



CENTER FOR ACADEMIC SUCCESS (CAS) BOARD OF DIRECTORS

Meeting Minutes

Zoom Online Virtual Meeting and in Person

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

Meeting ID: 204 822 7879

Passcode: 1Tzf0K

Monday, August 15, 2022

9:15 AM

Board Members Present

Doris Tolbert
Robert Yancey

Board Members Absent

Abe Villarreal
George Self

Staff Present

Vada Phelps
Marcela Munguia
Michelle Huff
Ashley Hamilton
Julie Toepfer
Lizette Martinez
Mario Hernandez
Gaby Teran
Scott Loucks
Lori Baron

Guest

A. Meeting Called to Order at 9:15 AM by Doris Tolbert

Pledge of Allegiance

B. Roll Call taken by Lori Baron

Quorum Present

C. Call to the Public

No Comments from the Public

D. Action Item: To Approve/Disapprove August 15, 2022 Agenda

Motion to Approve: Robert Yancey

Seconded: Doris Tolbert

Approved: Unanimously

E. Action Item: To Approve/Disapprove the July 11, 2022 Minutes

Motion to Approve: Robert Yancey

Seconded: Doris Tolbert

Approved: Unanimously

F. Action Item: To Approve/Disapprove Changing the Day of the Monthly Board Meeting

This item was tabled.

This action would require changing the bi-laws.

G. Action Item: To Approve/Disapprove the Policy for Visitors to Campus

Motion to Approve: Doris Tolbert

Seconded: Robert Yancey

Approved: Unanimously

H. Business/Finance

The report is in the packet. The Auditors will be back the first week of November.

I. Report on Current Legislation

No Report

J. Principals' Reports

Douglas CAS Report

The report is in the packet. Marcela added that Home Schooled children have returned to CAS without basic skills. The students should be at their appropriate level by December with additional help from teachers.

Sierra Vista CAS Report

The report is in the packet.

K. Building Maintenance, Security & IT

- A copier was damaged when the roof leaked.
- Scott is in his new office in the Administration building.

L. Human Resources Report

The report is in the packet. Ashley is updating the Covid/Monkey Pox policy. The Procedures Manual is also being updated.

M. Executive Director's Report by Vada Phelps

- Sierra Vista School District will pay \$3000 to employees with service of 23 years or more.
- Ms. Dokken sent the Board a Thank You note for her pay increase and the Certificate for her 9 years of service. She also invited the Board to the next CAS choir concert.
- A luncheon was held August 5 for teachers and staff. Teachers exchanged information. The teachers from Sierra Vista and Douglas would like to get together every quarter to share ideas. Certificates of service were presented. It was a great event. We will plan to have the same event next August.
- Vada Phelps presented Robert Yancey with a certificate for his 11 years of service.
- Scott Loucks was presented a certificate for his 13 years of service.
- Michelle Huff was presented a framed certificate for her 21 years of service.
- The Charter School Association Conference will be November 16 & 17 in Phoenix.
- The birthrate is declining. This may have a future impact on enrollment.

N. Board Member Announcements

No announcements

**Next Meeting: Monday, September 19, 2022 at 9:15 AM in Douglas
CAS Douglas Middle School Campus
1518 F Avenue
Douglas, Arizona**

Meeting adjourned at 10:04 AM