

**Southern Avenue Charter School
Of Academic Excellence & Creative Arts**

August 25, 2018

11:00 a.m.-1:00 p.m.

Central Office

Board of Directors' Meeting

AGENDA

- I **Opening**.....Dr. Noel Hutchinson, Chair
- II **Minutes from Last Meeting**.....Ms. Lois Madison, HR Rep.
- III **State of the School Report**.....Mrs.Kelly Carter Pharr, Principal
- IV **Old Business**.....Mrs. Elise R. Evans, Exec. Adm.
-School's Achievements: Contributions, Grants, Awards, TNReady Scores
- VI **New Business**..... Mrs. Elise R. Evans, Exec. Adm.
-Strategic Plan and Needs.....Mr. Robert Lipscomb, Consultant

"How Do We Proceed to Close the Gap?"

 - By-Laws Committee Needed and Meeting Date.....Mrs. Evans
 - Charter Renewal Committee Needed and Meeting Date.....Mrs. Evans
 - Board Training.....Mrs. Evans

To Be Completed Individually On-Line By: September 30, 2018
- VII **Closure**
Next Meeting Date and Time



August 25, 2018

Board Members in Attendance

Dr. Noel Hutchinson

Mrs. Carolyn Goodwin

Ms. Stephanie Walker

Mrs. Vera Jones

Dr. Noel Hutchinson

Mrs. Kelly Pharr, Principal Mrs. Shelia Moss Asst. Principal Mr. Mario Grant, Instruct. Facil.,

Mrs. Elise Evans Founder/Director

Proceedings:

The 1st quarter school board meeting for 2018/2019 was called to order by Board Chair Dr. Noel Hutchinson on August 25, 2018 in the school conference room; Director Hutchinson requested the reading of the last meeting minutes as the first order of business. Ms. Lois Madison, recorder read the minutes of the May 24, 2018 meeting, which were approved after the proper motions, were complete. Director Hutchinson stated we would follow the agenda as presented.

Dr. Hutchinson asked for the state of the school report as the 1st order of business:

State of the School:

Mrs. Kelly Pharr, Principal, Mrs. Shelia Moss, Assistance Principal and Mr. Mario Grant, Instructional Facilitator and Data Specialist presented a report on the *State of the School*. A printed copy of the PowerPoint was given to each board of director.

Ms. Pharr stated scholars across all grade levels have shown significant improvement in the area of reading fluency as evidence by the double digit grow shown at the end of year testing and benchmarks.

She stated the school is fully staffed as of this meeting. RTI fall benchmarks assessments have been completed and the team is in the process of analyzing this information.

Literacy across all contents is being utilized this year and the curriculum this year is Expeditionary Learning w/complex texts.

She stated Teacher development and PD will be based on TEAM evaluations.

Ms. Pharr presented Mr. Grant, who gave a presentation on the National Context:

NAEP Results show although our scholar showed significant growth and did really well, we also need to talk about how we where we scored as it reflect across the state of Tennessee and across the nation. He indicated that although we did well, however we still have a lot of work to do to bring our

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scholars to a place of state and national proficient. The good news is scholars across TN are not yet engaging in literacy instruction that reflect the demands of Tennessee's rigorous ELA standard.

Current Enrollment:

368

- The administrative team stated their goals are to exceed what we did last year.
- Grade 2 showed double digit gains in ELA and Math
- Grade3-5 exceeded double –digit state AMO's in Math

Dr. Hutchinson requested a motion to have the state of the school report approval by the board. A motion was made by Dir. Stephanie Walker and properly second by Dir. Vera Jones.

Financial Report:

Mrs. Elise Evans, the director of school presented the July Profit & Loss statement to the board of directors. Dr. Hutchinson asks for questions or comments on financial report. The report was approved after proper motion and second.

Old Business:

Executive Administrator:

The Executive Administrator: Mrs. Elise Evans reported to the Board of Directors as follows

- Southern Ave Charter Elementary School is again a *Level 5* school
 - She reiterated that our scholars and staffed worked hard and that the scholars made double-digit gains.
- Mrs. Evans stated the school has received the following grants, awards or contributions:
 - State of TN 2nd round Facilities Award 60.
 - State of TN Security Grant
 - International Paper
 - Director Allen Savage \$3500.00
 - TN Arts Commission \$3000.00.
 - *State of TN: Dissemination Grant –Pending*
- *Literacy (ELA) Grant Pyramid Peak Foundation-Received \$35,000.00*

New Business:

