APPROVED

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

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

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