



Governing Board Committee Agenda Regular Meeting

July 15th, 2024

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Arizona Autism Charter Schools, Inc. and to the general public that the Board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING REPORTS AND ACTION ITEMS

When: **July 15th, 2024 at 4:00 pm. MST**
Where: **1430 E Indian School Rd. Suite 220, Phoenix 85014**

Zoom Meeting:
<https://zoom.us/j/8540648558?pwd=VHJNUmJueStSTE9Zb0lGdTZGOUtOdz09>

Meeting ID: **854 064 8558** Passcode: **693270**

One or more board members will attend this meeting via telephone or video conferencing.

If you need translation services or a person with a disability seeking reasonable accommodation to access the Board meeting, please contact Diana Diaz at (602) 883-7500 at least 24 hours before the meeting.

Public members will have physical access to the meeting at 1430 E. Indian School Rd. Suite 220, Phoenix, AZ 85014 15 minutes before the meeting.

General Matters

- Call to Order
- Roll call to determine quorum
- Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board accepts public comment on issues within the jurisdiction of the school. Comments should be limited to three minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may

not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal processes are available for communication.

Board Meeting Minutes

- Review and Take Action: June 27th, 2024 Board Meeting minutes

Financials

- Review and Take Action: 24-25 Adopted Budget

1430 E. Indian School Member Campus Approval

- Review and Take Action: 1430 E. Indian School Member Campus

23-24 Academic Data Summary

- Review the FY23-24 Academic Data

Potential New Board Members: Lorenzo Romero & Elizabeth Simonhoff Perez

- Review both resumes from Lorenzo Romero and Elizabeth Simonhoff Perez

Announcements

- Planning for Back to School

Executive Session:

- Topic disclosure per A.R.S. § 38-431.03. To discuss a legal matter.
- Take action to go into executive session
- Take action to end the executive session

Adjournment



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.

Meeting Thursday, July 15th, 2024

1430 E. Indian School Rd. Suite 220 Phoenix AZ 85014

----- MINUTES -----

Board Members Present:

Ron Harrison, via virtual link
Keisha McKinnor, via virtual link
Paul Pucino, via virtual link
Kerrie Mallory-Thompson, via virtual link
Ross Meyer, via virtual link

Board Members Absent:

Matthew Simon

Others Present:

Diana Diaz-Harrison, Founder and Executive Director
Myla Goyne, Head of Schools
Annie Loftis, Quality and Compliance Strategist
Claire Piper, Senior Director of ABA and Data
Lorenzo Romero, Potential Board Member
Steven Hykes, AMS Impact Group
David Nguyen, AMS Impact Group

General Matters:

A quorum was determined to be present on the virtual Zoom link. Keisha called the meeting to order at approximately 4:04 pm. Keisha called for a motion to approve the agenda as presented. Ross made a 1st, Paul made a 2nd, all board members present were in favor, and the agenda was approved.

Public Comment:

Keisha asked if there were any members of the public on the Zoom virtual link or in person for comment. There were no members of the public in attendance.

Minutes:

Keisha asked if board members had reviewed the June 27th, 2024 meeting minutes, and they all indicated they had.

Since there were no comments or discussion, Keisha called for a motion to approve the minutes as presented. Ross made a 1st, and Ron made a 2nd. All board members present were in favor and the minutes were approved.

Financials: FY25 Budget Adoption:

Keisha turned the meeting over to Diana and Paul. Paul explained that there were no changes from the FY25 Proposed Budget that was reviewed at the prior board meeting on June 27. Paul re-shared the highlights of the FY25 budget, indicating \$31.2 million in projected total revenue and \$29.1 million in projected expenses. Paul reminded the board he had met with Diana and AMS several times to review the FY25 Proposed and Adopted Budget, and the revenues and expenses were based on sound projections.

After the short discussion, Keisha called for a motion to approve the FY25 Adopted Budget. Ron made a first motion, Ross made the second, and all board members present were in favor. The motion passed.

1430 E. Indian School Rd Member Campus

Keisha then moved to review and take action on the 1430 E. Indian School Rd. Building as a Member Campus. She turned the meeting over to Diana, who shared that this location is for the new Vocational and Entrepreneurial Training Center, Essential Piece Enterprises. Diana shared that the 1430 building needed approval as a Member Campus of the Arizona Autism Charter Schools-Upper School Campus. The plan was to engage high school students and young adults in job training programs offered at the new training center. The minutes and approval by the AZACS board would need to be submitted to the AZ State Board for Charter Schools to get the building approved as a Member Campus.

After a brief discussion, Keisha called for a motion to approve 1430 E. Indian School Rd. as a member campus of the Arizona Autism Charter Schools-Upper School Campus. Ross made a first, Paul made a second, and all board members present were in favor, and the motion passed.

23-24 Academic Data Summary

Keisha then moved to the 23–24 academic data summary and turned the meeting over to Diana and Claire Piper, Director of Data and ABA. Diana shared that the goals are based on AZACS'

adopted assessments and the special population school goals approved by the Arizona State Board for Charter Schools. Claire shared data on final academic, engagement, and post-secondary goals from the school year 23–24. The academic data results are summarized below:

I-Ready: for ELA and math, all campuses met their goals

MyPath- All campuses, including online, met their goals for ELA in high school and math.

PEAK- ELA - grades in kindergarten through 5th exceeded their goals. West Valley met their goals. Tucson collected pilot data in its first year, but the sample size needed to be bigger to aggregate.

PEAK- for math, all campuses met their goals. Tucson collected pilot data in its first year, but the sample size needed to be bigger to aggregate.

Re-Think - ELA - the Online Schools, both kindergarten through 8th grade and high school exceeded their goals.

Engagement data – all campuses met their goals and the online schools exceeded their engagement goals.

Post-secondary data – all campuses met their goals or exceeded them.

Career interest survey– all met or exceeded their goals.

Claire asked if there were any questions, and Paul asked why the data at the Tucson Campus fluctuated. Claire responded that it was related to Tucson's smaller sample size.

Diana reminded the board that these are the accountability metrics submitted to the AZ State Board for Charter Schools yearly. Diana shared that there is a data and assessment calendar that requires teaching teams to review data at least monthly to ensure students are on track to meet their goals. If not, interventions are put into place to ensure they are back on track.

Potential New Board Members: Lorenzo Romers and Elizabeth Simonhoff Perez

Keisha then discussed the addition of potential new board members Lorenzo Romero and Elizabeth Simonhoff Perez. She turned the meeting over to Diana, who shared that Lorenzo has an impressive and robust finance background as the former CFO of BASIS Ventures and is now the President of that charter network. She then asked Lorenzo to say a few words as he was on the call. Lorenzo introduced himself and shared that he worked on the state budget during Governor Doug Ducey's administration. He is excited to bring his expertise on growth to the AZACS board and is also grateful to be enrolling his son at the Early Learning Center. Diana thanked Lorenzo for his introduction.

Diana moved on to discuss board member candidate Elizabeth Simonhoff Perez. She asked Ross to share about Elizabeth as he recommended her for the AZACS board. Ross shared that Liz is from Miami and has a public policy and finance background. She has recently moved to Phoenix and works at ASU in Michael Crow's office. Diana thanked Ross for that information and shared with the board that she had already interviewed Elizabeth and would invite another

board member to interview her. Elizabeth also has a student joining the Early Learning Center in second grade.

Announcements:

Keisha then moved to announcements and turned it over to Diana. As AZACS plans for the 24-25 school year, Diana introduced Myla had shared that she has been promoted from Chief Academic Officer to Head of Schools for the 24-25 school year. Myla shared that teachers and Program Managers at our five campuses were back at work. Professional development schedules were being implemented to be ready for the school year. All was going well and as planned for the 24-25 school year.

Executive Session:

Disclosure of Executive Session Per ARS § 38-431.03. Personnel Legal Matter

Keisha moved to the executive session and asked for a motion to begin at 4:36 PM. Paul made a 1st, and Ron made a 2nd. All board members present were in favor, and the session began.

Once the personnel legal matter was discussed, Keisha asked for a motion to end the executive session. Ron made a 1st, and Kerrie made a 2nd. All board members present were in favor, and the executive session session ended at 4:45 PM.

Adjournment:

Since there were no further agenda items, Keisha called for a motion to adjourn the board meeting. Paul made a 1st, and Kerrie made a 2nd. All board members present approved. The board meeting ended at 4:46 PM.



**Governing Board Committee Agenda
Regular Meeting**

August 29th, 2024

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Arizona Autism Charter Schools, Inc. and to the general public that the Board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING REPORTS AND ACTION ITEMS

When: **August 29th, 2024 at 5:00 pm. MST**
Where: **1430 E Indian School Rd. Suite 220, Phoenix 85014**

Zoom Meeting:
<https://zoom.us/j/8540648558?pwd=VHJNUmJueStSTE9Zb0lGdTZGOUtOdz09>

Meeting ID: **854 064 8558** Passcode: **693270**

One or more board members will attend this meeting via telephone or video conferencing.

If you need translation services or a person with a disability seeking reasonable accommodation to access the Board meeting, please contact Diana Diaz at (602) 883-7500 at least 24 hours before the meeting.

Public members will have physical access to the meeting at 1430 E. Indian School Rd. Suite 220, Phoenix, AZ 85014 15 minutes before the meeting.

General Matters

- Call to Order
- Roll call to determine quorum
- Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board accepts public comment on issues within the jurisdiction of the school. Comments should be limited to three minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal

action. Finally, be advised that internal processes are available for communication.

Board Meeting Minutes:

- Review and take action on the July 15th, 2024 Board Meeting

Financials:

- Consolidated Financial Statements

Emergency Operations Plan for 24-25:

- Review and take action on the 24-25 Emergency Operations Plan

McKinney Vento: Homeless Education Policy and Dispute Resolution

- Review and take action on the 24-25 Homeless Education Policy and Dispute Resolution

Potential Board Members: Elizabeth Simonhoff Perez & Lorenzo Romero:

- Post Interview Discussion with Elizabeth and Keisha
- Elizabeth to introduce herself to the AZACS Board
- Update on Lorenzo Romero

Family Handbook:

- Review and take action on the 24-25 Family Handbook

Parent Directory:

- Review the Parent Directory process for the 24-25 school year

FEMA Documentation:

- Review and take action on the grants portal access document reflecting Diana Diaz and Myla Goynes as authorized users.

West Valley Hybrid Discontinuation:

- Review and take action on the removal of the Hybrid Program at the West Valley Campus, change in grades served, removing Hybrid Program and grades 7 & 8

Announcement:

- Uncommon Construction Tour from August 21st
- Immersion Labs AEEC Tour from August 23rd

- Quarterly In-Person Board Meetings: Dec 12 or 19

Adjournment:

Posted: August 28th, 2024 at 5 p.m. on the website and at 4125 N. 14th Street, Phoenix, 85014



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.

Meeting Thursday, August 29th, 2024

1430 E. Indian School Rd. Suite 220, Phoenix 85014

----- MINUTES -----

Board Members Present:

Ron Harrison, via virtual link
Paul Pucino, via virtual link
Kerrie Mallory-Thompson, via virtual link
Ross Meyer, via virtual link
Kiesha McKinnor, via virtual link
Matt Simon, via virtual link

Board Members Absent:

NONE

Others Present:

Diana Diaz-Harrison, Founder and Executive Director
Dan McCarty, Director of Operations and IT
Annie Loftis, Director of Compliance and Strategic Initiatives
Tracy Malcolm, Director of Teacher Preparation and Parent Engagement
Myla Goyne, AZACS Head of Schools
David Nguyen, AMS
Elizabeth Simonhoff-Perez, Potential AZACS Board Member
Lorenzo Romero, Potential AZACS Board Member
Lena Brennan, AZACS PTA President
Skye Nguyen, AZACS PTA Member

General Matters

A quorum was determined to be present on the virtual Zoom link. Kiesha called the meeting to order at approximately 5:02 pm. Kiesha called for a motion to approve the agenda as presented. Paul made a 1st, Ron made a 2nd, all board members present were in favor, and the agenda was approved.

