

# CASA ACADEMY

## Minutes

### Board Meeting

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#### Date and Time

Tuesday June 15, 2021 at 6:00 PM

#### Location

Join Zoom Meeting

<https://us02web.zoom.us/j/86154892241?pwd=cEt2QndkLzNqbUJRVjZTR0htbnlzdz09>

Meeting ID: 861 5489 2241

Passcode: 850984

One tap mobile

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Dial by your location

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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 (8047 N 35th Ave. 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. Evans (remote), K. Holmes (remote), M. Campillo (remote), M. Major (remote), M. Tucker (remote), S. Brown (remote), T. Wee (remote), W. Cho (remote)

**Trustees Absent**

D. Brown

**Trustees who arrived after the meeting opened**

K. Evans, S. Brown, W. Cho

**Trustees who left before the meeting adjourned**

S. Brown

**Ex Officio Members Present**

T. Clayton Cundy (remote)

**Non Voting Members Present**

T. Clayton Cundy (remote)

**Guests Present**

Heather Jones (remote), Laura Mills (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 Tuesday Jun 15, 2021 at 6:05 PM.

**C. Approve Minutes**

T. Wee made a motion to approve the minutes from Board Meeting on 05-06-21.

K. Holmes seconded the motion.

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

**Roll Call**

G. Collier    Aye

M. Tucker    Aye

M. Campillo    Aye

S. Brown    Aye

K. Evans    Absent

T. Wee    Aye

D. Brown    Absent

#### **Roll Call**

M. Major	Aye
W. Cho	Absent
E. Gould	Aye
E. Hunt	Aye
K. Holmes	Aye

### **II. Proposed Budget**

#### **A. Overview of Proposed Budget**

Ms. Jones from Aspire gave an overview of the proposed budget. The board discussed the same.

W. Cho arrived.

K. Evans arrived.

### **III. CEO Update**

#### **A. CEO Update**

Ms. Clayton Cundy gave her CEO update, including an overview on staff culture at the end of the school year, re-enrollment and current enrollment, financials, staffing for the upcoming year, new building updates, and annual academic data results. The board discussed staffing at length.

### **IV. Committee Updates**

#### **A. Finance Committee Update**

Ms. Wee gave an update on the Finance Committee, including April's balance sheet and projections for income for the full fiscal year.

#### **B. Marketing/Fundraising Committee Update**

Mr. Brown gave an update on the Marketing/Fundraising Committee, including 2022's annual event and location. Mr. Brown solicited feedback on the event's theme and logo.

#### **C. Culture & Engagement Committee Update**

Ms. Major gave an updated on the Culture & Engagement Committee, including staffing for the upcoming school year.

#### **D. Governance Committee Update**

Mr. Campillo gave an update on the Governance Committee, including the purpose of the board and the board's objectives.

### **V. Executive Session**

**A. Executive Session**

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

E. Hunt seconded the motion.

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

**Roll Call**

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

The Board went into Executive Session until 7:14pm.

S. Brown left.

**VI. New Business****A. Vote on Proposed Budget**

E. Hunt made a motion to approve the proposed budget, including updates to the contact information.

E. Gould seconded the motion.

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

**Roll Call**

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

**B.**

**Vote on William Cho's resignation**

M. Major made a motion to approve William Cho's resignation, effective June 30, 2021, based on the charter board's acceptance of such resignation.

E. Hunt seconded the motion.

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

**Roll Call**

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

**C. Vote on Occupational Therapy Contract for 2021-22 SY**

E. Hunt made a motion to approve the Occupational Therapy Contract for 2021-22 school year.

K. Evans seconded the motion.

Ms. Clayton Cundy gave an overview of the contract.

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

**Roll Call**

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

**D. Vote on Aspire Contract for 2021-22 SY**

M. Major made a motion to approve the Aspire contract for the 2021-22 school year.

K. Holmes seconded the motion.

Ms. Clayton Cundy gave an overview of the contract, including the 3% increase in fees.

