



School Governing Board Meeting Minutes

December 17, 2019

The meeting of the Girls Leadership Academy of Arizona School Board was held on Tuesday, December 17, 2019 in Room 200. Girls Leadership Academy is located at 715 W. Mariposa Street, Phoenix, Arizona. Leslie Shultz-Crist served as recording secretary.

Members Present: Nathan Pullen, Anjuli Morse and Marli Mayon

Members Absent: Nina Munson and Maryann Richardson

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

I. General

A. Call to Order – Nathan Pullen, Board Chair

The regular meeting was called to order at 5:09 p.m. by Nathan Pullen.

B. Roll Call – Nathan Pullen

Nathan Pullen welcomed everyone. He further noted that Nina Munson and Maryann Richardson were absent, but there was a quorum.

D. Citizens Interim

None

II. Adoption and Approval of the Agenda

Marli Mayon moved to adopt the Agenda; it was seconded by Anjuli Morse. All were in favor.

III. Executive Session: None

IV. Community Linkage

A. Student Video Presentation - A video of senior Diana Salha's speech at the Florence Crittenton Auxiliary Christmas Party was played. Diana Salha spoke about her journey to and through GLAAZ. She also shared she is hoping to attend ASU and become an Obstetrician.

B. Parent Ambassador Leaders (PALS) Report: Ken Bornscheuer

- Ken Bornscheuer introduced Parker Galope, mother of Junior Edan Burchas as the new PALS president. Ms. Galope shared her belief in GLAAZ and is excited to take on the challenge.

C. CEO Report, Dr. Kellie Warren

Dr. Warren provided the following updates:

- Tax Credit:
 - ▶ Dr. Warren shared that the agency and school tax credit total reached over \$100,000 on December 13th guaranteeing the full match of \$100,000 would be received!
 - ▶ Dr. Warren reminded meeting attendees that we will continue to get the word out about tax credits and is hopeful the amount of funds raised will increase. Tax Credits can be submitted up to April 15, 2020.
- Teaming Up for Girls:

- Dr. Warren provided save-the-date cards to everyone. The event will take place on Thursday, March 26, 2020 at The Phoenician.
- Agency Program Updates:
 - A financial consultant has been hired to provide the Agency with guidance on its programs and developing a fiscal plan to navigate the difficult cash flow situation.
- School Financial Outlook:
 - The school enrollment is 118 vs. a budgeted number of 130. However, by keeping expenses low, in conjunction with, the increase in ADM for the 2020 school year, the school is faring well. It appears the school will finish very close to breakeven at the end of the fiscal year.
 - Recruitment activities continue and there is a hope that several new students will begin in the New Year.
 - Dr. Warren continues to promote the need of donations to cover the cost of bus passes, tuition for college classes and upgrades in technology and infrastructure.

D. CFO Financial Update, Rod Kemp

Rod Kemp provided the following overview of the GLAAZ financials:

- GLAAZ had a November operating gain of \$6,500, which is \$6,000 favorable to budget. Total revenue was \$9,000 unfavorable to budget and total operating expenses were \$7,000 favorable to budget.
 - Year to date operating results are a loss of \$88,000, which is \$5,000 favorable to budget.
- Compared to November of last year, revenues are down \$108,000 (18%) and expenses are up \$7,000 (1%), yielding operating results that are down \$115,000.
- November revenue was \$127,000 vs. a budget of \$136,000.
 - Our state aid revenue was \$89,000 for November, which is \$7,000 unfavorable to budget.
 - ▶ The November payment is based on 118.8 students, which counts retroactively to August, making the payment higher.
 - ▶ The December payment was based on an average student count of 119.36, slightly higher. The amount of the payment was \$89,798; however, 10% was withheld because we did not meet the November 15, 2019 deadline for filing our FY19 audit. The actual amount received was \$80,819. The amount held will be returned in either January or February 2020.
- November operating expenses were \$120,000 vs. a budget of \$123,000.
 - Contract and Professional Services was \$4,000 unfavorable to budget due to Phoenix College Tuition.
 - Transportation was unfavorable to budget \$3,000 due to the purchase of student bus passes. This line item is \$2,000 favorable to budget year-to-date.

