

APPROVED

CASA ACADEMY

Minutes

Company Culture Meeting

Date and Time

Wednesday October 4, 2017 at 12:00 PM

Location

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

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.

Committee Members Present

M. Major (remote), M. Tucker (remote), T. Clayton Cundy (remote)

Committee Members Absent

M. Dahlen

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. Tucker called a meeting of the Company Culture Committee of CASA ACADEMY to order on Wednesday Oct 4, 2017 at 12:04 PM.

C. Approve Minutes

M. Tucker made a motion to approve minutes from the Company Culture Committee Meeting on 09-13-17 Company Culture Committee Meeting on 09-13-17.

M. Major seconded the motion.

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

II. Other Business

A. Communication information on Admin monthly meeting

B. Culture and Engagement Survey Preparations

The letter has been finalized and was presented to the staff this morning. The process and purpose was explained to staff.

Madison put the survey in a google form and sent the link to Tacey on Monday, October 2.

We need to ask the governance committee (Mary or Evan) for the survey results from mid-year last year. This will help us better assess and interpret our numbers. There are multiple ways to scores surveys. Once the scores come out we can determine how best to interpret them.

Are the interviews in November going to be too much? Tacey doesn't believe so because there is enough of a break between the survey and the interviews, especially to gauge whether people are returning for the next school year. Revisit the questions after we get the survey results next meeting.

C. Round Table Discussions with CEO

Mark believes the results are very positive. The staff feels like feedback is getting incorporated, they like the shout outs, and open communication. Rachel said that everyone was engaged and contributing in the discussion.

Concerns about being short-staffed. Tacey and Jenna thinking how to address this, ideas about increasing communication about staff structure changes between this year and last year. Want to explore more about the rigidity and get more information from the teachers. Tacey will follow up with the committee on their path forward to respond to their feedback.

D. Review additional questions to be added to Spring survey.

We will address this next meeting.

E. New survey option.

Upbeat survey was discussed. We have already paid for this and it seems comprehensive. Although as a whole, we think it is too overwhelming and some questions are not relevant. We could use some of the questions to update our survey for the next fiscal year. We will revisit the questions in the spring.

III. Closing Items

A.

Adjourn Meeting

M. Tucker made a motion to adjourn the meeting.

M. Major seconded the motion.

The committee **VOTED** unanimously 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 12:37 PM.

Respectfully Submitted,

M. Tucker