

**Create Academy
Board Meeting Minutes
January 24, 2019
6:00 p.m. Public Session
Create Academy Main Office**

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 Thursday, January 24th, 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: J. Jackson called the meeting to order at 6:08pm.
- b. Members in attendance: J. Jackson, A. Pinholster (by phone), J. Pinholster (by phone), R. Sager, V. Sidy, K. Horn (principal)
- c. Public Comment: No members of the public were present.
- d. Approval of December Board Meeting Minutes: R. Sager moved to approve the December meeting minutes. J. Pinholster seconded. Minutes unanimously approved at 6:15pm.

2. BOARD PRESIDENT'S OPENING REMARKS

J. Jackson discussed the effort to expand board membership.

3. PRESENTATIONS/COMMITTEE REPORTS

- a. Principal's report
 - i. Enrollment Updates: K. Horn summarized current enrollment and efforts to grow enrollment for next year.
 - ii. Construction Updates: K. Horn summarized completion of the second floor construction project, with the final certificate of occupancy to be issued shortly by the city. Project is under budget, and leftover funds to be disbursed to the school.
 - iii. Mid-Year Update on Progress against Annual Principal Goals: Discussion of K. Horn's prepared report on progress towards annual goal. Board members followed up with a few questions on fundraising, marketing, as well as general praise for K. Horn's performance towards goals.
- b. Academic Committee Report
 - i. Q2 Benchmark Testing Data Presentation: K. Horn and A. Pinholster reviewed the benchmark testing reports as compared to 2018 AZ Merit scores.

- ii. Ongoing school improvement initiatives: Discussion of ongoing initiatives to improve academic performance including tutoring program, gifted/talented program being led by A. Pinholster, practice tests.

c. Finance Committee Report

- i. Q2 Financial Dashboard: V. Sidy summarized the financial dashboard for quarters 1 and 2. Recent improvement in ADM has improved the end of year projections for FY19.

d. Development Committee

- i. Board Fundraising Updates: J. Jackson discussed upcoming efforts for grantseeking.

e. Governance Committee Report

- i. Vote to accept board member (Brad Forst) resignation: J. Pinholster moved to accept the resignation of member Brad Forst. V. Sidy seconded. Motion to accept the resignation was unanimously approved at 7:01pm.
- ii. Committee Chair Progress Report on Principal's Goals: A brief discussion of revisions to the goal and the goal-setting process. K. Horn shared credit and honored the teaching staff's contributions to meeting our goals.
- iii. Discussion and decision on new board members: J. Jackson led brief discussion of three prospective board members to attend the February meeting, processes for referring new members.

4. **EXECUTIVE SESSION (A.R.S. § 38-431.03):** V. Sidy moved to enter executive session. R. Sager seconded. Entered executive session at 7:15pm. Re-entered public session at 7:43pm. No Board action was taken during the executive session.
5. **Adjournment:** R. Sager moved to adjourn. V. Sidy seconded. Public session unanimously adjourned at 7:45pm.