



CENTER FOR ACADEMIC SUCCESS (CAS) BOARD OF DIRECTORS

Meeting Minutes

Zoom Online Virtual Meeting

<https://zoom.us/j/2048227879?pwd=NG51ZTgrK29wRkVhRWN6UXF1UzgwUT09>

Meeting ID: 204 822 7879

Passcode: 1Tzf0K

Monday, April 19, 2021

9:15 AM

Board Members Present

Doris Tolbert
Hank Huisking
George Self

Board Members Absent

Rob Yancey

Staff Present

Vada Phelps
Ashley Ridenhour
Breona Mouton
Michelle Huff
Scott Loucks
Julianne Toepfer
Mario Hernandez
Gaby Teran
Lori Baron

Meeting Called to Order at 9:20 AM by Doris Tolbert

Roll Call taken by Lori Baron

Quorum Present

A. Action Item: To Approve/Disapprove April 19, 2021 Agenda

Motion to Approve: George Self

Seconded: Hank Huisking

Approved: Unanimously

B. Action Item: To Approve/Disapprove the March 15, 2021 Minutes

Motion to Approve: Hank Huisking

Seconded: George Self

Approved: Unanimously

C. Business/Finance

- a. **Budget Report – was reviewed by the board – no questions**
- b. **Check Register – was reviewed by the board – no questions**

Michelle Huff shared that the revised Budget for this fiscal year needs to be approved and submitted by May 15, 2021, which reflects more accurately income and expenses. Based on that requirement the next CAS Board Meeting will be May 10, 2021 to vote on the revised Budget.

D. Report on Current Legislation

George Self shared that Legislation is rocky.

E. Principals' Reports

Douglas CAS Report

Gaby Teran: AzMERIT testing had 100% participation.

Douglas Elementary has 45% of students in person. Middle school has approximately 100 students. In person tutoring starts today. Graduation will be on June 11th at 10th Street Park. The Kindergarten, Elementary and Middle school graduation will be during the day at the same location. The High School graduation will be at 6:00 pm at the same location.

Mario Hernandez: AzMERIT testing started today with 100% participation. AZ science testing for the 11th grade will be next week. Staff are working with a few seniors that need to catch up on credits. There will be around 37 graduates.

Sierra Vista CAS Report

Julie Toepfer: Everything is going very well K-8. AzMERIT testing had great response, although, in person testing was a hurdle. There are 42 students in Credit Recovery. Ten students are in after school math. The teachers are trying to make learning fun (the Easter egg hunt had AzMERIT clues in them).

Ashley Ridenhour: There are fifty students in person for AzMERIT testing and it is going well. The Solar Go Kart race is this Saturday in Tucson. In person after school programs have started. We are planning credit recovery over the summer. Graduation will be June 18th at Veteran's Memorial Park with 28 graduates. Each graduate may have four guests. Masks will be required.

Scott Loucks: Air Handlers have been ordered. Forty for Douglas, thirty-nine for Sierra Vista and some wall units. They are quiet, very child safe with safety features and air quality indicators. They have different filters that will need changing at different intervals. These are being funded by ESSR II. As far as Maintenance & Operation, we are paying a little additional for cleaning. We have started construction with Cox to obtain 5G fiber optics.

F. Human Resources Report

Breona Mouton: Reported:

1. Two Aids start today:

2. There was one Job abandonment in Douglas.
3. There is an opening for Admin Assistant in Sierra Vista.
4. There is an interview for a kindergarten teacher that would start August 3rd.
5. Scott and Breona are putting together a Hiring/Exit procedure that will include who to notify when CAS will no longer employ an employee.
6. One hundred forty seven Employees have responded regarding their Vaccination status: 73% are fully vaccinated, 14% have had their first shot, 9% plan to get a shot in the near future and 4% are not planning to get a shot.

Vada: Douglas teachers will start August 1st; Elementary students will start August 10th; Middle school will start August 11th. Sierra Vista teachers will start August 2nd; Students will return August 11th. There is a two-week break between Summer school and fall semester. Our goal is that Summer school will make our students whole.

G. Executive Director's Report

Vada Phelps: The five-year Arizona Charter School Board review has been completed with a couple of things still to be submitted, including the item below. Title 3 review has been completed and 21st Century review has been completed.

Hank thought that each school could market the results of all the reviews as part of our outreach advertising.

Douglas, having much older buildings is having maintenance done at all locations.

Pre-Enrollment is great. In Sierra Vista there is a little room in Kindergarten and more room in Middle school, otherwise Sierra Vista is right on track. Mario stated that in Douglas parents are picking up enrollment forms.

The current revisions for this year's budget needs to be into the State by May 15th, therefore we must move our meeting up to May 10th. The finance department and principals are working on the revision based on current income and expenses.

Teacher appreciation is in May. Principals and Vice Principals are invited to the next CAS Meeting on May 10th so we can appreciate them.

H. Reaffirmation of location for Douglas Elementary School K-4.

Motion to Approve Hank Huisking: I move to reaffirm a location change for the Center for Academic Success #3, Douglas Elementary School, Kindergarten through fourth grade move to 919 E. 3rd Street, Douglas, Arizona 85607 as of May 18, 2013 to align with the board records and submit a change of location amendment to the Arizona Charter School Board.

Seconded: George Self

Approved: Unanimously

I. Board Member Announcements

The next meeting will be in person and zoom.

Next Meeting: Monday, May 10, 2021 at 9:15 AM

Meeting adjourned at 10:22 AM