

APPROVED



## Empower College Prep

### Minutes

#### Board Meeting

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#### Date and Time

Monday August 28, 2023 at 4:30 PM

#### Location

2411 W. Colter St Phoenix, AZ 85015

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Notice of Public Meeting can be found at:

2411 West Colter Street

Virtual Meeting Brian Holman is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/87073311407?pwd=dDdINzRiRjVyYlpmOXFmTCtiSzloZz09>

Meeting ID: 870 7331 1407

Passcode: 922362

One tap mobile

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Meeting ID: 870 7331 1407

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Find your local number: <https://us02web.zoom.us/j/87073311407?pwd=dDdINzRiRjVyYlpmOXFmTCtiSzloZz09>

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**Trustees Present**

B. Adams Bressler (remote), K. Erickson (remote), P. Welborn (remote), S. Inman (remote)

**Trustees Absent**

C. Daniels

**Trustees who left before the meeting adjourned**

S. Inman

**Ex Officio Members Present**

B. Holman (remote)

**Non Voting Members Present**

B. Holman (remote)

**Guests Present**

A. Ortega (remote), D. Dillman (remote), Jennifer Lane (remote), L. Montano (remote)

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**I. Opening Items**

**A. Call the Meeting to Order**

P. Welborn called a meeting of the board of trustees of Empower College Prep to order on Monday Aug 28, 2023 at 4:34 PM.

**B. Record Attendance and Guests**

**C. Review and approve meeting minutes**

S. Inman made a motion to approve the minutes from Board Meeting on 07-10-23.

B. Adams Bressler seconded the motion.

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

**Roll Call**

S. Inman	Aye
K. Erickson	Aye
P. Welborn	Aye
B. Adams Bressler	Aye
C. Daniels	Absent

**D. Call to the Public**

**II. Reports - Senior Management Team and Committees**

**A.**

## Program, Finance, and Development Updates

Board member Steven Inman shared he has provided guidance for Academic Governance. Currently developing a process for annual review of curriculum to adopt electives, clubs, advisory and support services. Together we are building a strong rubric for instruction to further understand the progress of curriculum in the Learning Management System.

The Executive Director shared points have been awarded for grades K-8 and 9-12 and both are on track to receive a B letter grade. The COVID safety plan was submitted in compliance with ESSER.

Director of Finance informed us that Quarter 4 financials are still under review and will be available at the next board meeting. She shared the end of year cash is 4.3M which equals to 6 extra days of cash.

Director of Operations provided updates for the Preschool. 8/31/23 we expect to receive the certificate of occupancy, 9/1/23 we should be licensed and on 9/5/23 open for business.

The A for AZ Transportation grant was secured. We are in the process of starting a new non profit business that specializes in transportation needs. Contracts are being developed for long term use of buses. This will create potential jobs for our community working through new possibilities without losing our core reason as to why we started Empower College Prep. Board members discussed the pro and cons of new business.

Expansion: We have a new extended campus in Mesa with 5 scholars.

Enrollment: We have maintained a 84% stability rate. We did not meet our goal for enrollment resulting in a revenue gap of 1.5M. The revenue was recovered by reducing expenses, receiving grants and freezing unfilled positions.

S. Inman left at 5:37 PM.

## III. Voting Items

### A. Approve Revised Employee Handbook

K. Erickson made a motion to approve Revised Employee Handbook.

P. Welborn seconded the motion.

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

#### Roll Call

K. Erickson Aye

B. Adams Bressler Aye

**Roll Call**

P. Welborn	Aye
S. Inman	Absent
C. Daniels	Absent

**B. Approve Investment Policy**

P. Welborn made a motion to approve Investment Policy.

B. Adams Bressler seconded the motion.

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

**Roll Call**

K. Erickson	Aye
B. Adams Bressler	Aye
C. Daniels	Absent
P. Welborn	Aye
S. Inman	Absent

**IV. Executive Session to discuss personnel matters**

**A. Employment contracts**

Executive Session was not initiated and did not take place.

**V. 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 5:56 PM.

Respectfully Submitted,  
K. Erickson