E. CAO Report, Dawn Woods provided the following information:

- Ms. Woods shared that the school has been awarded a School Safety Grant to support a part-time counselor for the spring. The amount of the award should be received by January 2020. This will be a great support for the girls.
- **Enrollment and Recruitment:**
 - GLAAZ enrollment is at 118.
 - Shadow Day - November 21, 2019 - There was good attendance, 11 students, and a new freshman was enrolled the next day.

- The Open House was Thursday, December 12, 2019, it was a nice evening, and several prospective students and a few donors attended.
- Sharing GLAAZ activities and events on Social Media
- Giving Tuesday multiple posts on all platforms, Open Enrollment posted to start in mid-December and then every two weeks after that, tax credits (weekly),
- Follow-up calls were made to students who showed interest in Shadow Day and Open House, reminding them to attend.

Visits

- Brochures were passed out at First Friday December 6, 2019, the Korean Club preformed.

● **Academics**

- Grade Checks for Eligibility for Sports, December 3, 2019
- ADE Site Visit - December 18, 2019
- Finals December 17 - 19, 2019

● **Events**

- National School Lunch Administrative Review went well - November 20, 2019
- Auxiliary Christmas Luncheon - Diana Salha, senior, presented to the auxiliary about her journey at GLAAZ
- CPR Class - all seniors, but one completed this new graduation requirement - December 10, 2019
- Open House - December 12, 2019 - and it was a nice evening and several prospective students and a few donors attended.
- Phoenix College Parent meeting - December 12, 2019
- Girls Rule Foundation Reception - 3 students were nominated - December 14, 2019

● **Field Trips and Guest Speakers**

- Audubon Society Trip #2 (Tonto National Forest) - November 19, 2019
- Art Museum -Year book Club - November 19, 2019
- GCU College Visit - SAT/ACT Prep - November 25, 2019
- “Silent Sky” - Herberger Theater - ELA 12 - November 26, 2019
- Spoken Word Poetry Club visited 3 other high schools to present the program and perform - December 5, 2019
- Geography Trip to Papago Park - World Geography - December 3, 2019
- Tashina Machain from AZ Indians into Medicine & Leadership in Health Equity for American presented to AVID 10 and 11 - November 25, 2019
- Masters of Poetry will provide an all school “Spark Day” Assembly to enhance excitement about the Spoken Word Poetry Program - December 9, 2019
- AZ-CCCTT will present at an all school assembly on the Self-Regulation curriculum on Thursday, December 12, 2019.

● **Professional Development:**

- ADE Completion Reports Webinar - December 3, 2019
- Cognia (AdvancED) training for upcoming accreditation review

● **Grants and Donations**

- Giving Tuesday - \$625

- Individual Donor Gifts - \$500
- **College Updates -**
 - Leslie Shultz Crist reported that seniors have submitted 93 applications and received 79 acceptances.
 - The seniors have received \$867,180 in renewable merit scholarships and \$443,780 in renewable gift aid to date.

F. Nathan Pullen, Governing Board Chair

- **Earn to Learn:** Nathan Pullen introduced Troy Pottgen, co-founder of Narwhal Stories. Troy Pottgen introduced a program called Earn to Learn. It is a program available for high school student to save for college tuition while taking financial literacy coursework. He believed it would be a very good fit for GLAAZ. He provided some information that can be reproduced and given to students. Leslie stated there were several alumni that qualified for the program in the past and she will reintroduce. Dr. Warren and Dawn Woods thanked Troy Pottgen for bringing this valuable information to the Board.
- Mr. Pullen encouraged everyone to keep sending out the tax credit email, Teaming Up For Girls save-the-date and to encourage friends to visit the school.
- Nathan thanked everyone for serving on the Board and wished everyone a Happy Holiday.

V. CONSIDERATION OF CONSENT AGENDA

None required.

VI. ACTION

A. APPROVAL

- Approve the November 19, 2019 GLAAZ School Governing Board Meeting Minutes. Marli Mayon motioned to approve the November 19, 2019 GLAAZ School Governing Board Meeting minutes and Anjuli Morse seconded. All were in favor.

VII. NEXT MEETING DATE, TIME, AND PLACE

January 21, 2020, 5:00 p.m., Room 200

VIII. ADJOURNMENT

Nathen Pullen adjourned the meeting at 6:10 p.m.