

**Create Academy
Board Meeting Minutes
June 1 2020
5:00 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 June 1, 2020 at 5:00pm via Zoom/phone at.

<https://asu.zoom.us/j/94089780435>. 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: J. Pinholster called the meeting to order at 5:04pm
- b. Roll call
 - i. Members present: J. Pinholster, A. Pinholster, V. Sidy, S. Manson
 - ii. Members absent: R. Sager (excused)
 - iii. Staff present: C. Hodo, F. Martinez, N. Monroe
- c. Board chair opening remarks: J. Pinholster thanked everyone present, spoke briefly about the tasks ahead for June, and explained the delay for several agenda items.
- d. Call to the public: A call to the public was made.
 - i. Connie Thompson thanked the board and the staff for their hard work over the year, particularly in light of the pandemic, and reflected on the school's positive impact on the students.
 - ii. Najah Monroe thanked the board and staff and reflected on the impact of the school and the children on her life.
 - iii. Frank Martinez reflected on his time with Create Academy as evidence that there are still people out there who are truly devoted to students.
- e. Approval of minutes from May 4th meeting: S. Manson moved to approve the minutes. A. Pinholster seconded. Minutes from May 4 2020 meeting approved unanimously.

2. Principal report (Hodo):

- a. End of year updates: C. Hodo briefly updated the board on activities related to the conclusion of the academic year, including:

- i. Student pickup of property and records. Notices sent to families about pick up of remaining personal property.
 - ii. Distribution of supplies to parents and students for summer education support.
 - iii. Return of laptops that were loaned to families for student support during pandemic. Staff following up with remaining families.
- b. Updates on student records processing
 - i. Records organization almost complete. Only 5th and 6th grade remain.
 - ii. Synergy data still to be reviewed.
- c. Other updates about school community: none.

3. Staff bonuses discussion (Hodo, Pinholster):

- a. Board discussion/review and vote on proposed teacher/staff bonuses as proposed by Principal Hodo.
 - i. C. Hodo reviewed the bonus amounts as proposed. C. Hodo explained that the evaluation of his spouse's (J. Hodo) performance was conducted by R. Tejada. The amount of her proposed bonus (\$2300) was determined by strict adherence to the evaluation rubric approved by the board prior to the beginning of the process and included teaching performance, work ethic, attendance and duration of service. This bonus amount was the lowest of all bonuses proposed.
 - ii. V. Sidy moved to approve the bonus amounts as proposed. S. Manson seconded. V. Sidy voted yay. S. Manson voted yay. A. Pinholster voted yay. J. Pinholster voted yay. R. Sager was absent. The proposed bonus amounts were approved.

4. Finance issues (Pinholster, Manson):

- a. Discussion of progress towards establishing a scenario for closure of the school and distribution of assets
 - i. S. Manson briefly reported on meeting with S. Berger, counsel.
 - ii. Updated financial dashboard to be distributed in next few days.

5. Facilities discussion (Hodo, Pinholster):

- a. Report on discussions with Charter School Development Corporation.

- i. The meeting with CSDC was delayed. This topic will be moved to a future meeting.
- b. Discussion of plans for cleaning out and disposing of furniture, equipment and other physical assets

6. ADJOURN: A. Pinholster moved to adjourn. S. Manson seconded. Motion was approved unanimously. Meeting adjourned at 5:36pm.