APPROVED

CASA ACADEMY

Minutes

December Board Meeting

Date and Time
Monday December 4, 2017 at 6:30 PM

Location
CASA Academy 1500 West Maryland Avenue, Phoenix, AZ or via (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.

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

Trustees Absent
B. Locker, M. Dahlen

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

Guests Present
L. Taylor

I. Opening Items

A. **Record Attendance and Guests**

B. **Call the Meeting to Order**

D. Brown called a meeting of the board of trustees of CASA ACADEMY to order on Monday Dec 4, 2017 at 6:43 PM.

C. Approve Minutes

M. Tucker made a motion to approve minutes.
T. Wee seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Annual Event Committee

A. Annual Event

We are still in need of a wine sponsors and appetizers/desserts for the event.
We have lots of raffle items.
Next we will be tackling monetary sponsors.
We have followed up with sponsors from previous years' events.

III. CASA Culture and Engagment Committee

A. General Update

We had a survey for teachers and staff that came back above the 80% goal mark.
Mark met with the teachers for a one on one interview. Those results to be evaluated at the culture meeting.
Survey for the board of directors will go out later this week. Due December 15.

IV. Finance Committee

A. General Update

Finance committee talked about market research; to be discussed later in this meeting.

V. Governance

A. General Update

Brian tendered his resignation.
Goals for governance was to update the handbook, this continues to be a work in progress.

VI. CO-CEO Report

A. Update

Staff Culture: Events for teachers and staff this month to raise morale at this time of year. There will be a toy drive and books donated to the scholars.

Academics: Overall, we are at a much better place than last year; although there is room to continue improving (e.g. 1st grade math).

Enrollment: We are under enrolled. To be addressed in our strategic plan.

Fundraising: Hopefully the annual event will be successful.

Financial Update: We are doing well on our end of year carry over. This number could still go up or down based on the state. January 26th is the 100th day of school and we will have a better projection of the carry over then.

VII. New Business

A. Vote to accept Brian Locker Resignation from Board

E. Bolick made a motion to accept the resignation of Brian Locker from the board.
M. Tucker seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Vote to Approve CASA Academy's Revised Mission Statement

M. Major made a motion to approve the new mission statement of CASA Academy.
M. Tucker seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Open Meeting Law Compliance Review

Review the open meeting law compliance packet.

VIII. Closing Items

A. Adjourn Meeting

M. Major made a motion to adjourn the meeting.
M. Tucker 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 8:18 PM.

Respectfully Submitted,
D. Brown

IX. Old Business

A. Strategic Planning Update

Review strategic planning key levers. Discussion of new committees: Marketing Committee and Growth & Facility Committee. Discussion of market research of budget for staff. Discussion of each committee creating an action plan in alignment with the strategic planning. Discussions regarding staff retention and salaries.