

APPROVED

CASA ACADEMY

Minutes

Board Meeting

Date and Time

Thursday May 6, 2021 at 6:00 PM

Location

Join Zoom Meeting

<https://us02web.zoom.us/j/89195681293?pwd=MGVoalZBSTBCSjNBRmpxQ2dRYUEvdz09>

Meeting ID: 891 9568 1293

Passcode: 059221

One tap mobile

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Find your local number: <https://us02web.zoom.us/u/kZhYVv7PI>

CASA Academy Board and committee meetings will take place via conference call, Zoom, or in person. 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 main office of CASA Academy (8123 N 35th Ave. Suite B-2 Phoenix, AZ 85051) which is open from 8:00 a.m. to 4:30 p.m., Monday-Friday.

Trustees Present

E. Gould (remote), E. Hunt (remote), G. Collier (remote), K. Holmes (remote), M. Campillo (remote), M. Major (remote), M. Tucker (remote), S. Brown (remote), T. Wee (remote)

Trustees Absent

D. Brown, K. Evans, W. Cho

Trustees who arrived after the meeting opened

E. Hunt, T. Wee

Ex Officio Members Present

T. Clayton Cundy (remote)

Non Voting Members Present

T. Clayton Cundy (remote)

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 May 6, 2021 at 6:02 PM.

C. Approve Minutes

E. Gould made a motion to approve the minutes from Board Meeting on 04-01-21.

M. Campillo seconded the motion.

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

Roll Call

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

II. CEO Update

A. CEO Update

Ms. Clayton Cundy gave an overview on staff culture and re-enrollment.

T. Wee arrived.

Ms. Clayton Cundy continued her CEO update and gave an overview on financials, staffing, and new building updates. Ms. Clayton Cundy gave an update on the TFA Ignite Tutoring Program and how scholars did the program. The board discussed the results and expressed interest in continuing the program in the future, if available. Ms. Clayton Cundy uploaded the academic dashboard to Board On Track and it is available under the CEO report, the board will review year end academics next board meeting.

Ms. Clayton Cundy gave an overview of: the items needed for the new building, 4th graders, and moving into the new building; expense thereof; and the funding source for such purchases. The board discussed the same, including the process of seeking quotes for purchases.

III. Committee Updates

A. Finance Committee Update

Ms. Wee gave a Finance Committee update, including a review of the balance sheet and income statement.

B. Marketing/Fundraising Committee Update

Mr. Brown gave a Marketing/Fundraising Committee update, including increasing social media presence, tracking new students sourcing, and 2022 annual event.

C. Culture & Engagement Committee Update

Ms. Major gave a Culture & Engagement Committee update, including an overview of Spring staff survey results and staffing for the upcoming school year.

D. Governance Committee Update

Mr. Campillo discussed the importance of open meeting laws, how Board on Track helps us stay compliant with some laws, and how informal discussions could be considered board meetings if there is a quorum of board members and business items are discussed.

IV. New Business

A. Annual Event Location for 2021-22 SY Friday, February 25, 2022

Mr. Tucker gave an update on a potential location for the 2021-2022 Annual Event.

B. Vote on FY21 Revised Budget

Ms. Clayton Cundy summarized the purpose of voting on the revised budget.

M. Major made a motion to approve the FY21 revised budget.

E. Hunt seconded the motion.

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

Roll Call

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

C. Vote on audit engagement letters

Ms. Clayton Cundy reviewed the purpose of the audit and the engagement letters.

E. Hunt made a motion to approve the audit engagement letters.

G. Collier seconded the motion.

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

Roll Call

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

D. Vote on Arizona Grants Management contract for 2021-22 SY

Ms. Clayton Cundy reviewed the purpose of this contract.

E. Hunt made a motion to approve the Arizona Grants Management contract for 2021-22 SY.

E. Gould seconded the motion.

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

Roll Call

M. Major Aye
M. Campillo Aye

Roll Call

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

E. Vote on Psychoeducational/School Psychology services contract for 2021-2023.

Ms. Clayton Cundy reviewed the purpose of this contract. The board discussed the same.

M. Major made a motion to approve the Psychoeducational/School Psychology services contract for 2021-2023.

E. Hunt seconded the motion.

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

Roll Call

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

F. Vote on Special Education Scope of Work for 2021-22 SY

Ms. Clayton Cundy reviewed the purpose of this contract. The board discussed the same.

E. Hunt made a motion to approve the Special Education Scope of Work for 2021-22 SY.

E. Gould seconded the motion.

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

Roll Call

M. Campillo Aye
K. Evans Absent
K. Holmes Aye
G. Collier Aye

Roll Call

W. Cho Absent
M. Major Aye
M. Tucker Aye
S. Brown Aye
T. Wee Aye
D. Brown Absent
E. Hunt Aye
E. Gould Aye

G. Vote on Custodial Contract for 2021-22 SY

Ms. Clayton Cundy reviewed the purpose of this contract. The board discussed the same.

M. Major made a motion to approve the Custodial Contract for 2021-22 SY.

G. Collier seconded the motion.

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

Roll Call

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

H. Vote on Furniture Quote

M. Major made a motion to approve the Furniture Quote.

E. Hunt seconded the motion.

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

Roll Call

E. Hunt Aye
K. Holmes Aye
S. Brown Aye
M. Tucker Aye
K. Evans Absent
G. Collier Aye
M. Campillo Aye
E. Gould Aye
T. Wee Aye

Roll Call

W. Cho Absent
M. Major Aye
D. Brown Absent

I. Vote on Technology Purchase

E. Hunt made a motion to approve the Technology Purchase.

G. Collier seconded the motion.

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

Roll Call

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

J. Vote on Additional Furniture, Storage, & Curricular Items for Building

E. Gould made a motion to approve the Additional Furniture, Storage, & Curricular Items for Building spend in the Excel Spreadsheet.

S. Brown seconded the motion.

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

Roll Call

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

K. Vote on STEP kits purchase

E. Hunt made a motion to approve the STEP kits purchase.

G. Collier seconded the motion.

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

Roll Call

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

L. Vote on Guided Reading Books Purchase Amount

E. Gould made a motion to approve the Guided Reading Books Purchase Amount.

S. Brown seconded the motion.

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

Roll Call

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

M. Vote on additional moving and set-up expenses for new building

M. Campillo made a motion to approve the additional moving and set-up expenses for new building spend set forth in the Excel Spreadsheet.

M. Major seconded the motion.

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

Roll Call

M. Major Aye
W. Cho Absent

Roll Call

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

N. Review meeting schedule for June

Ms. Clayton Cundy reviewed the meetings scheduled for June regarding the vote on the proposed and actual budget.

O. Schedule school tour of new building

The board discussed a school tour to occur soon and over the lunch hour.

V. Closing Items

A. Adjourn Meeting

E. Hunt made a motion to adjourn the meeting.

G. Collier seconded the motion.

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

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:16 PM.

Respectfully Submitted,
M. Tucker