



**School Governing Board Meeting Minutes
June 19, 2018**

The meeting of the Girls Leadership Academy of Arizona School Board was held on Tuesday, June 19, 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: Rod Riley, Board President, Nina Munson, Rona Kasen, Anjulie Morse and Marli Mayon

Members Absent: Maryann Richardson

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

Parent Visitor: Parker Galope

I. General

A. Call to Order – Rod Riley, Board President

The regular meeting was called to order at 5:00 p.m. by Rod Riley, School Board President.

B. Roll Call – Rod Riley

Rod Riley, School Board President, welcomed everyone and acknowledged Maryanne Richardson was absent.

D. Citizens Interim

None

II. Adoption and Approval of the Agenda

Rona Kasen moved to adopt the Agenda: it was seconded by Anjulie Morse. All were in favor.

III. Executive Session: None

IV. Community Linkage

A. CEO Report, Dr. Kellie Warren

Dr. Warren provided the following updates:

- Dr. Warren expressed her gratitude to the Board for their incredible commitment to GLAAZ. She especially wanted to acknowledge Nina Munson for serving as Interim Board President and Rod Riley for stepping up to become Board President.
- The 2018 Heels for Healing event will be Saturday, September 29, 2018. Dr. Warren asked everyone to consider attending, hosting a drive event and donating to the event.
 - Cathy Stein, Florence Crittenton Board member, will be leading the Heels for Healing donation drives over the summer months.
 - ▶ Donations of shoes and handbags for the Heels for Healing event are needed. Mystery Boxes will be offered at this year's event.

- Dr. Warren shared that the Agency will complete the new 3 Year Strategic Plan by the end of August 2018. It will be a plan that will focus on building capacity, responding to what girls need and becoming an employer of choice.
 - The Branding and Marketing Committee is working on a plan that will increase enrollment and will develop strategies that communicate the benefits of a single gender GLAAZ education to the community with specific focus on the Hispanic community.
 - 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.
 - Dr. Warren announced that Amanda Lasita, Chief Development Officer, has tendered her resignation due personal reasons. She has agreed to stay on 25 hours a week during the search process.
 - Dr. Warren announced that a Special Events/Communication specialist has been hired. She will evaluate ways to increase the GLAAZ story on social media and will work with the technology club from the school in the fall to help with consistent frequent posts.
- B. CFO Financial Update, Rod Kemp**
- Rod Kemp provided the following overview of the GLAAZ financials:
- May had an operating loss of \$27,000, which is \$29,000 unfavorable to budget. Total revenue was \$28,000 unfavorable to budget and total operating expenses were \$2,000 unfavorable to budget.
 - Year to date revenues are \$81,000 unfavorable to budget and year to date expenses are \$32,000 favorable to budget. Year to date results from operations are \$50,000 unfavorable to budget.
 - May revenue was \$101,000 vs. a budget of \$120,000.
 - State Aid to Charter Schools was \$75,583 vs. a budget of \$87,356. The current month payment reflects a student count of 117 and we budgeted for 135.
 - Program revenue of \$11,000 consists of meal reimbursement funds and Classroom Site Funds (CSF) and is \$2,000 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 \$1,000 and grants were \$15,000 unfavorable to budget.
 - May operating expenses were \$117,000 vs. a budget of \$116,000 for an unfavorable variance of \$1,000.
 - Rod Kemp shared 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 \$21,000 from FY18.
 - ▶ Gift in Kind food from the USDA commodities exchange is expected to increase approximately \$3,000.

- Grants
 - ▶ We are budgeted at a total of \$137,000 for grants of which \$105,000 is Federal School Grants.
 - ▶ Salaries and Benefits
 - ▶ The budgeted increase over FY18 is 43,000, which is \$37,000 in salaries and \$6,000 in benefits.
 - ▶ 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 stipends 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. The CSI Grant will cover \$2,725 and the remainder is covered by tax credit funds and corporate grants.
- Communication and Network Costs
 - ▶ These expenses include IT related costs, Internet services, and phone services. We are budgeting \$8k in expense and allowing \$9k in purchases that will be capitalized. In total spending, that represents an increase of \$6k, to cover iPad replacement, iPad accessories, Blackboard communications, classroom software, and PowerSchool. The total of \$17k will be covered by the Title IV, tax credit, and.

C. CAO Report, Dawn Woods

Dawn Woods provided the following information:

- **Enrollment and Recruitment:**
 - GLAAZ enrollment for SY 2019 is currently 123.
- **Professional Development:**
 - Seven GLAAZ teachers attended the Teacher's Institute in Tucson, June 4 - 5, 2018.
 - The GLAAZ Administrators attended The Leading Change conference in Tucson, June 6 - 8, 2018.
- **Events and Updates**
 - Two new staff members (math and student services) have been hired for the 2018 - 2019 school year. GLAAZ is now fully staffed for SY 2019.
 - Four (4) graduates are attending the University of Arizona New Start Program from June 10 - July 13, 2018.
 - Four (4) seniors are attending a Leadership conference at Cottey College in Nevada, Missouri.
- **School Calendars**
 - Dawn Woods presented the proposed school calendars for the SY 2018 - 2019 and SY 2019 - 2020 .

V. CONSIDERATION OF CONSENT AGENDA

None required.

VI. ACTION

A. APPROVAL

- Approve May 15 , 2018 GLAAZ School Governing Board Meeting Minutes
 - Anjulie Morse moved to approve the May 15' 2018 Governing Board Meeting Minutes; it was seconded by Rona Kasen. All were in favor.
- Approve of FY 2019 GLAAZ Budget
 - Rona Kasen moved to approve the FY 2019 GLAAZ Budget; it was seconded by Marli Mayon. All were in favor.
- Approve of FY 2019 State of Arizona Charter School Annual Budget
 - Marli Mayon moved to approve the FY 2019 State of Arizona Charter School Annual Budget; it was seconded by Anjulie Morse. All were in favor.
- Approve 2018 - 2019 / 2019 - 2020 School Calendars
 - Nina Munson moved to approve the 2018 - 2019 and 2019 - 2020 School Calendars; it was seconded by Rona Kasen. All were in favor.

VII. NEXT MEETING DATE, TIME, AND PLACE

August 21, 2018, 5:00 p.m., Room 207

VIII. ADJOURNMENT

- a. Meeting adjourned at 5:56 p.m.