
2. Education – Deadre Ussery
 - a. Deadre Ussery reported on the first few weeks of school as related to curriculum and children.
 - i. There are 20 members on staff including 5 males. All positions are filled.
 - ii. Enrollment goal is 163 - 127 have attended, more have enrolled, and more are enrolling each week.

- iii. There will be a community breakfast August 30 at 8:30 a.m.; flyers will be distributed to stores in the neighborhood.
 - b. Alicia Norman reported on interaction with parents during first few weeks of school.
 - i. 70 parents attended orientation, 42 attended morning breakfast hosted by UPP.
 - ii. 14 parents have signed up for Parent Advisory Board.
 - iii. Life Red Bags are handed out every Friday to assist children and families with food staples and other supplies
 - iv. MIFA will restock the food pantry.
 - v. Home visits are still being offered for K and 1st grade.
3. Facility
 - a. Alicia Norman gave update about SCS lease approval.
4. Finance
 - a. Cody Stephenson and Kathryn Perry shared the FY 2019 financials.
5. Governance
 - a. Mike Sturdivant announced that the CEO Performance Review will be discussed in Executive Session following meeting.
6. Human Resources
 - a. Deadre gave staff position updates.

Other Business

1. Operation Scorecard from SCS
 - a. PES received an overall score of 4.61 out of a possible 5.
 - b. Financial scorecard will not be available until next year.
2. Meeting date/time
 - a. Kathryn Perry moved that the BOT meet the 4th Thursday of each month in order to have more complete financials. The members VOTED unanimously to move meetings to the 4th Thursday. The next meeting will be September 26, 2019. It was noted that meetings in November and December will need to be earlier due to the Thanksgiving and Christmas holidays.

ADJOURNED: 5:25PM (followed by Executive Session)

Respectfully submitted,

Maratha Boyd

