



CENTER FOR ACADEMIC SUCCESS, INC. (CAS)  
BOARD OF DIRECTORS MEETING  
Minutes

Monday, April 16, 2018, 9:15 a.m.

Center for Academic Success  
Conference Room  
900 Carmelita Drive, Sierra Vista, AZ 85635

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**Members Present**

Doris Tolbert  
Hank Huisking  
Robert Yancey

**Members Absent**

George Self

**Staff Present**

Vada Phelps  
Michelle Huff  
Marcela Munguia  
Stephen Huff  
Ana Polakowski  
Rachel Goodman

**Staff Absent**

Directed by Ms. Dokken, Ms. Delgado's 1<sup>st</sup> Grade class performed various percussion pieces and Ms. Sugg's 4<sup>th</sup> Grade class played a few musical pieces on the recorder.

- A. Meeting Called to Order at 9:15 a.m. Pledge of Allegiance recited.
- B. Roll Call taken by Ana Polakowski, Quorum Present
- C. Action Item: To Approve April 16, 2018 Agenda

**Motion to Approve:**

Robert Yancey

**Seconded:**

Hank Huisking

**Approved:**

Unanimously

- D. Action Item: To Approve March 19, 2018 Minutes

**Motion to Approve:** Robert Yancey  
**Seconded:** Hank Huisking  
**Approved:** Unanimously

**E. Action Item:** To Approve March 2018 Expenditures

**Motion to Approve:** Hank Huisking  
**Seconded:** Robert Yancey  
**Approved:** Unanimously

**F. Action Item:** To Approve an Amendment to the Charter Contract to change schools #1, #2, and #4 to a 145-day school year.

Upon discussion, the Board amended the action item to set schools #1 and #2 to 144-day school years, set schools #3 and #5 to 180-day school years, and school #4 will have a 180-day school year for 5<sup>th</sup> Grade, and a 144-day school year for grades 6-8.

**Motion to Approve:** Robert Yancey  
**Seconded:** Hank Huisking  
**Approved:** Unanimously

**G. Principals' Reports**

**Sierra Vista CAS Report**

Mr. Huff presented on his written report. He also discussed the Underwater Robotics Competition that one middle school and one high school team participated in, and reminded the Board about the upcoming Racing the Sun competition on May 5. Mr. Huff announced plans to close the Preschool.

**Douglas CAS Report**

Ms. Munguia reported on her written report. She announced that the Elementary School would have a 21<sup>st</sup> Century grant site audit on April 24. Ms. Castillo received a nomination to attend the Teacher of the Year Dinner. Ms. Munguia and Mrs. Goodman attended the School Rating training to learn how to process the data for school rating.

**H. Executive Director's Report**

Ms. Phelps reviewed the Food Service Inspection Report, which received an "Excellent" rating. She requested input from the Board Members on a future CAS Board Retreat, to be tentatively held in October.

**I. Human Resources Director's Report**

Mrs. Goodman reported recent staff changes.

**J. Board Announcements & Public Comments:** No public comments were offered.

**K. Next Meeting:** May 14, 2018  
9:15 a.m.  
CAS Conference Room, Sierra Vista, AZ

**L. Adjourned at 10:50 a.m.**