



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

Monday, November 19, 9:15 a.m.

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

Members Present

Doris Tolbert
Robert Yancey
George Self

Members Absent

Hank Huisking

Staff Present

Vada Phelps
Michelle Huff
Stephen Huff
Marcela Munguia
Rachel Goodman
Teresa Dewberry
Kathy Hall

Staff Absent

A. Meeting Called to Order at 9:15 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 November 19, 2018 Agenda

Motion to Approve:

George Self

Seconded:

Robert Yancey

Approved:

Unanimously



D. Action Item: To Approve/Disapprove October 8, 2018 Minutes

Motion to Approve: George Self
Seconded: Robert Yancey
Approved: Unanimously

E. Action Item: To Approve/Disapprove October 2018 Expenditures

Motion to Approve: Robert Yancey
Seconded: George Self
Approved: Unanimously

F. Action Item: To Approve/Disapprove Special Education Policies & Procedures

Mrs. Teresa Dewberry made a brief introduction and was present to explain the revisions regarding the new policies and procedures. The updates and changes that were requested by the Board at the October 8, 2018 meeting were all completed.

Motion to Approve: George Self
Seconded: Robert Yancey
Approved: Unanimously

G. Principals' Reports

Sierra Vista CAS Report

Mr. Huff reported on his written report and discussed a few of the latest events that were not mentioned in his report. The *Thanksgiving in Space* Science Fair was organized by Ms. Liz Doran, Science teacher at the High School. All grade levels were welcomed to participate and display their themed projects on what Thanksgiving would be like in year 2900. It was open to the public on November 15th from 5 -7 p.m. Mrs. Engols and Mrs. Santiago held a write-a-thon for students on Friday, November 16th from 5- 7 p.m. The student council has sponsored three movie night events for the middle and high school students. The Snowball Dance is scheduled for December 5th in the CAS cafeteria. Mrs. McWhite organized a hands on math training for the elementary teachers at the professional development meeting on Friday, November 16th. The training was requested by the teachers to help better their approach to math at the elementary level. Mr. Brett Thomas has been brought on as a fulltime substitute.



Douglas CAS Report

Mrs. Munguia presented on her written report along with an update on the dismissal of the civil rights case. The elementary is no longer in school improvement based on their science and proficiency results. The middle school is now an A rated school. Mrs. Munguia attended the ESSA Conference where she heard from other schools in school improvement and their success stories. CAS Douglas will not be participating in the Parade of Lights this year.

H. Executive Director's Report

Ms. Phelps gave an update on the construction project that is going on at the Douglas elementary school. She met with the contractor in Phoenix last week and was able to get a set of plans for the Board to review. She is waiting to hear back from the city to resolve the issue with the park. The CAS Sierra Vista campus will have their staff banquet on December 21, 18 at Cochise College. Ms. Phelps passed out copies of a sample Board Agreement for the Board to view as requested by the members. She also distributed an article, "Arizona charter schools should be judged by their performance" from Robert Robb, reporter from the AZ Republic and advocate for charter schools.

I. Human Resources Director's Report

Mrs. Goodman discussed her written report topics. She mentioned that she has been busy with the AZ@Work portion of the company with setting up new interviews for the receptionist position. The *In Gear* meeting that was held at the end of October went very well. She made at least two positive connects with participants looking for employment in an educational setting. Mrs. Goodman continues working with the principals with new hires and the cadre program. Performance evaluations are being scheduled and working to incorporate a calendar at the Douglas campus for scheduling the first round of staff evaluations.

J. Board Announcements & Public Comments:

Mr. Self announced his retirement from Cochise College in June 2019. He mentioned Title IX revisions that may be coming in the near future.

K. Next Meeting:

January 22, 2019

9:15 a.m.

CAS Conference Room, Sierra Vista, AZ

L. Adjourned at 10:32 a.m.