

Pioneer Preparatory School: A Challenge Foundation Academy

Minutes of the Meeting of the Board of Directors

Monday, April 24, 2017

Meeting was held at **Pioneer Preparatory School**
 6510 West Clarendon Avenue
 Phoenix AZ 85033

Board Members Present: James Diaz (Board Chair), Shelley Baltodano,
Cathy Pirrone , Travis Marderosian, Elva Hooker

Absent Members: none

Also Present: Matt Sandoval, Team CFA Az State Director
 Jaret Sharp, School Director
 Tisha Crisler, Bookkeeper
 Erica V
 Ariel
 S Meyers

J Diaz called the meeting to order at 5:10 PM after a quorum was established.

C Pirrone moved to adopt the agenda as presented.
E Hooker seconded the motion to adopt the agenda.
Motion carried unanimously.

C Pirrone moved to adopt the minutes from March 27 2017 and Executive Session
minutes from March 27, 2017
T Marderosian seconded the motion.
Motion carried unanimously.

Mission statement read by Jarret Sharp.

CALL FOR PUBLIC COMMENTS

None

DIRECTOR'S REPORT

Review the attached written Director's Report.
650 targeted enrollment
607 currently enrolled

99% completion rate on AZ Merit one student left to test.
Staff bowling party-Culture Build
Staff lounge being created in Dr. Sharpe's office instead of lunch in the workroom.
Dr. Sharp to find another location for his office

Community Engagement- Annual Project Pride: Maryvale Clean-up, student counsel went to St Mary's food bank this week, Pioneer Garden planted
Facility issues/ Irrigation: Drip system being repaired,
Future Spring Festival planning continued with Western.
GCU recruiting fair yielded no elementary education candidates. Were able to plant a seed on practicum hours and student teaching...looking forward to future collaboration with GCU.
Staff positions still available: K, 2nd grade, 4th grade, community coordinator,
Enrollment: 4-6th grade capped, creating a waiting list.
Kinder age cutoff for 5yo, students not meeting age/readiness are being encouraged to wait. Readiness collaboration with YMCA: parent education for students needing more time to develop. There are about 12 students do not meet readiness criteria, NWEA post-test begins next week.
Summer school for 4th quarter intervention that have not shown necessary growth. Pre-K-5th staffed. Progress reports went home for retention concerns.
6th grader will be painting a mural of the AZ flag with head of lion with rays of grade level hands and parents.
Received a desktop audit from ADE on IDEA expenses; low risk finding; time and effort log not submitted in past for 1 employee, necessary information sent to ADE. ADE issued a comprehensive action plan and all concerns are being addressed.

TREASURER'S REPORT

Please review attached Treasurer's Report and Vouchers List.
Board training by Tisha Crisler on financials and budget to be planned.

S Baltodano moved to approve the vouchers.
E Hooker seconded the move to approve the vouchers.
Motion carried unanimously.

Team CFA Update

Ethos ribbon cutting
Total of 9000 CFA students in the Network for 2017-18
TeamCFA Convention in Montana: July for teachers, begin nominating administrator and teacher of the year.

Discussion and Possible Action on School Director Goals for Performance 2017-18/SMART Goals

Goals updated with assistance from J Sharpe, J Diaz (Board Chair), and M Sandoval (CFA Arizona State Director). Goals based on current accomplishments and additional goals to increase academic growth, increase partnerships with facilities like YMCA to help sustain relationships, goals to increase and educate the board of directors. SMART goals are separate of the School Director Evaluation Tool. SMART goals are performance criteria above and beyond the Evaluation Tool. Board to work on Performance Incentive Plan. Goals are to be reported on each month at board meetings by J Sharpe.

Discussion on Charter Replication, Matt Sandoval Team CFA State Director

Not writing a new charter. Our years of data demonstrate that our financials are healthy and that the model is successful. Making us capable of starting a new location. Application for duplicating our charter is due in October. It is in our best interest if we are interested to get the application in as soon as possible. Team CFA offers resources; School Leader development Fellows interested in opening a school, asset development assistance to build and develop the school being formed. Pioneer Governing Board could govern both/all schools or each school could establish their own board. All finances are separate for each school. Pioneer Preparatory School will not finance any portion of the other locations. No staff requirement.

Ideal locations are areas that need additional school choice options. Eligibility will be determined, grant requests submitted, and charter replication application submitted.

E Hooker moved to submit the request for eligibility for a replication of the Charter with a separate governing board.

T Marderosian seconded the motion.

Motion passed unanimously.

REVIEW OF ACTION ITEMS

Next meeting May 22, 2017 at 5pm

Spring Festival 5/3/2017

Project Pride 4/29/2017

Strategic Planning session to be planned

Job Descriptions school-wide written and ready for board review by August 2017

C Pirrone moved to enter executive session.

E Hooker seconded the motion.

Motion carried unanimously.

Executive Session entered at 6:42pm pursuant to Arizona Revised Statutes ("A.R.S.") §38-431.03.A.1- employment issues related to a public officer, appointee, or employee

Entered into Public Session at 7:21pm

S Baltodano moved to approve J Diaz to discuss the proposed 2017-18 School Director contract with J Sharpe within parameters discussed in Executive Session

E Hooker seconded the motion.

Motion passed unanimously.

C Pirrone moved to adjourn at 7:22 pm

E Hooker seconded the motion.

Meeting adjourned.

Next Board Meeting is scheduled for May 22, 2017 at 5:00PM