Public Comment

Kiesha asked if there were any members of the public on the call. Lena and Skye, the AZACS PTA President and PTA member, were present. Keisha asked if they would like to comment. Lena informed the Board that a PTA representative plans to attend school board meetings in the future. Keisha asked if there were any other comments, but there were none.

Minutes

Kiesha asked if board members had reviewed the minutes from the July 15th board meeting and if there were any questions. Board members indicated they had reviewed the minutes, and there were no questions. Kiesha called a motion to approve the minutes. Ron made a 1st; Ross made a 2nd. All board members present were in favor, and the minutes were approved.

Financials

Consolidated Financial Statement

Keisha then moved to the financial portion of the meeting and turned it over to Paul.

Paul reviewed the financial statement as of July 31 and explained that AZACS had about \$1 million in expenses in July and received about \$2.4 million in revenue. Revenue over expenses was about \$1.3 million, putting AZACS in a great financial position for the new school year. He oriented the board to look at the bond covenant projections for FY25 and shared that the Debt Service Coverage Ratio (DSCR) on all debt was 1.68, and Days Cash on Hand (DCOH) was projected at 164 days.

Keisha asked if there were any questions or comments. Lorenzo commented that AZACS is doing great financially and suggested that the AZACS evaluate the impact of the reduction of Prop 123 funds. Diana said this would be a good conversation for the upcoming finance committee.

Emergency Operations Plan for 24–25

Keisha then turned the meeting over to Diana and Dan, Director of Operations and IT. Dan shared his presentation of the 24–25 Emergency Operations Plan. He explained highlights of the plan, such as having a command and control center if a situation were to occur, emergency codes, and safety information walls in every classroom for easy access to emergency information. Dan explained that drills are performed regularly, and staff are trained frequently.

AZACS will hold safety information sessions with parents regarding topics like offsite procedures and reunification plans.

Keisha asked if there were any questions or comments, and Kerrie asked about future lockdown communication with parents. Dan replied that communication would be tightened up during the upcoming school year in case of lockdown. Diana also included that text messages can be used for these communications. Elizabeth asked how the campuses prepare students for emergency drills and situations. Myla replied that kids are often presented with lesson plans from their teachers to help them reduce any anxiety or fear and create positive practice opportunities. Dan added that individual classes have opportunities to practice before schoolwide drills.

After the discussion, Keisha asked for a motion to approve the Emergency Operations Plans for the 24–25 school year. Kerrie made a first, Ross made a second, and all board members present were in favor, so the motion passed.

McKinney Vento: Homeless Education Policy and Dispute Resolution

Keisha then turned the meeting over to Diana, and Diana introduced Tracy Malcom, Director of Teacher Preparation and Parent Engagement. Tracy shared the AZACS Homeless Education Policy and Dispute Resolution procedures for the 24–25 school year. Tracy explained that these documents provide a clear understanding of the step-by-step process for public notice to spread the word about homeless education services at AZACS. She then explained the process of dispute resolution.

After the presentation, Keisha asked for a motion to approve the 24–25 Homeless Education Policy and Dispute Resolution process. Ron made a 1st, Paul made his 2nd, and all board members present were in favor, and the motion passed.

Potential Board Members: Elizabeth Simonhoff-Perez and Lorenzo Romero

Keisha then turned the meeting over to Diana, who explained that Elizabeth and Keisha had a formal interview the previous week. Both Diana and Keisha felt Elizabeth would be a great addition to the board as an executive at ASU and a new AZACS parent. Elizabeth introduced herself and shared her background in education and advocacy. Diana said once all the onboarding paperwork was completed, we would be in a position to welcome Elizabeth to the board.

Diana then moved on to an update regarding potential board member Lorenzo Romeo. She shared that the paperwork was almost completed, and she hoped everything would be in place to welcome Lorenzo to the board at the next board meeting.

Keisha asked if there were any questions and there were none.

24-25 Family Handbook

Keisha turned the meeting over to Diana and Annie. Annie shared that the updated family handbook is the same as previous years but with updates to staffing, the McKinney Vento

documents that Tracy had previously described in this board meeting, and the updated parent-school compact for alignment with Title 1 compliance. This updated compliance is a process that AZACS already participated in with families, but this was formalizing the process.

After the presentation, Keisha requested a motion to approve the 24-25 Family Handbook. Kerrie made a first, Ross made a second, and all board members present were in favor. The motion passed.

Parent Directory

Keisha then moved on to the parent directory and passed the meeting off to Diana and Annie. Annie described that this parent directory is exactly the same as last year, allowing parents to opt in via a Google form that captures their contact information and provides their consent to share their information with other families in their student's classroom. This directory is intended for play dates, carpooling, etc., and not to be used for solicitation purposes.

After the discussion, Keisha requested a motion to approve the 24-25 Parent Directory. Kerrie made a 1st, Ron made a 2nd, and all board members present were in favor of the motion and it passed.

FEMA Documentation

Keisha then moved to the updated FEMA documentation. She then turned the meeting over to Diana and Annie. Annie explained that this documentation will provide Myla Goyne with access to the grants portal as an authorized user in place of Clark Crace.

Keisha asked for a motion to approve the updated FEMA document. Kerrie made a first, Ross made a second, and all board members present were in favor. The motion passed.

West Valley Hybrid Discontinuation

Keisha then moved to the discontinuation of the West Valley program. She turned the meeting over to Diana, who explained that this had already been discussed in a previous board meeting, but a vote was needed to make the update official with the AZ State Board for Charter Schools. The discontinuation of the hybrid program meant eliminating grades 7 and 8 from the grades served at the West Valley Campus.

Kiesha asked for a motion to approve the discontinuation of the Hybrid program at West Valley and change the grades served to include grades in the 24-25 school year to grades K-6. Kerrie made a 1st, Ron made a 2nd, and all board members present were in favor and the motion passed.

Announcements

Keisha then turned the meeting over to Diana, who mentioned that we had two exciting tours: one from Uncommon Construction on August 21 and the other from Immersion Labs on August 23. These connections will help with workforce development and AI simulation programs.

Diana explained that we would like to start a quarterly in-person board meeting routine. It was decided that December 12 will be the upcoming in-person board meeting.

Adjournment

Since no further items were on the agenda, she asked for a motion to adjourn the board meeting. Paul made a 1st, Karrie made a 2nd, and all board members present were in favor and the board meeting ended at 5:38 PM.



**Governing Board Committee Agenda
Regular Meeting**

September 26th, 2024

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Arizona Autism Charter Schools, Inc. and to the general public that the Board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING REPORTS AND ACTION ITEMS

When: September 26th, 2024 at 5:00 pm. MST
Where: 1430 E Indian School Rd. Suite 220, Phoenix 85014

Zoom Meeting:
<https://zoom.us/j/8540648558?pwd=VHJNUnJueStSTE9Zb0lGdTZGOUtOdz09>

Meeting ID: **854 064 8558** Passcode: **693270**

One or more board members will attend this meeting via telephone or video conferencing.

If you need translation services or a person with a disability seeking reasonable accommodation to access the Board meeting, please contact Diana Diaz at (602) 883-7500 at least 24 hours before the meeting.

Public members will have physical access to the meeting at 1430 E. Indian School Rd. Suite 220, Phoenix, AZ 85014 15 minutes before the meeting.

General Matters

- Call to Order
- Roll call to determine quorum
- Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board accepts public comment on issues within the jurisdiction of the school. Comments should be limited to three minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public, may ask staff to

review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal processes are available for communication.

Board Meeting Minutes:

- Review and take action on the August 29th, 2024 Minutes

Financials:

- Review and Take Action on the Consolidated Financial Statements

Grant Announcements:

- Yass Alumni Grant
- Charter School Growth Fund Accelerated Growth Grant

Board Member Resignation and CFO Announcement

- Review and take action on AZACS board member's resignation and transition to Chief Financial Officer

Take Action to Add New Board Member and Officer

- Vote for the admission of Lorenzo Romero as a Director on the AZACS Board as well as the role of Board Treasurer

Creation of Finance Committee for the AZACS Board

- Take action to create a finance committee that includes the new AZACS CFO and CEO, Board Treasurer, designated finance consultants, and other stakeholders.

Curriculum Tables and Pathways to Graduation

- Review and take action on the AZACS Curriculum Tables
- Review and take action on the AZACS Pathways to Graduation

Emergency Succession Plan

- Review and take action on the updated AZACS Emergency Succession Plan

Announcement:

- Autism Speaks Walk on October 12th, 2024
 - [More Information Here](#)
- Yes Day for Autism on October 27th, 2024
 - [More Information Here](#)
- Parent Directory will be sent out the week of October 7th

Adjournment:

Posted: September 25th, 2024 at 5 p.m. on the website and at 4125 N. 14th Street, Phoenix, 85014



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.

Meeting Thursday, September 26th, 2024

1430 E. Indian School Rd. Suite 220, Phoenix AZ 85014

----- MINUTES -----

Board Members Present:

Ron Harrison, via virtual link
Paul Pucino, via virtual link
Kerrie Mallory-Thompson, via virtual link
Ross Meyer, via virtual link
Keisha McKinnor, via virtual link

Board Members Absent:

Matthew Simon

Others Present:

Diana Diaz-Harrison, Founder and Executive Director
Annie Loftis, Director of Compliance and Strategic Initiatives
Myla Goyne, Head of Schools
Lorenzo Romero, Potential Board Member

General Matters:

A quorum was determined to be present on the virtual zoom link. Keisha called the meeting to order at approximately 5:01 pm. Keisha called for a motion to approve the agenda as presented. Ron made a 1st, Ross made a 2nd, all board members present were in favor and the agenda was approved.

Public Comment:

Keisha asked if there were any members of the public on the Zoom virtual link or in person for comment. There were no members of the public in attendance.

Minutes:

Keisha asked if board members had reviewed the minutes from August 29th, 2024. Board members indicated they had reviewed the minutes. Keisha called a motion to approve the minutes. Paul made a 1st, Ross made a 2nd. All board members present were in favor and the minutes were approved.

Financials

Consolidated Financial Statements

Keisha then moved on to the financial portion of the meeting. She turned the meeting over to Diana and Paul. Paul reminded the board that AZACS is still transitioning from ADI to AMS. He directed the board to review the revenue on the consolidated financial statement ending on August 31, 2024. He noted that there was \$4.8 million in revenue, with about \$3.8 million in expenses. He pointed out expenses that were above a 25% threshold and explained that most were the up-front beginning-of-the-year expenses, such as insurance and curriculum purchases. Paul pointed out the bond covenants and noted that Days Cash on Hand (DCOH) was coming in at 112 days and Debt Service Coverage Ratio (DSCR) was coming in at 1.68 which is above and beyond compliance.

After the presentation and discussion, Keisha asked for a motion to approve the August consolidated financials. Ron made a first, and Kerrie made a second. All board members present were in favor, and the financials were passed.

Grant Announcements

Keisha then moved on to the grant announcements. She turned the meeting over to Diana, who shared that AZACS had applied for a Yass Prize alumni grant and was awarded \$975,000, with \$250,000 going to the National Accelerator of Autism Charter Schools and \$750,000 staying with AZACS. Diana shared that the leaders of the Yass Prize and Center for Education Reform had toured the school and were very impressed with the innovative programming and student and staff engagement.

Diana then shared that AZACS had also applied for a Charter Schools Growth Fund accelerator grant for capacity-building and was awarded \$800,000. This will help AZACS bring on other roles to help with the growth of the school.

Board Member/Officer Resignation and CFO Announcement

Keisha moved on to the board member resignation and CFO announcement. Keisha then turned the meeting over to Diana, who explained that one of the key roles AZACS was to bring on board from the grants above was the role of Chief Financial Officer (CFO). Diana shared that Paul had visited the school and was excited to take on the role of CFO after serving as Board Treasurer for about five years. Keisha added some very kind words about how wonderful it was

to serve on the board with Paul. However, she also added that Paul would be a natural fit as the CFO of AZACS. Paul added that he was thrilled to serve in this new capacity and build the capacity of the executive team. Ron added that Paul has been consistently dedicated to and expressed his gratitude. The start date for Paul would be October 1, 2024.

