

READ FOUNDATION

Memphis School of Excellence

Board of Directors

Regular Board Meeting

Date :2023 December 9, Saturday
Time :12:00 PM
Location :MSE Central Office, 5885 Ridgeway Center Pkwy, suite #100, Memphis, TN 38120

Join Zoom Meeting: (Same for all Meetings)

<https://zoom.us/j/5931511364?pwd=SEVCQ25wZ3lRSEVTTFlibXd6TnY1Zz09>

Meeting ID: 593 151 1364 Passcode: 2nBXKX

Public Comments may be submitted to info@readfoundationus.org by 4:30 pm on Friday.

AGENDA

1. Welcome and call to order
2. Attendance and quorum
3. Public Comments
4. Director's report
5. Approval of the agenda
6. Approval of the previous meeting minutes from July 15, 2023
7. Approval of previously reviewed/approved agenda items by board members via email
 - A. CityYear Memphis
 - B. Winchester GYM HVAC replacement.
 - C. SubNow contract
 - D. Strategic Plan
 - E. One-time bonus

- F. Board resolution for opening the trust account
 - G. Lewis Thomason, P.C. law firm engagement
8. Approval of the resolutions authorizing the Executive Director for the Nashville school expansion
- A. Resolution authorizing the Executive Director to hire a real estate agent, broker, or realtor to assist in Nashville expansion
 - B. Resolution authorizing the Executive Director to negotiate applicable agreements and seek applicable approvals regarding funding for Nashville campus expansion
 - C. Resolution authorizing the Executive Director to submit the Nashville charter application
 - D. Resolution authorizing the Executive Director to negotiate applicable agreements and seek applicable approvals regarding the Nashville campus facility and construction
9. Approval of the Advisory Committee Policy
10. Approval of awarding of purchases and contracts
- A. SignMatters, Inc; School signage project for Winchester and Cordova
 - B. Eldridge HVAC Replacement (Cordova, 6 units)
 - C. Jolly Roofing Company, Roof replacement for Cordova Secondary GYM
 - D. ToofAmerican; Student recruitment flyer printing/ mailing
 - E. Independent Schools Benefits Consortium (ISBC Captive), dba, United Helath Care, health insurance provider
 - F. SchoolWorks; charter school application agreement amendment
 - G. Caissa K12 communication, PR company training, study, and agreement
 - H. CodeCrew computer class contract
 - I. Whitehorn Tankersley Accounting Firm engagement
 - J. Valdez Immigration Law Firm, engagement letter.
 - K. ER2; Mendenhall and Winchester campus Epson Smart projector purchase and installation
 - L. Comcast, dedicated fiber optic internet connection agreement for the new central office building
 - M. Educational Consulting Associates, INC; e-rate grant agreement
 - N. Leadership Partners: Executive and principal coaching
11. Approval of the resolution authorizing the Executive Director to create a resolution in support of military families
12. Approval of the FY2023 Nonprofit Security Grant Program budget for Mendenhall campus
13. Approval of the 2024 board meeting dates

14. Discussion of the strategic plan progress.
15. Discussion of the financial audit reports and Form990
16. Discussion 24-25 School Calendar
17. Discussion of the TFA agreement
18. Discussion of the required board training completion
19. Discussion of the Code of Ethics Policy completion
20. Closing remarks and adjournment