



# PURPOSE

Preparatory Academy

## Board Minutes – January 25, 2018

**Our Mission:** Through rigorous curriculum, high quality instruction, and positive character development, Purpose Preparatory Academy Charter School ensures all K-4 students achieve the academic skills, knowledge, and ethical foundation to be set on the path to college.

### A. Attendance

**Present:** Janna Smith, Charlane Oliver, Charlandra Watson, Ginny Pope

**Present by Phone:** Eric Rubinstein, Will Jackson, Vince Durnan, Ryann Casey

**Absent:** Sallie Norton, Perry Gooch, Ashley Northington, Lagra Newman (HOS)

**Guests:** Dale Mitchell, N’Kosi Parker, La’Kenna Booker

### B. Proceedings

1. Meeting called to order at 8:34 a.m.

2. Approval of Minutes

Vince Durnan motioned, Will Jackson seconded, to approve the board minutes from December 2017. Motion passed unanimously.

3. Guest Introductions

N’Kosi Parker is a Purpose Prep parent who wanted to observe the meeting. La’Kenna Booker is a Fellow that wants to open her own charter school and is job shadowing Purpose Prep. Dale Mitchell has been invited as a potential new board member.

2. Governance

No new business

4. Head of School Report

No new business. Lagra Newman was not in attendance. Charlandra Watson provided a brief overview of the Dashboard.

3. Academic and Community Engagement:

Option School applications for middle school are currently open. Notices went home to all parents encouraging them to apply to a magnet school by the February 2 deadline. The challenge has been that not all 4<sup>th</sup> grade parents have completed their application. University Night is tonight and staff will have tables set up to assist with filling out the forms. Also, representatives from area middle schools have been invited to answer questions. A plan is

needed to develop a plan for 4<sup>th</sup> graders transitioning to 5<sup>th</sup> grade schools (Meigs, Valor, Head, Rose Park). Staff are tracking surveys of who did not fill out and return. The Board also suggested doing a robo call, email blast, and announcement on the marquee sign to ensure that all parents have been notified and reminded of the deadline to apply.

#### 4. Fund Development-

The building dedication has been rescheduled to February 7, 2018. This date is contingent upon the availability of Vice Mayor David Briley. All Board members are urged to add their guest list of emails to the Google spreadsheet so that invitations can be sent out.

Jazz with Purpose is scheduled to occur on March 10. However, the Board expressed concern for the short planning window so it was proposed to move the date to sometime in April after spring break. Kevin Whalum will again be the featured guest musician. We will plan to have a silent auction for artwork again.

#### 5. Staff Update:

No new update.

#### 6. Finances-

The financials were reviewed. We continue to be conservative given enrollment trends. Eric will follow-up with someone on Perry's team at Cushman & Wakefield to receive an update regarding construction wrap up.

With the transition of a new Director of Operations, there were some operational delays that impacted all items being categorized in the financials, and an updated version will be reviewed at the finance committee level and provided next month.

#### 8. Facilities

Our construction project is fully paid. A new roof is needed. We have three quotes for a replacement. The cost is approximately \$88,000. We need to determine if we have the funds to pay for the roof replacement. The school intends to apply for a facilities grant through the State to offset costs. Since Lagra and Perry are absent, the Finance Committee will review the process at the next meeting.

#### 9. Board Development

Ashley Northington, Ginny Pope, Perry Gooch, and Eric Rubinstein are all rolling off the Board in June 2018. We are losing roles in marketing/PR, finance, fundraising, and a Board President. It was proposed to have a parent on the board and someone in the education space that knows the local landscape and political climate. We need 4-6 additional board members. We will seek Newman's input on what our needs are.

Dale Mitchell brings financial expertise given his work at First Tennessee and his current work on Purpose Prep's finance committee was invited to join the Board. His resume was provided

to members in attendance. Charlandra Watson motioned, Ginny Pope seconded, to approve Dale Mitchell as a new Board member for 2018. Motion passed unanimously.

Meeting adjourned at 9:31 a.m.

Prepared by: Charlane Oliver, Secretary