After the discussion, Keisha asked for a motion to approve Paul's resignation from the AZACS board effective September 30, 2024, to allow him to serve as CFO as of October 1. Ron made a first, and Kerrie made a second. All board members present were in favor and the motion passed.

Vote for Lorenzo Romero, new Board Member and Treasurer

Keisha then moved on to the addition of a new board member, Lorenzo Romero. Keisha turned the meeting over to Diana, who shared that all of Lorenzo's paperwork was in place to add him as a board member and consider him to take the role of Treasurer given his robust finance background. Lorenzo thanked the board for the opportunity and said he is excited to serve AZACS and help the school grow. He has a background in the state legislature and has a child who attends the school.

Keisha asked for a motion to approve Lorenzo Romero to join the AZACS board. Ron made a first, Kerrie made a second. All board members present were in favor and the motion passed.

Keisha then asked for a motion to approve Lorenzo Romero for the officer position of Treasurer for the AZACS board, effective October 1, 2024. Ron made a first, and Kerrie made a second. All board members present were in favor and the motion passed.

Creation of Finance Committee for the AZACS Board

Keisha then moved to create the finance committee for the AZACS board. She then turned the meeting over to Diana, who explained that the Charter School Growth Fund had made a recommendation that AZACS create a finance committee. Diana proposed that the committee include Lorenzo Romero as the Treasurer, Paul as the CFO, and Diana as CEO. This group would meet before board meetings to evaluate and vet the financials.

Keisha asked for a motion to approve the creation of the finance committee for the AZACS board. Kerrie made a first, Ron made a second, and all board present members were in favor. The motion passed.

Curriculum Tables and Pathways to Graduation

Keisha then moved to the curriculum tables and pathways to graduation. She turned the meeting over to Diana and Myla, the Head of Schools. Myla reviewed the curriculum tables with the board and explained that many of the curriculum products were the same as the previous years. The additions for the in-person schools are ACEing Autism, AIM: Accept Identify, Move, Discovery Education, Everyday Speech, Imagine MyPath, Learn 4 Independence, and Life-centered Education and Transition curriculum.

She explained that the new additions to the Online School were Nearpod, Quaver Music, Rapunzel, and the Curriculum Connection.

Myla moved onto the Pathways to Graduation. She explained that the in-person campuses revamped the elective options to align with ADE-required credits. The online school added ASU prep digital courses.

Keisha asked for a motion to approve the curriculum tables. Kerrie made a first, and Ron made a second. All board members present were in favor, and the curriculum tables were approved.

Keisha then asked for a motion to approve the Pathways to Graduation. Ron made a first, and Kerrie made a second. All board members present were in favor, and the pathways to graduation were approved.

Emergency Succession Plan

Keisha then moved to the emergency succession plan. Keisha turned the meeting over to Diana who explained that the emergency succession plan template needed to be updated due to the transition of team members on the executive team. Diana explained that Myla would replace her if she could not lead AZACS for 30 days or more. If Diana and Myla were both unable to lead for 30 days or more, then the Executive Leadership Team, which consisted of Susan, Dan, Annie, Claire, and Paul, would lead the school until an executive leader could be found.

Keisha asked for a motion to approve the updated succession plan. Ron made a first, and Kerrie made a second. All board members present were in favor, and the motion passed.

Announcements:

Keisha then moved to the announcement section of the meeting. She turned the meeting over to Diana who shared a couple of exciting events. The Autism Speaks walk on October 12 and the YES Day event on October 27.

Annie announced that the parent directory that was previously approved will be sent out the week before fall break.

Adjournment:

Since there were no other agenda items, Keisha asked for a motion to adjourn the meeting. Kerrie made a 1st, and Ron made a second. All board members present were in favor, and the motion was passed. The board meeting was adjourned at 6:04 PM.



**Governing Board Committee Agenda
Regular Meeting**

October 10th, 2024

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Arizona Autism Charter Schools, Inc. and to the general public that the Board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING REPORTS AND ACTION ITEMS

When: **October 10th, 2024 at 5:00 pm. MST**
Where: **1430 E Indian School Rd. Suite 220, Phoenix 85014**

Zoom Meeting:
<https://zoom.us/j/8540648558?pwd=VHJNUnJueStSTE9Zb0lGdTZGOUtOdz09>

Meeting ID: **854 064 8558** Passcode: **693270**

One or more board members will attend this meeting via telephone or video conferencing.

If you need translation services or a person with a disability seeking reasonable accommodation to access the Board meeting, please contact Diana Diaz at (602) 883-7500 at least 24 hours before the meeting.

Public members will have physical access to the meeting at 1430 E. Indian School Rd. Suite 220, Phoenix, AZ 85014 15 minutes before the meeting.

General Matters

- Call to Order
- Roll call to determine quorum
- Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board accepts public comment on issues within the jurisdiction of the school. Comments should be limited to three minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public, may ask staff to

review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal processes are available for communication.

Board Minutes

- Review and take action on the board meeting minutes from September 26th, 2024

Financials:

- Review and Take Action on the Annual Financial Report for FY2024

1414 E. Indian School Rd. Building

- Review the proforma and slides to detail the proposed purchase of 1414 E. Indian School Rd. by Charter Growth Fund

Announcements:

- Reinvigoration of the Tax Credit Campaign

Adjournment:



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.

Meeting Thursday, October 10th, 2024

1430 E Indian School Rd. 220, Phoenix AZ 85014

----- MINUTES -----

Board Members Present:

Matt Simon, via virtual link
Kerrie Mallory-Thompson, via virtual link
Ron Harrison, via virtual link
Ross Meyer, via virtual link
Lorenzo Romero, via virtual link
Keisha Mckinnor, via virtual link

Board Members Absent:

None

Others Present:

Diana Diaz-Harrison, Founder and Executive Director
Paul Pucino, AZACS CFO
Annie Loftis, Director of Compliance and Strategic Initiatives
Hannah Moody, ADI
Lisa Glow, Consultant
Claudina Douglas, ADI

General Matters:

A quorum was determined to be present on the virtual Zoom link. Matt Simon led the meeting because Keisha was in a spotty internet location. Matt called the meeting to order at approximately 5:02 pm. Matt called for a motion to approve the agenda as presented. Ron Harrison made a 1st, Ross Meyer made a 2nd. Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved the agenda, and the motion was passed unanimously.

Public Comment:

Matt asked if there were any members of the public on the Zoom virtual link or in person for comment. There were no members of the public in attendance.

Minutes:

Matt asked if board members had reviewed the minutes from September 26th, 2024. Board members indicated they had. Matt Simon made a motion to approve the minutes. Ross Meyer made a first, and Ron Harrison made a second. Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved the minutes, and the motion passed unanimously.

Financials:

Annual Financial Report (AFR) FY 2024

Matt then moved to the financial portion of the agenda and turned the meeting over to AZACS CFO Paul Pucino.

Paul shared highlights of the Annual Financial Report, which confirmed the numbers after closing the books for FY24. He shared that total revenue was approximately 32 million, expenses were approximately 30 million, and net income was approximately 2 million. He noted that the bond covenants were being exceeded, with Days Cash on Hand coming in at 86 days and the Debt Service Coverage Ratio at 2.08.

After the discussion, Matt Simon requested a motion to approve the AFR for FY 2024. Keisha McKinnor made a first, Ross Meyer made a second. Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved the AFR FY 2024, and the motion passed unanimously.

1414 E. Indian School Rd. Building:

Matt then moved to the 1414 building opportunity and turned the meeting to Diana. Diana shared that the 1414 E. Indian School Rd. building, next to AZACS headquarters at 1430 E. Indian School, was available for sale. Charter School Development Corporation reviewed the purchase opportunity and was willing to purchase the building on behalf of the school. The 1414 building would be used to move administrative staff so that the young adults in the new Essential Piece Program can have classrooms in the 1430 building. This would serve as an Adult Day Treatment and Training program and aligns with Charter School Development Corporation's mission of supporting schools in developing wraparound services.

Diana then turned the meeting over to Paul, who shared the financial proforma for the new building and the new adult program, funded by the Division of Developmental Disabilities (DDD). The program would start with 20 clients and grow by 20 students annually. Paul shared that the program and facility costs would be sustainable, with clients receiving about \$14,000 annually from DDD. There is also the assumption in the proforma of using Workforce Innovation grant dollars initially. The executive team was proposing to work with CSDC to acquire the building.

After the discussion, Matt called for a motion to approve Charter School Development Corporation's engagement in a non-binding letter of intent to purchase the 1414 building on behalf of AZACS. Keisha McKinnor made the motion first, and Kerrie Mallory-Thompson made a second. Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved, and the motion passed unanimously.

Announcements:

Matt turned the meeting over to Diana, who introduced Lisa Glow. Lisa introduced herself and shared that she was working with Diana on philanthropic and fundraising efforts. She shared that she is working to expand the AZACS tax credit campaign and asked the board to think of ways to invite their network to donate to the AZACS Tax Credit Campaign.

Lisa shared that social media avenues will be utilized to include constant contact blasts, updated videos, QR codes, and sharing links using cell phones. Lisa added that this year's tax credit campaign goal is \$100,000.

Adjournment:

Since there were no other agenda items, Matt Simon requested a motion to adjourn the meeting. Kerrie Mallory-Thompson made a first, and Ron Harrison made a second. Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved the adjournment of the meeting at 5:54 pm.



**Governing Board Committee Agenda
Regular Meeting**

November 21st, 2024

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Arizona Autism Charter Schools, Inc. and to the general public that the Board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING REPORTS AND ACTION ITEMS

When: **November 21st, 2024 at 5:00 pm. MST**
Where: **1430 E Indian School Rd. Suite 220, Phoenix 85014**

Zoom Meeting:
<https://zoom.us/j/8540648558?pwd=VHJNUnJueStSTE9Zb0lGdTZGOUtOdz09>

Meeting ID: **854 064 8558** Passcode: **693270**

One or more board members will attend this meeting via telephone or video conferencing.

If you need translation services or a person with a disability seeking reasonable accommodation to access the Board meeting, please contact Diana Diaz at (602) 883-7500 at least 24 hours before the meeting.

Public members will have physical access to the meeting at 1430 E. Indian School Rd. Suite 220, Phoenix, AZ 85014 15 minutes before the meeting.

General Matters

- Call to Order
- Roll call to determine quorum
- Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board accepts public comment on issues within the jurisdiction of the school. Comments should be limited to three minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal processes are available for communication.

Board Meeting Minutes:

- Review and take action on the October 10th, 2024 board meeting minutes

Financials:

- Review and Take Action on Financial Statements

Growth Plans and ASBCS Amendments:

- Review and Take Action: Tucson K-5 Campus
- Review and Take Action: Enrollment Cap Increase to 1,500

Growth Announcements:

- Construction in Tucson and West Valley to begin in March
- CSDC and 1414 Building
- East Valley Greenlighting Committee
- Autism-Focused Health Clinic Partnership, Valle del Sol

Potential Board Member: Elizabeth Simonhoff-Perez

- Review and Board Vote: Elizabeth Simonhoff-Perez to join the AZACS Board

Thelma Lou & Essential Piece AZACS Uniforms

- Announcement: Thelma Lou and Essential Piece taking over AZACS Uniform Production.

Announcements:

- The next board meeting is on December 12, in person, at 1430 E. Indian School Rd.
- Tax Credit Campaign
- Dance for Autism, Save the Date April 26th, 2024

Adjournment:

Posted: November 20th @ 5:00 p.m. on website and at 4125 N. 14th Street, Phoenix, 85014



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.