- *Mrs. Evans presented out consultant Mr. Lipscomb to continue the discussion on the reorganization of the board of directors. Where do we go from here and how can the board assist the school more in fundraising and recruitment. He also presented the strategic for final input by the board of directors. A copy of the presentation is included in these minutes.*

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Strategic Plan and Needs

Mr. Robert Lipscomb, Consultant

*Mr. Lipscomb presented the draft for the board on how it should proceed and how they can best help the school. He stated the board of directors cannot continue to function as it did 14 years ago if they want the school to continue to grow and succeed. He presented fact and demographics to show how things have changed. We SACS started there were five charter schools and there are 63. He stated funding has changed tremendously for these schools as well as the scholars that attend. Mr. Lipscomb presented information to our board on how best to help support the school. His evidence showed how the state of TN is cutting funding by charging charters for services that the LEA is not charged. There is now an authoring fee that we never had before that takes a great deal of our money. The board of directors could not come to a consensus on how to or what is the best approach for them at this time. Since several board members were out the conversation was tabled and a special meeting of the board was set for September 12, 2018 at 5:00pm. **Please see the attached notes of Mr. R. Lipscomb's presentation.***

Mrs. Evans added that she has asked each board of director to be responsible for \$1500.00 a year to support the school. She stated she has never required anything of her board but times has changed and the school needs each board member to help recruit and to help raise funds. This can be in-kind donations, cash or helping the school to get grants, awards or donations.

"How Do We Proceed to Close the Gap? How the SACS Board of Directors Roles Are Evolving?"

8/25/18 Board Meeting

SACES Founding Board Role 14 Years Ago

- Only 5 competing charter schools
- Position of the Board consisted of the following
 - Compliance
 - Policy
 - Hiring and management of the executive director

SACES Board Role Currently

- Due to competition of 63 Charter Schools, municipalities, and SCS our school needs support in recruitment & finance
- **Recruitment**
 - How do SACS get ahead of the game?
 - Building relationships with communities
 - Parent Demographic
 - Social media (Facebook, Instagram, twitter, snap chat, website)
 - Text
 - Housing and community development

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- Churches & community organization
- Elevation of income for our parents
- **Finances** – FUN raising Efforts to manage fund raising for the school
 - School short fall is anywhere between \$900,00 - \$1,000,000
 - Fun raising is building relationships cultivating results
 - Fundraising – once the relationships have been established how do we keep companies interested to invest in SACS.
 - Fundraising – special events and activities in the city of Memphis

Business & Foundations willing to Invest

- Pyramid Peak – Poverty & Whole Child (Mason Hawkins)
- Poplar – Different Programs (Staley Cates)
- Assisi – Poverty & Education (Jan Young)
- Hyde – Education (P. Hyde –principal)
- IP- International Paper
- Fed Ex- Minority & Small business development, education, poverty (Rose Flenal & F. Smith)
- Plough – Senior Service & Education (D. Rudner)
- Community – Manage Funds (B.Flocker)
- Women’s Foundation – Poverty & Education (Ruby Bright/ B. Hyde)
- Cummins Foundation – Poverty & Education (unsure of contact person, however works closely w/ LeMoyne Owens)
- Nike – Poverty & Education

Other Business:

Mrs. E. Evans, Exec. Adm. Stated:

By-Laws Committee:

- Mrs. stated again that for the last two (February and May 2018) meeting we have attempted to form committees to work on changing our by-laws. She requested the board of directors to please sign up for a committee.

Charter Renewal Committee:

- The Board was informed we need meeting dates established as this is the year for our Charter to be renewed. Therefor meeting dates and committees needed to form for both tasks as soon as possible.

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Board Training

- She also stated the law in TN is that if you are going to be a part of a charter school board that one of the lawful requirements is that you annual training of at least two hours. She informed the board each one of them has been registered for this training and it must be completed by September 30, 2018. The information and link is in your packet today.
Please go online and complete the Board Smart Training

USDA:

- Mrs. Evans explained to the board that we are seeking approval concerning USDA, a motion was made by Director Willett and second by Director Jones, that we complete all paper work to get approval for USDA.

Change in Board Leadership:

- Director Noel Hutchinson stated he would step aside and that our Co-Chair Mr. Allen Savage would now be Director. He stated he talked with Mr. Savage and Mrs. Evans. Board of Directors agreed with this change as Dr. Hutchinson is not leaving the board.

The Board of Directors was informed that there will be a working call meeting on September 12, 2018 at 5:00pm. Board members that are not present will be notified.

Respectfully Submitted:

Ms. Lois Madison/Recorder

Mrs., Elis Evans, Founder/Director

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