



**First 8 Memphis Board Meeting**

**Date:** May 12, 2020

**Time:** 8:45am - 10:00am

**Board Members Present:** Jim Boyd, Kathy Buckman Gibson, Dr. Antonio Burt, Tanya Hart, Tomeka Hart Wigginton, Amber Huett Garcia, Dr. Carol Johnson Dean, Keva Latham, Yvonne Madlock, Mary McDaniel, Patrice Robinson, Alex Smith, Michael Whaley, and Rebecca Yeung

**Board Members Absent:** Dr. Marion Hare

**Staff Present:** Dr. Kandace Thomas, LaDora Watkins, LeAmber Hill, and Ginny Renfroe

**Visitors:** Mark Sturgis, Jamilica Burke, and Haley Simmons (Seeding Success)

***The First 8 Memphis Board of Directors meeting was held electronically in the Zoom platform. State of Tennessee Executive Order by The Governor No. 16 provides that electronic means of conducting business is “critical to limiting the community spread of COVID-19”.***

### Call to Order and Opening Remarks

Chairperson Buckman Gibson called the meeting to order at 8:50 a.m. Directors answered a roll call. Buckman Gibson stated the purpose of the meeting and briefly reviewed the meeting agenda. In addition to hearing RFQ recommendations from staff, the board would also hear recommendations on 4th quarter payments to operators.

### Updates

Chairperson Buckman Gibson relayed that a meeting was held to discuss closing out outcomes financing in the midst of a pandemic. She reported that the City and County were receptive to the recommendation to repay TUCI and Maycomb the principal owed to them. First 8 Memphis would use metrics of I-Station data and growth measures from when students first entered Pre-K to when the second assessment was given. Specifics are still being walked through with the City and County but Chairperson Buckman Gibson anticipates calling a special board meeting to consider and finalize the details.

Chairperson Buckman Gibson stated that an Onboarding Committee had been appointed to work with Dr. Kandace in her onboarding process. Director Smith gave a brief update on a meeting held yesterday to discuss the 90 day outcomes. The committee talked



about the key deliverables they'd like to see within 90 days. It includes a staffing plan, SWAT analysis and other thoughts about the F8M organization. Director Smith referenced the consultant that is facilitating the onboarding plan and helping to get Dr. Kandace acclimated to the organization. The committee will finalize some things and follow up with Kandace on expectations.

Chairperson Buckman Gibson announced that she and Kandace had been conversing about the idea of a board retreat. A poll was launched to check availability for an in-person retreat on Friday, July 24th and the morning of Saturday, July 25th. Directors were asked to complete a poll by the end of the meeting.

## Board Business

### Review of May 5, 2020 Board Meeting Minutes

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Chairperson Buckman referenced the meeting minutes that were sent out via email. The May 5th minutes were unintentionally omitted in the board materials over the weekend. The February 20th minutes were included instead. The May 5th minutes were emailed to the board the morning of the meeting. The board planned to act on the May 5th minutes before the end of the meeting but decided to hold them until the next scheduled meeting.

### Finance Committee

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Director Whaley acknowledged the F8M financials which showed activity from January 2020 – March 2020. The director reminded the board the financials were a part of an abbreviated fiscal year. A full fiscal year will begin in July 2020. There were no questions or comments from the board. A motion was made by Director Whaley to approve the March 2020 financials. Director McDaniel seconded. The motion was approved through a roll call vote.

### Executive Director Report

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Dr. Kandace Thomas mentioned that a letter of support, in response to potential learning loss amid COVID-19, was written in collaboration with First 8 Memphis and Seeding Success. This letter has been finalized and will be submitted soon. First 8 Memphis and Seeding Success will highlight the letter in upcoming partnership meetings and gather feedback. Specific requests and policy endorsements will be made with the City, County, and other elected government officials.



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## Opening Meetings FAQ

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Dr. Kandace Thomas invited the board to provide feedback about their understanding of open meetings. Board members have had many experiences in organizations governed by the Open Meetings Act. They desire to have more clarity around the nature of executive sessions. Dr. Thomas offered that staff will work with some of the board members to develop a clear process that the organization will adhere to as stewards of funds.

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## Year Two Pre-K Expansion

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Dr. Kandace Thomas shared a PowerPoint slide with Pre-K provider recommendations and 4th quarter operator payments. Dr. Thomas reminded the board that this is year 2 in Pre-K expansion for First 8 Memphis. The overarching goal is to reach 100 classrooms by 2021. 16 applications were received from operators; 10 current operators and 6 new operators submitted applications. RFQ committee members reviewed each application individually. Next, members joined their pair partner to mutually score each application. A few things must be considered in the decision. One KIPP classroom (KIPP Corry) is closing effective at the end of 2020 school year. SCS has two classrooms (Hamilton High and Riverview K-8) they'd like to move to another location (White Station Elementary). The board gave expression to the evaluation committee to further review the relocating of the two SCS classrooms.

First 8 Memphis also made a recommendation to continue funding and supporting, in year 2, all the classrooms from this current academic year. First 8 Memphis feels that classrooms that were under improvement plans have satisfied performance requirements for this academic year and can be funded again in year 2. Staff will continue to work closely with those providers next year to mitigate issues that may arise. On behalf of the evaluation committee, Dr. Thomas also recommended that First 8 Memphis make preliminary approval for academic expansion of 6 new classrooms that were scored above the 75% threshold marker. Director Tanya Hart made a motion to approve funding of existing classrooms and expansion of 6 new classrooms in year 2. Director Madlock seconded the motion. The motion passed after a roll call vote. Director Boyd abstained.



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Dr. Thomas shared that operators were asked to submit a budget revision form. The line item analysis and reallocation of funds request was requested to review any impact to operator budgets due to COVID-19. The budgets were submitted on April 24th and reviewed. Across the board, operators asked to move funds between line items. First 8 Memphis staff recommended that quarter IV payments be made to all Operators who requested to modify their original grant award amount to support their current budget needs. First 8 Memphis recommended approval of a request from Shelby County Schools for \$177K to pay for an educational coach and an instructional coach in a First 8 Memphis classroom. The staffing cost was paid by Porter Leath previously but was not included in the agreement between First 8 Memphis and Porter Leath. Staff also recommended adjusting payment to Porter-Leath by \$126K for costs associated with KIPP classrooms and wraparound services. Those costs will not be utilized in Q4 due to COVID-19. The motion to approve the recommendations for quarter IV payments was made by Director Tomeka Hart Wigginton with a second by Director Madlock. With a roll call vote, the motion passed. Director Burt abstained.

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### **Adjournment**

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Chairperson Buckman Gibson adjourned the meeting at 10:08 a.m.

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