APPROVED

CASA ACADEMY

Minutes

May CASA Academy Board Meeting

Date and Time
Monday May 7, 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, D. Brown, D. Puente, E. Bolick, M. Major, M. Tucker, T. Wee

Trustees Absent
None

Trustees who arrived after the meeting opened
C. Chavez, E. Bolick

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 May 7, 2018 at 6:37 PM.

C.

Approve Minutes

E. Bolick arrived.
M. Major made a motion to approve minutes from the April CASA Academy Board Meeting on 04-02-18 April CASA Academy Board Meeting on 04-02-18.
M. Tucker seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. Chavez arrived.

II. Marketing Committee

A. General Update

Focus in the meeting: social media and a brand guide. The brand guide will have documents like colors, fonts, images. Currently drafting a social media calendar that outlines the strategy for posting on social media. We are going to create a social media bank with different testimonials to be posted throughout the summer / fall. The board members took 5 minutes to write a 1-2 sentence summary of why they volunteer their time to work with CASA Academy. There is a Google Drive folder with marketing resources. A sub-folder has news articles in it to share on social media. We will utilize LinkedIn to get in front of prospective teachers and donors.

III. CASA Culture and Engagement Committee

A. General Update

Survey results were discussed (an 8% increase from last year). The parent survey is forthcoming.

IV. Finance Committee

A. General Update

The Finance Committee talked through the March financials, which were in the ordinary course. We do need to submit our budget to the state in June. Discussion regarding the line item for board costs. Discussions regarding marketing budget.

V. Governance

A.

General Update

The committee worked on updating policies. Developed a streamlined process for interviewing board members that is both rigorous and thorough. The governance committee will coordinate the process. There is a referral form for us to recommend people to the board. Transcripts are no longer required for potential board members. Finger print cards have to be renewed. Tacey checks every year and will remind us when our renewal is due.

VI. CO-CEO Report

A. Update

Discussion regarding teach retention and recruitment. Discussions regarding weekly teacher survey.
Discussions regarding academics. Math scores reviewed. STEP data reviewed and analyzed.
Discussions regarding scholar retention.
Discussions regarding fundraising.
Discussions regarding student enrollment for the fall.
Discussion regarding Red for Ed.

VII. Old Business

A. Strategic Planning-Next Steps

Growth committee is meeting May 15.

VIII. New Business

A. Vote on Jenna Leahy's resignation as CASA Academy CEO effective May 30th, 2018

M. Tucker made a motion to Accept Jenna Lehey's resignation effective May 30, 2018.
D. Puente seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

B.

Removal of Jenna Leahy as an Arizona State Board for Charters Charter Representative

M. Tucker made a motion to approve the emoval of Jenna Leahy as an Arizona State Board for Charters Charter Representative.
D. Puente seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. Removal of Jenna Leahy as a CASA Academy Governing Board Member (Officer)

M. Major made a motion to approve the removal of Jenna Leahy as a CASA Academy Governing Board Member (Officer).
D. Puente seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. Removal of Jenna Leahy as a Corporate Officer for CASA Academy Effective 5/7/18

M. Major made a motion to approve the removal of Jenna Leahy as a Corporate Officer for CASA Academy Effective 5/7/18.
D. Puente seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

E.

Removal of Jenna Leahy as a Statutory Agent for CASA Academy Effective 5/7/18

M. Tucker made a motion to Approve the removal of Jenna Leahy as a Statutory Agent for CASA Academy Effective 5/7/18.
D. Puente seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

F. Removal of Jenna Leahy as a contract signer for CASA Academy Effective 5/30/18

D. Puente made a motion to approve the removal of Jenna Leahy as a contract signer for CASA Academy Effective 5/30/18.
M. Tucker seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

G. Appointment of Tacey Clayton as the Statutory Agent for CASA Academy Effective 5/7/18

M. Tucker made a motion to appoint Tacey Clayton as the Statutory Agent for CASA Academy Effective 5/7/18.
D. Puente seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

H.

Authorization of Board Chair and Board Treasurer to sign checks on behalf of CASA Academy.

M. Tucker made a motion to authorize Board Chair and Board Treasurer to sign checks on behalf of CASA Academy.
D. Puente seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

I. Vote on Revised CASA Academy Bylaws

M. Tucker made a motion to approve the revised CASA Academy Bylaws.
D. Puente seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

J. Vote on Revised Fair and Equitable Enrollment Procedures Policy

M. Tucker made a motion to to approve the revised Fair and Equitable Enrollment Procedures Policy.
D. Puente seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

K.

Vote on Extreme Behavior Policy

M. Tucker made a motion to to approve the Extreme Behavior Policy.
D. Puente seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

D. Puente	Aye
C. Chavez	Aye
D. Brown	Aye
M. Tucker	Aye
E. Bolick	No
M. Major	Aye
T. Wee	Aye

L. Vote on Revised Scholar and Family Handbook

M. Tucker made a motion to approve the revised Scholar and Family Handbook.
D. Puente seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

M. Vote on 2017-2018 Revised Budget

M. Tucker made a motion to approve the 2017-2018 Revised Budget.
D. Puente seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

N. Vote on 2018-2019 Contract for Synergy

M. Major made a motion to Appoint Tacey with the ability to negotiate the termination provision for the contract and upon a reasonable termination clause, execute the contract.
D. Puente seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

IX. Closing Items

A. Discuss Dates to Vote on 2018-2019 Budget

B. Adjourn Meeting

M. Tucker made a motion to adjourn the meeting.
M. Major seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:27 PM.

Respectfully Submitted,
M. Tucker