



**School Governing Board Meeting Minutes
May 15, 2018**

The meeting of the Girls Leadership Academy of Arizona School Board was held on Tuesday, May 15, 2018 in Room 205. Girls Leadership Academy is located at 715 W. Mariposa Street, Phoenix, Arizona. Leslie Shultz-Crist served as recording secretary.

Members Present: Rona Kasen, Anjolie Morse, Maryann Richardson and Marli Mayon

Members Absent: Rod Riley and Nina Munson

Staff Members Present: Dr. Kellie Warren, CEO; Am; Dawn Woods, CAO; Rod Kemp, CFO; Leslie Shultz-Crist, Director of Assessment and College Readiness

I. General

A. Call to Order – Rona Kasen, serving as Board President

The regular meeting was called to order at 5:00 p.m. by Rona Kasen, School Board member in the absence of Rod Riley, School Board President.

B. Roll Call – Rona Kasen

Rona Kasen, School Board member welcomed everyone and acknowledged Rod Riley, School Board President and Nina Munson were absent.

D. Citizens Interim

None

II. Adoption and Approval of the Agenda

Anjolie Morse moved to adopt the Agenda: it was seconded by Maryann Richardson. All were in favor.

III. Executive Session: None

IV. Community Linkage

A. Technology Club Presentation, Andrew Lang, Generation Tech Instructor

- Andrew Lang shared the Tech Warrior Club activities of the school year. He shared that Generation Tech and Lumen Incorporated look forward to continuing their support of Girls Leadership Academy to offer technology equipment, instruction and camp opportunities to encourage young women to seek opportunities in the field of technology. GLAAZ students have chosen the following technology skills to focus on during next school year:
 - Coding
 - Website Design
 - Robotics

B. CEO Report, Dr. Kellie Warren

Dr. Warren provided the following updates:

- Dr. Warren shared that the agency is coming to the end of its Five Year Strategic Plan.
 - The new Strategic Plan will be a three year plan that will focus on building capacity, responding to what girls need and becoming an employer of choice.
- The Branding and Marketing Committee will be working to present a plan to help support increasing enrollment. The school surveyed parents to gather feedback and focus groups will be conducted to gather needed information. Students and teachers will be represented in focus groups.
 - Dr. Warren reminded everyone that the most successful form of advertising for the school is girl to girl, parent to parent and teacher to teacher.
- The new budget will be less reliant on group home care and more focused on in-home care.
- There has been an increase in giving in the categories of Foster Care and Public School Tax Credits.
- One elective teaching position was eliminated from the proposed budget. All returning teachers received a raise for the upcoming school year.

C. Fund Development Report, CEO, Dr. Kellie Warren(In the absence of Amanda Lasita, CDO)

Dr. Warren reported the following information

- Current grant revenue is at \$315,00
- School Tax Credit amount is \$67,845 and the Foster Care amount is \$378,805
- The 2018 Heels for Healing event will be September 28, 2018. Dr. Warren is to send out the event information.
 - Donations for the Heels for Healing event are needed. Mystery Boxes will be offered at this year's event.
 - Cathy Stein, Florence Crittenton Board member will be leading the donation drive this summer for the Heels for Healing event

D. CFO Financial Update, Rod Kemp

Rod Kemp provided the following overview of the GLAAZ financials:

- April had an operating loss of \$9,000, which is \$12,000 favorable to budget. Total revenue was \$19,000 favorable to budget and total operating expenses were \$8,000 favorable to budget.
 - Year to date revenues are \$54,000 unfavorable to budget and year to date expenses are \$33,000 favorable to budget. Year to date results from operations are \$20,000 unfavorable to budget.
- April revenue was \$101,000 vs. a budget of \$120,000.
 - State Aid to Charter Schools was \$77,370; however it was actually \$87,356. The current month payment reflects a student count of 117 and we budgeted for 135. The May payment was for \$73,583 based on an average student count of 117.
 - Program revenue of \$9,000 consists of meal reimbursement funds and Classroom Site Funds (CSF) and is \$4,401 unfavorable to budget for the month. The CSF amount has been reduced and our adjusted about for FY18 will be approximately \$7,000 less than expected.
 - Contributions exceeded the budget by \$3,000 and grants were \$7,000 unfavorable to budget.

