

## **Memphis Merit Academy**

### **MINUTES**

#### **Board Meeting**

##### **Date and Time**

Thursday, April 18, 2019 at 5:30 PM

##### **Location**

Memphis Rise Academy High School  
5221 Raleigh Lagrange Rd.  
Memphis, TN 38134

PUBLIC COMMENT AT MEMPHIS MERIT ACADEMY BOARD MEETINGS - An opportunity for the public to address the Board will be provided at the conclusion of the agenda. Members of the public who wish to speak on any item are requested to identify themselves and indicate on which agenda item they wish to speak. The Board will provide an opportunity for the public to speak for a maximum of three (3) minutes, unless granted additional time at the discretion of the Board. Testimony shall be limited in content to matters pertaining to Memphis Merit Academy. The Board may not take any action on matters discussed during the public testimony period that are not listed on the agenda.

##### **Board Members Present**

A. Allen, M. Moore, B. Schmiedicke, M. Welch  
K. Dixon and D. Williams were present via conference call

##### **Board Members Not Present**

A. Allen, K. Gibbs, J. Vuylsteke

##### **Others Present**

L. Booker, Head of School, B. McCline, Dean of Operations, Nida Rab and Hannah Shore, EdTech

#### **I. Opening Items**

##### **A. Record Attendance and Guests**

##### **B. Call the Meeting to Order**

B. Schmiedicke called the meeting of the Board of Directors of Memphis Merit Academy Charter School to order on Thursday, April 18, 2019, at 5:46 pm at 5221 Raleigh Lagrange Road, Memphis, TN 38134

##### **C. Roll Call**

It was determined a quorum was present.

**D. Approval of Agenda**

M. Moore made a motion to approve the agenda  
A. Allen seconded the motion  
The Board VOTED unanimously to approve the motion.

**II. Approval of Minutes**

**A. Approval of Minutes for the March 19, 2019 Board Meeting**

A. Allen made a motion to approve the minutes  
M. Moore seconded the motion  
The Board VOTED unanimously to approve the motion.

**III. Public Comment**

**A. Public Comment**

No Public Comment

**IV. Consent Agenda**

**A. Approval of the March Financials.**

M. Moore made a motion to approve March Financials  
M. Welch seconded the motion  
Discussion: Nida Rab, EdTech, presented the March Financials to the Board  
The Board VOTED unanimously to approve the motion

**B. Approval of CIPA Policy**

K. Dixon made a motion to approve the CIPA Policy  
D. Williams seconded the motion  
Discussion: K. Booker offered an explanation of the CIPA policy to the board

**C. Executive Session\***

A. Allen made a motion to move into Executive Session to discuss the approval of closing on HFCU/Resoltuion  
M. Moore seconded the motion, and the Board moved into Executive Session  
  
M. Moore made a motion for The Board to exit Executive Session  
K. Dixon seconded the motion, and the Board exited Executive Session

**D. Approval of Closing on HFCU/Resolution**

M. Moore made a motion to approve closing on HFCU/Resolution  
M. Welch seconded the motion  
The Board VOTED unanimously to approve the motion.

**E. Approval of School Calendar**

K. Dixon made a motion to approve the school calendar

M. Moore seconded the motion

Discussion: L. Booker and B. McCline explained the school calendar

School will start on Aug 5<sup>th</sup> (one week earlier than Shelby County Schools) and the last day for students will be May 28<sup>th</sup>

The school year will have 180 days of student instruction.

The calendar closely shadows the Shelby County School System calendar, however, MMA will be out only three days at Thanksgiving, rather than a week, like Shelby County Schools

The Board VOTED unanimously to approve the motion.

#### **F. Approval of Contracts**

1) Approval of contract with Wired (Infrastructure, Technology, and Network Monitoring)

M. Moore made a motion to approve the contract with Wired

A. Allen seconded the motion

Discussion: L. Booker explained the contracts.

Wired is the best price. MMA qualifies for 100% reimbursement funding

A. Allen made a motion to approve the infrastructure and network monitoring, but to defer voting on the technology portion.

M. Moore seconded the motion

The Board VOTED unanimously to approve the motion.

The technology piece will be considered at a later time.

2) Approval of contract with UChicago (STEP Literacy Assessment)

M. Moore made a motion to approve the contract with UChicago

M. Welch seconded the motion

Discussion: L. Booker explained that this assessment is a way to monitor the students' progress outside of testing. The fee is covered by the Hyde Family Foundation Grant

The Board VOTED unanimously to approve the motion.

3) Approval of contract with EM3 (Internet Service Provider)

Discussion: L. Booker explained that MMA will be reimbursed for 90% of this cost. This contract requires only a 3-year commitment

M. Welch made a motion to approve the contract with EM3

M. Moore seconded the motion.

The Board VOTED unanimously to approve the motion.

#### **V. Other Business— Committee Updates**

##### **A. Finance Committee Update: A. Allen**

Drafted budget for 2019-2020 discussed

**B. Facilities Task Force: Brad Schmiedicke**

A. Allen made a motion to move into Executive Session

M. Moore seconded the motion and The Board moved into Executive Session

M. Welch made a motion for The Board to exit Executive Session

A. Allen seconded the motion, and the Board exited Executive Session

**C. Development Committee: M. Welch**

A date needs to be chosen for the Ribbon-Cutting Ceremony

Possible dates are: July 20, July 27, Aug 3, 2019

**VI. Founder Updates: L Booker and B. McCline**

**A. Enrollment**

MMA is at 55% enrollment (44 Kindergarteners, 22 First Graders)

May 6-10 is the next registration week

**B. Hiring**

Have hired a P.E. teacher. Just looking for one more teacher

**C. Scope of Work Adjustments**

**VII. Closing Items**

**A. Adjourn Meeting**

M. Moore made a motion to adjourn the meeting

A. Allen seconded the motion

The Board VOTED unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:35 p.m.

Respectfully Submitted,

M. Welch

\* 8-44-102. Open meetings -- "Governing body" defined -- "Meeting" defined. (a)All meetings of any governing body are declared to be public meetings open to the public at all times, except as provided by the Constitution of Tennessee...(ii) The provisions of this subdivision (b)(1)(E) shall not be construed to require the disclosure of a trade secret or proprietary information held or used by an association or nonprofit corporation to which this chapter applies. In the event a trade secret or proprietary information is required to be discussed in an open meeting, the association or nonprofit corporation may conduct an executive session to discuss such trade secret or proprietary information; provided, that a notice of the executive session is included in the agenda for such meeting. (iii)As used in this subdivision (b) (1) (E): (a)"Proprietary information" means rating information, plans, or proposals; actuarial information; specifications for specific services provided; and any other similar commercial or financial information used in making or deliberating toward a decision by employees, agents or the

board of directors of such association or corporation; and which if known to a person or entity outside the association or corporation would give such person or entity an advantage or an opportunity to gain an advantage over the association or corporation when providing or bidding to provide the same or similar services to local governments; and (b)"Trade secret" means the whole or any portion or phrase of any scientific or technical information, design, process, procedure, formula or improvement which is secret and of value. The trier of fact may infer a trade secret to be secret when the owner thereof takes measures to prevent it from becoming available to persons other than those selected by the owner to have access thereto for limited purposes.