

**Create Academy
Board Meeting Minutes
December 10 2019
6:00 p.m. Public Session
Create Academy Multi-purpose room + 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 December 10th, 2019 at 5:30pm in the multi-purpose room at Create Academy, 2645 N 24th Street, Phoenix, AZ 85008 and via Zoom/phone at <https://asu.zoom.us/j/121870596>. Create Academy is an Arizona nonprofit corporation that operates an Arizona charter school and is thus subject to Arizona's Open Meeting Law.

1. OPENING ITEMS

- a. Call to order
 - i. J. Pinholster called the meeting to order at 6:02 pm.
- b. Roll call
 - i. Members present: J. Pinholster, R. Sager, S. Manson (by Zoom), V. Sidy (by Zoom), A. Pinholster (by Zoom)
 - ii. Staff/Public present: C. Hodo, R. Tejada, N. Monroe, Members of Rising Youth Theatre (X. Walker, S. Sullivan, R. Ganesan)
- c. Board chair opening remarks
 - i. J. Pinholster welcomed the guests and reminded the board about the Open Meeting Law rules for public comment. He also gave an overview of the agenda.
- d. Call to the public
 - i. Members from Rising Youth Theatre expressed their concerns to the board about the potential closure of the school and how it is communicated to students and families.

2. Principal report (Hodo):

- a. Enrollment and budget
 - i. Enrollment has remained constant at 120 ADM
 - b. Staffing updates
 - c. Letter grade reporting and public communication
 - d. Meetings with other charter operators about facility occupancy
- C. Hodo provided an update about meeting with other charter operators

3. Financial dashboard review (Pinholster, Manson):

- a. Discussion of current financials
 - i. An overview of the financial status of the school was provided, and follow-up from our accountant was requested

4. Lease amendment approval (Pinholster):

- a. Discussion and vote on third lease amendment from Charter School Development Corporation including lease payment reduction.
 - i. R. Sager moved to approve the third lease amendment from Charter School Development Corporation including lease payment reduction. S. Manson seconded the motion. Motion passed unanimously.

5. Board membership of Frank Martinez and Cammile Lewis (Pinholster)

- a. Discussion and vote on removing Frank Martinez from the board and nullifying further progress on submittal of materials regarding his membership to the ASBCS due to his employment at Create Academy.
 - i. V. Sidy moved to remove Frank Martinez from the board and nullifying further progress on submittal of materials regarding his membership to the ASBCS and ACC due to his employment at Create Academy. R. Sager seconded. Motion passed unanimously.
- b. Discussion and vote on removing Cammile Lewis from the board and nullifying further progress on submittal of materials regarding her membership to the ASBCS due to employment of her husband, Frank Martinez, at Create Academy.
 - i. A. Pinholster moved to remove Cammile Lewis from the board and nullifying further progress on submittal of materials regarding her membership to the ASBCS and ACC due to her husband's employment at Create Academy. R. Sager seconded. Motion passed unanimously.

6. ADJOURN: S. Manson moved to adjourn the meeting. R. Sager seconded. Motion passed unanimously. Meeting adjourned at 6:43pm.