



**August 25, 2016**

***Proceedings:***

**Board Members in Attendance**

**Dr. Noel Hutchinson**

**Dr. Sonjia Stevens**

**Judge Carolyn Blackett**

**Mr. Allen Savage**

**Mrs. Chandra Spencer Tipper**

**Ms. Katie Jones Principal**

**Mrs. Carolyn Willett**

**Dr. Mose Yvonne Brooks Hooks**

**Mr. Stan Burt**

**Mrs. Vera Jones**

**Mrs. Adrienne Wilson**

**Ms. Kelly Carter Asst. Principal**

**Mrs. Elise Evans Founder/Director**

***Presentations:***

The first School Board Meeting of the 2016/2017 year was called to order by Dr. Noel Hutchinson, Board Chair following the Inaugural Reception and Dinner on Thursday, August 25, 2016, 5:00 p.m., at the River-Inn, 50 Harbor Town Square, Memphis. The reception and dinner was held from 5:00-6:30 p.m. This period allowed current members an opportunity to meet and mingle with our new members, Judge Carolyn Wade Blackett and Dr. Mose Yvonne Brooks Hooks.

Dr. Hutchinson asked for the reading of the minutes from the last meeting, as the first order of business. The minutes were read by Ms. Madison and approved after the proper motions were completed.

Mrs. Evans formally welcomed the new board members. All of the other members introduced themselves to each new member. Mrs. Evans and Dr. Hooks shared in the history of their writing of the charter for our school. Mrs. Evans introduced the new Principal, Ms. Katie Jones and Assistant Principal, Ms. Kelly Carter for the 2016/2017 school year.

***State of the School***

**Ms. Katie Jones, Principal presented a written report on the of the school (please see the attached)**

- ***Student Enrollment: 418***
- **Implemented Changes for the 2016- 2017 School Year**
- **Focus of the school year: Teacher Development. Student Achievement. Positive School Climate and Culture.**

**Board of Directors**

**Mrs. Elise R. Evans, Founder/Director**

**Dr. Noel Hutchinson, Board Chair, Mr. Allen Savage Board Co-Chair, Dr. Sonjia Stevens, Secretary**

**Mrs. Vera Jones, Mrs. Stephanie Walker, Mrs. Adrienne Wilson, Mrs. Carolyn Willett,**

**Mrs. Chana Tipper Spencer, Mr. Stan Burton**

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- **Data Driven Culture-** We are vested in reviewing student achievement data and reflecting bi-weekly so that we can make changes before the end of the quarter to ensure student success! We now have Engrade Pro, an online grade book and data dashboard. Engrade will allow us to monitor student achievement and send parents reports for students that are falling behind. Teachers will have Data Team Meetings to discuss RTI Data every 4.5 weeks; discuss Interim Assessment Data every 9 weeks and review Benchmark Data 3 times each year. We will conduct RTI Fidelity Checks and regularly update parents on student progress using RTI letters.
- **RTI-** We have added two RTI Data Analysts that have been conducting universal screening with our students to determine students that are struggling in the areas of reading and math. We will finish testing on this week and begin notifying parents of Intervention Placement in September.
- **Tutoring-** Tutoring has been restructured to look like intervention times for students. Tutoring is the last 45 minutes to an hour of each day and focuses on re-teaching of non- mastered skills for students.

- **Academic Goals**

**School-Wide TCAP End of Year Assessment**

- **School-wide Literacy Goal**
- **ANET Interim Assessment Goals**
- **Planning-** New Lesson Plan Templates reflect departmental goals (Literacy, Math, Social Studies, Science). Teachers submit assessments with plans.

***New Business:***

***-Budget Report***

Mrs. Evans reported to the Board of Directors again this year, since we have an independent contractor that does the accounting work (Mrs. Camille Hubbard). She is now contracted directly to Southern Ave. Charter Elementary School and not working for Mickens' Accounting Firm. Mrs. Hubbard does all monthly balance sheets and reports. She also works with the auditing firm to make sure they are on task. Mrs. Evans presented a monthly balance sheet for the Elementary School. She stated that we have not achieved our student goal of 460. As of this meeting our enrollment is 418. We are still registering students and the school has several teachers that are working different venues such as colleges, community events, churches and daycare centers. Booker Camper Accounting is doing the Middle School Audit and will continue to do the Elementary School Audit. Ms. Denise Dill is our in-house Accounts Payable Specialist and Mrs. Tia Palmer is our Payroll Specialist.

***Director of Schools Report:***

Mrs. Elise Evans reported to the Board of Directors that she again was very glad to have our new board members Dr. Mose Yvonne Hooks Brooks and Judge Carolyn Blackett as a part of our team.

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Mrs. Evans stated that the school now has an Elementary Building which houses grades Kindergarten-2, and an Academy Building which houses grades 3-5. Both schools are fully staffed at this time. The 4th grade class is growing to a point we may need another teacher for that grade.

Mrs. Evans report included the completion of the closure of the Middle School; including the fact that Shelby County Schools picked up middle school equipment and furnishings. She stated that the Audit for the Middle School would be completed shortly.

Mrs. Evans informed the Board Members of the continued use of the new 'report card' for charter schools not governed by the ASD. The procedure counts points that can be taken away at their discretion. If a school is late filing any forms; if children are not returning to your school; or if children are late regularly or absent, this may be counted against your score. She stated that our new Principal and Assistant Principal are extremely focused on our teachers and their students. Mrs. Evans stated that the elementary school was able to fold several of the middle school teachers and academic coaches into the elementary program.

*Other Business:*

Mrs. Jones suggested that the board member should have a fundraiser; she suggested A Dollar for a Scholar Program. Mrs. Evans stated we needed a committee to work with fundraising. Dr. Sonijia Stevens stated she would be in charge of fundraising. Dr. Stevens asked that Mrs. Tipper Spencer would work with her; Mrs. Vera Jones stated she would be a part of that committee also. Mr. Allen Savage stated he would be on the committee as a person to look for and bring in sponsors. The committee did not select a day, but stated they would meet before the next Board Meeting with Mrs. Evans to come up with ideas.

Mrs. Evans informed the Board that the next meeting will be a conference call meeting on November 8, 2016 at 7:30 p.m.

The meeting was adjourned at approximately 7:44pm.

*Respectfully Submitted:*

*Ms. Lois Madison*

*Mrs. Elise Evans, Founder*

*Executive Administrator*

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C H A R T E R S C H O O L  
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