

CASA ACADEMY

Board Meeting

Date and Time

Monday February 6, 2017 at 6:30 PM MST

Location

CASA Academy (1500 W Maryland Ave Phoenix AZ 85015) or Dial in number: (712)775-7031 Meeting ID: 356-190-185 Host PIN: 5293

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
Opening Items			
A. Record Attendance and Guests		Brian Locker	4 m
B. Call the Meeting to Order		Mary Dahlen	1 m
C. Approve Minutes	Approve Minutes	Brian Locker	3 m
Approve minutes from Monday, January 9, 2017 meeting			
Approve minutes for Board Meeting on January 9, 2017			
II. Reports			6:38 PM
Academic Excellence			
A. Academic Excellence	FYI	Tacey Clayton	10 m
Tacey to present academic data			
B. Annual Event/Development	Vote	Mary Dahlen	40 m
Update on Annual Event and discussion on board roles during the event including:			
1. Review of ticket sales and financial data to date			
2. Vote on approval of "emergency" funds only if needed for Jenna and Tacey related to the fundraising event up to \$10,000.			
2. Take 10 minutes to contact friends and follow-up with contacts that board members have not heard back from			
3. Review Expectations of Board Members the evening of the event.			
a. Networking			
b. Financial procedures			
c. Clean-up expectations			
4. Thank you notes after event - February 27th or March 6th?			

	Purpose	Presenter	Time
C. Governance	Vote	Evan Bolick	15 m
1. Update on board member recruitment 2. Vote on Jessica Helmers to go off board 3. CEO Evaluations - Brian Locker will send at end of board meeting - please complete by Friday, February 10th at 5:00 p.m.			
D. CEO Update	FYI	Jenna Leahy	15 m
E. Finance Committee	FYI	Tia Wee	10 m
General update from committee			
F. Facility Committee	Vote	Danielle Puente	10 m
General update from committee			
III. Old Business			8:18 PM
Annual Event Committee			
A. Strategic Planning Session Follow-up	Discuss	Mary Dahlen	1 m
On hold until after Annual Event			
IV. New Business			8:19 PM
Facility			
A. Changes to Staff Handbook	Vote	Evan Bolick	10 m
Review and approve changes to Staff Handbook Section 4 regarding time off.			
V. Other Business			8:29 PM
A. Announcements	FYI	Mary Dahlen	5 m
1. Board Member Visitation for February is assigned to Brian Locker and March is assigned to Laurie Taylor 2. Next meeting is Monday, March 6th at 6:30 p.m.			
VI. Closing Items			8:34 PM
A. Adjourn Meeting	Vote	Mary Dahlen	1 m