



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

Monday, October 8, 9:15 a.m.

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

Members Present

Doris Tolbert
Hank Huisking
Robert Yancey
George Self

Members Absent

Staff Present

Vada Phelps
Michelle Huff
Stephen Huff
Marcela Munguia
Kathy Hall

Staff Absent

Rachel Goodman

Vada Phelps presented the CAS Solar Go-Kart Racing Team power point to the Board. It will be presented at the Arizona State Board of Charter Schools meeting in October.

- A. Meeting Called to Order at 9:30 a.m. Pledge of Allegiance recited.**
- B. Roll Call taken by Kathy Hall, Quorum Present**

President, Doris Tolbert read the Conflict of Interest statement.



C. **Action Item:** To Approve/Disapprove October 8, 2018 Agenda

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

D. **Action Item:** To Approve/Disapprove September 17, 2018 Minutes

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

E. **Action Item:** To Approve/Disapprove September 2018 Expenditures

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

F. **Action Item:** To Certify the FY 2018 Annual Financial Report (AFR)

Michelle Huff reported on her submitted report, CAS June Budget. The report shows how we finished up last year. Vada Phelps had approved for the principals to use the carryover for capital improvements for last year. The carryover approved was over \$500,000 from the previous year's carryover. We ended up only using \$263,000 of that amount and from that we ended up carrying forward a contingency amount of \$200,000. Michelle stated that the budget is what we expected and financially stable.

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

G. **Action Item:** To Approve/ Disapprove Special Education Policies

Vada Phelps presented the Special Education Policies and Procedures to the Board for review. Mr. Huff mentioned that the last time the Board approved Special Education Policies and Procedures was several years ago. The state provided the Special Education Policies and Procedures. Board members raised several questions about particular policies and procedures that were out dated and needed to be amended. The Board also



mentioned that the Special Education Policies and Procedures would be considered a day to day operation and not a governing Board policy or issue. The Board decided to table the issue and to readdress at the next meeting. Vada Phelps confirmed with the Board that we will invite Mrs. Dewberry to the next meeting to discuss the changes in the Special Education Policies and Procedures. The acronyms mentioned in the policies and procedures will be defined or a glossary will be provided. Amendments will be made on misstated items that were pointed out by the Board.

G. Principals' Reports

Douglas CAS Report

Mrs. Munguia reported on her written report that her Kinder through Fifth grade students participated in the Cochise County Fair project. They received a total of 6 first place awards and 3 second place ribbons. Students that attended were awarded Dairy Queen vouchers for best behavior. High School juniors and seniors took Cochise College Placement tests and more than 80% placed at the college level Math and Composition. All schools are now being assessed on Galileo system which is time consuming but well worth it.

Sierra Vista CAS Report

Mr. Huff reported on his written report along with the Chalk Talk articles for September/October. He has hired three additional Full Time Substitute Teachers. One has already started working and the other two will begin the week of October 15th. They will assist in coverage for Cadre members for observations along with long-term classroom coverage and support. The new pickleball after school program for high school students is getting them outdoors and fit. Mr. Oh! has been recruiting therefore, there are more participants in the program. The National Honor Society inducted 17 new students into the NEHS, 6 into the NJHS and 12 into the NHS (HS). Ms. Fitzpatrick has been credentialed by Cochise College to offer the CPD-150~Academic Success Course to juniors and seniors for dual credit beginning in the spring 2019. This will prepare students to take the College Placement Exams. Tuition is reimbursed once students have passed the exams. The CAS Kiwanis Builder's Club annual ceremony was held on September 25th. The ceremony was led by faculty advisor, Christine Garza with 18 memberships from kids from 6th – 8th grade. Mr. Huff reported that the students in the Environmental Sustainability class are taking monthly trips with Ms. Doran and Mr. Oh! to the San Pedro River to conduct a year-long study on the health of the river. Mr. Self recommended that we cooperate with the Cochise College Science Dept. to leverage our field study program. Muffins with Moms event for K-5 students was a huge success. Over 400 moms attended the event and were provided information about the CAS Events Calendar that is now available on the CAS website. Ms. Jacqui Clay, Cochise County Schools Superintendent will be visiting our campus on Wednesday, October 17th. The Veteran's Day Memorial ceremony will be held on November 8th at 10:00 a.m. at the campus flagpole.



H. Executive Director's Report

Ms. Vada Phelps introduced the new school advertisement that will be put up in the Sierra Vista Mall by Hibbett Sports starting in November. The 1st grade will be having a choral presentation on November 7th in the CAS cafeteria at 2:00/ 4:00 p.m. Our Youth Career Connect grant is coming to an end. Twelve students are close to getting their degrees from Cochise College. They will then head to UofA South to continue their education with a degree in CyberSecurity. Mr Oh! and a group of the Solar Go-Kart students will be attending the Arizona State Board of Charter Schools on Monday, October 15th to make a presentation to the Board. They will also be meeting with Don Wallace and touring the state capitol. An article was sent out regarding Diane Douglas, AZ Superintendent of Public Instruction, stating that she wants to redo the high stakes standards test and curriculum before leaving office in January. Frank Riggs and Kathy Hoffman are the Superintendent of Education candidates for the upcoming election. There is a debate online if you are interested in viewing the debate topics. Construction is Douglas is moving along slowly. Vada will be receiving a more accurate timeline the week of October 15th.

I. Human Resources Director's Report

Mrs. Goodman was unable to attend but did provide a written report for review.

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

K. Next Meeting: November 19th
9:15 a.m.
CAS Conference Room, Sierra Vista, AZ

L. Adjourned at 11:05 a.m.