



**MINUTES OF THE MEETING  
OF THE BOARD OF DIRECTORS OF  
LEAD PUBLIC SCHOOLS, INC.  
August 14, 2018**

Pursuant to notice duly given, LEAD Public Schools, Inc. (the “Company”) held a Board of Directors meeting at 3:30 p.m. on Tuesday, August 14, 2018, at the campus of LEAD Brick Church located at 2835 Brick Church Pike 37207.

Directors Participating

in Person:

Dwayne Tucker, Alex Ryerson, Carter Paine, Don Williamson, Jimmy Patton, and Judge Richard Dinkins

Directors Participating by

Telephone:

Don Taylor and Kim Ames

Directors Absent:

Dr. Earl Lattimore, Stan Ruta, Annette Little, and Jerome Oglesby

Others Present in Person: Adrienne Useted (CFO), Jay Brown (Head of Schools ASD), LaVoe Mulgrew (Head of Schools MNPS), Jon Zlock (Director of Communications), Corey Burton (Director of Enrollment and Family Engagement), Chris Elliot (Head of Academics and Innovation), Cassandra Johnson (Managing Director of Human Resources), Gary Satyshur (Director of Operations), Katrina Frazier (School Director at Brick Church), Tait Danhausen (School Director at LEAD Neely's Bend), Emma Mac (School Director LEAD Southeast Middle School), Nic Frank (School Director of LEAD High School), Amy Kate Wallace (School Director of LEAD Southeast High School), Dr. Kate Ring (School Director of Cameron) and Chris Whitson (Legal Counsel)

1. Call to Order: Carter Paine (Chairman)
  - a. Confirmation that the Board received the Board materials, which were previously distributed, and confirmation of a quorum.
  - b. Mr. Tucker congratulated the entire LEAD team on the Network's TVAAS results: LEAD Academy High School, Cameron, LEAD Southeast Middle School, and Neely's Bend all received the top score of 5 and Brick Church received a score of 4. Mr. Tucker noted that Neely's Bend improved from 1 to 5 and Brick Church improved from 2 to 4.

- c. The school directors (Tait Danhausen, Nic Frank, Amy Kate Wallace, Emma Mac, Kate Ring, and Katrina Frazier then participated in a roundtable discussion regarding their impressions on how each school secured such impressive TVAAS results.
2. Network Academic Update: Chris Elliot (Head of Academics)
  - a. Mr. Elliot updated the Board on Network level results, trends, and action items.
  - b. Mr. Elliot fully briefed the Board with respect to the Network's TVAAS results and provided the Board with Schools' historical TVAAS results.
  - c. Mr. Elliot advised the board of the Network's academic initiatives for 2018-19.
  - d. Mr. Elliot answered numerous questions from the Board.
3. LEAD University: LaVoe Mulgrew and Jay Brown
  - a. Ms. Mulgrew and Ms. Brown provided the Board with an update on LEAD University, the focus of which for this year is "Teaching Excellence".
  - b. Ms. Mulgrew and Ms. Brown broke down the specifics of LEAD University, namely the LEADership Institute, the training of new teachers, the Curriculum Institute, Culture Institute, the kickoff, and the School-based PD.
  - c. Ms. Mulgrew and Ms. Brown answered numerous questions from the Board.
4. Academic Update for the Company's MNPS Schools: LaVoe Mulgrew (Head of Schools MNPS)
  - a. Ms. Mulgrew provided the Board with an update and list of action items for LPS's MNPS schools (LEAD High School, LEAD Prep Southeast High School, LEAD Prep Southeast Middle School, and Cameron College Prep).
  - b. Ms. Mulgrew reported to the Board on the MNPS campus' areas of focus and academic initiatives for 2018-19.
  - c. Ms. Mulgrew lead the Board through a discussion of the MNPS campus' school health, focusing on (i) enrollment, (ii) facilities, and (iii) open staff positions.
  - d. Ms. Mulgrew answered numerous questions from the Board.
5. Academic Update for the Company's ASD Schools: Jay Brown (Head of Schools ASD)
  - a. Ms. Brown provided the Board with an update and list of action items for LPS's ASD schools (Brick Church and Neely's Bend).
  - b. Ms. Brown reported to the Board on the ASD campus' areas of focus and academic initiatives for 2018-19.
  - c. Ms. Brown lead the Board through a discussion of the ASD campus' school health, focusing on (i) enrollment, (ii) facilities, and (iii) open staff positions.
  - d. Ms. Brown answered numerous questions from the Board.
6. Development Update: Kathleen Wright

- a. Ms. Wright provided the Board with an update on development.
  - b. Ms. Wright provided an overview of strategic planning, historical philanthropy, prospects, potential grants, and the Development Team's current focus.
  - c. Ms. Wright answered numerous questions from the Board.
7. Human Resources Update: Cassandra Johnson
- a. Ms. Johnson provided the Board with an update on human resources.
  - b. Ms. Johnson advised the Board in greater depth on new hires, current staff, vacancies, training, and the ongoing review of LEAD's policies.
  - c. Ms. Johnson updated the Board on improving payroll systems.
  - d. Ms. Johnson updated the Board on the HR department's current organization and staffing.
  - e. Ms. Johnson answered numerous questions from the Board.
8. Enrollment Update: Corey Burton (Director of Enrollment and Family Engagement)
- a. Mr. Burton provided the Board with an overview on highlights from Summer recruitment, including the Family and Community Engagement Team, the 2018 Orientation Day, the NEST Family Engagement Team, individual school commitment meetings, and professional development.
  - b. Mr. Burton provided the Board with an enrollment update for each School.
  - c. Mr. Burton advised the Board of certain enrollment takeaways for each individual network School.
  - d. Mr. Burton answered numerous questions from the Board.
9. Finance Update: Adrienne Useted (CFO)
- a. Ms. Useted led the Board through a finance update.
  - b. Ms. Useted provided the Board with a review of the preliminary end of year results, with particular focus on 2018 actual enrollment, a summary of significant variances from the budget, financial performance by School, and a per student analysis.
  - c. Ms. Useted gave an overview of lessons to be learned from 2017-18, which included lessons on exceptional education transportation, personnel, technology and phones, instructional and school culture expenses, and transportation.
  - d. Ms. Useted updated the Board on the Finance Department's current organization and staffing.
  - e. Ms. Useted answered numerous questions from the Board.
10. Contract Approval for various vendors related to Data Systems (Illuminate and Schoolzilla), and custodial services (LNB): Adrienne Useted (CFO)
- a. Presentation by Ms. Useted
  - b. Questions from the Board
  - c. Motion: Carter Paine

- d. Second: Dwayne Tucker
  - e. Unanimous Approval of Contracts
11. Approval of August 14, 2018 Board Minutes: Carter Paine (Chairman)
- a. Motion: Carter Paine
  - b. Second: Judge Richard Dinkins
  - c. Unanimous Approval of Minutes
12. Executive Session (Management were excused from the meeting): Dwayne Tucker (CEO)
- a. Mr. Tucker provided the Board with an overview of Network operations.
  - b. Mr. Tucker answered numerous questions from the Board.

There being no further business to come before the Board, the meeting was adjourned.

Respectfully submitted, Chris Whitson  
Counsel to LEAD Public Schools, Inc., and acting Secretary