- Title IV-A Student Support and Academic Enrichment grant was approved in April for \$10,000
 - March operating expenses were \$110,000 vs. a budget of \$118,000 for a favorable variance of \$8,000.
 - Travel and Meeting expenses were \$3,000 unfavorable to budget due to the cost of the Teacher's Institute conference which will be paid for out of Comprehensive Support and Improvement grant funds
 - Rod Kemp shared the following the proposed FY2019 GLAAZ Budget
 - Program Revenue
 - State Aid is based on 125 students.
 - Meal Reimbursement is expected to be level with FY18
 - The Classroom Site Fund for FY19 is expected to be \$60,000
 - Contributions
 - Due to the expected increase in tax credit giving, contributions will be increased approximately \$18,000 from FY18
 - Gift in Kind food from the USDA commodities exchange is expected to increase approximately \$3,000
 - Grants
 - We are budgeting a total of \$140,00 for grants of which \$130,000 is Federal School Grants
 - Salaries and Benefits
 - The budgeted increase over FY18 is just over \$2,100
 - The Driver's Ed position was eliminated and another teaching position was replaced with a lower salary
 - The average teacher pay increase was approximately 2.5%
 - Athletics and clubs were budgeted at \$24,000
 - Classroom Site Funds were budgeted to use \$54,000
 - Contract and Professional Services
 - Phoenix College tuition and Galileo consulting were increased by \$4,700
 - Supplies
 - The budget for program supplies \$18,500 which is an increase of \$7,400. It covers supplies for each subject, electives and advisory.
 - Communication and Network Costs
 - These expenses include IT related costs, Internet and phone services. The budget is for \$17,000 which is an increase of \$6,000.
- E. CAO Report, Dawn Woods
Dawn Woods provided the following information:
- **Enrollment and Recruitment:**
 - GLAAZ enrollment is currently 122.
 - **Professional Development:**
 - Seven GLAAZ teachers will attend the Teacher's Institute in Tucson, June 4 - 5, 2018

- The three GLAAZ administrators will attend The Leading Change conference in Tucson, June 6 - 8, 2018
- **Events and Updates**
 - The seniors presented their Capstone projects May1-3, 2018
 - The senior trip was to the Grand Canyon, Antelope Canyon and Bearizona took place May 5 - 6, 2018
 - On May 4, 2018, the AVID 10 classes held a College Fair on campus
 - The senior breakfast was held at Paradise Valley High School, on May 7, 2018
 - Teacher Appreciation week was celebrated May 7 - 11, 2018
 - The 2018 Graduation Ceremony will be at the Bulpitt Auditorium at Phoenix College on May 16, 2018 at 6:00 p.m.
 - The last day of school will be Wednesday, May 23, 2018
 - Two new staff members(math and student services) have been hired for the 2018 - 2019 school year
- F. Director of Assessment and College Readiness, Leslie Shultz Crist
 - Leslie Shultz-Crist presented on College Bound
 - College applications and acceptances
 - The senior class has successfully submitted 69 college applications and has received 67 college acceptances
 - The total amount received in scholarship and gift aid for the Class of 2018 is 1.3 million dollars

V. CONSIDERATION OF CONSENT AGENDA

None required.

VI. ACTION

A. APPROVAL

- Marli Mayon motioned to approve the March 20, 2018 and the April 17, 2018 GLAAZ School Board Meeting Minutes and were seconded by Marianne Richardson. All were in favor.

VII. NEXT MEETING DATE, TIME, AND PLACE

June 19, 2018, 5:00 p.m., Room 205

VIII. ADJOURNMENT

- a. Meeting adjourned at 6:15 p.m.