

**MINUTES**  
**PAVE Southeast Raleigh Charter School, Inc.**

The Executive Committee of (PAVE Board of Directors) PAVE Southeast Raleigh Charter School, Inc. met on Monday, May 17, 2021 from 4:30 – 6:10 pm. The meeting was held by zoom video due to COVID-19.

**ATTENDEES:**

**Board Members:**

NAME OF DIRECTOR	TITLE (IF ANY)	PRESENT IN PERSON	PRESENT BY TELEPHONE/VIDEO	UNABLE TO ATTEND
Kwan Graham	Board Chair		X	
Crawford Crenshaw	Board Vice-Chair		X	
Annette Corona	Board Secretary		X	
Tucker Mann	Board Treasurer		X	
Andrew Lakis	Trustee			X
Dexter Herbert	Trustee		X	
Lauren Vance	Trustee		X	
Lori Christian	Trustee		X	
Lynette Aytch	Trustee		X	
Spencer Robertson	Trustee		X	
Taylor Dewberry	Trustee		X	
Willette Morman	Trustee		X	

**Staff and Other Attendees Present:**

NAME	TITLE (IF ANY)	PRESENT IN PERSON	PRESENT BY TELEPHONE/VIDEO	UNABLE TO ATTEND
Dawn Arthur	Executive Director		X	
Spencer Menzel	Development Officer			X
Latoyia Kinsey	Principal		X	
Danielle Coates	Assistant Principal		X	
Alex Quigley	School Quality Review Lead		X	

**MEETING ITEMS:**

**1. CALL TO ORDER AND ROLL CALL**

Kwan Graham determined that the meeting was duly noticed, that a quorum was present and called the meeting to order.

Opportunity was presented for public comment. No public comments requested or made.

## **2. APPROVAL OF PRIOR BOARD MEETING MINUTES**

A motion was made by Lauren Vance to approve the Executive Committee meeting minutes for March 15, 2021. It was seconded by Willette Morman. The minutes were unanimously approved.

## **3. DISCUSSION/ACTION ITEM(S)**

### **Executive Director Update:**

Executive Director Dawn Arthur introduced Alex Quigley, who led the School Quality Review (SQR) with his team. Alex Quigley is the Executive Director/Principal at Healthy Start Academy and leads the Better is Possible Coaching and hired to perform the PAVE School Quality Review.

Alex presented the report and provided an overview of the assessment's findings. He provided a summary of accolades for the school and the leadership team, highlighting the school's survival through the pandemic, new curriculum, engaging teachers, expansion to 6<sup>th</sup> grade and warm and supportive classrooms.

Three primary issues were outlined, as provided in the report, and related to the following categories: 1) Instructional Leadership Structure/Design, 2) Vision & Culture for Academics, and 3) Curriculum Adoption. Alex discussed these issues and the SQR team's findings and recommendations.

A detailed calendar of action items has been set out with from May 2021 – October 2021 to tackle PAVE's core challenges.

Alex Quigley and his team has submitted a proposal to continue their partnership with PAVE in the areas of coaching and site visits. This will be a continued resource to PAVE's Leadership.

Ms. Arthur provided her Executive Director report providing a snap shot of the school's day-to-day since reopening and shared some highlights including the launching of a successful Garden Club, Teacher Appreciation Week and images of scholars and staff.

She provided an update on the School Health Report Card, highlighting recruitment as an area that needs work as the school strives to have an extensive waitlist. A summer school update was provided, as well as a brief update on Stunt Digital's work on the school renaming and branding.

Priorities for the Leadership team were also outlined are focused on executing milestones from the SQR, hiring, applications for funding, renaming the school, Leadership Development, and strategic planning.

### **Action items:**

None

### **Finance Update:**

A budget update was held to the next full board meeting, since most of the meeting was focused on the School Quality Review.

**CONVENE IN CLOSED SESSION**

There was no closed session needed.

**5. RECONVENE IN OPEN SESSION**

**6. MEETING ADJOURNMENT**

**Closing and Commitments:**

Kwan Graham adjourned the meeting at 6:10 pm.

Respectfully submitted:

***Annette Corona***

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Approved on June 14, 2021  
Kwan Graham, President