



# Minutes

## Board Meeting

Wednesday, February 25, 2026 @ 6:30 pm

2323 W. Parkside Lane, Phoenix, AZ 85027

Adams Traditional Academy • Jefferson Preparatory • Choice Services LLC

### Board Members Present

Lisa Fink (Remote), Ray Malnar (Remote), David Weston (Remote), Thomas McCauley

### Board Members Absent

Marcus Kelley

### Guests Present

Kathleen Loughlin (Remote), Audra Wilson-Smith, Ashley Smith, Debi Ryder

## I. Opening Items

### A. Record Attendance

### B. Call Meeting to Order

### C. Approve Minutes

Lisa Fink made a motion to approve the minutes.

Ray Malnar seconded the motion.

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

### D. Call to the Public

No public present.No public present.

## II. Board Reports

### A. Marketing Report

Website traffic 20% Facebook Ads, 28% Google Searches

Propose Billboards on Freeway, Get a price. Need to make sure we're following-through on website and internal leads. Follow-up on system to track leads including E-mail follow-ups after initial contact is made.

### B. ATB Report

### C. ATA/JP Report

## **D. Business Office Report**

### **III. Finance**

#### **A. Qtr 2 Annual unaudited Financials Dec 2025**

#### **B. 3% increase in staff and teacher's base salaries/hourly rate of pay**

Lisa Fink made a motion to approve the 3% increase.

Ray Malnar seconded the motion.

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

#### **C. S & P Feb 2026 Analysis Report**

#### **D. June 30 2025 401K audit**

Lisa Fink made a motion to approve the 401(k) audit.

Ray Malnar seconded the motion.

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

#### **E. Summer Camp Registration Fee \$105 to \$125**

Lisa Fink made a motion to approve the registration fee change to \$125 for the 2026 summer camp season.

Ray Malnar seconded the motion.

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

### **IV. Other Business**

#### **A. Status on Academic Excellence Committee Action Items**

Administration will follow-up with an E-mail update next week.

### **V. Board Member Suggestion for Agenda Items**

#### **A. Suggestions for Agenda Items**

The next meeting will be April 22. For the next meeting, take a deeper dive into the marketing strategies and enrollment. Recommend a single-item board meeting Wednesday, March 11 6:30PM to address enrollment. Recommend getting some parent & teacher involvement in the meeting.

### **VI. Closing Items**

#### **A. Adjourn The Meeting**

Ray Malnar made a motion to adjourn the meeting.

David Weston 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 7:16 pm.