

**Create Academy  
Board Meeting Minutes  
September 16, 2019  
6:00 p.m. Public Session  
Create Academy Multi-purpose room + Zoom/phone**

**1. OPENING ITEMS**

- a. Call to order: 6:02 PM
- b. Members present: C. Hodo, J. Pinholster, S. Manson (by phone), R. Sager, V. Sidy
- c. Members absent: A. Pinholster (excused)
- d. Staff present: R. Tejada, C. Tademy (by phone)
- e. Members of the public present: F. Martinez, C. Martinez
- f. Board chair opening remarks
  - i. Thank you for joining today's meeting.
- g. Call to the public: No public comments.
- h. Approval of minutes
  - i. August minutes will be distributed for our October meeting.

**2. Principal report (Hodo):**

- a. Enrollment and budget
  - i. The enrollment is at 143, ADM of 137.
  - ii. Enrollment Lost 5
    - 1. 2 shifted shelters and were out of our bussing schedules
    - 2. 2 due to family undergoing a negative situation in a classroom
    - 3. 1 young person undergoing a negative situation in the classroom
  - iii. Budget
    - 1. Russ put together a new cash/flow monthly dashboard. The board reviewed this document and discussed our needs to move through the close of the year in the black.
    - 2. We will need to identify areas to slim our budget moving forward. The finance committee will be meeting between now and the October meeting and will bring recommendations to the October Board meeting.
- b. Staffing updates

- i. 1st grade resigned unexpectedly. A replacement has been identified and will begin at the end of September. The replacement has great intuitions around trauma-informed practices.
- ii. New 6th grade teacher has been brought on and is stepping down. This individual will stay on staff until an adequate replacement has been identified.

**3. Facilities updates (Hodo, Pinholster):**

- a. Roof repairs
  - i. CSDC meeting took place to discuss repairs being completed with the roof. This is slated to take place over fall break.
- b. Painting
  - i. This work is also slated to take place over fall break.
  - ii. Jake has offered to follow up with CSDC to assist with follow up.
- c. Other
  - i. Repairs needed to be made to the A/C in classroom spaces. We will be utilizing the \$1,400 remaining in this updates budget line to make these repairs.

**4. Fundraiser update (Pinholster)**

- a. Church bought math notebooks
- b. \$500 additionally will be coming by Ms. Thomson.
- c. We have raised \$2,350. so far and we would like all board members to send this along to their networks. J. Pinholster to resend the links to folks so we can share this out especially on Facebook networks.

**5. Board development discussion**

- a. Angela and Chris met with a candidate that at the very least may partner with us in some way.
- b. Discussed potential candidates to bring the board up to 9 before the end of this year.
  - i. Circulate resumes of prospective candidates to the full board for further discussing in our next meeting.

**6. EXECUTIVE SESSION:** No executive session was held.

**7. ADJOURN:** V. Sidy moved to adjourn. S. Manson seconded. Meeting adjourned by unanimous vote at 6:48pm