Meeting Thursday, November 21st, 2024

1430 E Indian School Rd Suite 220 Phoenix AZ 85014

----- MINUTES -----

Board Members Present:

Ron Harrison, via virtual link
Kerrie Mallory-Thompson, via virtual link
Ross Meyer, via virtual link
Keisha McKinnor, via virtual link
Matt Simon, via virtual link
Lorenzo Romero, via virtual link

Board Members Absent:

None

Others Present:

Diana Diaz-Harrison, Founder and Executive Director
Annie Loftis, Director of Compliance and Strategic Initiatives
Elizabeth Simonhoff-Perez, ASU and Potential Board Member
Paul Pucino, CFO
Hannah Moody, ADI
Claudina Douglas, ADI

General Matters:

A quorum was determined to be present on the virtual Zoom link. Keisha called the meeting to order at approximately 5:02 pm. Keisha called for a motion to approve the agenda as presented. Ron Harrison made a 1st, Kerrie Mallory-Thompson made a 2nd. Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved the agenda, and the motion passed.

Public Comment:

Keisha asked if there were any members of the public on the Zoom virtual link or in person for comment. Elizabeth Simonhoff-Perez was in attendance for her consideration to the AZACS Board but had no comment at this time. There were no other members of the public present.

Minutes:

Keisha asked if board members had reviewed the minutes from October 10th, 2024. Board members indicated they had. Keisha made a motion to approve the minutes. Matt Simon made a 1st, Ross Meyer made a 2nd. Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved the minutes, and the motion passed.

Financials

Consolidated Financial Statements

Keisha turned the meeting to Paul Pucino, AZACS CFO, to review the financials. Paul stated that the reports show AZACS' financial status through October 2024.

Paul stated that revenue received from July to October is approximately \$10.8 million, and expenses from the same period are approximately \$9 million, a net of approximately \$1.7 million. Cash on hand is approximately \$8.6 million. State reports show the Average Daily Membership (ADM) at 875. He stated revenue should increase as more enrolled students are captured in state reports. Current enrollment is reported at 978.

Paul asked if there were any questions or comments, and Lorenzo added that AZACS's financial position and outlook are great. Diana also added that the finance committee, which includes Paul Pucino and Lorenzo Romero, reviewed the financials beforehand to ensure they were as accurate as possible. She expressed her gratitude for their hard work.

Keisha asked for a motion to approve the October financials. Ron Harrison made a 1st, Kerrie Mallory-Thompson made a 2nd. Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved the October financials, and the motion passed.

New AZACS Tucson Elementary School and Enrollment Cap Increase

Growth Plans and ASBCS Amendments

Keisha turned the meeting over to Diana, who shared the plan to add a new K-5 Elementary School in Tucson. The school's official name would be AZACS Tucson Elementary School. The new school would be housed in unused buildings on the Tucson Campus. These spaces will be renovated to ensure they are optimal for younger students, and construction will begin in March.

Diana also explained that adding the new AZACS Tucson Elementary School and the contemplated growth at other campuses required an Enrollment Cap increase from 1,000 students to 1500, which should get AZACS through three years of growth.

After the discussion, Keisha requested a motion to approve the new AZACS Tucson Elementary School offering kindergarten through 5th grades. Ross Meyer made a first; Matt Simon made a second. Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved the additional grades in Tucson, and the motion was passed.

Keisha then requested a motion to approve the Enrollment Cap Increase to 1500. Ross Meyer made a first, and Matt Simon made a second. Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved in favor, and the motion was passed.

Vote for Elizabeth Simonhoff-Perez, AZACS Board Member Candidate

Keisha then moved to the next agenda item: considering adding Elizabeth Simonhoff-Perez to the AZACS board. Keisha then turned the meeting over to Elizabeth, who reintroduced herself to the board. Elizabeth stated how excited she was to be a part of the AZACS board and shared that she is helping the school secure a graduation venue and sharing a music program with Diana. Ross Meyer said he was happy to nominate Elizabeth because she is driven and dedicated to helping others.

After the discussion, Keisha asked for a motion to approve Elizabeth Simonhoff-Perez's joining the AZACS board. Ross Meyer made a first, Ron Harrison made a second. Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved the addition of Elizabeth Simonhoff-Perez to the AZACS Board, and the motion passed.

Thelma Lou & Essential Piece Uniform Partnership

Keisha then moved to the next agenda item, Thelma Lou and Essential Piece Enterprises uniform collaboration. She turned the meeting over to Diana and Annie Loftis. Annie shared that Kerrie Mallory-Thompson and Pam Lozada-Moore make up Thelma Lou, a consistent place for families to purchase quality AZACS t-shirts and swag. Annie shared that when AZACS' uniform vendor, Dennis Uniforms, closed its business, AZACS had to find another uniform vendor. The executive team worked with Thelma Lou and decided to partner to become the uniform provider for AZACS. This will provide students and adults with workforce opportunities through the Essential Piece Enterprises silk screening shop. Annie asked Kerrie to share a few words, and Kerrie explained that she also employs interns on the spectrum to fulfill uniform orders. In partnership, Thelma Lou and Essential Piece know they can be the uniform providers for all AZACS Campuses at a better price than the previous vendor.

Announcements:

Keisha then moved to the announcement section of the agenda and turned the meeting over to Diana. Diana shared that the next board meeting on December 12, 2024, will be in-person at 1430 E. Indian School Rd.

She also added that the 2024 to 2025 Tax Credit Campaign will launch before Thanksgiving, encouraging board members to donate and spread the word.

Diana also shared that the second annual Dance for Autism gala will likely occur on April 26, 2025.

Adjournment:

Since no other topics were on the agenda, Keisha asked for a motion to adjourn the board meeting. Ross Meyer made a first, and Ron Harrison made a second. **Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor** all approved the motion, and the AZACS Board meeting adjourned at 5:48 PM.



**Governing Board Committee Agenda
Regular Meeting**

December 12th, 2024

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Arizona Autism Charter Schools, Inc. and to the general public that the Board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING REPORTS AND ACTION ITEMS

When: December 12th, 2024 at 5:00 pm. MST
Where: 1430 E Indian School Rd. Suite 100, Phoenix 85014

Zoom Meeting:
<https://zoom.us/j/8540648558?pwd=VHJNUnJueStSTE9Zb0lGdTZGOUtOdz09>

Meeting ID: **854 064 8558** Passcode: **693270**

One or more board members will attend this meeting via telephone or video conferencing.

If you need translation services or a person with a disability seeking reasonable accommodation to access the Board meeting, please contact Diana Diaz at (602) 883-7500 at least 24 hours before the meeting.

Public members will have physical access to the meeting at 1430 E. Indian School Rd. Suite 100, Phoenix, AZ 85014 15 minutes before the meeting.

General Matters

- Call to Order
- Roll call to determine quorum
- Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board accepts public comment on issues within the jurisdiction of the school. Comments should be limited to three minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal processes are available for communication.

Board Meeting Minutes:

- Review and take action on the November 21st, 2024 board meeting minutes

Financials:

- Review and Take Action on Financial Statements
- Review and Take Action on Yass Alumni grant funds to NAACS

Parent Engagement & Satisfaction Survey Results

- Review the updated Parent Engagement & Satisfaction Survey Results

Teacher and Administration Evaluations

- Review and Take Action on the updated Teacher and Administration Evaluation Policy and Evaluation Forms for Teachers and Administration

East Valley Campus Timeline and Plan

- Review and Take Action on the proposed timeline and growth plans for the new AZACS East Valley Campus

Executive Director Evaluation Committee

- Review and get board member volunteers to form the Review Board for the Executive Director Evaluation in January 2025
 - Need 2-3 members

Announcements:

- AZACS Tax Credit Campaign
 - Send the Tax Credit Donation link to 10 people in your network
- Update on the AZACS Gala 2025-SAVE THE DATE April 26, 2024
- Valle de Sol mobile health clinic at the Main Campus December 11th, 2025

Adjournment:

Posted: December 11th @ 5:00 p.m. on website and at 4125 N. 14th Street, Phoenix, 85014



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.

Meeting Thursday, December 12th, 2024

1430 E. Indian School Rd. Suite 100, Phoenix AZ 85014

----- MINUTES -----

Board Members Present:

- Ron Harrison, via virtual link
- Kerrie Mallory-Thompson, In-Person
- Ross Meyer, In-Person
- Keisha McKinnor, In-Person
- Matt Simon, In-Person
- Lorenzo Romero, In-Person
- Elizabeth Simonhoff-Perez, via virtual link

Board Members Absent:

None

Others Present:

- Diana Diaz-Harrison, Founder and Executive Director
- Annie Loftis, Director of Compliance and Strategic Initiatives
- Paul Pucino, CFO
- Hannah Moody, ADI
- Claudina Douglas, ADI
- Myla Goyne, AZACS Head of Schools
- Claire Piper, AZACS Director of ABA & Data

General Matters:

A quorum was determined to be present on the virtual Zoom link and in person. Matt called the meeting to order at approximately 5:06 p.m. Matt called for a motion to approve the agenda as presented. Ross Meyer made a first, Elizabeth Simonhoff-Perez made a second. Ron Harrison, Ross Meyer, Elizabeth Simonhoff-Perez, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved the agenda, and the motion passed.

Public Comment:

Matt Simon asked if any members of the public were present for comment on the Zoom virtual link or in person. No members of the public were present, either in person or on Zoom.

Minutes:

Matt Simon asked if board members had reviewed the minutes from November 21st, 2024. Board members indicated they had. Matt called a motion to approve the minutes. Keisha McKinnor made a 1st, Ross Meyer made a 2nd. Elizabeth Simonhoff-Perez, Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved the minutes, and the motion passed.

Financials:

Consolidated Financial Statements

Matt Simon turned the meeting over to Paul, who detailed the financials from July 1 to November 2024.

Paul shared that AZACS has \$13.9 million in total revenue and \$11.2 million in total expenses year-to-date, totaling approximately \$2.7 million in net income. Cash on hand is approximately \$9.6 million. Paul compared the year-to-date numbers to the adopted budget and noted that AZACS had fared better in terms of revenue and expenses, with approximately 708K in net income projected in the adopted budget and the actuals showing a net income of roughly 2.7 million. Regarding enrollment, the Average Daily Membership (ADM) captured by the state is 924, while the actual enrolled head count is 978.

The cash flow for the fiscal year 2025, beginning July 1, 2024, was \$6.1 million. The year-to-date increase in cash was \$3.4 million. The cash balance as of November 30, 2024 was \$9.5 million. The projected ending cash for fiscal year 2025 is approximately \$7.2 million.

Regarding bond covenants, the Days Cash on Hand (DCOH) is projected to be approximately 90 days, and the Debt Service (DSCR) is projected to end at 1.68, exceeding the bond covenants.

After the presentation, Matt Simon requested a motion to approve the November financials. Ron Harrison made a 1st, Keisha McKinnor made a 2nd. Elizabeth Simonhoff-Perez, Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved, and the November financials were approved.

Yass Alumni Grant Funds to NAACS

Matt Simon then turned the meeting over to Diana, who reminded the board about the Yass alumni grant and that she had applied for funds for both AZACS and the National Accelerator of Autism Charter Schools (NAACS). The award included 750K for AZACS and 225K for NAACS. AZACS was serving as the fiscal agent for NAACS and now had to transfer the designated

funds to NAACS per the grant budget and agreement, which Diana shared with the board. After the discussion, Matt Simon requested a motion to approve the designated \$225,000 of the Yass Alumni Grant funds to be transferred to NAACS. Keisha McKinnor made a 1st, Ross Meyer made a 2nd. Elizabeth Simonhoff-Perez, Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved, and the motion passed.

Parent Engagement & Satisfaction Survey Results:

Matt then turned the meeting over to Diana, who introduced Claire Piper, the Senior Director of ABA and Data.

Claire explained the results of the AZACS Parent Engagement and Satisfaction surveys. AZACS asks families to submit three surveys yearly: two internal surveys and one external survey, the Arizona Department of Education ESS survey. The organization's goal is 80% participation and 90% satisfaction.

For the quarter-one survey, all campuses had more than 80% participation. Also, all campuses had over 90% parent satisfaction for parent-teacher conferences. For quarter one, it was reported that 89% or more of all families reported that their students were happy at AZACS. Overall, the number of parents who are satisfied and engaged in their students' learning is extremely positive and exceeds 90%. Claire asked if there were any questions, and board members inquired about constructive feedback in the surveys regarding teacher retention, which was noted in the slides. Diana and the team shared some of the strategies for teacher retention and shared that the executive team is continuously evaluating the effectiveness of various strategies to improve teacher retention. Diana shared that a committee could be formed if board members wanted to explore this further.

