APPROVED

CASA ACADEMY

Minutes

Governance Committee

Date and Time
Tuesday October 20, 2020 at 12:00 PM

Location
Join Zoom Meeting
https://us02web.zoom.us/j/82325987899?pwd=eEc4anBVMHpmTU9Bbll1d01mREhtZz09
Meeting ID: 823 2598 7899
Passcode: 359967
One tap mobile
+16699006833,,82325987899# US (San Jose)
+12532158782,,82325987899# US (Tacoma)
Dial by your location
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Germantown)
+1 312 626 6799 US (Chicago)
Meeting ID: 823 2598 7899
Find your local number: https://us02web.zoom.us/u/keGzUJzEGE

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.

Committee Members Present
E. Gould (remote), M. Campillo (remote), M. Tucker (remote), T. Clayton Cundy (remote)

Committee Members Absent

None

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. Campillo called a meeting of the Governance Committee of CASA ACADEMY to order on Tuesday Oct 20, 2020 at 12:02 PM.

C. Approve Minutes

E. Gould made a motion to approve the minutes from Governance Committee Meeting on 09-16-20.
M. Tucker seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call	
M. Campillo	Aye
M. Tucker	Aye
T. Clayton Cundy	Aye

II. Business

A. Review Board Responsibility Tracker and Fulfillment of Responsibilities by Board Members

The Committee briefly discuused and reviewed the Responsibility Tracker spreadsheet and agreed to revisit and update the Tracker spreadsheeting at springtime and after when new members are approved by the State agency.

B. Review training documents for new CASA Academy Board members

The Committee reviewed and discussed the Training Materials Checklist form and training materials referenced therein. The form will be updated and finalized for saving on the Board On Track document repository.

C. Review new member informational documents

The committee discussed and reviewed the Phone Call Checklist form to be used by the Governance Committee members during their interview of potential Board members. The Board also reviewed the Final Interview form and decided to create a single document for use by the Governance Committee and the school CEO and the Board chair.

D. Review board recruitment documents

The committee discussed whether we should have specific recruiting documents or need them. The committee settled on using the candidate onboarding process checklist and the documents referred to therein.

E. Status update on Kathy Evans

Candidate Evans has been working on completing the process and the school CEO expects completion within a month.

III. Other Business

A. Schedule Next Meeting and Goals

The committee discussed how to facilitate or deliver the training materials to the Board members and agreed to touch on major points during board meetings and setting aside time during a full board meeting for doing so.The Committee agreed to meet again Nov. 17, 2020 @ 12-1 PM.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:59 PM.

Respectfully Submitted,
M. Campillo