



Work Session Minutes
Montgomery Education Foundation
Board of Directors Work Session
Davis Elementary School
Nixon Elementary School
Bellingrath Middle School
September 20, 2022
Davis Elementary School

Present: Dave Borden, Paul Hankins, Charles Jackson, Keesha Jones, Caroline Novak, Jay Love. Also present, Ann Sikes, Chris Reynolds, Ms. Ericka Anderson, Ms. LaDedra Frazier, Dr. Mary Holloway

Mr. Hankins called the meeting to order and asked for a voice roll call of board members present. All six board members were present. A quorum was confirmed.

Approval of Agenda:

Mr. Hankins called for a motion to approve the agenda. Mr. Borden made a motion to approve, Ms. Jones seconded the motion. The motion passed unanimously.

Financial:

Mr. Love presented the MEF financials which included the segregated accounts for Davis, Nixon and Bellingrath Schools. Mr. Love noted and reviewed the additional reporting model that has been implemented to provide a separate balance sheet and P&L for the segregated Charter School accounts. Ms. Sikes reported MEF had transferred \$1,000 to each of the separate checking accounts as they were opened.

Ms. Sikes provided information regarding the monthly transfer of State Foundation funds and quarterly CSP grant funds. As these funds are received, they are directly transferred to PLA/EVE. Currently a weekly transfer limit of \$500,000 is in place with ServisFirst Bank. With all three schools now converted, this limit needs to be increased to \$1,500,000.00 in order to ensure all funds received can be promptly transferred as needed.

Mr. Reynolds reviewed the PLA/EVE financial statements for Davis Elementary School SY 2022 which included a year end 2022 forecast with a projected loss due to lack of local funding. Financial planning work is ongoing with PLA as the district continues to be resistant in forwarding local funds on a per student basis. (Reports for Nixon and Bellingrath have not been generated since the schools were only converted this fall for SY 2023.)

Ms. Sikes noted that currently MEF operates on a calendar year accounting process and recommends switching to a fiscal year of October 1 through September 30 that will align with the school year and funding.

Mr. Borden provided an update on the review of Local and other funds that may be due to the schools from the district. Mr. Borden, Mr. Reynolds and Mr. Raney with New Schools for Alabama have met and are reviewing allocations. Mr. Hankins noted the importance of determining the gap between total costs and funds received.

Ms. Sikes reported that the 2021 audit was underway and should be completed shortly.

Ms. Sikes noted receipt of a grant from the Resource, Conservation & Development Council in the amount of \$15,000; a grant from Publix in the amount of \$10,426 for school supplies and a donation from Sen. Barfoot.

Board Governance:

Mr. Reynolds presented and reviewed the Governance Dashboards for Davis, Nixon and Bellingrath. Mr. Jackson asked that parental involvement/parent meeting measures and community engagement partnerships be added to the dashboard information.

Ms. Sikes presented detailed graphs for Davis ELA, Math and Reading performance from the year end 2022 ACAP testing. Data evidences solid improvement from pre-conversion data.

Principal's Reports:

Ms. Anderson presented a written report for Davis Elementary which is attached to the minutes.

Ms. Frazier presented a written report for Nixon Elementary which is attached to the minutes.

Dr. Holloway presented a written report for Bellingrath Middle School which is attached to the minutes.

Mr. Jackson will be working with Dr. Holloway to convene a group of community support networks to provide needed mentoring and student support at Bellingrath.

The board noted the extraordinary work required by the leadership at each school and thanked each of the principals for their hard work.

Executive Director's Report:

Ms. Sikes noted that the student/Family Handbook and Code of Conduct and SPED policies were being reviewed and will be presented at the next meeting for approval if needed.

Ms. Sikes shared that all insurance coverage has been obtained or renewed as of July 1st. During the renewal process, it was necessary to further clarify the contract with PLA stating their responsibility to cover the cost of all insurance except for the MEF Director's and Officer's policy. This required an amendment to the contract with PLA that provides clarification without change to the responsibilities.

Ms. Sikes provided a summary of the CSP grant balances and expenditures for Davis, Nixon and Bellingrath. To date, expenses for only Davis and Bellingrath have been submitted for reimbursement.

The majority of the CSP funds are being used to offset staffing expenses and some curriculum expenses.

The board was presented with the Program Report for the summer LEAPS program. 120 students grades K-5 were served and performance was positive as measured on the STAR pre and post testing. As in previous years, the demand/wait list was high and the program was successful on all measures, including STAR, parent, teacher and student surveys.

Ms. Sikes reported that as of the first of August, Jackie Bretl had resigned and is with New Schools for Alabama. The board acknowledged the many contributions Ms. Bretl made to MEF. Ms. Sikes noted that Ms. Bretl would still be involved with MEF in her new role which is a great advantage.

Board Recruitment:

Ms. Jones reported that the Nixon parent candidate meeting had to be rescheduled and would take place this Thursday. Ms. Novak shared ongoing conversations are taking place with additional future candidates.

There being no other items on the agenda, the work session was adjourned.

Respectfully submitted:



Ann M. Sikes

President



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Approval of Minutes:

Mr. Hankins asked for a motion to approve minutes from the June 21, 2022 board meeting. Mr. Love made a motion to approve the minutes, Ms. Jones seconded the motion which passed unanimously.

For Approval:

1. A motion to increase the weekly ACH funds transfer limit for the ServisFirst checking accounts to \$1,500,000 was made by Mr. Love and seconded by Ms. Jones. The motion passed unanimously.
2. A motion to ratify the transfer/loan of \$1,000 to the school's checking account was made by Mr. Borden and seconded by Mr. Love. The motion passed unanimously.
3. A motion to approve the August 31, 2022 amendment to the PLA/EVE contract to update insurance responsibilities was made by Mr. Borden and seconded by Ms. Jones. The motion passed unanimously.
4. A motion to change the organization's accounting year from a calendar year to a fiscal year of October 1st through September 20th was made by Mr. Borden and seconded by Ms. Jones. The motion passed unanimously.

There being other business, the board meeting was adjourned.

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