

**Board of Directors Meeting  
February 15, 2021 @ 5:30pm  
Virtual Meeting Minutes**

**Directors in Attendance:** Fr. John Raphael, Dr. William Hytche, Dr. Christy N. Scruggs, James Cobb, Ramona Johnson, Richard Neal, and Robert Taylor

**Corporate Membership in Attendance:** Rebecca Horton

**School Personnel:** Ahmed White, Executive Director and Lekita Stevenson, Board Liaison

Project Reflects Board of Directors Meeting was called to order at 5:39pm by James Cobb. Scripture reading from Psalm 25 was rendered by Fr. John Raphael.

**A quorum was established.**

**Approval of Previous Board of Director Meeting Minutes**

A motion to approve the minutes from the October 19, 2021 Board of Directors meeting submitted via email, was made by Richard Neal. The motion was properly second by Robert Taylor with no amendments. The minutes were approved as submitted. The motion carried unanimously.

A motion to approve the minutes from the January 18, 2022 Board of Directors meeting submitted via email, was made by Dr. William Hytche. The motion was properly second by Father Raphael with one amendment to the scheduled meeting date. The minutes were approved as submitted. The motion carried unanimously.

**Corporate Membership Report submitted via email by Mark Faulkner.**

Please consider this the Members report and I invite any other Members present at the meeting to weigh in, add comments, etc.

- The Corporate Members commend the staff at SCA for successfully achieving both the addition of a 5<sup>th</sup> grade and added seats to fill that grade. It should further reinforce the strong financial position the organization is in...which is acknowledged as a direct result of the excellent budget management of the Executive Director and his team
- Membership is pleased the Board is taking up the topic of assessing Reading Success in the Itty Bitty City software as an organizational priority. Thanks for Dr. Marrs spearheading this initiative. Mr. White can provide a further update on the progress of the software and its ongoing use at SCA...along with plans
- Membership is unaware of anything with regard to physical facilities and/or assets that needs discussing...other than continued applause for the new playground and dedication signage

- Membership would still like to have some review of strategies to have the cell tower removed
- Corporate Members have not yet voted on a replacement for Lili Hart. Plans are to have that happen later this month or in March from a pool of excellent candidates that have a long history and organizational knowledge of Project Reflect

Thank you to everyone for efforts in support of our children and community.

Best,

Mark Faulkner

Chair, Corporate Members

## **Executive Director's Report presented by Mr. Ahmed White**

- We were able to secure the 110 seats needed for our school to be able to accommodate the growth and the projected growth that we have over the next few years.
- We are in this this season of recruiting. Ms. Olivia, who is responsible for recruiting together with her team has the challenge to get us the 60 seats that is a goal for next year, which means we will probably get another kindergarten class, which I would definitely welcome.
- Project Reflect has partnered with Relay and Teach for America to help gather teachers. We were able to hire a TFA teacher and we were able to hire our first teacher in the month of February instead of waiting to June
- Another male teacher has been hired.
- Reading testing for ELL students are being administered.
- We also have the ability to add a reading coach through a grant that we have through TN Core.
- Financially, as of this January we finished with an \$18,000 surplus.
- In addition, we started seven tutors for high dosage tutoring for our student. Our students are getting one on one or one to three tutoring. Tutors were hired through another grant. Some of our tutors can possibly be hired on through the Relay program.
- Working on scheduling JED (Reading Success program) to come to Nashville prior to Spring Break to do a demonstration.
- Prep Rally for the incoming 5<sup>th</sup> grade
- TN Predators providing lunch for the teachers

*This concludes the Executive Director's Report presented by Mr. Ahmed White.*

**Board of Directors Chairman's Report presented by Mr. Cobb**

James Cobb reported he is extremely proud of the organization. Proud to be a part of the voices that attended the appeal. On behalf of the board, the Cobb girls & Cobb family were able to visit the school providing valentines treats for all students and staff personnel. Highly encourages the Board of Directors to plan a Day of Gratitude to the Smithson Craighead staff & faculty to express our appreciation.

**Education Committee Report presented by Dr. William Hytche**

No formal report but have been recruiting teachers for Smithson Craighead.

**Fundraiser Committee Report presented by Dr. Keith Hargrove**

**Exploratory Committee Report presented by Dr. Christy Scruggs**

Committee members are scheduled to meet on Tuesday, February 22, 2022 at 5:30 p.m.

**Board Development Committee Report by Fr. John Raphael**

Requesting all to look out for new board members. The bylaws require one active parent, but not limited to one parent. There are no statutory or restrictions for staff members to participate as a board member.

**New Business & Open Items**

Recruiting new board members to the Project Reflect/Smithson Craighead Academy  
Mandatory to complete BoardonTrack training and submit certificates to Mrs. Stevenson.  
Board training hours are to be completed annually  
Call to order the status of the various committees

**A motion to adjourn was made by Dr. Christy Scruggs and second by Dr. William Hytche. The motion carried unanimously.**

**The Board of Directors Meeting was adjourned at 6:50 p.m.**

**Board of Directors Meeting minutes were taken and presented by Ramona Johnson  
Board Secretary**