



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

Tuesday, February 19, 2019, 9:15 a.m.

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

Members Present

Hank Huisking
Robert Yancey
George Self

Members Absent

Doris Tolbert

Staff Present

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

Staff Absent

A. Meeting Called to Order at 9:20 a.m. Pledge of Allegiance recited.

B. Roll Call taken by Kathy Hall, Quorum Present

Vice President, Hank Huisking read the Conflict of Interest statement.

C. Action Item: To Approve/Disapprove February 19, 2019 Agenda

Motion to Approve:

Robert Yancey

Seconded:

George Self

Approved:

Unanimously



D. Action Item: To Approve/Disapprove January 22, 2019 Minutes

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

E. Action Item: To Approve/Disapprove January 2019 Expenditures

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

Mr. Yancey inquired about an expense for a Nest camera at Walmart in Douglas. Ms. Vada Phelps explained the cameras are part of the security system at the elementary building to monitor those coming onto campus.

F. Principals' Reports

Douglas CAS Report

Mrs. Munguia reported on her written report. She added that all three schools have now participated in the ALICE training. Parents expressed their gratitude and appreciation that the school has a plan in place for emergency situations. The mayor invited Mr. Teran's art students to participate in painting a mural for the veterans at the Veteran's Memorial in Douglas. They were also asked to participate in painting the windows on an abandoned building located on 11th and G Street. The theme is to represent the history of Douglas through different eras. The 8th grade students were selected to participate in the NAEP assessment on February 20, 19. They will test for a full day on Language Arts, Math and Science.

Sierra Vista CAS Report

Mr. Huff discussed his written report. He mentioned that the CAS Middle School Cyber Patriot team advanced to the semi-finals but did not move on to the finals. 9 out of the 11 teams to advance were from Cochise County. Mr. Ofstedahl took about 22 students (3 teams) to the STEM Careers Day at the UofA Tech Park on February 13, 19. Mr. Huff announced that the Read Across America event and Family Literacy Night are coming up at the end of February, first of March. Mr. Huff and Mr. Ofstedahl attended this year's Learning in the Brain conference in San Francisco, CA. This year's theme was *Teaching with Empathy*. Mr. Huff shared some of the resources that he brought back from the conference. Mr. Huff and Mr. Ofstedahl will be introducing a few of the topics with the teaching staff at the next professional development meeting in March.



H. Executive Director's Report

Ms. Phelps gave us an update on the construction progress at the elementary building in Douglas. The Cochise County Health Department is requesting a grease trap and additional sinks at the new building where students will be served breakfast and lunch. Student's artwork/ compositions will be displayed in the conference room on the new bulletin board for board members to see each month. A different class will be selected each month. Ana is doing a great job on obtaining grants; we now have several grants/ funding for teachers and staff to participate in outside professional development trainings.

I. Human Resources Director's Report

Mrs. Goodman gave an overview of her written report. Mr. Fox was recently cleared to work at the CAS Douglas campus as an hourly math teacher. Mrs. Goodman will be attending the Arizona@Work Career Fair on March 22, 19. She recently completed the Developing Emotional Intelligence training in Tucson and has spoken to Mrs. Munguia about doing a Line Manager Training at the Douglas campus. The ALICE training for staff members will be coming up in April for any teachers or staff that have not had an opportunity to attend. The Cadre is progressing and will meet this week to discuss their plan for the last semester. Entry and exit interviews continue to provide valuable feedback and help with employee retention and recruiting.

J. Board Announcements & Public Comments:

No other announcements or comments were made.

K. Next Meeting: Monday, March 18, 2019, SV Conference Rm. at 9:15 a.m.

L. Adjourned at 10:45 a.m.