



Phoenix Collegiate Academy

Minutes

PCA Governing Board Meeting

Date and Time

Wednesday November 29, 2017 at 2:30 PM

Location

2929 N Central Ave Phoenix, AZ 85012

Trustees Present

A. Villegas, B. Hunt, D. Braham, E. Little, G. Diaz (remote), L. Adams, S. Porter

Trustees Absent

B. McCormick, C. Coleman, T. Reveles

Trustees Arrived Late

D. Braham

Non Voting Members Present

A. Patel

Guests Present

M. Koehler

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

L. Adams called a meeting of the board of trustees of Phoenix Collegiate Academy to order on Wednesday Nov 29, 2017 @ 2:45 PM at 2929 N Central Ave Phoenix, AZ 85012.

C. Approve Minutes

B. Hunt made a motion to approve minutes from the PCA Board Meeting on 10-04-17.

A. Villegas seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Governance

A. CEO Update

D. Braham arrived late.

Student recruiter still open.

HS Teaching Fellow opening.

Early December and no teacher openings, first year without losing a teacher across the network.

Survey results in, and look positive.

Transition of Interim CFO.

As of grades, in school improvement. ADE unclear of what that means. Adjusting SIP to meet ADE standard.

B. Finance Committee Report

80% insurance premium increase.

C. Development Committee Report

Tax credits \$8000

Two teachers and 5 alums will phone bank.

Rachel and Jan reaching out.

Each board member gives names of people to contact for tax credits.

D. Establish Board Goals

S. Porter made a motion to accept the board goals proposed.

B. Hunt seconded the motion.

The board **VOTED** unanimously to approve the motion.

Proposed Board Goals:

Academic Excellence

1. Evaluation of Academic Director by 12/31/17

2. Recommendation regarding retaining interim director or launching a search

Finance

1. Monitoring finance Committee dashboard & providing update to board

2. Quarterly meetings

Development

1. Tax credit - \$50,000

2. 100% Board participation @ \$2,000 each

3. 100% attendance at least one fundraising function

CEO Evaluation

1. Mid-year by 12/31/17

2. End of year by 6/15

3. If strategic partnership does not materialize, provide recommendation regarding next year's contract

Governance - None

E. Holiday Party

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:57 PM.

Respectfully Submitted,
L. Adams