Teacher and Administration Evaluations:

Matt Simon then moved to the next topic and turned the meeting over to Diana, who introduced Myla Goyne, Head of Schools.

Myla shared that to ensure compliance with the Arizona Department of Education, AZACS needed to update some specific language surrounding evaluations. Myla shared the updated teacher and principal evaluation policy and explained that teachers and administrators would also be evaluated by utilizing student academic data results in the areas of math, ELA, and engagement.

Myla reviewed the actual evaluation templates and asked if anyone had any questions. At this point, the general public could comment, but no members were on the call or in the meeting, and board members also had no comment.

Matt Simon asked for a motion to approve the updated Teacher and Campus Director/Principal Evaluation Policy, the teacher evaluation form, and the principal/Director evaluation form. Keisha McKinnor made a 1st, Ron Harrison made a 2nd. Elizabeth Simonhoff-Perez, Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved, and the motion passed.

AZACS East Valley Elementary Campus: Timeline and Plans

Matt then turned the meeting to Diana to discuss plans for an East Valley Elementary Campus offering grades K-5. Diana shared that a federal Charter Schools Program (CSP) had become available and offered funding for a planning year and start-up expenses. To be eligible for the grant, AZACS must submit an amendment to the Arizona State Board for Charter Schools (ASBCS) for the new school. Diana reminded the board that AZACS had also received a Charter Schools Growth Fund grant to start an East Valley Elementary Campus. Diana shared that a pilot program with 40 students may be considered for fall 2025 if a school facility is secured in a timely manner. If a facility is not secured by then, the plan is to start a larger program with 60 for the fall of 2026. Diana requested that the board approve both options as the amendment would be presented to ASBCS with both options.

After the discussion, Matt Simon requested a motion to approve the proposed timeline and growth plans for a new East Valley Elementary Campus offering Kindergarten through fifth grades. Ross Meyer made a first, Kerrie Mallory-Thompson made a second. Elizabeth Simonhoff-Perez, Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Lorenzo Romero, and Keisha McKinnor all approved, and the motion passed.

Executive Director Evaluation Committee:

Matt turned the meeting over to Diana, who shared that it is time to recruit volunteers from the AZACS Board to form the committee to conduct her performance evaluation. Historically, the committee has included Keisha McKinnor, the Board President, and two to three other board members. Kerrie Mallory-Thompson and Ross Meyer volunteered.

Announcements:

Matt then turned the meeting over to Diana, who explained that AZACS is still promoting the Tax Credit Campaign and asked all board members to share it with ten people in their network. To facilitate this, a postcard with a QR code was passed out to the board members. Elizabeth commented that tax credit donations could be used for a music program she was proposing.

Diana also shared that AZACS would host its annual fundraising event, the Dance for Autism Gala, in April of 2025. She asked all board members to save the date for April 26, 2025, when we will hold our gala at the Arizona Biltmore.

Diana also shared that we had our very first visit from the Valle Del Sol Mobile Health Clinic on December 11. It was successful, with about eight students/patients receiving care that day. Diana shared that she was thrilled to bring this healthcare wrap-around service to AZACS families, and they were planning to build a full-time clinic in partnership with Valle del Sol at the 1430 building.

Adjournment:

Since no other topics were on the agenda, Matt Simon requested a motion to adjourn the board meeting. Keisha McKinnor made a 1st, Ross Meyer made a 2nd. Ron Harrison, Ross Meyer, Matt Simon, Kerrie Mallory-Thompson, Elizabeth Simonhoff-Perez, Lorenzo Romero, and Keisha McKinnor all approved. The board meeting ended at 6:23 pm.



**Governing Board Committee Agenda
Regular Meeting**

January 30th, 2025

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Arizona Autism Charter Schools, Inc. and to the general public that the Board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING REPORTS AND ACTION ITEMS

When: **January 30th, 2025 at 5:00 pm. MST**
Where: **1430 E Indian School Rd. Suite 220, Phoenix 85014**

Zoom Meeting:
<https://zoom.us/j/8540648558?pwd=VHJNUJueStSTE9Zb0lGdTZGOUtOdz09>

Meeting ID: **854 064 8558** Passcode: **693270**

One or more board members will attend this meeting via telephone or video conferencing.

If you need translation services or a person with a disability seeking reasonable accommodation to access the Board meeting, please contact Diana Diaz at (602) 883-7500 at least 24 hours before the meeting.

Public members will have physical access to the meeting at 1430 E. Indian School Rd. Suite 220, Phoenix, AZ 85014 15 minutes before the meeting.

General Matters

- Call to Order
- Roll call to determine quorum
- Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board accepts public comment on issues within the jurisdiction of the school. Comments should be limited to three minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal processes are available for communication.

Board Meeting Minutes:

- Review and take action on the December 12th, 2024 minutes.

Financials:

- Review and Take Action: FY24 Audit Package.
 - Roll Call Vote, Legal Compliance Questionnaire (LCQ).
 - Roll Call Vote, FY24 Financial Audit.
- Review and Take Action: Financial Statements for December & FY25 Cash Flow.

Performance Review Process

- Review: Paul will coordinate with the board members in the Executive Director Evaluation process.

Signer Policy

- Review and Take Action: Authorize Paul Pucino to be a signer on financial documents associated with the charter.

Enrollment Policy

- Review and Take Action on the updated Enrollment Policy.

Board Member Officer Positions

- Review: Board member officer positions will be voted on at the February/March board meeting.
 - Please consider reapplying or recommending someone for the board officer roles.

1414 Buiding Update

- Review: Closed on 1414 E. Indian School Rd. building.

Announcements:

- Gala Update, April 26, 2025.
- Tax Credit Donation Updates.
- Essential Piece Cafe: Uniforms, Breakfast, Coffee & Lunch.
- CSDC Event catered and hosted their national board meeting in the EPE Training Center.
- Tour with the Halle Foundation and Lorenzo.

Adjournment:

Posted: January 29th @ 5:00 p.m. on website and at 4125 N. 14th Street, Phoenix, 85014



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.

Meeting Thursday, January 30th, 2025

1430 E. Indian School Rd. Suite 220, Phoenix AZ 85014

----- MINUTES -----

Board Members Present:

Ron Harrison, via virtual link
Kerrie Mallory-Thompson, via virtual link
Keisha McKinnor, via virtual link
Matt Simon, via virtual link
Elizabeth Simonhoff-Perez, via virtual link

Board Members Absent:

Lorenzo Romero
Ross Meyer

Others Present:

Diana Diaz-Harrison, Founder and Executive Director
Paul Pucino, CFO
Hannah Moody, ADI
Claudina Douglas, ADI
Myla Goyne, AZACS Head of Schools

General Matters:

A quorum was determined to be present on the virtual Zoom link. Keisha McKinnor called the meeting to order at approximately 5:06 p.m. Keisha McKinnor called for a motion to approve the agenda as presented. Ron Harrison made a first, Matt Simon made a second. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, and Elizabeth Simonhoff-Perez approved the agenda, and the motion passed.

Public Comment:

Keisha McKinnor asked if any members of the public were present for comment on the Zoom virtual link or in person. No members of the public were present, either in person or on Zoom.

Minutes:

Keisha McKinnor asked if board members had reviewed the minutes from December 12th, 2024. Board members indicated they had. Keisha McKinnor called a motion to approve the minutes. Matt Simon made a 1st, Ron Harrison made a 2nd. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, and Elizabeth Simonhoff-Perez approved the minutes, and the motion passed.

Financials:

FY Audit Package

Keisha then turned to Paul, CFO of AZACS. He reviewed the FY24 audit package, which included the Legal Compliance Questionnaire and the Financial Audit. He shared that the auditor, Henry Fortino, did not have findings in either of the audit reviews. He shared the letter from Henry Fortino to the board, explaining that the school team had cooperated on all aspects of the audit process.

After a brief discussion of the highlights of the FY24 audit, Keisha McKinnor called for a roll call vote to approve the FY24 Legal Compliance Questionnaire showing that AZACS was in compliance with all charter operations.

The roll call vote was as follows:

- Ron Harrison, yea
- Kerrie Mallory-Thompson, yea
- Keisha McKinnor, yea
- Matt Simon, yea
- Elizabeth Simonhoff-Perez, yea

All board members present were in favor, and the Legal Compliance Questionnaire was approved by the AZACS board.

Keisha McKinnor then called for a roll call vote for the FY24 Financial Audit, which showed no findings.

The roll call vote was as follows:

- Ron Harrison, yea
- Kerrie Mallory-Thompson, yea

Keisha McKinnor, yea

Matt Simon, yea

Elizabeth Simonhoff-Perez, yea

All board members present were in favor, and the AZACS board approved the FY24 Financial Audit.

Financial Reports, December 2024

Paul then moved to the financial statements for December 2024 and the FY25 cash flow.

Paul shared that total AZACS revenue came in at \$16,856,436, and total expenses came in at \$14,628,384, thus showing a net income of \$2,228,052. Cash on hand came in at \$9,332,800. The year-end projection for Days Cash on Hand was 74.0, and the Debt Service Coverage Ratio was projected at 2.45.

After the presentation and discussion, Keisha McKinnor requested approval of December's financial statements and the FY25 cash flow.

Ron Harrison made a first, and Kerrie Mallory-Thompson made a second. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, and Elizabeth Simonhoff-Perez were all in favor, and the December financial statements and the FY25 cash flow were approved.

Performance Review Process:

Keisha McKinnor moved on to the performance review process for Diana Diaz, Executive Director. She shared that Paul Pucino would coordinate with board members who had volunteered for the committee to conduct the performance appraisal process.

Signator Policy:

Keisha McKinnor moved on to the Signator Policy and turned the meeting over to Diana. Diana requested that the board approve Paul Pucino, CFO, as an authorized signer for financial documents and any other pertinent documents associated with AZACS.

Keisha McKinnor requested a motion to approve adding Paul Pucino, CFO of AZACS, as a signator for AZACS. Kerrie Mallory-Thompson made a first, Matt Simon made a second. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, and Elizabeth Simonhoff-Perez all approved, and the motion was approved.

Enrollment Policy:

Keisha McKinnor moved to the updated AZACS Enrollment Policy. She turned the meeting over to Diana, who shared that the AZACS enrollment policy had been updated to align with federal guidelines. She shared that the new guidelines excluded board members' children from

preferential enrollment, and board members' children could not have priority during enrollment lotteries. Other parts of the policy were similar to the previous policy.

After the discussion, Keisha McKinnor asked for a motion to approve the updated AZACS enrollment policy. Kerrie Mallory-Thompson made a first, Ron Harrison made a second. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, and Elizabeth Simonhoff-Perez all approved and the updated AZACS enrollment policy was passed.

Board Member Officer Positions:

Keisha McKinnor then moved to the topic of board member officer positions. She turned the meeting over to Diana, who explained that AZACS board officer positions will be voted on at the February or March board meeting. She asked that the members of the board consider reapplying or recommending someone for the officer positions of President, Secretary, and Treasurer.

1414 Building Update:

Keisha McKinnor then moved to the 1414 building update and turned the meeting over to Diana who shared that the building at 1414 E. Indian School Rd. had been purchased by CSDC on behalf of AZACS, and that AZACS would begin leasing the building from CSDC. She shared that the executive team and the Talent Management Department will be moving into that building to allow the Essential Piece building at 1430 E. Indian School Rd. to be utilized for adult-supported employment services.

Announcements:

Keisha McKinnor then moved to the announcement section of the board meeting and turned the meeting over to Diana:

Gala Update:

Diana shared that the AZACS Dance for Autism Gala, Latin night, will be held on April 26, 2025, at the Arizona Biltmore. She shared that SD Crane Builders came in as the platinum sponsor with \$50,000, and various table sponsorships had been secured. Diana asked board members to save the date!

