



CENTER FOR ACADEMIC SUCCESS (CAS) BOARD OF DIRECTORS

Meeting Minutes

Zoom Online Virtual Meeting

<https://us02web.zoom.us/j/84155446963?pwd=RUINSnFqb25qMGdJbFJjU2FtSjYvZz09>

Meeting ID: 84155446963

Password: tndJf0

Monday, September 21, 2020

9:15 AM

Call to Order

Doris Tolbert

Roll Call

Megan Hollingsworth

Quorum Present

Board Members Present

Doris Tolbert

Hank Huisking

Robert Yancey

Board Members Absent

George Self

Staff Present

Vada Phelps

Michelle Huff

Stephen Huff

Rachel Goodman

Scott Loucks

Marcela Munguia

Megan Hollingsworth

Action Item: To Approve/Disapprove September 21, 2020 Agenda

Doris Tolbert

Motion to Approve: Robert Yancey

Seconded: Hank Huisking

The board voted unanimously to approve the September 21, 2020 agenda.

Action Item: To Approve/Disapprove the August 10, 2020 Minutes

Doris Tolbert

Motion to Approve: Hank Huisking

Seconded: Robert Yancey

The board voted unanimously to approve the August 10, 2020 Minutes

Business/Finance Report

Michelle Huff

- a. Check Register
- b. Budget Report

A summary of the budget report was discussed. The current check register was reviewed; no questions were posed. It was reported that the ESSR funds are available for use until September 2021.

Principals' Report

Stephen Huff, Marcela Munguia

Sierra Vista:

Stephen Huff reported that in Sierra Vista ~40% of Elementary students are attending online, while ~60% are attending in person. The reverse is true of High School attendance. Enrollment is down a total of two students. He indicated that all students in need have been provided with a Chromebook to enable them to do online learning. Any extra devices are being held on to in the event that a positive COVID-19 test would require students attending in-person to be quarantined. The extra facilities help has proved to be beneficial, and disinfecting is taking place twice a day.

He reported that the physical aftercare program has already started for grades K-6, and the program will be starting for High School students next week. Tutoring and counselor support will be offered in the evenings.

In addition to the aftercare programs, cameras have been purchased to monitor the chickens and, potentially, the garden. The hope is to provide a link on the website where that feed would be broadcasted so that students can be involved until it is safe for them to physically participate.

An update was also given about a Memorial Bench that will be placed on the playground, in honor of former teacher, Meg McKay. Scott Loucks added that the Student Council has plans to purchase a plaque for the bench, as well.

Douglas:

Marcela Munguia reported that online engagement has been at 100% in Elementary students and 96-98% in Middle School. Amongst the three buildings on campus, there are 34-48 students attending in person. She also indicated that virtual clubs would be starting that day.

Efforts are being made to make virtual learning as simple and accessible as possible for both parents and students. There are labs available on campus for virtual learners that may be experiencing connectivity issues. Social distancing is in place in these labs. In addition to that, classes on Zoom troubleshooting are being provided every Friday for parents. They are also in the process of setting up one parent help desk in each building so that teachers can focus on teaching students, rather than fielding troubleshooting questions.

She also reported that this is the last week to do benchmark testing. They have already seen a decline in students' language progress, so they will be adding one hour of language acquisition per day.

Human Resources Report

Rachel Goodman

The Human Resources Director, Rachel Goodman, shared updates pertaining to new hires. Six new staff members have been hired and have completed the onboarding process. Three new teachers have been added to the Elementary department as CAS-SV. At this time, all positions have been filled, with the exception of Teacher's Assistant.

Executive Director's Report

Vada Phelps

The Executive Director, Vada Phelps, shared that the Parents' Rights have been posted on the website, in accordance with State requirements. She also shared that a decision has been made to no longer allow the use of gaitors as face coverings on campus. Research has shown that some gaitors may not provide an adequate barrier, and as many efforts as possible are being made to keep students, teachers, staff, and visitors safe.

She also reported that all smoke damage has been taken care of at the Douglas campus. In addition to the repairs, all other outstanding updates were made.

Board Member Announcements

The scheduled date of the next board meeting has been adjusted in order to accommodate the Annual Financial Report that must be finished and approved.

Next Meeting: Monday, October 12, 2020 at 9:15 AM

Adjournment

Doris Tolbert

Meeting adjourned at 10:05 AM