

APPROVED



# Empower College Prep

## Minutes

### Board Meeting

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**Date and Time**

Monday September 25, 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=dDdINzRjRjVyYlpmOXFmTCtiSzloZz09>

Meeting ID: 870 7331 1407

Passcode: 922362

One tap mobile

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Meeting ID: 870 7331 1407

Passcode: 922362

Find your local number: <https://us02web.zoom.us/u/kbl6818PS5>

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**Trustees Present**

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

**Trustees Absent**

C. Daniels

**Ex Officio Members Present**

B. Holman (remote)

**Non Voting Members Present**

B. Holman (remote)

**Guests Present**

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

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**I. Opening Items**

**A. Call the Meeting to Order**

K. Erickson called a meeting of the board of trustees of Empower College Prep to order on Monday Sep 25, 2023 at 4:33 PM.

**B. Record Attendance and Guests**

**C. Review and approve meeting minutes**

P. Welborn made a motion to approve the minutes from Board Meeting on 08-28-23.

K. Erickson seconded the motion.

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

**Roll Call**

B. Adams Bressler Aye

P. Welborn Aye

S. Inman Aye

C. Daniels Absent

K. Erickson Aye

**D. Call to the Public**

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

**A. Program, HR, and Finance Updates**

The Executive Director announced that the Preschool is now open. Enrollment is steadily increasing and have projected numbers to go up by January 2024. The Open house/Annual Donor Event is schedule for 11/7/2023. The school anticipates on receiving a "B" letter grade awarded for both campuses. The letter grade should be released early November.

Becky Jones provided data to compare progress in ELA, Math and Science. The target points for FY24 are higher. Due to the increase in proficiency points we are aiming for an "A" letter grade for the following year.

Pat Welborn wanted to know why the scores decrease after 4th grade? It was expressed that scores are under due to ELA scholars not being familiar with the language.

Brian Holman shared that the data for high school is similar. Numbers for 3rd and 9th grade are excelling per comparison report for FY24. We are on track to provide data to the Academic Governance Committee to review in 2nd quarter.

Brandi Adams Bressler inquired if we had the correct benchmarking tool in place. She wanted to know if we had changed it in the middle of the school year. It was stated that no changes were made and Galileo was the best benchmark tool for our school.

Brian Holman provided results for the Employee Satisfaction Survey. Employees rated satisfied for current positions and company culture. This is a positive change from last year's survey.

The Director of Finance reported 4th quarter financials were submitted to the auditor. The financials reflected the loss of revenue due to not meeting goal of enrollment and how we off set the income by the state grant and reducing personnel expenses. The debt service coverage ratio is till above covenant and we are ahead of the goal for day cash on hand. Enrollment is stable and increased by 2 students for the month of September.

### **III. Voting Items**

#### **A. Approve AFR**

K. Erickson made a motion to Approve AFR.

S. Inman seconded the motion.

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

#### **Roll Call**

K. Erickson            Aye

S. Inman            Aye

B. Adams Bressler Aye

C. Daniels            Absent

## **IV. Strategic / Board Management**

### **A. Review Organizational Priorities and Goals for FY24**

Brian Holman provided the priorities for the FY24 strategic planning. The goal is to build and grow the preschool. Prepare for expansion, leverage micro schools, build playbooks and build the transportation company.

Pat Welborn would like to research a buy back option to avoid high interest rates or perhaps a take over to serve more students faster.

Kevin Erickson requested timelines for strategies and immediate steps to take and refine our goal of expansion.

Steven Inman shared thoughts of expanding for larger modes other than micro schools. He is on board for a take over or buy back option.

The target completion date for playbooks are set for the end of this year. We need to learn "how to market" for the community that we serve. With either Facebook ads, door to door or canvassing. Every community is different and we need to find the outlet to serve those in need.

### **B. Discuss bus contract**

The strategic planning for the Bus company was discussed. Thoughts were shared about the financial piece, renewals after the contract expires, maintenance and all the legal aspects of the company. Our main concern is protecting the interest of our school and the overall view of impacting other entities.

### **C. Review Board Calendar for FY24**

Board meeting dates have been updated for November and December. They will be on the 3rd Monday of every month. Then revert back to the 4th Monday of the month beginning with January 2024.

## **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 6:22 PM.

Respectfully Submitted,  
K. Erickson