

APPROVED

# CASA ACADEMY

## Minutes

### Board Meeting

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#### Date and Time

Wednesday October 7, 2020 at 6:00 PM

#### Location

Join Zoom Meeting

<https://us02web.zoom.us/j/85778356630?pwd=Z0pqWUdGMytub0psaUI3UE1zd2R0Zz09>

Meeting ID: 857 7835 6630

Passcode: 609047

One tap mobile

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Dial by your location

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Meeting ID: 857 7835 6630

Find your local number: <https://us02web.zoom.us/u/kgYpaDiP3>

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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), M. Campillo (remote), M. Major (remote), M. Tucker (remote), S. Brown (remote), T. Wee (remote), W. Cho (remote)

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**Trustees Absent**

K. Holmes

**Ex Officio Members Present**

T. Clayton Cundy (remote)

**Non Voting Members Present**

T. Clayton Cundy (remote)

**Guests Present**

Kathryn Evans

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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 Wednesday Oct 7, 2020 at 6:02 PM.

**C. Introduction of Kathy Evans - Candidate for Board of Governance for CASA Academy**

Mr. Tucker introduced Kathryn (Kathy) Evans as a potential board member. The current board members introduced themselves.

**D. Approve Minutes**

T. Wee made a motion to approve the minutes from Board Meeting on 09-02-20.

S. Brown seconded the motion.

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

**Roll Call**

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

**Roll Call**

T. Wee      Aye

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

**A. CEO Update**

Ms. Clayton gave an overview of the playground fundraising campaign and how the board members can help raise funds.

Casa has currently made the decision to return to school on October 20, pending any changes to data. Ms. Clayton discussed safety measures and plans for the return to school.

Ms. Clayton gave an overview of staff culture and academics.

Ms. Clayton gave an update on construction and permitting; demolition starts on October 12.

Ms. Clayton provided enrollment numbers and recruitment efforts.

Ms. Clayton discussed financials, projected carryover, and fundraising goals.

**III. Committee Updates**

**A. Finance Committee Update**

Ms. Wee gave an overview of the audited financials and compliance checklist required for charter schools.

**B. Marketing/Fundraising Committee Update**

Mr. Brown gave an overview on what the marketing committee has been doing in the past two months, including branding standards, annual event, etc. The recommendation that the committee gave on the annual event is pushing back the date, make it a hybrid event, and cap the number of people who can attend.

**C. Culture & Engagement Committee Update**

None.

**D. Governance Committee Update**

Mr. Campillo gave an update on the governance committee and the materials that the committee is making for new board members and training for current board members.

**IV. Old Business**

**A. Discuss Strategic Planning Meeting**

October 23rd (evening) and October 24th will be some long range planning; to be held virtually.

**V. New Business**

**A. Vote on Title IX Policy**

Ms. Clayton gave an over on what the Title IX Policy does, how and why it was created, and training that is taking place with staff and the Title IX coordinator.

M. Major made a motion to approve the Casa Academy Title IX Policy.

E. Hunt seconded the motion.

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

**Roll Call**

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

**B. Vote on AFR**

M. Major made a motion to approve the 2020 annual financial report.

E. Hunt seconded the motion.

To be signed by the board members via DocuSign; it needs to be submitted to the state before October 15.

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

**Roll Call**

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

**Roll Call**

E. Hunt Aye

**C. Vote on whether to move funds to money market account**

Ms. Clayton reviewed the rate sheet for the money market account and the reasoning behind moving the money from the CD.

T. Wee made a motion to approve to move funds to money market account, up to the amount of cash on hand.

E. Hunt seconded the motion.

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

**Roll Call**

M. Campillo Aye

E. Hunt Aye

W. Cho Aye

T. Wee Aye

D. Brown Aye

M. Major Aye

G. Collier Aye

E. Gould Aye

K. Holmes Absent

M. Tucker Aye

S. Brown Aye

**D. Vote on STEP Contract Addendum**

E. Hunt made a motion to approve STEP Contract Addendum.

E. Gould seconded the motion.

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

**Roll Call**

M. Tucker Aye

K. Holmes Absent

W. Cho Aye

M. Campillo Aye

M. Major Aye

G. Collier Aye

S. Brown Aye

E. Gould Aye

T. Wee Aye

E. Hunt Aye

D. Brown Aye

**E. Vote on submitting Enrollment Cap Amendment Request to ASBCS to begin in FY22**

M. Major made a motion to submit the enrollment cap amendment request to ASBCS to begin in FY22.

T. Wee seconded the motion.

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

**Roll Call**

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

**F. Vote on Pregnancy Policy**

Ms. Clayton gave an overview on changes made to the pregnancy policy.

M. Major made a motion to approve the updated pregnancy policy.

E. Hunt seconded the motion.

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

**Roll Call**

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

**G. Sign COI Forms**

Document is attached to the meeting agenda; signatures can happen electronically. The board members took some time to sign the form.

**H. Vote on whether to approve the board membership of Kathryn Evans, pending approval from the ASBCS**

T. Wee made a motion to to approve the board membership of Kathryn Evans, pending approval from the ASBCS.

G. Collier seconded the motion.

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

**Roll Call**

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

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:12 PM.

Respectfully Submitted,  
M. Tucker