**Date and Time**

Thursday, October 17, 2019 from 12-1:30 pm

**Location**

5221 Hickory Hollow Parkway, Antioch, TN 37013

1. Opening Items
	1. Record Attendance + Guests
		1. Ryan, John, Youseff, Tizgel, Mary Cypress, Todd, Tom, Shan, Crews
		2. Abigail, Amber
		3. Nida
	2. Called Meeting to Order
	3. Approved Previous Minutes
2. CEO Update
	1. Middle school team professional development day to implement structural changes
		1. Instituted recess for all students
		2. Staffing changes to ensure stability in places that needed it the most
		3. Shifted music/PE to twice a week in middle school
	2. High school team professional development day focused on building relationships and an inclusive work environment
	3. Launching Saturday sessions for leadership teams focused on how to work together as a team
	4. Goal Cycle 1A
		1. Teacher Copy: 80% of teachers have a completed teacher copy each lesson
		2. Habits and Routines: 40% of teachers are measuring at 2 or above on Intrepid Teacher Rubric
		3. Focused Learning: 67% of teacher are measuring at a 2 or above on Intrepid Teacher Rubric
		4. O3: 90% of scheduled teacher and leader O3 meetings are happening
		5. Student Daily Attendance: 97%, with OA strongest
	5. Goal Cycle 1B will work toward increasing the percentages on goal cycle 1A and focusing instructional improvement on participation ratio and culture of learning and organizational improvement on student on time attendance and overall attendance
	6. Talent:
		1. 97% staff retention since beginning of summer; created strong coverage and replacement plans
		2. 3 resignations and 2 performance plans
	7. Enrollment
		1. Trending over budgeted at ADM, at 719 currently
		2. Need to develop clear system for managing withdraws and continue to develop staff around risk and retention
		3. Active recruiting for 19-20 and 20-21
3. Committee Updates
	1. Reminder regarding attendance
	2. Finance (Nida + Todd)
		1. Increased operating income by $97K; biggest drivers are $100K gift by Davis Foundation and BEP rate increased
		2. Averaging 30 days cash on hand through end of FYE; July 2020 projected at -$198K. This cash flow includes paying back line of credit beginning in December
		3. Our facility expenses are at 14% of our operating budget; uncategorized revenue and expenses high at $46K
		4. Revising and reapproving financial policies and procedures with the board
		5. Establishing internal system for AP related submission to ensure minimal uncategorized revenue/expenses
		6. Strategizing to close operating deficit and finalizing FY19 audit
	3. AACE (Abigail)
		1. ACT: Took fall practice ACT
		2. Average score: 19.58 (Hume Fogg is 28.1, Antioch High is 17.9); Highest score was 29.25
		3. 40% of students are scoring an 18, 19, 20; 40% of students are part of the “bubble group: (19.25-23.75); 8 students are already scoring at goal
		4. Anticipating 58% of students reach goal of 24
	4. Development (Abigail)
	5. Governance (Tizgel)
4. Closing Items
	1. Community day in November at IA
	2. Meeting Adjourned