

APPROVED

# CASA ACADEMY

## Minutes

### Board Meeting

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#### Date and Time

Thursday August 13, 2020 at 6:00 PM

#### Location

Join Zoom Meeting

<https://us02web.zoom.us/j/84491825143?pwd=VUdoR3ViU2poSDVtUkVEN2cyYmFzQT09>

Meeting ID: 844 9182 5143

Passcode: 937023

One tap mobile

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Dial by your location

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Meeting ID: 844 9182 5143

Find your local number: <https://us02web.zoom.us/u/kDI5K2rL8>

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Due to COVID-19, all CASA Academy Board and committee meetings will take place via Zoom or conference call for the time being. Zoom/conference call information will be posted in the location section of the meeting notice/agenda. 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 (8123 N 35th Ave. Suite B-2, Phoenix, AZ 85051), which is open from 8:00 am to 4:00 pm, Monday through Friday.

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#### Trustees Present

D. Brown (remote), E. Gould (remote), E. Hunt (remote), G. Collier (remote), K. Holmes (remote), M. Campillo (remote), M. Tucker (remote), S. Brown (remote), W. Cho (remote)

#### Trustees Absent

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M. Major, T. Wee

**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 Aug 13, 2020 at 6:06 PM.

**C. Approve Minutes**

E. Hunt made a motion to approve the minutes from Board Meeting on 07-22-20.

W. Cho seconded the motion.

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

**Roll Call**

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

**II. Architect Plans Update**

**A. Steven Brenden, CASA's architect will give an overview of building plans**

CASA's architect, Steven Brenden presented a virtual 3D rendering of planned improvements for CASA Academy's new building. Board members asked questions about the plans, which Steven answered. Steven dropped off the Zoom meeting and the Board continued with questions and discussion on the plans. The Board was impressed and pleased with the plans and excited for our Scholars.

### III. CEO Update - Tacey Clayton Cundy

#### A. CEO Update

The CASA Academy CEO presented an update via Zoom presentation and addressed the reasons behind current enrollment numbers and plans to address impact due to COVID. The CEO next presented the current attendance numbers and funding assistance from the state that is available to all schools during COVID. Staff culture survey reflected positive feedback from staff. The CEO indicates that virtual learning is going well. Benchmark testing is ongoing to determine the current academic capabilities of all scholars. Health screenings are being conducted to see if there are health status of scholars. The CEO and Board chair discussed facilities update highlights include close on the building, signed construction contract, and work with the property owner on managing the property (e.g. sweeping, landscaping, security etc...). CASA Academy's accountant will be leaving the current firm and a different accountant within the firm will take over as the lead on the school's financials.

### IV. Committee Updates

#### A. Facility Updates

Facility update was provided as part of the CEO update.

#### B. Finance Committee Update

Finance update was provided as part of the CEO update.

### V. New Business

#### A. Vote on Arizona Grants Management contract for 2020-21 school year

The CEO discussed the services provided by the provider and need.

E. Hunt made a motion to approve Arizona Grants Contract for 2020-2021.

E. Gould seconded the motion.

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

#### Roll Call

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

**Roll Call**

S. Brown Aye

**B. Vote on Ethan's Cleaning Solutions Contract for 2020-21 school year**

The CEO discussed the services provided by the provider and value provided by the school's custodian.

E. Gould made a motion to approve Ethan's Cleaning Solutions Contract for 2020-21 school year.

E. Hunt seconded the motion.

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

**Roll Call**

E. Gould Aye

D. Brown Aye

M. Major Absent

E. Hunt Aye

G. Collier Aye

S. Brown Aye

M. Tucker Aye

M. Campillo Aye

T. Wee Absent

W. Cho Aye

K. Holmes Aye

**C. Vote on COVID-19 Policies**

The CEO presented the purpose of the policies.

E. Hunt made a motion to to approve CASA's COVID-19 Student Face Covering Policy, COVID-19 Employee Face Mask Policy, Families First Coronavirus Response Act (FFCRA) Policy, COVID-19 Employee Health Screening Policy, COVID-19 Employee Social Distancing Policy, and COVID-19 Teleworking Policy, which may be revised and updated by CASA's CEO from time to time based on current information and public health guidance.

W. Cho seconded the motion.

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

**Roll Call**

M. Tucker Aye

W. Cho Aye

M. Campillo Aye

D. Brown Aye

E. Hunt Aye

T. Wee Absent

S. Brown Aye

K. Holmes Aye

G. Collier Aye

E. Gould Aye

**Roll Call**

M. Major Absent

**D. Review health benchmarks and other measures outlined in EO 2020-51**

The CEO provided a context and factors for deciding when to return to in-person learning. The CEO presented and the Board considered the health benchmarks and other measures outlined in EO 2020-51 including the guidance for determining when to start in-person instruction and learning and the current plan. The Board's questions were discussed and addressed.

**E. Vote on tentatively reopening on Sept. 9th for in person instruction**

E. Gould made a motion to approve tentatively reopening on Sept. 9th for in-person instruction.

W. Cho seconded the motion.

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

**Roll Call**

T. Wee Absent

W. Cho Aye

D. Brown Aye

M. Major Absent

E. Hunt Aye

G. Collier Aye

S. Brown Aye

E. Gould Aye

M. Campillo Aye

M. Tucker Aye

K. Holmes Aye

**F. Vote on Mitigation Plan**

The CEO presented the CASA Academy COVID-19 SCHOOL MITIGATION PLAN prepared in anticipation of providing on-site support services or in-person instruction.

E. Hunt made a motion to approve the Mitigation Plan.

G. Collier seconded the motion.

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

**Roll Call**

M. Major Absent

S. Brown Aye

M. Campillo Aye

D. Brown Aye

G. Collier Aye

M. Tucker Aye

T. Wee Absent

K. Holmes Aye

**Roll Call**

E. Hunt Aye  
W. Cho Aye  
E. Gould Aye

**G. Vote on whether to continue to pay employees during times when the physical school site is closed to some or all employees, per EO 2020-51**

The CEO presented rationale and preference for continuing to pay staff.

E. Hunt made a motion to approve continuing to pay employees during times when the physical school site is closed to some or all employees, per EO 2020-51.

S. Brown seconded the motion.

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

**Roll Call**

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

**H. Vote on Scholar & Family Handbook**

The CEO discussed Scholar and Family Handbook and changes.

E. Gould made a motion to approve Scholar and Family Handbook.

E. Hunt seconded the motion.

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

**Roll Call**

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

**I.**

**Discuss Committees for the 2020-21 SY**

The Board Chair presented the current committees and the meeting schedules.

**J. Discuss Strategic Planning Meeting Dates**

The Board Chair presented the proposed Strategic Planning Meeting Dates.

**K. Discuss Tentative Date for Annual Event**

The Board Chair presented the proposed date for the Annual Event, Friday February 26, 2021.

**VI. Closing Items**

**A. Adjourn Meeting**

E. Hunt made a motion to Adjourn meeting.

G. Collier seconded the motion.

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

**Roll Call**

E. Gould Aye

M. Tucker Aye

K. Holmes Aye

D. Brown Aye

W. Cho Aye

E. Hunt Aye

S. Brown Aye

T. Wee Absent

M. Major Absent

M. Campillo Aye

G. Collier Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:54 PM.

Respectfully Submitted,

M. Campillo