APPROVED

CASA ACADEMY

Minutes

April CASA Academy Board Meeting

Date and Time
Monday April 2, 2018 at 6:30 PM

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.

Trustees Present
C. Chavez (remote), D. Brown, D. Puente, E. Bolick, M. Major, M. Tucker, T. Wee

Trustees Absent
None

Ex Officio Members Present
J. Leahy, T. Clayton Cundy

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. Tucker called a meeting of the board of trustees of CASA ACADEMY to order on Monday Apr 2, 2018 at 6:41 PM.

C. Approve Minutes

D. Brown made a motion to approve minutes from the March CASA Academy Board Meeting on 03-05-18 March CASA Academy Board Meeting on 03-05-18.

T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes

D. Brown made a motion to approve minutes from the Board Party for Mary's Departure on 03-22-18 Board Party for Mary's Departure on 03-22-18.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Minutes

D. Brown made a motion to approve minutes from the Company Culture Committee Meeting on 03-05-18 Company Culture Committee Meeting on 03-05-18.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Approve Minutes

D. Brown made a motion to approve minutes from the Company Culture Committee Meeting on 02-14-18 Company Culture Committee Meeting on 02-14-18.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Approve Minutes

D. Brown made a motion to approve minutes from the Annual Event Committee Committee Meeting on 02-14-18 Annual Event Committee Meeting on 02-14-18.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Approve Minutes

D. Brown made a motion to approve minutes from the Growth Committee Committee Meeting on 02-05-18 Growth Committee Meeting on 02-05-18.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. Approve Minutes

D. Brown made a motion to approve minutes from the Governance Committee Meeting on 01-30-18 Governance Committee Meeting on 01-30-18.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. Approve Minutes

D. Brown made a motion to approve minutes from the Culture and Engagement Committee on 01-30-18 Culture and Engagement Committee on 01-30-18.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

K. Approve Minutes

D. Brown made a motion to approve minutes from the Marketing Committee Committee Meeting on 01-26-18 Marketing Committee Meeting on 01-26-18.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

L. Approve Minutes

D. Brown made a motion to approve minutes from the Company Culture Committee Meeting on 01-10-18 Company Culture Committee Meeting on 01-10-18.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

M. Approve Minutes

D. Brown made a motion to approve minutes from the Company Culture Committee Meeting on 12-13-17 Company Culture Committee Meeting on 12-13-17.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

N. Approve Minutes

D. Brown made a motion to approve minutes from the Exeutive Committee of the Board on 11-28-17 Exeutive Committee of the Board on 11-28-17.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Marketing Committee

A. General Update

The committee is currently developing a branding guide and is still recruiting members to join the committee.

III. CASA Culture and Engagement Committee

A. General Update

Staff survey was collected by the committee recently. The survey was a 4.6 out of 5. This is strong and relates to strong culture and turnover. The committee will review comments and will make recommendations for next year.

IV. Finance Committee

A. General Update

The finance committee did not meet last month, but they will be meeting in April to discuss Q3 financials.
The latest financials and notes were discussed with the Governing Board.
We continue to be in strong shape financially.

V. Governance

A. General Update

There is a lot on the horizon for April's meeting and the committee will report out next month.

VI. CO-CEO Report

A. Update

Staff culture ratings are high.
In regards to academics, the recent academic dashboard was discussed. We believe that we will be able to move a lot of scholars by the end of the year and that we will be in a better place that last year. With returning staff next year, we believe that academics will be in even better shape. We are in strong shape with math.
We have met our fundraising target. AZ Gives Day is tomorrow.
We are on track with enrollment and will begin enrolling on April 6th.
Our financials are strong.
Contracts and the staff handbook were also discussed.

VII. Old Business

A. Strategic Planning-Next Steps

The Growth Committee will meet next month to discuss next steps for long-term planning.

VIII. New Business

A. Vote on Jenna Leahy's resignation as CASA Academy Co-CEO Effective June 30th, 2018

E. Bolick made a motion to voted to approve Jenna Leahy's resignation as CASA Academy Co-CEO Effective June 30th, 2018.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

B.

Vote on whether to accept Mary Dahlen's Resignation from the Board

E. Bolick made a motion to accept Mary Dahlen's resignation from the Board.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Vote on whether to elect Mark Tucker as Board Chair

T. Wee made a motion to elect Mark Tucker as Board Chair.
D. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Puente	Aye
E. Bolick	Aye
T. Wee	Aye
M. Tucker	Abstain
D. Brown	Aye
C. Chavez	Absent
M. Major	Aye

D. Vote on 2018-2019 Contract for Title I Consultant

T. Wee made a motion to approve the Title I contract (Maverick Education).
D. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Vote on 2018-2019 Contract for Ethans Cleaning

T. Wee made a motion to approve the custodial contract (Ethan's Cleaning Solutions).
D. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Vote on 2018-2019 Contract for ASPIRE Business Consultants

D. Brown made a motion to approve the accounting contract (ASPIRE).
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Vote on 2018-2019 Contract for Big Apple Speech

D. Brown made a motion to approve the speech contract (Big Apple).
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Vote on 2018-2019 Contract for Learning Dynamics

D. Brown made a motion to approve the special education contract (Learning Dynamics).
T. Wee seconded the motion.

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

I. Vote on 2018-2019 Engagement Letter for Auditor Henry Fortino

D. Brown made a motion to approve Henry Fortino as CASA's auditor for the 2018-2019 school year.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. Vote on Staff Handbook

D. Brown made a motion to approve the updates and changes to the CASA Academy Staff Handbook as well as the following changes to section 4.3: As detailed above and in the separate Sick Leave Policy, full-time employees receive paid Personal Days and paid sick leave in addition to school vacations and federal holidays off. Calendars will be provided to staff by the end of the prior school year. All staff receive school vacation days off in accordance with their employment agreements.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

IX. Closing Items

A. Adjourn Meeting

D. Puente made a motion to adjourn the meeting.
E. Bolick seconded the motion.
The board **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 7:36 PM.

Respectfully Submitted,
J. Leahy