

CASA ACADEMY

April CASA Academy Board Meeting

Date and Time

Monday April 2, 2018 at 6:30 PM MST

Location

CASA Academy (1500 West Maryland Avenue, Phoenix, AZ)

CASA Academy Governing Board meetings will take place at the CASA Academy campus (1500 W Maryland Ave, Phoenix, AZ 85015). Per A.R.S. § 38-431.02, notice of meetings for CASA Academy and any of its committees will be posted on this website. Notices will also be posted in the front office of CASA Academy (1500 W Maryland Ave, Phoenix, AZ 85015), which is open from 8:00 am to 4:00 pm, Monday through Friday.

Agenda

	Purpose	Presenter	Duration
I. Opening Items			
A. Record Attendance and Guests		Madison Major	1 m
B. Call the Meeting to Order		Mark Tucker	1 m
C. Approve Minutes	Approve Minutes	Mark Tucker	1 m
Approve minutes for March CASA Academy Board Meeting on March 5, 2018			
D. Approve Minutes	Approve Minutes		1 m
Approve minutes for Board Party for Mary's Departure on March 22, 2018			
E. Approve Minutes	Approve Minutes		1 m
Approve minutes for Company Culture Committee Meeting on March 5, 2018			
F. Approve Minutes	Approve Minutes		1 m
Approve minutes for Company Culture Committee Meeting on February 14, 2018			
G. Approve Minutes	Approve Minutes		1 m
Approve minutes for Annual Event Committee Meeting on February 14, 2018			
H. Approve Minutes	Approve Minutes		1 m
Approve minutes for Growth Committee Meeting on February 5, 2018			
I. Approve Minutes	Approve Minutes		1 m
Approve minutes for Governance Committee Meeting on January 30, 2018			
J. Approve Minutes	Approve Minutes		1 m

Approve minutes for Culture and Engagement Committee on January 30, 2018

K. Approve Minutes	Approve Minutes	1 m
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Approve minutes for Marketing Committee Meeting on January 26, 2018

L. Approve Minutes	Approve Minutes	1 m
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Approve minutes for Company Culture Committee Meeting on January 10, 2018

M. Approve Minutes	Approve Minutes	1 m
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Approve minutes for Company Culture Committee Meeting on December 13, 2017

N. Approve Minutes	Approve Minutes	1 m
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Approve minutes for Executive Committee of the Board on November 28, 2017

II. Marketing Committee

A. General Update	Discuss	Crystal Chavez	5 m
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III. CASA Culture and Engagement Committee

A. General Update	Discuss	Mark Tucker	5 m
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IV. Finance Committee

A. General Update	Discuss	Tia Wee	5 m
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Financials notes:

Our Title I funding was just approved by the state. This month, we can do a reimbursement draw-down for Title I expenses thus far this year.

The field trip noted in the financials was covered by our tax credit donations. Our auditor highly suggested doing this in 2017-2018 because he didn't want that bucket to get too big.

Prop 123 is a bucket for teacher salary increases (law passed in 2017).

Student recruitment is a separate bucket in our financials, but it won't be 100% easy to track due to some auditing rules we have to follow. Our canvassers will be paid for their enrollment packets, but that will need to be tracked under salaries, not recruitment. Therefore, when I send financials moving forward, I will also send a summary of how much we have spent on canvassing for the month so that we can accurately track our expenses in that category.

In the budget vs. actuals, a few of the percentages are not lining up correctly. The annual event shows 0% on one line, but that is wrong. Also, restricted, unrestricted and tax credit donations should all be tracked together toward the \$11,900, so that percentage is not accurate either.

Our dean went on maternity leave (and was paid out of worker's comp for those months) which is why her salary is lower than what was budgeted for.

Our audit is hard to track because our auditor bills us for overlapping years in the same fiscal year. We have not overspent on our audit from what we budgeted for.

Staff recruitment and student recruitment expenses also overlap between school years, so while it looks like we are over, we are definitely under.

We are still in great shape due to lower expenses thus far this year and expect a strong carryover at the end of the year.

V. Governance

A. General Update	Discuss	Evan Bolick	5 m
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VI. CO-CEO Report

A. Update	Discuss	Tacey Clayton	5 m
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VII. Old Business

A. Strategic Planning-Next Steps	Discuss	Mark Tucker	5 m
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VIII. New Business

A. Vote on Jenna Leahy's resignation as CASA Academy Co-CEO Effective June 30th, 2018	Vote		2 m
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B. Vote on whether to accept Mary Dahlen's Resignation from the Board	Vote		1 m
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C. Vote on whether to elect Mark Tucker as Board Chair	Vote		1 m
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D. Vote on 2018-2019 Contract for Title I Consultant	Vote		1 m
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E. Vote on 2018-2019 Contract for Ethans Cleaning	Vote		1 m
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F. Vote on 2018-2019 Contract for ASPIRE Business Consultants	Vote		1 m
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G. Vote on 2018-2019 Contract for Big Apple Speech	Vote		1 m
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H. Vote on 2018-2019 Contract for Learning Dynamics	Vote		1 m
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I. Vote on 2018-2019 Engagement Letter for Auditor Henry Fortino	Vote		1 m
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J. Vote on Staff Handbook	Vote	Tacey Clayton	2 m
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IX. Closing Items

A. Adjourn Meeting	Vote	Mark Tucker	1 m
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I will be reaching out to each director to schedule a time to review your thoughts on what you see as opportunities for our board to support CASA Academy. At this time, we will also discuss your ideas for what the board needs to get accomplished for 2018-19 year.

One other note, due to the issues that we have been having with the system recognizing approval of the minutes, make sure you approve the minutes from the most recent committee meeting. You must also load the minutes from the last meeting when you create the agenda for the system to take the action when you approved it.