

**Create Academy
Regular Board Meeting Minutes
Wednesday, February 28, 2018
5:00 p.m. Public Session
Create Academy Multi-Purpose Room**

1. OPENING ITEMS:

- a. Members present: J. Jackson, A. Pinholster, J. Pinholster, B. Forst, K. Horn (principal), V. Sidy (arrived 7:00pm)
- b. Staff present: M. D'Orazio, N. Trelstad, E. Smith, R. Tejada, T. Dickerson, R. Jack, A. Fleming
- c. Call to order: 5:05pm by J. Jackson
- d. Introductions to all present.
- e. Approve minutes from January 18, 2018: motion by J. Pinholster, seconded by B. Forst, approved unanimously.
- f. Call to the public: no items from the public.

2. BOARD PRESIDENT'S OPENING REMARKS

- a. Moment of silence for victims of Parkland, FL shooting
- b. Call upon K. Horn to discuss emergency response protocols and preparations for Create Academy in the event of an active shooter situation.
- c. Call upon K. Horn to present this month's "This is a Student" segment, focused on accidental shooting death of father of Create Academy student and the response of the staff and community.

3. PRESENTATIONS/COMMITTEE REPORTS

- a. **Strategic initiatives and partnerships - SySTEM Phoenix**
 - i. Presentation by SySTEM Phoenix School founder/CEO Angelica Cruz for potential merger/acquisition of SySTEM by Create Academy. (See appended summary.)
 - ii. Discussion of merits and concomitant considerations of the acquisition of SySTEM Phoenix by Create Academy.
 - iii. Feedback from Create Academy staff on potential acquisition of SySTEM Phoenix.

b. Principal's report – see appended report

- i. K. Horn presented on the following topics:
 - 1. Second floor renovation
 - 2. Enrollment
 - 3. Staffing updates
 - 4. Recruitment and retention efforts
 - 5. Facility Rental proposal

c. Academic Committee report – A. Pinholster and K. Horn

- i. Updates on benchmark testing
- ii. Announcement of task force to discuss assessment tools
- iii. Discussion on socio-emotional learning/safe schools
- iv. Discussion of fundraising for counseling support and mental/emotional health

d. Finance Committee report – B. Forst

- i. Financial dashboard
- ii. Overall strong year in all financial areas

e. Development Committee report – K. Horn

- i. Update on Director of Advancement recruitment.
- ii. Discussion of partnerships with external organizations: two local churches.

4. EXECUTIVE SESSION – motion by V. Sidy, seconded by J. Pinholster, began at 7:17pm, adjourned at 8:15pm

Motion to notify SySTEM Phoenix of our intention to submit a letter of intent to explore acquisition proceedings, including requests for information/documentation as part of necessary due diligence. Motion by B. Forst, seconded by V. Sidy. Motion passed unanimously at 8:17pm.

Adjourn: J. Pinholster moved to adjourn, B. Forst seconded. Meeting adjourned at 8:18pm.