

APPROVED

# CASA ACADEMY

## Minutes

### CCE Committee Meeting

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#### **Date and Time**

Wednesday April 3, 2019 at 12:00 PM

#### **Location**

Fennemore Craig, 2394 E. Camelback Road, Suite 600 Phoenix, AZ 85016

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CASA Academy Culture Committee meetings will take place at the offices of Fennemore Craig, P.C., located at 2394 East Camelback Road, Suite 600, Phoenix, Arizona 85016. 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.

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#### **Committee Members Present**

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

#### **Committee Members Absent**

E. Hunt

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### **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 Apr 3, 2019 at 12:05 PM.

#### **C. Approve Minutes**

M. Tucker made a motion to approve minutes from the Company Culture Meeting on 03-20-19 Company Culture Meeting on 03-20-19.

T. Clayton Cundy seconded the motion.

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

**Roll Call**

|                  |        |
|------------------|--------|
| M. Major         | Aye    |
| E. Hunt          | Absent |
| M. Tucker        | Aye    |
| T. Clayton Cundy | Aye    |

**II. Other Business**

**A. Review time table for the CEO survey.**

The CEO survey has to be completed by April 14. Madison to update and circulate. Once all complete, Madison to tabulate the scores and make the results anonymous.

**B. Review Roundtable Notes**

Discuss differences in the round table being facilitated by a CASA staff member versus a third-party.

Discuss process for reviewing results and plan for morning huddles.

Discuss results.

Discuss attendance policy.

Discuss process for next year: same process with having a third-party facilitate the first round table, and then a staff member facilitates the second round table.

**C. Review Spring Staff Surveys**

Discuss strengths in academic progress and culture.

Discuss changes to parents communication / meetings for next year.

Discuss adding a question for the survey next year regarding how teachers are effectively communicating with parents and families.

**D. Revisit Core Values Documents**

None. To revisit.

**E. Top Employer Brainstorm**

None. Revisit.

**F. Other culture topics**

Discuss staffing pathways.

**III. Closing Items**

**A. Adjourn Meeting**

M. Major made a motion to adjourn the meeting.

M. Tucker seconded the motion.

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

**Roll Call**

M. Tucker           Aye

M. Major            Aye

E. Hunt             Absent

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 1:06 PM.

Respectfully Submitted,

M. Major