Tax Credit Update:

Diana then moved on to the next topic of tax credit donations. She shared that AZACS had raised approximately \$58,000 that will be used for extracurricular activities and enhancing student programs, like the new Harmony Music Program being piloted at the Early Learning Center.

Essential Piece Cafe:

Diana then moved to information about the Essential Piece Café and the announcement to all staff and families that the café is open for business and selling AZACS uniforms.

CSDC Annual Board Meeting:

Diana shared that Charter School Development Corporation held its annual national board meeting at the EPE Training Center.

Halle Foundation and Lorenzo Romero:

Diana then announced that there was a successful recent tour with the Halle Foundation and board member, Lorenzo Romero, as part of the application process for a competitive grant.

Adjournment:

Since no other topics were on the agenda, Keisha McKinnor requested a motion to adjourn the board meeting.

Kerrie Mallory-Thompson made a first, and Elizabeth Simonhoff-Perez made a second. Kerrie Mallory-Thompson, Ron Harrison, Keisha McKinnor, Matt Simon, and Elizabeth Simonhoff-Perez all approved, and the board meeting was adjourned at 5:54pm.



**Governing Board Committee Agenda
Regular Meeting**

February 27th, 2025

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Arizona Autism Charter Schools, Inc. and to the general public that the Board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

**ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING
REPORTS AND ACTION ITEMS**

When: **February 27th, 2025 at 5:00 pm. MST**
Where: **1430 E Indian School Rd. Suite 220, Phoenix 85014**

Zoom Meeting:
<https://zoom.us/j/8540648558?pwd=VHJNUmJueStSTE9Zb0lGdTZGOUtOdz09>

Meeting ID: **854 064 8558** Passcode: **693270**

One or more board members will attend this meeting via telephone or video conferencing.

If you need translation services or a person with a disability seeking reasonable accommodation to access the Board meeting, please contact Diana Diaz at (602) 883-7500 at least 24 hours before the meeting.

Public members will have physical access to the meeting at 1430 E. Indian School Rd. Suite 220, Phoenix, AZ 85014 15 minutes before the meeting.

General Matters

- Call to Order
- Roll call to determine quorum
- Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board accepts public comment on issues within the jurisdiction of the school. Comments should be limited to three minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal processes are available for communication.

Board Meeting Minutes:

- Review and take action: January 30th, 2025 minutes

Financials:

- Review and take action: Consolidated financial statements
- Review: Update on strategic growth and construction projects

Mid-Year Data Review:

- Review: Data from the mid-year of the 24-25 school year

SPED Policies Manual:

- Review and take action: SPED Policy Manual

Procurement/Conflict of Interest Form:

- Review and take action: Procurement and Conflict of Interest Policy
- Disclose any conflicts

AZCSP West Valley Logic Model:

- Review and take action: The updated West Valley logic model and adding 7th grade

AZACS Board Officer Roles:

- AZACS Board Officer Roles

Announcements:

- Gala Update, April 26, 2025, Attendance
- Tax Credit Donation Updates
- Mercy Care Grant
- Halle Foundation

Executive Session:

- Topic disclosure per A.R.S. § 38-431.03. To discuss the performance of the Executive role.
- Take action to go into executive session
- Take action to end the executive session

Adjournment:

Posted: February 26th @ 5:00 p.m. on website and at 4125 N. 14th Street, Phoenix, 85014



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.

Meeting Thursday, February 27th, 2025

1430 E. Indian School Rd. Suite 220, Phoenix AZ 85014

----- MINUTES -----

Board Members Present:

Ron Harrison, via virtual link
Kerrie Mallory-Thompson, via virtual link
Keisha McKinnor, via virtual link
Matt Simon, via virtual link
Lorenzo Romero, via virtual link

Board Members Absent:

Elizabeth Simonhoff-Perez
Ross Meyer

Others Present:

Diana Diaz-Harrison, Founder and Executive Director
Paul Pucino, CFO
Annie Loftis, Director of Compliance & Strategic Initiatives
Claire Piper, Senior Director of ABA & Data
Myla Goyne, AZACS Head of Schools

General Matters:

A quorum was determined to be present on the virtual Zoom link. Keisha McKinnor called the meeting to order at approximately 5:06 p.m. Keisha McKinnor called for a motion to approve the agenda as presented. Ron Harrison made a first, and Lorenzo Romero seconded the motion. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, and Lorenzo Romero all approved the agenda, and the motion passed.

Public Comment:

Keisha McKinnor asked if any members of the public were present for comment on the Zoom virtual link or in person. No members of the public were present, either in person or on Zoom.

Minutes:

Keisha McKinnor asked if board members had reviewed the minutes from the January 30th, 2025, board meeting. Board members indicated they had. Keisha McKinnor called a motion to approve the minutes. Ron Harrison made the first motion, and Lorenzo Romero seconded the motion. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, and Lorenzo Romero all approved the agenda, and the motion passed.

Financials:

Consolidated Financial Statements

Keisha then turned the meeting over to Paul, CFO of AZACS. Paul shared highlights of the Financial Statement Summary from July 2024 to January 2025. He shared that revenue is approximately \$20 million and expenses are roughly \$17.5 million, leaving a net income of approximately \$2.5 million. Cash on hand is approximately \$9.2 million. The presentation included revenue by function and expenses by various categories. The FY25 Cash Flow showed a projected ending cash balance of roughly \$7 million. The FY25 projected covenant compliance indicated that Days Cash On Hand was projected at 74 and Debt Service Coverage Ratio was projected at 4.13, both well above the compliance requirements. The Balance Sheet showed total liabilities and net assets at approximately 46.4 million. A budget to actual report was also shared, showing more revenue than anticipated, with a \$18.2 million budget and \$20 million received, with revenue over expenses trending favorably.

After Paul's presentation, Keisha asked for a motion to approve the consolidated financial statements. Lorenzo Romero made a first motion, and Kerrie Mallory-Thompson made a second motion. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, and Lorenzo Romero were all in favor, and the financial statements were approved.

Strategic Growth and Construction Projects

Diana and Paul explained to the Board that there were capital projects planned to accommodate growth in FY 26 at the Tucson and West Valley campuses. Construction plans were underway, and the expenses for those capital projects were included in the cash flow.

Mid-Year Academic Data Review:

Keisha then moved to the Mid-Year Academic Data Review and turned the meeting over to Diana and Claire Piper, Sr. Director of Data and ABA for AZACS. Diana reminded the board that AZACS is approved for special academic metrics called School Specific Academic Goals due to the special population served, then turned it over to Claire. Claire shared data tables for all of

the approved assessments and showed that all academic goals in English/Language Arts and Math were on track to meet or exceed at the mid-year mark.

She also shared parent satisfaction rates from quarterly surveys and noted that all campuses scored at 90% or higher.

SPED Policy Manual:

Keisha turned the meeting over to Diana and Myla Goyne, Head of Schools. Myla explained that a slight change to AZACS' SPED Policy Manual involved transition services. The estimated graduation date and prior written notice of that date must be provided to families when the student is in ninth grade or when they reach the age of 16. That is now reflected in the AZACS SPED Policy Manual. AZACS also removed an unnecessary note regarding preschool transition plans since AZACS does not serve preschoolers.

After the discussion, Keisha asked for a motion to approve the updated SPED Policy Manual. Ron Harrison made a first motion, Kerrie Mallory-Thompson made a second motion. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, and Lorenzo Romero all approved the updated AZACS SPED Policy Manual and the motion passed.

Procurement Policy and Conflict of Interest Policy:

Keisha then moved to the Procurement Policy and Conflict of Interest Policy and turned the meeting over to Paul. Paul explained that the Procurement/Conflict of Interest Policy states that any contracts or services procured would be in the school's best interest of AZACS, and board members would be required to disclose any potential conflict of interest to the AZACS board that the board would have to approve. The vendor of any transaction of \$25,000 or more will be verified on sam.gov. If approved in this meeting, the updated Procurement/Conflict of Interest Policy will be circulated for signature.

Keisha asked for a motion to approve the updated AZACS Procurement & Conflict of Interest Policy. Kerrie Mallory-Thompson made a first motion, and Ron Harrison made a second motion. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, and Lorenzo Romero all were in favor of the updated Procurement Policy/Conflict of Interest Policy, and the motion was approved.

West Valley Logic Model:

Keisha then moved to the West Valley Logic Model. She turned the meeting over to Diana, who explained that updating and reviewing the logic model is part of the AZ-CSP grant requirements. Diana turned the meeting over to Annie. Annie explained that the updated West Valley Logic Model reflected adding seventh grade in the 25-26 school year and strategic planning to add a high school in the West Valley. Diana explained that the growth plan for the West Valley would be shared as part of a more holistic strategic growth discussion.

Keisha asked for a motion to approve the updated West Valley Logic Model. Kerrie Mallory-Thompson made the first motion, and Ron Harrison made a second motion. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, and Lorenzo Romero all approved the West Valley Logic model, and the motion passed.

Board Member & Board Member Officer Roles:

Keisha then moved to discuss the Board's Officer Roles and turned the meeting over to Diana. Diana reminded the board that new officer roles would be considered at the March board meeting. There was discussion about existing officers holding their positions for some time and the opportunity to invite new officers into the positions of President and Secretary. Diana thanked Keisha for doing an amazing job as Board President since 2019 and for being an ambassador and champion for AZACS for so many years. Other board members thanked Keisha for her service as well. Keisha then called for nominations for Board President. Ron Harrison nominated Lorenzo Romero for AZACS Board President. Keisha then called for a motion for Board Secretary. Ron Harrison also made a nomination for Elizabeth Simonhoff-Perez to be AZACS Board Secretary. Lorenzo also nominated Monica Alvarez to be considered to join the AZACS Board.

Keisha then shared that the board would vote on these nominees for President and Secretary at the March board meeting.

Announcements:

Keisha moved to the announcement portion of the meeting and turned the meeting over to Diana, who shared the following:

AZACS Gala:

Diana shared that on April 26, 2025, AZACS will host our second annual Dance for Autism Gala at the Arizona Biltmore. She is working on fundraising and has secured platinum, silver, and bronze sponsorships. A number of sponsorships and donations have also come through.

Tax Credit Donations:

Diana turned the meeting over to Annie, who shared that tax credit donations are coming in. AZACS PayPal is showing \$24,000 for tax credit donations, and the Arizona Tax Credit Association is coming in at \$49,200, for a grand total of \$73,200.

Mercy Care Grant

Diana shared that AZACSA received a significant grant from Mercy Care Grant to start building an autism-focused health clinic that will focus on best practices for patients on the spectrum. The clinic would be operated by Valle del Sol.

Halle Foundation Grant:

Diana then revealed that AZACS won a \$100,000 Halle Foundation grant, which will help with the workforce development program.

Executive Session Regarding Executive Director Performance Appraisal:

Statute § 38-431.03.

Keisha then moved to the Executive Session portion of the meeting.

Myla Goyne, Claire Piper, and Annie Loftis left the meeting and Ron Harrison left the meeting and recused himself as well.

Keisha asked for a motion to enter into Executive Session. This Executive Session discussed the performance of the Executive Director. Lorenzo Romero made a first, and Kerrie Mallory-Thompson made a second. Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, and Lorenzo Romero all agreed to enter into Executive Session, and the session started at 5:45pm.

Exit Executive Session:

Keisha asked for a motion to exit the executive session. Kerrie Mallory-Thompson made a first, and Lorenzo Romero made a second. Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, and Lorenzo Romero all agreed to exit the Executive Session, and the session ended at approximately 6:05 pm.

Adjournment:

Keisha McKinnor requested a motion to adjourn the board meeting.

Kerrie Mallory-Thompson made a first motion and Lorenzo made a second motion. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, and Lorenzo Romero all approved adjourning the meeting, and the AZACS Board meeting ended at 6:07 pm



**Governing Board Committee Agenda
Regular Meeting**

March 25th, 2025

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Arizona Autism Charter Schools, Inc. and to the general public that the Board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

**ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING
REPORTS AND ACTION ITEMS**

When: **March 25th, 2025 at 5:00 pm. MST**
Where: **1430 E Indian School Rd. Suite 100, Phoenix 85014**

Zoom Meeting:
<https://zoom.us/j/8540648558?pwd=VHJNUnJueStSTE9Zb0lGdTZGOUtOdz09>

Meeting ID: **854 064 8558** Passcode: **693270**

One or more board members will attend this meeting via telephone or video conferencing.

