



KWAME NKURUMAH ACADEMY

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**Minutes of the Kwame Nkrumah Academy Board of Directors Meeting
March 7, 2017
2:30 pm**

Present

Dr. Carol G. Edwards, Sydneye Wilson, Atty. Colleen Halliman, Ericka Williams Dr. Iva Carruthers, Dr. Charlotte Blackman, Darryl Herbert, Shirlene Small

Call to Order/Welcome

The meeting was called to order at 2:45 by the Secretary Dr. Carol Edwards

Review/Approval of Minutes

Minutes were reviewed and approved as printed.

Principal's Report

Our new principal reviewed her progress for implementing her 90day plan. To date the following has been done:

- Establishing school leadership by the implementation of committees. (See attached)
- Review of instructional framework and professional development as it relates to best practice and student achievement
- Creation of Data Boot Camp as practice for preparing for instruction
- Identifying early high school involvement programs
- Investigating home school technology connections to support student learning.
- Identifying recruitment strategies
- Identifying support for developing website.
- Establishing community connection
- Systems for establishing a school culture and community culture that supports student learning (See attached)

Chief Financial Officer

As the Board continues to establish roles and responsibilities for the CFO, we have yet to redefine the role of the Business Manager and define the role of the Office Manager as it relates to her support of the CFO. Shirlene, our Account will continue to work with the Board to define these roles.

We recently hired a new CFO and he has identified goals as part of his 60-day work plan which include:

- Reduce expenses
- Increase funding
- Increase enrollment capacity
- Facilitate Website upgrade

His full report is attached to the minutes.

Budget Report

As we are still in transition wit CFO responsibilities, Shirlene Small our Accountant Submitted a Mid-Year Financial report which is attached to the minutes. The FY16/17 budget has been cut (\$115000) so we will have to consider ways to manage the budget for the rest of the year. This includes but not limited to:

- 3 School Furlough Days
- Loan Modification
- Expenditures should be limited only to essentials
- Establishing a 30-45-day payout for vendors
- Provide for substitute eternally

The Title I and Title II budgets were presented for review. The full Account report is attached to the minutes.

A future will be scheduled to respond to budget issues.

Respectively Submitted,

Carol G. Edwards
Secretary