



Phoenix Collegiate Academy

Minutes

PCA Governing Board Meeting

Date and Time

Wednesday April 25, 2018 at 2:30 PM

Location

Osborn Maledon

Trustees Present

A. Villegas (remote), B. Hunt, B. McCormick, C. Coleman, D. Braham, E. Little, L. Adams

Trustees Absent

S. Porter, T. Reveles

Trustees Arrived Late

B. Hunt, 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 Wednesday Apr 25, 2018 @ 2:31 PM at Osborn Maledon.

C. Approve Minutes

B. McCormick made a motion to approve minutes from the PCA Governing Board Meeting on 01-18-18.

E. Little seconded the motion.

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

II. Governance

A. CEO Update

Merger steps are going as planned, potential.

Looking at exciting new facility upgrades reviewed.

Strong results for staff retention, student re-enrollment, and new student recruitment.

Internal data shows teachers coached and supported.

Students already have access to online college course through ASU Prep Digital and Cambridge college prep curriculum.

Getting more experienced interview candidates.

Highly invested community, a significant increase in keeping student year to year.

Operational support, have EOY reporting timeline already in place. Trickle down to teacher level, they get to have the extra support from principals. Joining into a full finance department who has offered some help.

B. Hunt arrived late.

C. Coleman arrived late.

B. Finance Committee Report

B. McCormick presented overview of audit and explained positive outcome.

C. Final Merger Recommendation

Lynne Adams left the room prior to discussion and vote.

B. Hunt made a motion to recommend to the PCA Corporate Board that it take all necessary steps to finalize the merger with ASU Prep.

A. Villegas seconded the motion.

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

Eric Little led discussion in Sarah Porter's absence. Eric relayed legal review of MOU steps confirming aligned actions.

D. Recommendation for PCA board members to join ASU Prep board after merger

L. Adams made a motion to recommend that the names of Abran Villegas and Jan Miller be forwarded to ASU Prep to be considered as the PCA representatives on the ASU Prep board after the merger, with Sarah Porter to be recommended as an alternate board member should ASU Prep wish to consider her for any reason.

B. Hunt seconded the motion.

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

E. CEO Evaluation Timeline Discussion

Discussion to not move forward on end of year CEO evaluation.

Feedback is still to be accepted directly without formal evaluation.

F. Teacher Appreciation Week

Eric will help to coordinate the ordering of lunch for May 9th for teacher appreciation week. All board members will contribute.

G. Notes for Senior Signing Day

Board members wrote notes to seniors.

III. Closing Items

A. Adjourn Meeting

B. Hunt made a motion to adjourn the meeting.

E. Little 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 3:42 PM.

Respectfully Submitted,
L. Adams