

**Board of Directors Meeting
April 16, 2024 @ 5:30pm
Meeting Minutes**

Directors in Attendance:

- James Cobb
- Rebecca Horton
- Sandy Cave
- Anthony Adewumi
- John Little
- Marcel Hernandez
- Nancy Merk
- Paul Ney
- James Lercius
- John Little

School Personnel:

- Ahmed White
- Lekita Stevenson
- Dana Dillard-Jackson

Project Reflect Board of Directors Meeting was called to order at 5:32 p.m. by James Cobb. A prayer was rendered by Rebecca Horton.

Approval of Previous Board Meeting Minutes

A motion to approve the minutes from the December 19, 2023, Board of Directors meeting was made by Marcel Hernandez. The motion was properly seconded by John Little. The motion carried in favor unanimously.

“Reading Success” Payment

- The “Reading Success” program was developed to assist students and adults with reading. It’s an asset of the organization and has a trademark associated with it.
- Received an invoice (\$520) from the law firm, Bradley Arant Boult Cummings, that helped the organization in obtaining and renewing the trademark for the program. The invoice was paid by SCA earlier this week.
- It was suggested that a future meeting be held to discuss more about the Reading Success program and how the expenses should be paid going forward (i.e., from the operation budget, etc.)
- Sandy Cave moved to approve the payment for the program. The motion was properly seconded by Paul Ney. The motion carried in favor unanimously.

Corporate Members Report (presented by Mr. Mark Faulkner)

- The corporate members congratulate Mr. (now Dr.) Ahmed White on receiving his doctoral degree!
- From an asset and mission standpoint, the corporate members are thrilled with the work that SCA and Project Reflect are doing.

Executive Director/Administrator's Report (presented by Dr. Ahmed White)

- SCA/PR is doing well overall from a financial standpoint.
- There are roof repairs being done on the school. Repairs to the roof for the administrative building will be covered by insurance, at no cost to the school.
- New doors are being put on the building for security purposes. The school's security team has been doing good work.

Treasurer's Report (presented by Sandy Cave)

- Revenue is doing well; about a 4% over the budgeted amount.
- From an expense's standpoint, we are about \$220,000 under what was budgeted.
- There is very efficient management of the budget.
- A little over \$2.5M in cash on hand, which is about a \$1M more than where we were last year.

Strategic Planning Meeting

- Want to ensure that we make strides to have the strategic planning meeting.
- Ms. Wade was waiting on dates that aligned with all, or a majority, of the members.
- It was suggested that it might be easier for Ms. Wade to work with a smaller group (i.e., ad hoc committee) to help set up the strategic planning meeting.

Executive Director Search

- Having a full-time executive director would be beneficial for the program.
- While it's not urgent, it would be prudent and wise to take the next steps in finding an executive director.

Chairman's Report (presented by Chairman James Cobb)

- Want to see the Board move on actions such as strategic planning and the executive director search.

Principal's Report (presented by Ms. Dana Dillard-Jackson)

- TCAP is going on this week. Teachers and staff have been hard at work in preparing students for testing this week.
- A "TN for Ten" award was given to a student in recognition of him overcoming obstacles while still maintaining excellent academics. He attended a banquet and dinner with the TN governor and received a \$1,000 scholarship.
- An SCA teacher, presented an intervention program to the Diverse Learners Collaborative for the Coaching Collaborative and it's now being used school wide.
- Two third-grade scholars won at a Belmont poetry contest. Belmont had their poetry put to music
- State representative for TN All Corps program is coming to SCA to document a tutorial regarding best practices for the program.
- Soccer team is on a winning streak and headed by a rookie teacher.
- There is a need to invest in professional development (i.e., conferences, seminars, etc) for SCA teachers. There is also a need for funding to provide tutors.
- SCA will be adding a 5th grade classroom, which means more space is needed.

New Business

- Still in need of a grant writer.

A motion to adjourn the meeting was made by James Cobb. The motion was properly seconded by Marcel Hernandez. The motion carried in favor unanimously.

The Board of Directors Meeting was adjourned at 7:12 p.m.

Board of Directors Meeting minutes were taken and presented by Anthony Adewumi.