



Minutes

Board Meeting

Wednesday, October 8, 2025 @ 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, David Weston (Remote), Marcus Kelley (Remote), Ray Malnar (Remote)

Guests Present

Audra Wilson-Smith, Ashley Smith

I. Opening Items

A. Record Attendance

B. Call Meeting to Order

C. Approve Minutes

Lisa Fink made a motion to approve the minutes.

Marcus Kelley seconded the motion.

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

D. Call to the Public

II. Board Reports

A. Marketing Report

A need was identified to better share the waitlist information to enable follow-ups within Infinite Campus or some other mechanism to stay top-of-mind for parents. Website update reviews are in progress.

B. ATB Report

C. ATA Report

D. JP Report

E. Business Office Report

III. Finance

A. Legal Compliance Questionnaire Report

Thomas McCauley made a motion to approve the audit.

Lisa Fink seconded the motion.

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

B. Consolidated Financial Statements

Thomas McCauley made a motion to approve the the financial statements.

Lisa Fink seconded the motion.

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

C. AFR

Thomas McCauley made a motion to approve the the AFR.

Lisa Fink seconded the motion.

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

IV. Board Member Suggestion for Agenda Items

A. Suggestions for Agenda Items

Recommend analyzing nearby schools marketing strategies and parent decision making factors to improve our competitive position.

V. Closing Items

A. Motion to Adjourn

Lisa Fink made a motion to adjourn the meeting.

Marcus Kelley 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 7:31 pm.