



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 Treasurer, 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.