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

**Roll Call**

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

**E. Vote on Bus Contract for 2021-22 SY**

K. Evans made a motion to the bus contract for the 2021-22 school year.

K. Holmes seconded the motion.

Ms. Clayton Cundy gave an overview of the contract including increase to fees and fuel surcharges.

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

**Roll Call**

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

**F. Vote on Amended Bylaws**

Mr. Campillo gave an overview of the bylaws amendment.

M. Major made a motion to approve the amended and restated bylaws.

E. Gould seconded the motion.

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

**Roll Call**

S. Brown	Aye
D. Brown	Absent

**Roll Call**

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

**G. Vote on updated Staff Handbook**

Ms. Clayton Cundy gave an overview of the changes to the Staff Handbook.

E. Hunt made a motion to approve the updated Staff Handbook.

K. Evans seconded the motion.

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

**Roll Call**

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

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

Ms. Clayton Cundy gave an overview of the changes to the Scholar & Family Handbook.

E. Gould made a motion to approve the Scholar & Family Handbook.

E. Hunt seconded the motion.

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

**Roll Call**

E. Hunt      Aye  
 K. Holmes    Aye  
 G. Collier    Aye  
 E. Gould     Aye  
 T. Wee       Aye  
 M. Major     Aye  
 M. Tucker    Aye

**Roll Call**

W. Cho      Aye  
 D. Brown   Absent  
 K. Evans    Aye  
 M. Campillo Aye  
 S. Brown    Aye

**I. Vote on Updated Title IX Policy**

Ms. Clayton Cundy gave an overview of the changes to the Title IX Policy.

M. Major made a motion to approve the updated Title IX Policy and to allow the CEO of CASA Academy to make future changes to the policy as necessary to ensure CASA Academy is in compliance, including making updates to the person designated as the Title IX Coordinator.

E. Hunt seconded the motion.

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

**Roll Call**

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

**J. Vote on CEO compensation**

M. Tucker made a motion to approve the CEO compensation as discussed in the Executive Session.

W. Cho seconded the motion.

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

**Roll Call**

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



**Roll Call**

G. Collier    Aye  
 M. Major    Aye  
 E. Gould    Aye

**K. Vote on COVID-19 Stipends**

Ms. Clayton Cundy gave an overview of the COVID-19 Stipends that will be awarded to staff. The Board discussed the same.

E. Gould made a motion to approve the COVID-19 Stipends for 2021.

E. Hunt seconded the motion.

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

**Roll Call**

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

**L. Vote on hiring additional teachers through One Teacher**

Ms. Clayton Cundy gave an overview on additional staffing done through One Teacher; requesting the authority to hire 4 teachers through One Teacher.

E. Hunt made a motion to authorize the CEO to hire four (4) additional teachers through One Teacher.

E. Gould seconded the motion.

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

**Roll Call**

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

**Roll Call**

K. Evans     Aye

**M. Vote on Houghton Mifflin Harcourt quote**

M. Major made a motion to approve the Houghton Mifflin Harcourt quote, pending protection of student data (if applicable).

K. Holmes seconded the motion.

The Board discussed adding in protections to the agreement regarding student data, if HMH has access to student data.

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

**VII. Closing Items**

**A. New Board Meeting Changes**

Mr. Tucker gave an update on board meetings starting in August, including location and schedule.

**B. Adjourn Meeting**

E. Hunt made a motion to adjourn the meeting.

M. Major seconded the motion.

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

**Roll Call**

T. Wee     Aye

W. Cho     Aye

M. Tucker     Aye

G. Collier     Aye

E. Gould     Aye

K. Holmes     Aye

D. Brown     Absent

M. Major     Aye

E. Hunt     Aye

S. Brown     Aye

M. Campillo     Aye

K. Evans     Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:55 PM.

Respectfully Submitted,

M. Tucker