

Phoenix Collegiate Academy
May 13, 2010
5:30 p.m.-7:00 p.m.
5610 S Central Avenue
Phoenix, AZ 85040

MINUTES

Members Present

Mike McNulty, Chair
Drew Shaw- Past Chair
Greg Linaman- Treasurer
J.D. Archer-Member
Michael Zimmerman- Member
Susan Ontiveros- Member

Hal Elliott-Member
Christy Southergill- Vice-Chair
Jan Miller- Member
Rachel Bennett- School Director

Guests

Chris DeRose
Brian Homan

Agenda Item A: Call the meeting to order

Mike McNulty called the meeting to order at 5:36 p.m.

Agenda Item B: Roll Call

Rachel Bennett called the roll and confirmed a quorum.

Agenda Item C: Approval of Minutes from March 11, 2010 meeting

Motion by Christy, second by Michael.
Unanimous approval.

Agenda Item D: School Director Update

Rachel described the changes to the front of the building with the new mural, paint and marquis PCA sign. Fencing will be added in the next few months. Rachel reported nine teachers have been hired for the 2010-2100 school year. This includes two teachers who are returning next year. The breakdown of the nine teachers hired includes: 2 special education, 2 math, 2 English, 1 science, 1 social studies, and 1 "utility player" who can teach math or English. One more hire still needs to be made. Funds are available for the hiring. The minimum budget for salaries is \$140,000, including a Dean of Students and Dean of Curriculum and Instruction. Staff also includes the School

Director and Director of Business. We also would like to hire an office manager. Enrollment update: 60 students are returning and 35 new students have enrolled. The staff will work much harder on enrollment in the coming weeks.

Results of the AIMS testing are expected in early June.

Agenda Item E: Consent Agenda

There was a motion by Susan to remove the 2010-2011 Phoenix Collegiate Academy staff offer letter from the consent agenda. Greg seconded. The motion was unanimously approved.

A motion to approve the remainder of the consent agenda was made by Drew and seconded by Susan. Motion passed unanimously.

The staff offer letter was discussed. J.D. moved to clarify the “right to work” language in the letter. Jan seconded. Motion was unanimously approved.

Agenda Item F: Travel

Rachel presented a proposal to fund sending the two new administrators to Boston to visit the school on which PCA was modeled. The maximum cost is \$5,000. J.D. requested the expenses be itemized. Sending the itemized breakdown to the members of the board is an action item for the school director, either the first or third week in June. A motion to approve the travel expense up to \$5,000 was made by Jan. Susan seconded. The motion was unanimously approved.

Agenda Item G: Finance Committee Update

Greg provided an update of school finances. We were pleased to receive the AZSCIP grant. \$50,000 of it is expected by the end of May; the remainder will be distributed next year. Rachel will present

a plan on how these funds will be applied. Greg will look closely at items to be approved at the end of June, including the utility bill.

Agenda Item H: Governance Committee Update

Mike discussed the surveys that are sent for completed for each board meeting. Mike will send Open Meeting Law documents for members of the board to review. The PCA board can accept two new board members. We would like to recruit an accountant and another individual passionate about PCA's mission. Chris DeRose, this evening's guest, is interested in joining the PCA board. Members of the governance committee will meet with Chris. Mike reminded the board that recruiting new board members is everyone's responsibility.

Agenda Item I: Development Committee Update

Christy reported on the development committee's work. The development committee met with Ernie Hostetler on April 7 to discuss the specifics of the proposed SRP Community Service grant due the end of April. The grant request is for the sports court and the amount applied for is \$12,500. Jan explained the grant included costs of resurfacing, fencing, basketball courts and picnic tables for the court area. We expect to be notified in May. Also pending is a \$2,000 arts and cultural enrichment grant request from Target. Grants PCA has recently received include: \$10,000 from the Steele Foundation to be partially applied to a staff retreat; a \$5,000 learning grant from SRP to fund a twice weekly enrichment program with the Audubon Center and a document camera; and the \$230,000 Charter School Association grant.

Christy indicated we have had 28 or 29 school visits this term. We need to work on a better system for tracking our visitors and the primary board contact.

Christy indicated how important and necessary it is for board members to reach out for tax credit donations now to help raise funds for the start up of the school year. Text for letters and emails has been provided. Christy reminded board members of the \$5,000 individual board member fundraising commitment to be met by December 31, 2010. Hal indicated he would research any SB 1274 impact on PCA related to the school tax credit.

Mike described the success of a happy hour he hosted at his home in April. Approximately 28 people attended. The PCA DVD was presented and Rachel spoke to the group about the school.

Board members were reminded of the upcoming student showcase on May 25, 2010 as a great way to introduce people to PCA.

An elevator speech for board members to use to introduce PCA will be provided by the development committee at the July board meeting.

Agenda Item J: Building plans and next steps

We will begin reviewing the next phase of building expansion.

Other Business:

Hal requested permanent name badges for board members. Rachel will research this. It was suggested PCA provide plaques for past/departing board members.

Meeting adjourned at 6:40 p.m.

Motion to adjourn at 6:40 p.m. by J.D. seconded by Drew.

Signed _____
Date _____