

MINUTES

Phoenix Advantage Charter School Governing Board Meeting

BOARD MEETING MINUTES FOR
PHOENIX ADVANTAGE CHARTER SCHOOL TO BE HELD:

3/08/2018

12:00 PM

3738 N. 16th Street
Phoenix AZ

Meeting will be held online @
JoinMe.com
<https://join.me/PhxAdvantage>
Call in 1-404-400-8750
Conference ID:
607-197-080 #

“Our mission is to empower students to learn and achieve — every child, every day.”

A. PRELIMINARY MATTERS

1. Call To Order **12:04 PM**
2. Roll Call
 - i. Leanne Bowley, President - **PRESENT**
 - ii. Kathy Ballard, Secretary - **PRESENT**
 - iii. Chad Barnett, Member - **PRESENT**
 - iv. Breana Wall, Member - **ABSENT**
3. Approval of the Agenda
Motion was made to approve the agenda as presented.

Motion	Bowley
Second	Ballard
Vote	Unanimous

4. Approval of the minutes from the 2/15/2018
Motion was made to approve the minutes for 2/15/2018 as presented.

Motion	Bowley
Second	Ballard
Vote	Unanimous

5. Call to the Public

1. *The Board may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body; comments shall be limited to **education-related issues on items that do not appear on this agenda** or for which no public hearing has been held. (A.R.S. 38-431.01.G) At the conclusion of an open call to the public, individual board members may respond to criticism made by those who have addressed the Board, may ask staff to review a matter, or may ask that a matter be put on a future agenda. However, members of the Board shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.*
2. *The President may also allow individuals from the public to address the Board on items listed on the agenda and at the time the agenda item is presented for discussion by the Board by filling out and turning in a request specific to the agenda item to the Executive Assistant prior to the beginning of the meeting. Comments shall be limited to three (3) minutes.*

The call to the public was made. After being correctly posted on the school door and on the website, there were no requests to speak.

B. ACTION ITEMS

1. SUPERINTENDENT REPORT

i. Finance (Aspire Transition)

Letter of termination is ready to send to Diamond Financial with support until successful completion of audit.

Aspire staff coming to visit

ii. Enrollment as of March 8, 2018 for the coming year

Enrollment is up for FY 19

iii. Staffing ideas for the coming the year

500 students w/need special area teachers

600 students w/need special area teachers

And will need additional custodian staff member if numbers increase to 500-600 students

iv. Arizona Head Start Update

4 year grant

Possible space requirements needed

2. DISCUSSION ITEMS

1. CFO JOB DESCRIPTION REVIEW

Posted on AZ Dept. of ED website
Indeed.com

2. BIOGRAPHICAL INFO ON ALL STAFF

Ms. Bowley created the requested Biographical information on the staff.

Mr. Barnett requested that the date they started at PACS be added to the bio and suggested they use the bio to measure turnover to compare year over year. Additionally, Mr. Barnett would like to see a succession plan added to the bio for key positions.

3. ASPIRE TRANSITION

Action item listed below

4. CRO TENURE/OVERSIGHT

Reserve the right to have Jim Ford though Dec. 2019, if things get turned around sooner we can move forward without him.

5. ACADEMIC DASHBOARD

The operational dashboard was completed by Ms. Bowley to get the process started.

6. OPERATIONAL DASHBOARD

ASPIRE will help with dashboard as they step into the position.

7. ADDITIONAL GOVERNING BOARD MEMBERS

Discussion was held regarding the process for adding additional members.

Parent Lynn Whitaker has expressed verbal interest in joining the board. Phoenix Advantage staff are awaiting a formal letter of interest. If that letter arrives, Ms. Trousdale will forward to the Board.

The Board discussed the notion of trying to recruit people who fit certain categorical needs; ie: marketing specialist, attorney, etc.

8. B.A.S.E.

Discussion regarding the Before and After School Enrichment Program. The following questions were asked:

How much will it cost?

May/Should increase enrollment

ACA wants to see budget / plan

How are we going market?

Can school hit enrollment target?

Potential students transferring to other schools

If we don't get x amount of new students will we have to cancel program?

The Plan will be completed and ready for presentation to ACA during the month of April

2. DISCUSSION, CONSIDERATION AND POSSIBLE APPROVAL OF THE CONTRACT WITH ASPIRE BUSINESS CONSULTANTS, INC.

- Add the kind of reports we want from letter from Chad to ACA
- Add reciprocal language regarding poaching each other's people
- Security of information and hostage ware
- If Ms. Bowley does not feel comfortable she will forward to attorneys
- Once the contract is executed, Ms. Bowley will forward to the Board

Motion	Bowley
Second	Ballard
Vote	Unanimous

1.

3. DISCUSSION, CONSIDERATION AND POSSIBLE APPROVAL OF ACTION REGARDING ACA COMMUNICATION OF 3/7/2018

- Mr. Barnett received email from ACA during this meeting to convey that based on Michelle Diamond's letter they would like a request from Ms. Bowley to submit a formal response
- \$240,000 taken out on Bond interest in January
- Jim Capruso said he would provide backup

Motion	Bowley
Second	Ballard
Vote	Unanimous

C. POSSIBLE DISCUSSION ITEMS FOR NEXT GOVERNING BOARD MEETING

- 1) Strategic plan due by June 1st
- 2) Jim Capruso to come out and meet the board
- 3) BOARD MEMBERS EMAIL ROSE AND LEANNE TO ADD ITEMS TO AGENDA

D. ADJOURNMENT.....Board President

The meeting was adjourned at 1:47 pm

Motion	Bowley
Second	Ballard
Vote	Unanimous