APPROVED

CASA ACADEMY

Minutes

Board Meeting

Date and Time
Thursday April 4, 2019 at 6:30 PM

Location
CASA Academy (1500 W Maryland Ave, Phoenix, AZ 85015)

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
E. Hunt, M. Campillo, M. Major, M. Tucker, P. McHonett

Trustees Absent
D. Brown, D. Puente, T. Wee

Ex Officio Members Present
T. Clayton Cundy

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

T. Clayton Cundy called a meeting of the board of trustees of CASA ACADEMY to order on Thursday Apr 4, 2019 at 6:30 PM.

C. Approve Minutes

P. McHonett made a motion to approve minutes from the Board Meeting on 03-07-19 Board Meeting on 03-07-19.

E. Hunt seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Tucker	Aye
D. Brown	Absent
M. Major	Aye
M. Campillo	Aye
E. Hunt	Aye
D. Puente	Absent
P. McHonett	Aye
T. Wee	Absent

II. New Business

A. CEO Update

Discussions regarding enrollment for next school year.
Discussions regarding staff culture and staff openings for next year.
Discussions regarding financials.
Discussions regarding academic progress and performance as it relates to our annual goals.
Discussions regarding STEP data.

B. Review Growth Plans and Tentative Staffing Plan

Discussions regarding grants that will enable us to hire new positions as we grow.
Discussions regarding timeline for charter application in connection with growth.
Discussions regarding tentative staff growth plan and positions.

C. Review Draft Budget for 19-20 SY

Discussions regarding budget for the 2019-2020 school year.

D. Vote on Audit Engagement Letters

M. Major made a motion to engage Henry Fortino to perform an audit for the fiscal year 2019 and approve the terms of his engagement letters.
E. Hunt seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Wee	Absent
E. Hunt	Aye
P. McHonett	Aye
M. Major	Aye
M. Tucker	Aye
M. Campillo	Aye
D. Puente	Absent

Roll Call

D. Brown	Absent

E. Vote on Education Technology Consortium Quote for 19-20 SY

E. Hunt made a motion to approve quote #1157 from the Education Technology Consortium, which includes paying the annual membership fee.
M. Campillo seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Brown	Absent
E. Hunt	Aye
M. Tucker	Aye
P. McHonett	Aye
T. Wee	Absent
M. Major	Aye
D. Puente	Absent
M. Campillo	Aye

F. Vote on adding grades 4-8 to current charter contract

E. Hunt made a motion to approve the submission of a Grade Level Change to Charter Amendment Request to add the grade levels 4-8 to CASA's charter contract.
M. Tucker seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Wee	Absent
M. Tucker	Aye
D. Brown	Absent
D. Puente	Absent
M. Major	Aye
M. Campillo	Aye
P. McHonett	Aye
E. Hunt	Aye

G. Vote on serving grade 3 in the 2020-2021 school year

M. Major made a motion to approve serving grade 3 in the 2020-2021 school year and future years.
P. McHonett seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Campillo	Aye
D. Puente	Absent
M. Tucker	Aye
P. McHonett	Aye

Roll Call

D. Brown	Absent
T. Wee	Absent
E. Hunt	Aye
M. Major	Aye

H. Vote on Bylaws

E. Hunt made a motion to approve the amended and restated bylaws.
M. Major seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

P. McHonett	Aye
T. Wee	Absent
D. Brown	Absent
M. Major	Aye
M. Tucker	Aye
M. Campillo	Aye
D. Puente	Absent
E. Hunt	Aye

I. Sign Board Member Agreements

Done.
Tacey to send out the agreement to absent board members.

III. Committee Updates

A. Finance Committee Update

The finance committee reviewed the seventh year growth plan and budget.

B. Culture Committee Update

Discussions regarding staff culture, surveys, round tables, and retention.

C. Governance Committee Update

Discussions regarding the board member responsibility tracker (e.g., roster, give/get, school visits, etc.).
Discussions regarding a way to track our previous donors and help from the board members to facilitate compiling that list.
This committee has worked on amended and restating the bylaws, and is continuing to work on on-boarding documents/training for new board members.
Discussions regarding recruiting 3-5 new board members and what kind of individuals would be a good fit / have a good skill set for the board.

D.

Facilities Committee Update

SOV expects to have a decision about the building around the end of May, and discussions regarding the same.

E. Marketing Committee Update

None. Now that the event is over, this committee will focus on brand templates and guides. Discussions regarding non-board members also joining this committee.

IV. Closing Items

A. Closing Remarks

Discussions regarding CEO survey.

B. Adjourn Meeting

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

Roll Call

M. Tucker	Aye
D. Brown	Absent
T. Wee	Absent
M. Campillo	Aye
M. Major	Aye
D. Puente	Absent
P. McHonett	Aye
E. Hunt	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:41 PM.

Respectfully Submitted,
M. Tucker