

**Create Academy
Emergency Board Meeting
March 14 2020
2:00 p.m. Public Session Minutes
Zoom/phone**

Pursuant to A.R.S. § 38-431.02 subsection D, these minutes serve as notice that an emergency session of the Create Academy governing board was held via Zoom/phone on March 14th, 2020 at 2:00pm to discuss potential temporary closure due to COVID-19.

1. OPENING ITEMS

- a. Call to order: J. Pinholster called the meeting to order at 2:01pm
- b. Roll call
 - i. Board members present (via Zoom): S. Manson, A. Pinholster, J. Pinholster, R. Sager, V. Sidy
 - ii. Staff present (via Zoom): C. Hodo, N. Trelstad, F. Martinez
- c. Board chair opening remarks: J. Pinholster thanked those in attendance for their service and urged the group to make sure to stay current on the situation around COVID-19.
- d. Call to the public will not be made due to emergency session

2. Discussion of potential temporary closure of school due to COVID-19 (Hodo, Pinholster):

- a. EXECUTIVE SESSION (A.R.S. 38-431.03(3)): The Board may vote to enter executive session, which will not be open to the public, for the following purpose(s): discussion or consultation for legal advice with the attorney of the public body regarding the school's regulatory options for emergency closure under these circumstances.
 - i. No executive session was held.
- b. General discussion of circumstances and principal recommendation.
 - i. C. Hodo recommends closing for at least one week to provide security and safety for everyone. Most of the neighboring districts have closed, and many of the staff and students were traveling over spring break, including abroad.

- ii. J. Pinholster updated the group about recommendations and policies from ADE, ASBCS, and ADHS, in addition to recommendations from legal counsel.
 - 1. Based on best analysis of currently available information from ADE, temporary closure should not affect funding, since we are past the 100th day.
 - 2. ADE trying to work with legislature to pass a measure allowing ADE to waive instructional minutes requirements, but uncertain at this time.
 - 3. Testing schedule uncertain.
- iii. C. Hodo communicated that currently Create has only one hourly employee, and they should not be affected.
- iv. R. Sager asked if we would need to extend the school year and how we would be able to help our families with food serve.
- c. Discussion about regulatory compliance and funding continuity.
 - i. Open discussion about circumstances and policies outlined above.
- d. Discussion of possible food service continuation for families in need.
 - i. ADE applied to USDA for food service waiver, but it hasn't yet been approved. Louisiana applied for a similar waiver and was approved recently.
 - ii. If we continued providing service, we would likely be out-of-pocket on food services for some time prior to reimbursement.
- e. Discussion of timeline and communication processes.
 - i. C. Hodo: communicate to parents starting immediately after the meeting.
- f. Wrap up discussion and vote on potential temporary closure.
 - i. J. Pinholster moved to close the school for a period of one week, provide food service to families in need (distributing food directly to bus stops if that can be worked out with transportation company, and conduct a survey of the families to better understand the need for food service, their recent travel, and their exposure to vulnerable populations. S. Manson seconded. The board voted unanimously in

favor of the motion, and J. Pinholster instructed C. Hodo to begin working on these actions immediately.

- ii. The board will meet again on Thursday, March 19th to decide whether to remain closed or reopen for the week of March 23-27.

3. ADJOURN: R. Sager moved to adjourn. S. Manson seconded the motion. Meeting adjourned at 2:54pm.