

APPROVED

# CASA ACADEMY

## Minutes

### Board Meeting

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#### **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

+16699006833,,89195681293# US (San Jose)

+12532158782,,89195681293# US (Tacoma)

Dial by your location

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Meeting ID: 891 9568 1293

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

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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.

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#### **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**

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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)

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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 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**

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

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

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

**Roll Call**

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

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

**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**

K. Evans Absent  
M. Major Aye  
M. Campillo Aye  
E. Gould Aye

**Roll Call**

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

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

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

**Roll Call**

K. Evans Absent  
W. Cho Absent  
K. Holmes Aye

**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**

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

**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**

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

D. Brown Absent  
K. Holmes Aye

**Roll Call**

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

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