

# CASA ACADEMY

## Minutes

### Company Culture Committee Meeting

---

#### Date and Time

Wednesday September 5, 2018 at 12:00 PM

#### Location

Offices of Fennemore Craig - 2394 East Camelback Road, Suite 600, Phoenix, AZ 85016-3429

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

E. Hunt, M. Major, M. Tucker, T. Clayton Cundy

#### Committee Members Absent

*None*

---

#### I. Opening Items

##### A. Record Attendance and Guests

##### B. Call the Meeting to Order

M. Major called a meeting of the Company Culture Committee of CASA ACADEMY to order on Wednesday Sep 5, 2018 at 12:03 PM.

##### C. Approve Minutes

M. Major made a motion to approve minutes from the Company Culture Committee Meeting on 05-09-18 Company Culture Committee Meeting on 05-09-18.

E. Hunt seconded the motion.

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

### **Roll Call**

M. Tucker	Aye
T. Clayton Cundy	Aye
M. Major	Aye
E. Hunt	Aye

## **II. Other Business**

### **A. Review and discuss last year's surveys**

Discussions regarding surveys; addition of new question on survey for this year ("How are you feeling as a person this week?").

Communication has been key to their success.

Discussions regarding the lack of anonymity.

Last year: 2 staff surveys, 1 parent survey, 2 round tables, one-on-one meetings with teachers and a board member.

Changes for this year: 1 round table with third party, 1 round table with admin team.

One-on-one meetings with teachers and a board member schedule this year: Nov. 26 and Dec. 3.

### **B. Review career path timing**

Discussions regarding new admin coordinator (starting next Monday).

Discussions regarding succession planning and planning for the growth / expansion of CASA Academy.

Initial meetings and following up meetings were held last year re: career pathing. Next follow up meeting is October / November. Next follow up in Spring to assess progress towards goal and shift in goals.

## **III. Goals**

### **A. Discuss year's goals for this committee.**

BRAINSTORM DISCUSSIONS:

Translating culture as we grow. Making our culture scalable. Strategic implementation of culture. Culture sustainability plan.

Communication of culture. Keeping the core values front and center. Retrain, refresh, follow-up, check-ins.

Brainstorm ideas of how to bring culture into all aspects of CASA, including teacher evaluations (e.g., reflection guide).

How to get teachers tapping into networks -- leadership and recruitment (what is their story, how can they be our stewards, building our brand through our teachers (how can we utilize marketing committee)).

GOALS:

1. Sustainability

- [a. Review and update core values; align culture committee documents
- b. Training, refreshing, etc.]
- 2. Retention and Leadership
- 3. Recruitment

#### IV. Closing Items

##### A. Adjourn Meeting

M. Major made a motion to adjourn the meeting.

E. Hunt seconded the motion.

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

##### Roll Call

T. Clayton Cundy Aye

M. Tucker Aye

M. Major 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 1:01 PM.

Respectfully Submitted,

M. Major