

APPROVED

# Perea

## Elementary School

### Perea Elementary School

## Minutes

### Perea Elementary School Board Meeting

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#### **Date and Time**

Thursday June 25, 2020 at 4:30 PM

#### **Location**

Topic: PES Board Meeting

Time: Jun 25, 2020 04:30 PM Central Time (US and Canada)

#### **Join Zoom Meeting**

<https://zoom.us/j/882148394>

**Password: 274476**

Meeting ID: 882 148 394

One tap mobile

+13126266799,,882148394# US (Chicago)

+19294362866,,882148394# US (New York)

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#### **Mission**

Perea Elementary School will prepare all students academically, socially, and emotionally for success by creating and maintaining a classroom and school environment that is student-centered, with high academic expectations and where all students feel welcomed, appreciated, and valued.

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#### **Directors Present**

D. Moses (remote), K. Perry (remote), M. Boyd (remote), M. Sturdivant (remote)

#### **Directors Absent**

K. Nichols

#### **Ex-Officio Members Present**

D. Ussery (remote)

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### Non Voting Members Present

D. Ussery (remote)

### Guests Present

Alicia Norman, B. Polk, Cody Stephenson, Dr. Aletha Green, Shandra Brooks

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

M. Sturdivant called a meeting of the board of directors of Perea Elementary School to order on Thursday Jun 25, 2020 @ 4:30 PM at

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### C. Approve Minutes

M. Boyd made a motion to approve the minutes from Perea Elementary School Board Meeting on 05-28-20.

D. Moses seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### Roll Call

M. Sturdivant Aye

K. Nichols Absent

M. Boyd Aye

D. Moses Aye

K. Perry Aye

## II. Development

### A. Update

It was reported that a total of 156 chrome books have been purchased to augment the 79 in stock. All 235 students will be provided a chrome book for the coming academic year. Donations were received from board members, a community organization and a Foundation for this purchase.

M. Sturdivant applauded Alicia for her leadership in opening PES two years ago and announced that while she is leaving her role as ED of PES, she will continue leading Perea Preschool for the near future.

### III. Education

#### A. Plan for opening for Fall 2020

##### Fall of 2020-

Possibilities for reopening in the fall were shared including the possibility of either Saturday School or after school instruction to help make up for lost educational time due to pandemic closings this past spring. The costs to families for these programs would be supplemented by a grant for instructional support from the Cares Act keeping a family's fees to a minimum.

**Action Item:** K. Perry will meet with C. Sephenson and D. Ussery to discuss the after school proposal and its effect on the budget.

A Continuity of Learning Plan must be submitted by 7/24 to the State.  
Sixteen students ended the summer learning online program on June 28.

##### Retention of students

- 10 students were retained (7 KK and 3 -1st graders)
- 5 students were promoted (3 KK and 2 -1st graders)
- 7 special Populations students attended the Summer Learning Program to receive additional academic support to mitigate learning loss

##### Registration for 2020-21

45 out of 80 spots have been filled for KK classes or 56%, 69 out of 77 for Grade 1 or 90%, 71 out of 77 for Grade 2 or 92%.

A neighborhood canvas will be conducted the first week of July to encourage enrollment for the coming school year.

##### Reopening Plan Cont.

Families are being surveyed to determine preferences for the various hybrid plans (online and classroom) being discussed. The initial data indicates that staff and parents prefer ½ days as opposed to alternating days. Parent work schedules may affect which plan is implemented.

91% of parents say that they have Internet Access.

91% of parents say that their children will return to school if health experts and their guidelines say that is okay.

81% of parents say that they are prepared for virtual learning, but tools are still needed.

#### B. Staffing update

Job offers have been sent out for TA positions.

A new office manager with 7 years experience has been hired to replace departing office manager.

Two teacher positions will be hired when enrollment numbers are assured.

### IV. Facility

#### A. HVAC System repair and maintenance

HVAC repair bids are still being solicited.

#### B. Roof issues

Repairs will be made to roof on preschool side..

## V. Finance

### A. Monthly Budget Summary

A detailed written monthly report was shared with the Board.  
The 2 month benchmark for cash on hand was met.  
It was noted that the Tennessee BEP is based on enrollment not attendance.  
PES can now apply for forgiveness for the PPY.  
D. Ussery will wait to see what additional legislation passes then confer with Cody and Katherine about other funding options.

### B. Housekeeping/Janitorial Contract

Three different companies have submitted bids for ongoing janitorial services. Discussion of these bids followed the presentation.

K. Perry made a motion to approve and accept the bid of Service Master splitting the cost between PPS and PES.

D. Moses seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### Roll Call

K. Nichols	Absent
M. Boyd	Aye
D. Moses	Aye
K. Perry	Aye
M. Sturdivant	Aye

## VI. Governance

### A. Evaluation of the Principal

The process for conducting the annual evaluation of PES CEO – Principal Deadre Ussery was shared. Board members were asked to complete their evaluations by July 5.

Board Members will be required to take a one hour training session by November 15, 2020.

Those sessions have not yet been made available but board members will be advised when they are open for selection.

## VII. Other Business

### A. Update

A discussion of whether to keep contract with Board on Track followed.

M. Sturdivant made a motion to maintain the Board on Track contract for the coming year.

M. Boyd seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### Roll Call

M. Sturdivant	Aye
D. Moses	Aye
K. Perry	Aye
M. Boyd	Aye
K. Nichols	Absent

D. Ussery will ask IT personnel about the possibility of setting up a shared drive for common documents particularly for teachers.

Bryana Polk is currently sending out notifications and will pull any documents that need to be made available to others not on the BOT platform.

Following items above, Board went into Executive Session.

## **VIII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:45 PM.

Respectfully Submitted,  
M. Boyd