

**Create Academy
Board Meeting Minutes
6:00 p.m. Public Session
Create Academy Multi-Purpose Room**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the general public that the Board of Directors of Create Academy will hold a meeting open to the public on Wednesday, March 21, 2018 at Create Academy, 2645 n 24th St.. Phoenix, AZ 85008. Create Academy is an Arizona nonprofit corporation and a public body, and is thus subject to Arizona's Open Meeting Law

1. OPENING ITEMS

- a. Call to order by J. Jackson at 6:01pm
- b. Roll call of Board members: Members present: All present: B. Forst, J. Jackson, A. Pinholster, J. Pinholster, V. Sidy, K. Horn
- c. Approve minutes from February 28, 2018: J. Pinholster moved; B. Forst seconded with the note to remove "Agenda" and replace with "Minutes." Motion passes unanimously.
- d. Call to the public: No members of the public present

2. BOARD PRESIDENT'S OPENING REMARKS

- a. Primary focus of this meeting is to determine the best interest of Create Academy and discussing the transaction of the potential school acquisition

3. PRESENTATIONS/COMMITTEE REPORTS

a. Principal's report

i. Enrollment

- 1. 126 which is down 2 from last month, but up 3 from the beginning of the year
- 2. Re-enrollment is up to 70 for the 2018-19 school year
- 3. 5th grade parents are waiting to see if 6th grade will be added
- 4. Open enrollment begins Friday, March 23, 2018. Kindergarten Round-up is Thursday, March 22, 2018.

ii. Recruitment and retention efforts

- 1. Storytime Adventures will travel to an outside preschool for recruitment
- 2. K. Horn is in the process of recruiting staff for next year
- 3. Sublease with church group is pending
- 4. Investment group is visiting April 3 or 4th to visit Create Academy

iii. School safety measures

- 1. This week, opaque film will be added to the windows and doors from the ground up 6 feet. Discussion of merits of this type of window covering and options for other

- iv. J. Jackson inquired about academic state testing preparation. K. Horn indicated that benchmark assessments happened recently, and that he is researching alternative benchmark programs that include an instructional component.

b. Governance Committee Report

- i. Discussion and decision on direction for school expansion
 - 1. B. Forst presented on his meeting with R. Reed, our accountant, discussing financial and enrollment projections.
 - 2. Discussion on potential acquisition of SySTEM charter school (1301 E. Almeida Road, Phoenix, AZ, 85006) as a second campus for Create Academy.
 - 3. B. Forst made a motion to move forward with the acquisition process of SySTEM pending the positive affirmation of the following:
 - a. Amend the LOI to have exclusive dealings between SySTEM and Create
 - b. Preliminary approval by the State Board for Charter Schools of the process for proposed restructuring
 - c. Create's satisfaction with the scope and duration of any pending legal action
 - d. Consent from both landlords
 - e. Create's approval of any new hire and salary to lead the current SySTEM site
 - f. Create Board of Directors transitions their role to govern both schools

J. Pinholster seconded the motion. Motion carried unanimously with the exception of A. Pinholster, who had abstained.

4. EXECUTIVE SESSION

- a. J. Pinholster made a motion to move into executive session to discuss limited personnel matters at 8:12pm. B. Forst seconded. Motion passed unanimously.
- b. J. Pinholster made a motion to exit out of executive session at 8:17pm. B. Forst seconded. Motion passed unanimously.

Adjourn: J. Pinholster made a motion to adjourn the meeting. B. Forst seconded. Motion passed unanimously. Meeting adjourned at 8:18pm.