



Board Meeting Minutes

Date: November 21, 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: Kathryn Perry, Kelley Nichols, Darnell Moses, Mike Sturdivant, Martha Boyd

EX-OFFICO MEMBER PRESENT: Alicia Norman, Deadre Ussery

BOARD MEMBER ABSENT: Dr. Susan Elswick

GUEST(S) PRESENT: Ricardo Carranza (Office Manager for PES)

GUEST(S) PRESENT VIA PHONE: Cody Stephenson

CALL TO ORDER: Meeting was called meeting to order at 4:32 PM by Mike Sturdivant. As an opening comment, Mike suggested moving the monthly meetings to Perea beginning in January 2020.

APPROVAL OF PRIOR MINUTES:

The August 15, 2019 and September 26, 2019 meeting minutes were approved without changes. Darnell Moses moved to approve the minutes as presented. Kathryn Perry seconded this motion. No further discussion and the minutes were approved unanimously.

DISCUSSION:

Committee Updates

1. Development
 - a. Met Oct. 7 and discussed financials guiding fundraising efforts
 - b. Printed report was given each member.
 - c. Board discussed leasing space with Believe Memphis.
 - d. Board discussed grant and foundation funding and fundraising goal to be reached by the end of the school year.
 - i. Donation page will be added to website.
 - e. Discussion about solicitation.
 - f. Board members were reminded to make annual donations.

2. Education

- a. Academic Update
 - i. A detailed report of academic goals and assessments was given each member.
 - 1. Currently 136 students enrolled, target is 152.
 - 2. Other student demographics were discussed.
 - ii. Assessment of individual needs continues for all students.
 - iii. Schedule of events:
 - 1. Harvest Carnival was held October 31
 - 2. Family Dinner Night – Nov. 14
 - 3. Holiday Party will be held in December
 - b. Other mentionables:
 - i. Parenting with Hope 6-week program just ended - 22 families from PES and PPS participated.
 - ii. 27 fathers showed up for Dad Link Nov. 7 which will start again in January.
 - iii. The need for transportation and additional equipment is being reviewed.
 - iv. One of Church Health's staff helped develop survey for faculty and staff to complete.
 - v. Coach hopes to have fitness program for staff in place in January.
3. Security at PES
- a. Board discussed TDOE Security Report recommendation and Men in Blue participation.
 - b. Armed guards not allowed with PPS.
 - c. Perea will be careful about messaging with children.
4. Facility
- a. Sinking floor in Preschool will be repaired, starting in one classroom during Christmas break.
- Hallway also has conditions to be addressed. Agency that is repairing the sinking floors has agreed to accept responsibility for repairing of the hallway conditions also.
5. Finance
- a. An overview of audit draft was presented. Board must vote on audit before Dec. 30. Draft will be sent to all board members.
 - b. Cody continued with monthly financial report provided to each member.
6. Governance
- a. Suggestions for 2 additional board members were requested. Dr. Elswick will resign from the Board effective Jan. 1. Mike will approach a potential Board member about serving.
7. Other business

- a. Darnell inquired about hiring process for next school year. D. Ussery suggested waiting until January to apply as better idea of who needed at that time. Applications will be on website.

The Committee went into Executive Session to review Human Resources/CEO Support and Evaluation.

ADJOURNED: 4:45 PM

Respectfully submitted,

Martha Boyd