

# CASA ACADEMY

## Minutes

### Board Meeting

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#### **Date and Time**

Thursday June 4, 2020 at 6:00 PM

#### **Location**

(712) 775-7031. Meeting ID: 356-190-185

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Due to COVID-19, all CASA Academy Board and committee meetings will take place via conference call for the time being. The conference call line for remote meetings is as follows: (712) 775-7031. Meeting ID: 356-190-185. 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 on the outside door to the front office of CASA Academy (1500 W Maryland Ave, Phoenix, AZ 85015).

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#### **Trustees Present**

D. Brown (remote), E. Hunt (remote), G. Collier (remote), K. Holmes (remote), M. Campillo (remote), M. Major (remote), M. Tucker (remote), T. Wee (remote), W. Cho (remote)

#### **Trustees Absent**

E. Gould, S. Brown

#### **Ex Officio Members Present**

T. Clayton Cundy (remote)

#### **Non Voting Members Present**

T. Clayton Cundy (remote)

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

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

M. Tucker called a meeting of the board of trustees of CASA ACADEMY to order on Thursday Jun 4, 2020 at 6:04 PM.

### **C. Approve Minutes**

M. Campillo made a motion to approve the minutes from Board Meeting on 05-21-20.

M. Major seconded the motion.

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

#### **Roll Call**

E. Gould	Absent
M. Major	Aye
E. Hunt	Aye
S. Brown	Absent
K. Holmes	Aye
M. Campillo	Aye
W. Cho	Aye
D. Brown	Aye
M. Tucker	Aye
G. Collier	Aye
T. Wee	Aye

## **II. CEO Update - Tacey Clayton Cundy**

### **A. CEO Update**

Ms. Clayton gave an overview of enrollment for the 2020-2021 school year, explained the connection between our enrollment and our funding as it relates to our budget, and discussed recruitment efforts such as canvassing while social distancing. The board discussed re-enrollment numbers.

CASA received guidance on the Arizona Department of Education on returning to school in fall as it relates to COVID-19. The documentation includes multiple options for returning based on CDC guidelines. Ms. Clayton summarized the options and how CASA is preparing for the fall.

Ms. Clayton gave an overview of staffing and the candidates in the pipeline for one open spot. CASA made 2 offers to paraprofessionals and they both accepted.

Ms. Clayton gave a facilities update, including construction progress, our contractor, city council approval, an anticipation of mid-July closing on the purchase and sale of the property, and the new leased space and CASA's move into the new space.

## **III. Committee Updates**

### **A. Facility Updates**

No additional comments.

#### **B. Finance Committee Update**

No additional updates.

### **IV. Executive Session**

#### **A. Executive Session**

M. Major made a motion to enter into an executive session.

E. Hunt seconded the motion.

The board **VOTED** to approve the motion.

##### **Roll Call**

T. Wee	Aye
M. Tucker	Aye
E. Gould	Absent
E. Hunt	Aye
M. Major	Aye
S. Brown	Absent
D. Brown	Aye
K. Holmes	Aye
W. Cho	Aye
G. Collier	Aye
M. Campillo	Aye

The board was in executive session from 6:25pm to 6:37pm.

### **V. New Business**

#### **A. Vote on Proposed Budget for FY20**

Ms. Clayton gave an overview of the proposed budget for 2021 fiscal year and led the board discussions regarding the same, including the process to approve the budget and how it is required under Arizona law.

Ms. Clayton reminded the board that this is a proposed budget and it can be updated prior to being finalized.

M. Campillo made a motion to approve the proposed budget for fiscal year of 2021.

T. Wee seconded the motion.

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

##### **Roll Call**

M. Campillo	Aye
W. Cho	Aye
E. Gould	Absent
M. Major	Aye
T. Wee	Aye

**Roll Call**

M. Tucker Aye  
K. Holmes Aye  
E. Hunt Aye  
G. Collier Aye  
D. Brown Aye  
S. Brown Absent

**B. Vote on Science Curriculum Quote**

CASA has hired a grant and curriculum writer, she and CASA's director of curriculum recommend this curriculum. CASA can use grant funds to pay for this curriculum.