If you need translation services or a person with a disability seeking reasonable accommodation to access the Board meeting, please contact Diana Diaz at (602) 883-7500 at least 24 hours before the meeting.

Public members will have physical access to the meeting at 1430 E. Indian School Rd. Suite 100, Phoenix, AZ 85014 15 minutes before the meeting.

General Matters

- Call to Order
- Roll call to determine quorum
- Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board accepts public comment on issues within the jurisdiction of the school. Comments should be limited to three minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal processes are available for communication.

Board Meeting Minutes:

- Review and take action: February 27th, 2025 Board Meeting Minutes

Financials:

- Review and take action: Consolidated financial statements

25-26 Academic Calendars:

- Review and take action:
 - Phoenix & Peoria Academic Calendar
 - Tucson Academic Calendar
 - Online School Academic Calendar

AZACS Board Officer Elections and Nomination of New Board Members:

- Election of AZACS Board Officer Positions, President, and Secretary
- Nomination of New AZACS Board Member, Monica Alvarez

Announcements:

- AZ-CSP Update for Three New Schools
- Gala Update
- Tax Credit Update
- Tour Congressman Andy Biggs on March 21st, 2025

Adjournment:

Posted: March 24th @ 5:00 p.m. on website and at 4125 N. 14th Street, Phoenix, 85014



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.

Meeting Thursday, March 25th, 2025

1430 E. Indian School Rd. Suite 100, Phoenix AZ 85014

----- MINUTES -----

Board Members Present:

Ron Harrison, via virtual link
Kerrie Mallory-Thompson, via virtual link
Keisha McKinnor, via virtual link
Matt Simon, via virtual link
Lorenzo Romero, via virtual link
Ross Meyer, via virtual link
Elizabeth Simonhoff-Perez, via virtual link

Board Members Absent:

None

Others Present:

Diana Diaz-Harrison, Founder and Executive Director
Paul Pucino, CFO
Annie Loftis, Director of Compliance & Strategic Initiatives
Myla Goyne, AZACS Head of Schools
Claudina Douglas, ADI
Hannah Moody, ADI

General Matters:

A quorum was determined to be present on the virtual Zoom link. Keisha McKinnor called the meeting to order at approximately 5:03 p.m. Keisha McKinnor called for a motion to approve the agenda as presented. Kerrie Mallory-Thompson made a first, and Elizabeth Simonhoff-Perez

seconded the motion. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved the agenda, and the motion passed.

Public Comment:

Keisha McKinnor asked if any members of the public were present for comment on the Zoom virtual link or in person. No members of the public were present, either in person or on Zoom.

Minutes:

Keisha McKinnor asked if board members had reviewed the minutes from the February 27th, 2025, board meeting. Board members indicated they had. Keisha McKinnor called for a motion to approve the minutes. Ron Harrison made the first motion, and Lorenzo Romero seconded the motion. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved the minutes, and the motion passed.

Financials:

Keisha turned the meeting over to Paul to present the Consolidated Financial Statements through February 2025. Paul shared that revenue was coming in at almost 3 million dollars with expenses at about 20.2 million dollars, with a net income of almost 2.7 million. Days cash on hand was coming in at about \$9.5 million. The average daily membership (ADM) for enrollment was 922.

Paul then shared the FY 25 Cash Flow and noted that as of the beginning of the fiscal year, July 1, 2024, AZACS' beginning cash balance was \$6.1 million. The year-to-date increase in cash on hand totaled \$3.3 million. As of February 28, 2025, the network had approximately \$9.5 million in cash on hand. The projected day's cash on hand (DCOH) at the end of FY25 is 74.0, and the debt service coverage is projected at 4.13, well above the covenants.

After Paul's presentation, Keisha McKinnor called for a motion to approve the consolidated financials. Kerrie Mallory-Thompson made the first motion, and Ron Harrison seconded the motion. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved the financials, and the motion passed.

25-26 Academic School Calendars:

Keisha turned the meeting over to Diana and Annie Loftis to share highlights of the proposed school calendars. Annie explained the Phoenix and Peoria academic calendar, highlighting that it included the required number of school days (180), holidays, start and end dates, extended school year, breaks, and staff development days. Elizabeth Simonhoff-Perez had a question about the days following school breaks, labeled as professional development days and staff

workdays. She asked if there could be a more in-depth conversation about that. It was established that a committee of parents, teachers, and other stakeholders would be assembled to review options for the 25-26 academic calendars and give feedback before the board approved the final calendars.

This agenda item was tabled, and it was suggested that the calendars for 25-26 would be reviewed at the April 24, 2025, board meeting. No action was taken.

Officer Elections and Nomination of New Board Member:

Keisha turned the meeting over to Diana, who thanked Keisha for her service as President of the AZACS Board for more than five years.

Diana reminded the Board that Ron Harrison nominated Lorenzo Romero for President of the AZACS Board in the last meeting. Lorenzo commented that he is excited to lead the AZACS Board. As President of BASIS Educational Ventures and an AZACS parent, he felt he had the skill set and passion to lead the AZACS board.

Keisha asked for a motion to approve Lorenzo Romero as the AZACS Board president. Kerrie Mallory-Thompson made a first, and Elizabeth Simonhoff-Perez made a second. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved Lorenzo Romero as AZACS Board President, and the motion passed.

Keisha then moved to the Secretary position of the AZACS Board. She turned the meeting over to Diana, who shared that she had asked Elizabeth Simonhoff-Perez if she was willing to serve as board secretary and hold an officer role on the board. Elizabeth stated that she was excited to serve in an officer role on the board to continue to support the schools.

Keisha asked for a motion to approve Elizabeth Simonhoff-Perez as AZACS Board Secretary. Ross Meyer made a first, Ron Harrison made a second. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved Elizabeth Simonhoff-Perez as AZACS Board Secretary, and the motion passed.

Keisha then moved to the nomination of a new AZACS Board member, Monica Alvarez.

Keisha turned the meeting over to Diana, who shared that Monica is an AZACS parent and holds great expertise in finance, and asked the board to consider her nomination to join the AZACS Board at the next board meeting. Her resume was shared.

Announcements:

AZ-CSP:

Keisha turned the meeting over to Diana, who shared that AZACS has been officially awarded three separate multi-year AZ-CSP grants for the existing Tucson Upper Campus, the new Tucson Elementary Campus set to open in the fall of 2025, and the new East Valley campus set to open in the fall of 2026.

Gala Update:

Keisha turned the meeting over to Diana, who shared that the gala fundraising is going well, and we are receiving both title sponsorships and table sponsorships. She shared that we were on track to have a full house that night.

Tax Credit Update:

Keisha turned the meeting over to Diana, who then turned it over to Annie. Annie shared that AZACS is coming in at \$101,000 on tax credit donations for this year's campaign, with more donations coming in.

Tour of Congressman Biggs:

Keisha turned the meeting over to Diana, who shared that AZACS had a wonderful tour with Congressman Biggs on March 21, 2025. Lorenzo also joined that tour and was able to share the extraordinary impact that AZACS has on students and staff.

Adjournment:

Since there were no further agenda items, Keisha asked for a motion to adjourn the meeting at 6:01pm. Kerrie Mallory-Thompson made it first, and Lorenzo Romero made a second. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved adjourning the board meeting, and the motion passed. The board meeting ended at 6:01 PM.



Governing Board Committee Agenda Special Meeting

April 10th, 2025

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Arizona Autism Charter Schools, Inc. and to the general public that the Board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING REPORTS AND ACTION ITEMS

When: April 10th, 2025 at 5:00 pm. MST
Where: 1430 E Indian School Rd. Suite 220, Phoenix 85014

Zoom Meeting:

<https://zoom.us/j/8540648558?pwd=VHJNUnJueStSTE9Zb0lGdTZGOUtOdz09>

Meeting ID: 854 064 8558 Passcode: 693270

One or more board members will attend this meeting via telephone or video conferencing.

If you need translation services or a person with a disability seeking reasonable accommodation to access the Board meeting, please contact Diana Diaz at (602) 883-7500 at least 24 hours before the meeting.

Public members will have physical access to the meeting at 1430 E. Indian School Rd. Suite 220, Phoenix, AZ 85014 15 minutes before the meeting.

General Matters

- Call to Order
- Roll call to determine quorum
- Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board accepts public comments on issues within the jurisdiction of the school. Comments should be limited to three minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal processes are available for communication.

Charter Amendments:

- **Review and take action:** Close Member Campus to convert to stand-alone campus at 1445 E. Indian School Rd.
- **Review and take action:** Main Elementary Campus, change grades from 4-5 to K-3, change name to AZACS Early Learning Center, and change the Address to [1445 E. Indian School](#)
- **Review and take action:** Phoenix Upper School Campus, located at 4125 N. 14th St. change grades to 4-12 and change the campus name to AZACS Main Campus

AZACS Board Updates:

- **Review and take action:** Monica Alvarez joining the AZACS Board
- **Review and take action:** Resignation of Ron Harrison from the AZACS Board

Executive Session:

- Topic disclosure per A.R.S. § 38-431.03. To discuss updates to the Executive Director role.
- **Take action** to go into executive session
- **Take action** to end the executive session

Action from Executive Session:

- **Take action:** Executive Director Sabbatical
- **Take action:** Interim Executive Director
- **Take action:** Make the Interim Executive Director the Authorized Representative of the Charter
- **Review and take action:** Emergency Succession Plan

Adjournment:

Posted: April 9th @ 5:00 p.m. on website and at 4125 N. 14th Street, Phoenix, 85014



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.

Special Meeting

Meeting Thursday, April 10th, 2025

1430 E. Indian School Rd. Suite 220, Phoenix AZ 85014

----- MINUTES -----

Board Members Present:

- Ron Harrison, via virtual link
- Kerrie Mallory-Thompson, via virtual link
- Keisha McKinnor, via virtual link
- Matt Simon, via virtual link
- Lorenzo Romero, via virtual link
- Ross Meyer, via virtual link
- Elizabeth Simonhoff-Perez, via virtual link

Board Members Absent:

None

Others Present:

- Diana Diaz-Harrison, Founder and Executive Director
- Paul Pucino, CFO
- Annie Loftis, Director of Compliance & Strategic Initiatives
- Myla Goyne, AZACS Head of Schools
- Monica Alvarez, Potential AZACS Board Member
- Susan Contino, Director of Talent Management, AZACS

General Matters:

A quorum was determined to be present on the virtual Zoom link. Lorenzo Romero called the meeting to order at approximately 5:04 p.m. Lorenzo Romero called for a motion to approve the

agenda as presented. Ron Harrison made a first, and Elizabeth Simonhoff-Perez seconded the motion. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved the agenda, and the motion passed.

Public Comment:

Lorenzo Romero asked if any members of the public were present for comment on the Zoom virtual link or in person. Monica Alvarez, a potential new AZACS Board member, was present but had no comment.

Charter Amendments:

Closure of the Member Campus at 1445 E. Indian School Rd.

Lorenzo turned the meeting over to Diana, who explained that the Arizona State Board for Charter Schools (ASBCS) has required AZACS to make the Early Learning Center its own stand-alone campus, rather than a member campus. The plan is to have that campus continue to serve the early elementary grades, K-3. Lorenzo Romero asked for a motion to approve closing the member campus. Keisha McKinnor made a first, and Ross Meyer made a second. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved the closure of the member campus (Entity ID 92598).

