

# CASA ACADEMY

## Minutes

### Governance Committee Meeting

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#### Date and Time

Tuesday January 24, 2017 at 12:00 PM

#### Location

Dial-in Number: (712) 775-7031 Meeting ID: 356-190-185 Host PIN: 5293

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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.

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#### Committee Members Present

B. Locker (remote), E. Bolick (remote), J. Leahy (remote), M. Dahlen (remote)

#### Committee Members Absent

*None*

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### I. Opening Items

#### A. Record Attendance and Guests

Mary Dahlen, Evan Bolick, Brian Locker and Jenna Leahy were all in attendance.

#### B. Call the Meeting to Order

E. Bolick called a meeting of the Governance Committee of CASA ACADEMY to order on Tuesday Jan 24, 2017 at 12:07 PM.

#### C. Approve Minutes

M. Dahlen made a motion to approve minutes from the Governance Committee Meeting on 10-31-16 Governance Committee Meeting on 10-31-16.

J. Leahy seconded the motion.

The committee **VOTED** to approve the motion.

## **II. Governance**

### **A. Review and discuss board responsibility tracking document**

Reviewed document and updated accordingly. Need to look at Board documents to make sure all terms expire in June of final year.

Committee generally approved of this document for tracking board responsibilities.

Additional updates were made to the Board tracking document. The document will be updated and uploaded to file share by Evan.

### **B. Discuss Board Composition**

Potentially look at adding more men to keep gender equality on the Board. Also lacking in Board members with academic knowledge, although they would need to be vetted to ensure they understood Casa curriculum in context of State requirements and curriculum. Also try to get more members that represent the school community (i.e., hispanic and refugee communities in particular).

### **C. Discuss and Vote on proposed changes to Sections 4.1 and 4.2 of the Staff Handbook**

Made additional revisions to the Agreement.

B. Locker made a motion to To recommend the proposed revisions to the Board for adoption.

M. Dahlen seconded the motion.

The committee **VOTED** to approve the motion.

### **D. Discuss timing for CEO evaluations**

The schedule will be as follows: February 6th - CEOs will submit self-reflections to Board President. February 7-10th - Distribution of board and staff surveys. February 11-14th - Compile and analyze results of surveys. February 16th - Evaluation meeting between CEOs and Board President.

Brian will update the Board survey and distribute the same.

Mary will distribute the Staff survey.

Jenna will send mid-year parent surveys to Board President.

## **III. Closing Items**

### **A. Adjourn Meeting**

B. Locker made a motion to adjourn the meeting.

M. Dahlen seconded the motion.

The committee **VOTED** to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:26 PM.

Respectfully Submitted,

E. Bolick