

**Board of Directors Meeting  
February 15, 2018 @ 5:30pm  
Meeting Minutes**

**Directors in Attendance:** James Cobb, Juana Guerrero, Keith Hargrove, James Holzemer, William Hytche, Rebecca Horton, and Ahmed White.

**Corporate Membership in Attendance:** Irene Boyd

**Board Liaison in Attendance:** Lekita Stevenson

Project Reflect's Board of Directors Meeting was called to order at 5:39PM by S. Keith Hargrove with a minute of quiet prayer.

**PowerPoint on IReady Data was presented by Jim Pinckley.**

- Good Progress
- Increase Individual Student PC Testing Time
- Monitor Students Success

A quorum was established having six Board of Directors in attendance. Rebecca Horton suggested having another meeting on a different day.

**Review of previous Board of Directors Meeting Minutes**

A motion to approve the previous Board of Directors meeting minutes from Oct 19, 2017 and December 14, 2017 was made by S. Keith Hargrove. The motion was properly seconded by James Holzemer. This motion carried unanimously.

**Administrators Report by Ahmed White (See Attachment)**

- Actively recruiting staff and students for 2018-2019 school year.
- A mass direct mailing for student recruitment will be sent out in April.
- Safety and security needs to be updated in our resources and procedure and policies manuals. Securing a metal detector would be idea and great!
- Currently establishing a partnership with Lead, KIPP and Knowledge Academy Charters.

James Cobb stated that his visit to SCA was very refreshing. There was great energy at the school. Teacher Assistants were tutoring while teachers were teaching. Compared to his previous visits year-to-year, there was a good vibe at SCA this year. Mr. Cobb's pointed out on the budget that with all the illnesses going around, seeing one day for substitute pay on our financials was amazing.

**Financial Report** (*Attachments can be provided upon request.*)

Project Reflect/Smithson Craighead Academy's budget showed great cash flow and improvement across the board.

## Committee Reports

Reports for the following committees were presented via hard copy in the absence of their committee chairs. (*Attachments can be provided upon request.*)

- Ex. Committee
- Board of Directors
- Adhoc Committee
- Interim Executive Director

## Education Committee Report

- This committee had small chats but not a full committee meeting. Gathering info for student intern/possible teacher and curriculum. Quiz bowl has been discussed and funds are available to support it.
- After-school program needs staff members and volunteers.
- Establish a partnership with TSU so our kids can see success and experience higher education.

## Fundraising Committee Report presented by Keith Hargrove

Grants were researched and there are some Foundation Grants that can be applied for.

- Beamon Grant
- TSU \$35,000 Tutors for 2018-2019
- Subsidize the Quiz Bowl so school does not incur with costs
- Charter School Basketball League
  - Referees
  - Security
  - Marketing
  - Sponsor/Fund Goal
  - Target Schools
  - Team Registration Fee/Rosters
  - Concessions Sales
  - Date April 28th
  - \$3,415 Cookie Dough Fundraiser
- Smart Board Target (10)
  - 4 On hand
  - 1 Operational
- Cafeteria Upgrades
  - Oven with hood
  - Refrigerator And Freezer
- Long-term success is predicated on our Vision! Our Vision was to stay open; now we need to focus on the future and establish a new vision for improvement since the finance committee says we are doing well and improving.

### **New Projects**

- A second set of doors at the main entrance of the gym building is needed and very important to the security and safety of our students.

The Ad-Hoc Bylaws committee will be placed on pause until further notice. Mr. Cobb highly recommends and encourages this committee to work on policies for the School and Board.

The Board of Directors will be emailed three options for a Board School Visit.

*A motion to adjourn was made by James Holzemer. The motion was properly seconded by William Hytche. This motion carried unanimously.*

**The Board of Directors Meeting was adjourned at 7:37pm.**

**Board of Directors Meeting minutes were taken and presented by Lekita Stevenson, Board Liaison.**