M. Major made a motion to approve the science curriculum quote.

E. Hunt seconded the motion.

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

**Roll Call**

D. Brown Aye  
W. Cho Aye  
E. Gould Absent  
M. Campillo Aye  
T. Wee Aye  
S. Brown Absent  
K. Holmes Aye  
M. Major Aye  
E. Hunt Aye  
G. Collier Aye  
M. Tucker Aye

**C. Vote on Aspire Business Consultants Contract for the 2020-21 school year**

Aspire Business Consultants provide our accounting and compliance services; the reason for the increase in the price relates to Aspire providing additional services and services outside our previous contract's scope, such as the purchase of our new building.

E. Hunt made a motion to approve the Aspire Business Consultants Contract for the 2020-2021 school year.

M. Major seconded the motion.

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

**Roll Call**

E. Hunt Aye  
W. Cho Aye  
K. Holmes Aye  
T. Wee Aye  
M. Campillo Aye  
M. Tucker Aye  
G. Collier Aye  
E. Gould Absent

**Roll Call**

D. Brown Aye  
S. Brown Absent  
M. Major Aye

**D. Vote on Learning Dynamics contract for 2020-21 school year**

Ms. Clayton gave an overview the special education services provided under the Learning Dynamics contract, the Big Apple Speech contract, and the OT contract, and led discussions regarding the same.

E. Hunt made a motion to approve the Learning Dynamics contract for the 2020-2021 school year.

G. Collier seconded the motion.

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

**Roll Call**

M. Tucker Aye  
S. Brown Absent  
M. Campillo Aye  
T. Wee Aye  
D. Brown Aye  
E. Hunt Aye  
W. Cho Aye  
G. Collier Aye  
E. Gould Absent  
K. Holmes Aye  
M. Major Aye

**E. Vote on Big Apple Speech Contract for 2020-21 school year**

E. Hunt made a motion to approve the Big Apple Speech Contract for the 2020-2021 school year.

G. Collier seconded the motion.

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

**Roll Call**

T. Wee Aye  
W. Cho Aye  
S. Brown Absent  
M. Campillo Aye  
E. Hunt Aye  
M. Major Aye  
M. Tucker Aye  
K. Holmes Aye  
G. Collier Aye  
E. Gould Absent  
D. Brown Aye

**F.**

### **Vote on OT contract for 2020-21 school year**

E. Hunt made a motion to approve the Occupational Therapy contract for the 2020-2021 school year.

G. Collier seconded the motion.

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

#### **Roll Call**

K. Holmes Aye  
M. Campillo Aye  
D. Brown Aye  
T. Wee Aye  
W. Cho Aye  
E. Hunt Aye  
S. Brown Absent  
G. Collier Aye  
E. Gould Absent  
M. Major Aye  
M. Tucker Aye

### **G. Vote on Preconstruction Services Agreement**

Ms. Clayton gave an overview of the preconstruction services agreement, which covers design assist, which will be provided free of charge since they have been selected as CASA's contractor.

M. Campillo made a motion to approve the preconstruction services agreement between CASA Academy and hardison/downey const., inc.

G. Collier seconded the motion.

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

#### **Roll Call**

K. Holmes Aye  
M. Major Aye  
M. Tucker Aye  
W. Cho Aye  
D. Brown Aye  
G. Collier Aye  
E. Gould Absent  
T. Wee Aye  
E. Hunt Aye  
S. Brown Absent  
M. Campillo Aye

### **H. Vote on Catering Contract**

Ms. Clayton gave an overview of the catering contract and led discussion regarding the same, including the pricing and how it is reimbursed by the federal government.

E. Hunt made a motion to approve the catering contract for the 2020-2021 school year.

G. Collier seconded the motion.

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

**Roll Call**

D. Brown Aye  
T. Wee Aye  
M. Tucker Aye  
E. Hunt Aye  
M. Campillo Aye  
K. Holmes Aye  
G. Collier Aye  
W. Cho Aye  
S. Brown Absent  
E. Gould Absent  
M. Major Aye

**VI. Closing Items**

**A. Adjourn Meeting**

Mr. Tucker reminded the board of the June 16th public hearing and meeting and how it will be regarding the budget; Ms. Clayton will be present at CASA Academy for the public meeting, the board members can attend remotely.

M. Major made a motion to adjourn the meeting.

E. Hunt seconded the motion.

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

**Roll Call**

E. Gould Absent  
E. Hunt Aye  
S. Brown Absent  
G. Collier Aye  
K. Holmes Aye  
T. Wee Aye  
M. Major Aye  
M. Campillo Aye  
D. Brown Aye  
M. Tucker Aye  
W. Cho Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:15 PM.

Respectfully Submitted,  
M. Tucker