



Minutes

Board of Directors Meeting

Thursday, March 28, 2019 @ 6:30 pm

2323 W. Parkside Lane, Phoenix, AZ 85027

Adams Traditional Academy • Jefferson Preparatory • Choice Services LLC

Board Members Present

Lisa Fink, Thomas McCauley, Marcus Kelley (Remote), Brent Garrett, Judd Lewis,

Board Members Absent

Ray Malnar,

Guests Present

Audra Wilson-Smith, Ashley Schorer, Audra Wilson-Smith, Debi Ryder, Melodee Olson, Tawnya Mecham, Stacy Oates

I. Opening Items

A. Record Attendance and Guests

B. Call Meeting to Order

C. Call to Public

Toni Noffz, Scottee Barry and Angela Lian provided public comments.

Katie Poole provided an additional comment.

Marcus Kelley made a motion to allow one more public comment

Thomas McCauley seconded the motion.

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

II. Consent Agenda

A. Board of Directors Meeting Minutes for February 28, 2019

Marcus Kelley made a motion to Approve the minutes.

Thomas McCauley seconded the motion.

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

III. CEO Report

A. Financial Reports

Audra Wilson-Smith presented the balance sheets and profit and loss for February 2019. In addition, the following information was presented.

- *ATA administration attended the 2019 Arizona Education Job Fair on March 9th.
- *JP administration and teachers hosted an Open House (March 9th) for students and parents at the W. Parkside Lane campus to tour building B for their new home.
- *A call notice was held on Thursday, March 7th with the bondholders. Subsequent report will follow at the next finance committee meeting and board meeting in April 2019.
- * Pre-enrollment has begun with all three schools. Initial numbers for kindergarten, first, fifth and eighth grade look very promising with a waitlist.
- *Teacher contracts were issued on Friday, March 15th.
- *Quotes for additional parking spaces have been requested.
- *Facilities Manager continues discussions with Jefferson Prep staff in preparation for the move in June.
- *Quotes for additional signage on the 2333 building for both preschool and JP are being acquired.
- *Summer camp preparations are under way with Mrs. Ryder. New this summer is the offering of lunch services for interested campers. Additional activities and field trips have been added to accommodate campers from age 3 to 14.
- *Additional information to follow to solicit help with the move of JP to the main campus.
- *District wide board surveys were made available by email to all full time employees the beginning of March. Board survey results have been compiled by school for review. Each board member has a copy of the results.

B. Preschool Report

Audra Wilson-Smith presented the report with Debi Ryder responding to questions.

- Thursday, April 4th, we will be hosting our second annual Open House. This is for current, new and inquiring families to view the curriculum for 3 and 4 year olds.
- Completed and paid enrollment packets to date for 2019-2020 preschool is ahead of last year at this time.

SUMMER CAMP

- Preparations for summer camp are beginning.
- Proposed rates for 2019 are \$42 a day, and the regular rate of \$210 for attending a full week is discounted to \$185
- This summer, the 1st – 8th grade campers will be going on 2 field trips per most weeks. One being a standing trip to the Harkins movies.
- Preschool and Kinder campers will continue to have on-site field trips and special guests planned for summer camp.

C. Elementary School Report

Audra Wilson-Smith presented the ATA board report.

- ATA's Student Achievement and Recognition Assembly was held Monday, March 4th.
- Ms. Parker had a wonderful display of students' art work during the annual ATA Art Show that was held March 8th.
- ATA's PTO did a great job organizing the Spring Book Fair that was held, March 4th – 8th.
- Thank you PTO for organizing the Teacher Appreciation luncheon that was held March 26th.
- ATA is preparing for AZ Merit assessments scheduled to begin, April 1st.

- Families continue to tour ATA for enrollment for the 2019-2020 school year.

D. High School Report

Audra Wilson-Smith presented with Tawnya Mecham responding to questions from the board.

Students are preparing for the April testing. Juniors will be taking the ACT on April 2nd. The 7th and 8th grade students are taking the AZMerit practice tests to prepare for the online format of the test.

? The Jefferson Prep open house went very well. Families, students and teachers were all very pleased and felt much better about the move once they saw how large and nice the facilities are. Many suggestions were provided.

? The soccer team has only lost one game so far and have their eye on the state championship.

? The spring musical, The Music Man is April 11th, 12th, and 13th.

? The Spanish club went to Costa Rica during spring break.

? The campus has begun inventorying in preparation for moving.

IV. Finance

A. Summer Camp 2019 Rates

Audra Wilson-Smith presented the summer camp 2019 rate proposal.

The proposal is to increase the following rates:

Daily rate from \$40 to \$42

Weekly rate from \$175 to \$185

Late pick up fee from \$5 to \$10

Lunch will be offered as an option this summer at the regular rate of \$3.25 per meal. The summer camp rates reflect a modest increase due to increase in expenses to operate the program including but not limited to minimum wage per Summer Camp Aide.

Weekly field trips will continue to be offered on a first come basis. Fees charged will reflect the cost of admission and the school bus. Summer camp is scheduled to run May 29th through July 26th.

Thomas McCauley made a motion to approve the noted daily of \$42, weekly of \$185 and late fee \$10 rates for summer camp for the 2019 year.

Judd Lewis seconded the motion.

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

V. Academic Excellence

VI. Governance

A. SPED policies

Audra Wilson-Smith stated that the lawyer was unavailable to provide answers to questions from the board at this time.

Marcus Kelley made a motion to table a vote on SPED policies.

Thomas McCauley seconded the motion.

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

VII. Other Business

A. Merger configuration of grades served by school

Audra Wilson-Smith noted that the board vote in January needed to be clarified.

The Strategic Planning Committee brought forth the recommendation to merge the Jefferson Traditional Beginnings and Jefferson Preparatory schools with the Adams Traditional Beginnings and Adams Traditional Academy at the 2323 W Parkside Lane campus. The recommendation is to maintain grades Kindergarten – 8th served by Adams Traditional Academy and grades 9-12 served by Jefferson Preparatory.

Thomas McCauley made a motion to maintain grades K-8 with Adams Traditional Academy and grades 9-12 with Jefferson Preparatory.

Marcus Kelley seconded the motion.

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

B. Board Surveys

Audra Wilson-Smith stated that she had not been able to review the board surveys with both principals prior to the board meeting. The request was to discuss the board surveys at the next board meeting.

C. Discussion of letters addressed to the board about the board and administration

Lisa Fink addressed two letters that were presented to the board members and Ms. Wilson-Smith. Mrs. Fink put forth an explanation to address some of the concerns that were in the letters. All board members present also commented on the content of the letters.

Due to the fact that one of the letters addressed employee performance, a recommendation was to address the rest of the letter at the next board meeting in executive session.

Tom McCauley made a motion to move this agenda item to the beginning of the agenda

Judd Lewis seconded the motion.

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

VIII. Closing Items

A. Adjourn Meeting

Marcus Kelley made a motion to adjourn

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 8:22 pm.