



# Minutes

## Board Retreat

Saturday, June 7, 2025 @ 9:00 am

2323 W. Parkside Lane, Phoenix, AZ 85027

Adams Traditional Academy • Jefferson Preparatory • Choice Services LLC

### Board Members Present

Lisa Fink, Thomas McCauley, David Weston, Ray Malnar, Marcus Kelley

### Board Members Absent

### Guests Present

Audra Wilson-Smith

## I. Opening Items

### A. Record Attendance and Guests

### B. Call Meeting to Order

## II. Minutes

### A. Approve Consent Agenda

Ray Malnar made a motion to approve the consent agenda.

Thomas McCauley seconded the motion.

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

## III. Academic Excellence

### A. Modification for 3 years of Middle School Book Report & Monthly Recitations Proposal

Ray Malnar made a motion to accept the book report and recitation modification proposal.

Thomas McCauley seconded the motion.

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

## IV. Governance

### A. CAI Board reports

### B. Pre enrollment 2025/2026

## C. Survey Results

### D. Elect Board members

Ray Malnar made a motion to elect Lisa Fink, Tom McCauley, Ray Malnar, Marcus Kelly, and David Weston as directors.

Thomas McCauley seconded the motion.

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

### E. Elect Board Officers

Ray Malnar made a motion to appoint Tom McCauley as Board President, David Weston as Secretary, and Ray Malnar as Treasurer.

Thomas McCauley seconded the motion.

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

## F. Review Board Goals 2024-2025

### G. Establish Board Goals 2025-2026

Board Goals

- 2026-2027 Preschool pre-enrollment > 120

- 2026-2027 ATA pre-enrollment > 600

- Preschool Teacher Retention > 85%

- ATA Teacher Retention > 85%

- Academics

- EOY AASA test scores average within the 70th percentile in grades 5-8. The goal is to have at least 73% of students pass AASA (AZ Academic Standardized Assessment) Math.

- EOY AASA test scores average within the 70th percentile in grades 5th-8th grades. The goal is to have at least 75%

of students passing AASA (AZ Academic Standardized Assessment) ELA.

- Marketing

- Revamp website by September 2025

- Develop marketing metrics for the Board, establish goals, communicate monthly

- Add substantial content to the website at least monthly educating the public about Choice Academies brand

- Evaluate & present recommendations for additional extracurricular activities

Thomas McCauley made a motion to adopt the stated board goals for 2025-2026.

Marcus Kelley seconded the motion.

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

## V. Strategic Planning

### A. Marketing for CAI

Administration to add board member names and biographies to website.

## **B. Strategic Planning**

### **VI. Finance**

#### **A. Comp Time Provision for Facilities Staff With Maximum 40 Hours**

Ray Malnar made a motion to approve the comp time provision with a maximum of 32 hours per year.

Marcus Kelley seconded the motion.

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

#### **B. Turf Project**

Ray Malnar made a motion to approve the turf outlined in the proposal.

Thomas McCauley seconded the motion.

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

Administration to discuss warranty underwriting with the vendor prior to executing the contract.

#### **C. Sped School Psychologists 3rd Party Contract**

Marcus Kelley made a motion to approve Two Sisters contract.

Ray Malnar seconded the motion.

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

#### **D. Middle Playground Basketball Court Painted & Resurfaced**

Ray Malnar made a motion to approve the Elite Sports contract to resurface the middle basketball court.

Thomas McCauley seconded the motion.

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

#### **E. 3rd quarter Financial Reports 2025**

### **VII. CEO evaluation**

#### **A. Executive Session pursuant ARS 38-431.03 A1**

Ray Malnar made a motion to enter executive session.

Thomas McCauley seconded the motion.

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

#### **B. Executive Session pursuant ARS 38-431.03 A1**

Ray Malnar made a motion to exit executive session.

Thomas McCauley seconded the motion.

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

#### **C. CEO Evaluation**

Ray Malnar made a motion to approve salary as discussed in executive session.

Thomas McCauley seconded the motion.

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

### **VIII. Other Business**

#### **A. Board Calendars 2025-2026**

- Thursday, June 12 6:30 PM, Marketing, Retention Appeals

- Monday, June 30 6:30 PM, Initial Budget Approval
- Monday, July 14 6:30 PM, Final Budget Approval
- Wednesday, October 8 6:30 PM, Annual Financial Report, Audit
- Wednesday, December 3 6:30 PM, Q1 Financials
- Wednesday, February 25 6:30 PM, Contract Approvals
- Wednesday, April 22 6:30 PM

## **IX. Closing Items**

### **A. Adjourn Meeting**

Ray Malnar made a motion to adjourn the 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 2:11 pm.