



Minutes

Board Retreat

Saturday, June 17, 2023 @ 9:00 am

2323 W. Parkside Lane, Phoenix, AZ 85027

Adams Traditional Academy • Jefferson Preparatory • Choice Services LLC

Board Members Present

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

Board Members Absent

Guests Present

Audra Wilson-Smith

I. Opening Items

A. Record Attendance and Guests

B. Call Meeting to Order

II. Academic Excellence

A. AzMERIT Review Including Historical & Peer Comparisons

Comparison of AzMERIT data over time is difficult due to changes in the testing methodology. Galileo testing is preferred to analyze trends over time. Administration will summarize the data presented for the August meeting along with a Galileo summary including results for science.

B. Update COVID policies & mitigation Effectiveness & Projections 2022-2023

The draft revisions of the existing COVID mitigation were reviewed. Mitigation strategies are adjusted to be in accordance with CDC recommendations. A vote will be scheduled for the August meeting to perform a final review and approve the plan.

III. Governance

A. Review Board Goals 2022-2023

2022-2023 board goals and progress were reviewed.

B. Adjourn to Executive Session: the Board may vote to adjourn to executive session pursuant to A.R.S.

38-431-03 (A)(1) CEO evaluation

Ray Malnar made a motion to enter executive session.

Thomas McCauley seconded the motion.

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

C. Approve CEO evaluation

Ray Malnar made a motion to exit executive session and approve a 3% raise for Audra Wilson-Smith.

Thomas McCauley seconded the motion.

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

The board will review and update the employee handbook as-required to clarify the available employee feedback paths and escalation routes.

D. Establish Board Goals 2023-2024

High-level topics were reviewed for board goals. Administration and the board will collaborate and a vote will be scheduled for the August meeting to review and approve the board goals.

E. Review of Corporate/Governing Board structure

The current corporate and governing board structure was discussed and the board will vote in the August meeting to review and consider adjusting the governing structure.

IV. Strategic Planning

A. Historical Enrollment & 2023-2024 Projections

B. 2023-2024 Marketing Initiatives, Progress, Feedback Including Website, SEO, Events, Feedback

Administration has identified staff that can partially support marketing initiatives. The board will present a concept for a role focused on outreach that includes marketing at a future meeting.

C. Strategic Planning Committee

Administration will continue working with the Phoenix Chamber of Commerce as part of life skills education on a pilot basis.

V. Finance

A. CAI Budget for 2023-2024

Ray Malnar made a motion to approve the 2023-2024 CAI budget

Thomas McCauley seconded the motion.

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

B. Fee based Bus Services for 2023-2024

Ray Malnar made a motion to approve Eventsource Transportation as the school bus transportation vendor and the \$600/year student fee to ride the bus.

Thomas McCauley seconded the motion.

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

C. Cleaning contract for 2023-2024

Ray Malnar made a motion to approve Open Works as the janitorial vendor for 2023-2024.
Thomas McCauley seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Other Business

A. Board Calendars 2023-2024

Corporate Board: 4th Wednesday Monthly
Governing Board: 3rd Wednesday Quarterly (Aug, Oct, Jan, Apr)

B. Corporate Board Officers

Brent Garrett made a motion to retain the current Corporate Board officers for the 2023-2024 school year.
David Weston seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Corporate Board members

David Weston made a motion to retain the current Corporate Board members for the 2023-2024 school year.
Marcus Kelley seconded the motion.
The board **VOTED** to dismiss the motion.

VII. Closing Items

A. Adjourn Meeting

Marcus Kelley 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 9:20 am.