



Minutes

Board of Directors Meeting

Wednesday, April 29, 2020 @ 6:30 pm

2323 W. Parkside Lane, Phoenix, AZ 85027

Adams Traditional Academy • Jefferson Preparatory • Choice Services LLC

Board Members Present

David Weston, Lisa Fink, Thomas McCauley, Marcus Kelley (Remote), Brent Garrett (Remote), Ray Malnar (Remote), Judd Lewis

Board Members Absent

,

Guests Present

Audra Wilson-Smith, Stacy Smith, Debi Ryder

I. Opening Items

A. Record Attendance and Guests

B. Call Meeting to Order

C. Call to Public-Suspended

II. Consent Agenda

A. Board of Directors Meeting Minutes for March 25, 2020

B. Finance Committee Minutes for April 23, 2020

C. Consent Agenda

Thomas McCauley made a motion to Approve Consent Agenda

Judd Lewis seconded the motion.

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

III. CEO Report

A. CEO Report

Adams Traditional Beginnings

- Having returned from Spring Break to school closures, we decided to continue our preschool program online, and it has been received really well by our families.

- Options for an end of the year activity/preschool graduation are being considered.
- Summer Camp is also being planned out right now and looking at what precautions will need to be in place upon our first contact and return to children on campus. Packets have not been released yet.
- Next year's Eagle's Nest packets were released on April 20th. Registration fee is being waived as usual with anyone's enrollment by the end of May 2020. All ATA and ATB families have been notified.
- Working with marketing firm to update the preschool website.

Adams Traditional Academy

- Classrooms went "live" with on-line learning for all ATA students March 30th. ATA teachers and administrators are using Microsoft Teams. Teachers are available for students from 9:00 a.m. until 1:00 p.m. All grade levels are receiving instruction in the four core subject areas: ELA, Math, Science and Social Science. Students are also receiving instruction within the "Specials": Music, Art, P.E. and Technology.
- Virtual Staff Meetings were held April 6th and April 27th.
- * Main office is finalizing schedules to have parents pick up remaining student items, awards and yearbooks the week of May 11th as we continue to practice social distancing.

Jefferson Preparatory High School

- The students and teachers transitioned smoothly to the online format March 30th. Teachers and admin are working with some students individually, who are struggling with the online format.
- JP has gone to online student activities. The Mr./Miss Guardian Pageant was held the first two weeks of April. Spirit week started April 27th with list of themes for each day. Student elections will be the first week of May for the 2020-21 school year.
- Graduation is still scheduled for May 21st in a very limited way including social distancing protocols. There will be a parade the morning of May 21st with the graduates standing 10 feet apart in their caps and gowns. Families from both ATA and JP will be invited to come drive by and congratulate the seniors. That evening the graduation ceremony will be on the soccer field. Only parents are invited to attend so that families can sit together spread out allowing for 6 to 10 feet of distance between themselves and the other families. The seniors will be able to walk across the stage and receive their diploma. The key note speaker is on board to still come and inspire our graduates. The plans are tentative based on what Governor Ducey permits regarding groups congregating.

Choice Academies Business office

- All Teacher contracts were issued prior to Spring Break the week of March 9th. As of today, 100% retention rates for both JP and ATB teachers offered contracts. 81% retention rate with ATA teachers. Of the 6 not returning, 4 were family/personal reasons. Three of the six positions have already been filled for next year. One of the three is a former teacher returning to ATA.
- Enrollment numbers are included in each school's report. Currently there is a preliminary waitlist for kindergarten through fourth grade.
- A call notice was held on Tuesday, April 21st with the bondholders. The third quarter financials and other related school information was presented. As of the end of the third quarter the schools appear to be on track to complete the school with a net income and meeting the debt service coverage ratio requirements.
- Both ATA and JP are working to wrap up the online learning and school year. We are awaiting word from the Governor related to social distancing as to when and how to coordinate families returning to campus to pick up yearbooks and other belongings. JP has already coordinated the pickup of student's belongings, the next step in returning of textbooks and picking up yearbooks, graduation caps & gowns and other end of year items.
- In looking forward to the next school year, I acknowledge here the resignation of Mrs. Tawnya Mecham from the position of Jefferson Preparatory High School's Principal. I wish Mrs. Mecham all the best in her next adventure as Principal of Ridgeline. As a founder of Choice Academies Inc and all three of its schools, her wisdom, knowledge and heart for the students, staff and families will be missed. Jefferson Preparatory will certainly not be the same

without her, but has grown to be the high school it is today because of her and Mrs. Davis. Jefferson Preparatory will continue on the main campus with the full support of the board of directors and administration. The high school currently is showing promising numbers for next year. A search committee has been formed to hire the next Principal of Jefferson Preparatory High School.

IV. Finance

A. Quarterly Report for First Quarter of 2020

As of the end of the third quarter the schools are on track to complete the school with a net income, meeting the debt service coverage ratio requirements and other bond covenants.

V. Academic Excellence

VI. Governance

VII. Other Business

A. Date for Retreat

Board Retreat is June 20.

B. Board Members Suggestions for Future Agenda Items

Future Agenda Items

1. Reason for suspending the Call to the Public.
2. Update on the JP principal search committee.

VIII. Closing Items

A. Adjourn Meeting

Marcus Kelley made a motion to Adjourn meeting.

Thomas McCauley seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:33 pm.