

**MINUTES**  
**BOARD MEETING**  
Archway Charter School  
February 24, 2026

Item I: CALL TO ORDER

The board meeting was held at 5:08pm on via Zoom. In attendance were:

- Matt Metcalf - via Zoom
- Yusufu Jinkiri - via Zoom
- Justin Green - via Zoom
- David Herndon - via Zoom
- Derek Hinckley - via Zoom
- Paul Boye - via Zoom

Item II: ADOPTION OF THE AGENDA

Mr. Metcalf requested a motion to adopt the agenda.

- Motion: Green
- Second: Jinkiri
- There being no discussion and following a vote in favor by all members present and participating, the motion carried.

Item III: APPROVAL OF THE MINUTES

- [Minutes Board Meeting Archway 1.27.26.docx](#)

Mr. Metcalf made a motion to approve the minutes from the 1/27/26 meeting.

- Motion: Green
- Second: Jinkiri
- There being no discussion and following a vote in favor by all members present and participating, the motion carried.

Item IV: OLD BUSINESS

- Statement of Economic Interest
- Board Training
- Background Checks

Item V: NEW BUSINESS



- New Board Member Candidate Introduction
- **Action Item: Updates to Financial Policy Manual**
  - [Archway Charter School Financial Policies and Procedures Manual FOR BOARD APPROVAL.docx](#)
  - [Summary of Revisions to Financial Policies and Procedures Manual 02 23.26.docx](#)

Mr. Metcalf made a motion to approve the updates from the School Recruitment and Enrollment Plan.

- Motion: Green
- Second: Jinkiri
- There being no discussion and following a vote in favor by all members present and participating, the motion carried.

Item VI: EXECUTIVE DIRECTOR REPORT

- Grant Funding Update
- Enrollment/Recruitment Updates

Dr. Herndon provided updates on the items mentioned above.

Item VII: FINANCIAL REPORT

- Financial Report: D. Hinckley
- Report was tabled to next meeting.

Item VIII: COMMITTEE REPORTS

- None

Item IX: NEXT MEETING

- March 17, 2026, 5pm

Item X: ADJOURN

Mr. Metcalf requested a motion to adjourn.

- Motion: Green
- Second: Jinkiri
- There being no discussion followed by a vote in favor by all members present and participating, the motion carried.

