

**Create Academy
Board Meeting Minutes
October 23 2019
6:00 p.m. Public Session
Zoom/phone**

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 October 23rd, 2019 via Zoom at <https://asu.zoom.us/j/455443509>. 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. Pinholster called the meeting to order at 6:09 pm.
- b. Attendance (all by phone/Zoom):
 - i. Members present: J. Pinholster, A. Pinholster, V. Sidy, R. Sager, S. Manson
 - ii. Staff present: C. Hodo, R. Tejada, N. Pickett
 - iii. Members of the public present: F. Martinez, R. Reed
- c. Board chair opening remarks
 - i. J. Pinholster described his visit to meet with staff members at the school on Tuesday.
 - ii. J. Pinholster updated the board that there were further enrollment decreases since the last meeting and the financial dashboard was updated.
- d. Call to the public: a call to the public was made. No public comment.

2. Principal report (Hodo):

- a. Enrollment update: Current ADM is 120. Four students from the same family withdrew today. Three other students recently withdrew as well due to their families moving locations.
- b. Staffing updates: New first and sixth grade teachers were hired in the last few weeks. The fifth grade teacher's last day was last week. Classes will be combined due to enrollment levels. Second grade will be split between the first and third grade teachers. Fifth grade will be split between the fourth and sixth grade teachers. Each combined class has about 27 or 28 students total.

- c. Discussion and decision on possible retention of external consultant: this would be professional development for the principal. Decision has been deferred to a future meeting.

3. School letter grade and alternative school status (Pinholster): updates on upcoming letter grade announcement and application for alternative school status

- a. We are still waiting to hear about the 2018-19 school letter grade.
- b. We learned from speaking with the State Board for Charter Schools that even if our application for alternative status were approved, it would not impact our consent agreement related to our school letter grade.

4. Budget discussion (Hodo, Pinholster, Manson):

- a. Discussion and decision on Charter School Capital loan proposals, info
 - i. J. Pinholster moved to empower C. Hodo to enter into an application for and execute a loan up to \$50,000 from Charter School Capital. R. Sager seconded. The motion passed unanimously.
- b. Discussion and decision on CSDC lease payment reduction proposal
 - i. V. Sidy made motion to approve a lease payment reduction offered by CSDC and to further ask about deferring November and December's lease payments to be repaid June 2020. S. Manson seconded. Motion passed unanimously.
- c. Discussion and decision on payroll reduction scenarios
 - i. Discussion took place on the possibility of payroll reduction scenarios if we have further reductions in ADM this year.
 - ii. Discussion about budget scenarios took place with R. Reed. Further scenarios have been requested.
 - iii. Decision has been deferred to a future board meeting.

5. Contingencies in regards to potential closure (Pinholster):

- a. Discussion of potential scenarios took place. Most likely scenario is that the school will close at the end of the 2019-2020 academic year.
- b. Discussion and decision on formally exploring relationships with other charter operators
 - i. R. Sager moved to empower A. Pinholster and J. Pinholster to explore relationships with other charter operators in order to provide best continuity for students and potentially staff. V. Sidy seconded. The motion passed unanimously.

- c. Discussion and decision on retaining legal counsel from Osborn & Maledon to advise on options for surrender of charter, merger, etc.
 - i. R. Sager moved to retain legal counsel from Osborn & Maledon to advise on options for potential school closure. S. Manson seconded. The motion passed unanimously.

6. EXECUTIVE SESSION – none

- 7. ADJOURN:** S. Manson moved to adjourn the meeting. V. Sidy seconded. The meeting was adjourned at 6:58 pm.