



Phoenix Collegiate Academy

Minutes

PCA Governing Board Meeting

Date and Time

Thursday January 18, 2018 at 2:30 PM

Location

2929 N Central Ave Phoenix, AZ 85012

Trustees Present

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

Trustees Absent

B. Hunt, T. Reveles

Trustees Arrived Late

C. Coleman

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 Thursday Jan 18, 2018 @ 2:39 PM at 2929 N Central Ave Phoenix, AZ 85012.

C. Approve Minutes

E. Little made a motion to approve minutes.

S. Porter seconded the motion.

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

II. Governance

A. CEO Update

Every teacher who started Q2 ended Q2.

Strong academic quarter.

Higher student retention in Q2 than in the last 3 years, little more than 93%.

Staff satisfaction increased.

Challenges:

Student attendance, getting better but not at goal levels

Merger updates:

Announced in December 18th, cheering during the meeting.

Hit timeline markers: plan for teacher and non-instructional renewals, grade configurations and course offerings.

CLA on campus today and part tomorrow about financial due diligence. Initial indicators are good.

B. Finance Committee Report

Finance responsibility transitions and accountant was difficult. Now know what we are doing.

ADI FY17 Audit

Diamond Financial Solutions working for FY18 Finances

Closeout end of year with solid reporting.

Currently following plan that was made.

Looking at rough financials they are on track.

C. Coleman arrived late.

C. Coleman arrived at 3:00pm.

C. Development Committee Report

Goal for the year \$50K

Usually most of it raised by now.

Currently at \$17.5k

AV- Without clear finances, how can we make decisions on field trip cuts?

Two parts, all who have not donated to do it. Mine contacts.

Is looking the board going to be successful?

Can we look to pay with more than just tax dollars?

We don't have the parent base to donate.

D. Executive Session

L. Adams made a motion to made a motion to move into executive session Pursuant to A.R.S. Section 38-431.03(A)(1), to discuss a possible change in employment title and compensation for Interim Senior Director of Academic Program Carrie Larson.

S. Porter seconded the motion.

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

E. Consideration of title and compensation changes for Carrie Larson.

L. Adams made a motion to remove interim designation from Carrie Larson's job title increase compensation by \$2500 yearly, effective next pay period.

A. Villegas seconded the motion.

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

F. Alumni Support Committee

Alumni engagement with help from Josh Roth.

Great holiday party 27 alums, 11 mentors attended.

100% of college going alums filled out FAFSA.

95% of mentors are completing check-ins.

80% of PCA graduates are furthering education in 2-4 year education.

96% alums are persisting through additional years.

Guidance to mentors in what to ask, say and how to support is amazing.

Abran getting a lot more out of it that even the mentee.

III. Closing Items

A. Adjourn Meeting

S. Porter made a motion to adjourn the meeting.

L. Adams seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:55 PM.

Respectfully Submitted,

L. Adams