School-Specific Change in Grades, School Name Change, School Location

Diana then went on to explain that the next update required by ASBCS was regarding Arizona Autism Charter School's Main Elementary Campus (Entity ID 92598) serving grades 4-5 at 4125 N. 14th St. AZACS was required to change the grades from 4-5 to K-3 and officially change the name to AZACS Early Learning Center, and change the address to 1445 E. Indian School Rd., making the Early Learning Center its own stand-alone school. Lorenzo Romero asked for a motion to approve the updates. Elizabeth Simonhoff-Perez made a first, and Ross Meyer made a second. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved the updates to the AZACS Early Learning Center, and the motion passed.

School-Specific Change in Grades and School Name Change

Diana then proceeded to the last update, which concerned Arizona Autism Charter School, Upper Campus (Entity ID 92984), a 6-12 Campus located at 4125 N. 14th St. The requirement was to change the grades to 4-12. AZACS had the option to change the name to Arizona Autism Charter School's Main Campus, which was being proposed. Lorenzo Romero asked for a motion to approve the updates. Ron Harrison made a first, and Elizabeth Simonhoff-Perez made a second. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved the updates, and the motion passed.

AZACS Board Updates:

Lorenzo turned the meeting over to Diana, who shared that Monica Alvarez was nominated to join the AZACS board in the last meeting. Diana asked Monica to say a few words. Monica shared that she has 18 years of experience in finance and accounting and is an AZACS parent. She's excited to use those skills on the AZACS board.

Lorenzo requested a motion to approve Monica Alvarez for the AZACS Board, pending receipt of her valid IVP fingerprint clearance card. Keisha McKinnor made a first, Ross Meyer made a second. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved Monica Alvarez to the AZACS Board pending her valid IVP Fingerprint Card, and the motion passed.

Diana then shared that Ron Harrison had announced his intention to resign from the AZACS Board effective May 5, 2025. She asked Ron to say a few words, and he shared that he had been deeply involved with AZACS and the Board since the school's founding and was excited for the next chapter of AZACS.

Lorenzo requested a motion to approve the removal of Ron Harrison from the AZACS Board, effective May 5, 2025. Ross Meyer made a first, and Keisha McKinnor made a second. Ron Harrison excused himself from this vote. Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved Ron Harrison to be removed from the AZACS Board, and the motion passed.

Executive Session:

Lorenzo then moved to the Executive Session portion of the agenda to discuss updates to the Executive Director role at AZACS. A.R.S. § 38-431.03.

Lorenzo asked for a motion to enter into Executive Session at 5:18 PM. Keisha McKinnor made a first, and Ross Meyer made a second. Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, Ron Harrison, and Elizabeth Simonhoff-Perez all approved entering into Executive Session, and the motion passed.

Lorenzo asked for a motion to exit Executive Session at 5:28 PM. Ross Meyer made a first, and Elizabeth Simonhoff-Perez made a second. Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, Ron Harrison, and Elizabeth Simonhoff-Perez all approved entering into Executive Session, and the motion passed.

Action from Executive Session:

Lorenzo moved to action items from the Executive Session.

Lorenzo requested a motion to approve Diana Diaz-Harrison taking a temporary sabbatical from her role as Executive Director at AZACS, effective at the end of the day on April 30, 2025. Ron Harrison excused himself from this vote. Ross Meyer made a first, and Keisha McKinnor made a second. Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez approved the Executive Director's sabbatical, and the motion passed.

Lorenzo then requested approval of Ron Harrison as Interim Chief Executive Officer, effective May 6, 2025. Ron Harrison excused himself from this vote. Ross Meyer made a first, and

Elizabeth Simonhoff-Perez made a second. Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved the Interim Executive Director, and the motion passed.

Lorenzo requested a motion to designate Ron Harrison, Interim CEO, as the authorized representative of the charter. Ron Harrison excused himself from this vote. Keisha McKinnor made a first, and Elizabeth Simonhoff-Perez made a second. Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved the Interim Executive Director as the authorized representative of the charter when he assumes the position, and the motion passed.

Lorenzo then reviewed and took action on the Emergency Succession Plan. Lorenzo turned the meeting over to Diana, and she then turned it over to Annie. Annie shared that the Emergency Succession Plan had been updated to reflect Diana's sabbatical from her role as Executive Director of AZACS and the subsequent replacement of the Executive Director role with Ron Harrison taking over as Interim CEO. Between May 1 and May 5, Myla Goyne and Paul Pucino will serve as the authorized decision-makers for AZACS. Ron Harrison will assume the role of Interim CEO on May 6, 2025.

Lorenzo asked for a motion to approve the updated emergency succession plan. Ron Harrison excused himself from this vote. Ross Meyer made a first, and Keisha McKinnor made a second. Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved the updated Emergency Succession Plan, and the motion passed.

Adjournment:

Since there were no other items on the agenda, Lorenzo asked for a motion to adjourn the AZACS board meeting at 5:43 PM. Ross Meyer made a first, and Elizabeth Simonhoff-Perez a second. Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, Ross Meyer, Ron Harrison, and Elizabeth Simonhoff-Perez all approved adjourning the board meeting, and the motion passed.



Governing Board Committee Agenda

April 24th, 2025

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Arizona Autism Charter Schools, Inc. and to the general public that the Board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING REPORTS AND ACTION ITEMS

When: April 24th, 2025 at 5:00 pm. MST
Where: 1430 E Indian School Rd. Suite 220, Phoenix 85014

Zoom Meeting:
<https://zoom.us/j/8540648558?pwd=VHJNUnJueStSTE9Zb0lGdTZGOUtOdz09>

Meeting ID: **854 064 8558** Passcode: **693270**

One or more board members will attend this meeting via telephone or video conferencing.

If you need translation services or a person with a disability seeking reasonable accommodation to access the Board meeting, please contact Diana Diaz at (602) 883-7500 at least 24 hours before the meeting.

Public members will have physical access to the meeting at 1430 E. Indian School Rd. Suite 220, Phoenix, AZ 85014 15 minutes before the meeting.

General Matters

- Call to Order
- Roll call to determine quorum
- Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board accepts public comments on issues within the jurisdiction of the school. Comments should be limited to three minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal processes are available for communication.

Board Meeting Minutes:

- **Review and take action:** April 10th, 2025 Minutes
- **Review and take action:** March 25th, 2025 Minutes

Financials:

- **Review and take action:** March Financial Statements
- **Review and take action:** FY25 Revised ADE Budget

School Calendars:

- **Review and Take action:** Phoenix & West Valley Academic Calendar for 25-26 SY
- **Review and Take action:** Tucson Academic Calendar for 25-26 SY
- **Review and Take action:** Online School Academic Calendar for 25-26 SY

Integrated Action Plan:

- **Review:** Goals and Action Steps for all AZACS Campuses

Beyond Textbooks Intergovernmental Agreement:

- **Review and Take Action:** Beyond Textbooks Intergovernmental Agreement

Announcements:

- Main Campus & Online Graduation on May 21st, 2025, at the Kroc Center
- Tucson Campus Graduation on May 23rd, 2025
- AZACS Dance for Autism Gala Update
- Tax Credit Donation Update

Adjournment:

Posted: April 23rd @ 5:00 p.m. on website and at 4125 N. 14th Street, Phoenix, 85014



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.

Meeting Thursday, April 24th, 2025

1430 E. Indian School Rd. Suite 220, Phoenix AZ 85014

----- MINUTES -----

Board Members Present:

Ron Harrison, via virtual link
Kerrie Mallory-Thompson, via virtual link
Keisha McKinnor, via virtual link
Matt Simon, via virtual link
Lorenzo Romero, via virtual link
Ross Meyer, via virtual link

Board Members Absent:

Elizabeth Simonhoff-Perez

Others Present:

Paul Pucino, AZACS CFO
Annie Loftis, AZACS Director of Compliance & Strategic Initiatives
Myla Goyne, AZACS Head of Schools
Claire Piper, AZACS Senior Director of ABA & Data
Claudina Douglas, ADI

General Matters:

A quorum was determined to be present on the virtual Zoom link. Lorenzo Romero called the meeting to order at approximately 5:04 p.m. Lorenzo Romero called for a motion to approve the agenda as presented. Ron Harrison made a 1st, Kerrie Mallory-Thompson made a 2nd. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, and Ross Meyer all approved the agenda.

Public Comment:

Lorenzo Romero asked if any members of the public were present for comment on the Zoom virtual link or in person. No members of the public were present, either in person or on Zoom.

Minutes:

Lorenzo Romero asked if board members had reviewed both sets of minutes from the March 25th, 2025, meeting and the April 10th, 2025, meeting. Board members indicated they had.

Lorenzo Romero called for a motion to approve the minutes from March 25th. Keisha McKinnor made a 1st, and Ron Harrison made a 2nd. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, and Ross Meyer all approved the minutes from March 25, 2025.

Lorenzo Romero called for a motion to approve the minutes from April 10th. Keisha made a 1st, and Kerrie Mallory-Thompson made a 2nd. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, and Ross Meyer all approved, and the minutes from April 10th, 2025, were approved.

Financials:

Lorenzo turned the meeting over to Paul Pucino, AZACS' CFO, to review the year-to-date financials from July to March 2025. Paul noted that revenue was coming in at approximately \$26 million, which exceeds the budget projection of \$23 million. There were roughly \$22.8 million in expenses, resulting in a net income of around \$3.3 million year-to-date. Cash on hand was approximately \$10 million. Paul shared that the most significant revenue driver with an Average Daily Membership (ADM) of 928 students. After the presentation, Lorenzo Romero called for a motion to approve the year-to-date financial statements. Ron Harrison made a 1st, Keisha McKinnor made a 2nd. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, and Ross Meyer all approved the financials, and the motion passed.

FY25 Revised Budget

Paul then moved on to review the FY25 revised budget. After updating projections based on actual enrollment, Paul shared that total revenue was expected to be approximately \$35 million, including state, federal, and local revenues, and expenses were expected to come in at about \$31 million. After reviewing the highlights of the FY25 budget on the Arizona Department of Education template, Paul shared that the revised budget would go out for signature by all board members.

After the presentation, Lorenzo Romero asked for a motion to approve the FY25 Revised budget. Keisha McKinnor made a 1st, Ross Meyer made a 2nd. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, and Ross Meyer all approved, and the FY25 Revised Budget was approved.

25-26 Academic School Calendars:

Lorenzo Romero then moved to the 25-26 Academic School Calendars. Lorenzo turned the meeting over to Myla Goynes, AZACS Head of Schools. Myla explained that a calendar review committee had been established to analyze the proposed calendars for the 2025–2026 school year. The calendar review committee surveyed parents, staff, and compared this calendar with district calendars in the area. Three different calendars were developed and sent to the directors and the committee, and they were asked for feedback. The calendar proposed to the board was the option that the majority of contributors voted for. Phoenix, West Valley, Tucson, and the online school calendars will include a day off in April and will adjust staff development days after a holiday break.

After the presentation, Lorenzo Romero called for a motion to approve the Phoenix and West Valley academic calendar for the 25-26 school year. Ron Harrison made a 1st, Keisha McKinnor made a 2nd. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, and Ross Meyer all approved, and the Phoenix and West Valley Academic calendars for 2025-2026 were approved.

Lorenzo Romero then made a motion to approve the Tucson academic calendar for the 2025-2026 school year. Keisha McKinnor made a 1st, Kerrie Mallory-Thompson made a 2nd. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, and Ross Meyer all approved, and the Tucson academic calendar for the 25-26 school year was approved.

Lorenzo Romero then made a motion to approve the AZACS Online School academic calendar for the 2025-2026 school year. Keisha McKinnor made a 1st, Kerrie Marrlory-Thompson made a 2nd. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, and Ross Meyer all approved, and the AZACS Online School academic calendar for the 25-26 school year was approved.

Integrated Action Plan:

Lorenzo Romero then moved to the Integrated Action Plan and turned the meeting over to Claire Piper, AZACS Senior Director of ABA & Data. Claire defined a Comprehensive Needs Assessment (CNA) and an Integrated Action Plan (IAP), as well as the steps taken to complete both. Key data points and key action steps were summarized. Claire shared that these processes were critical in the AZACS' quest for continual evaluation and improvement. The Board was also provided with access to review the LEA IAP and each school's IAPs. Claire and Myla shared that if board members had questions after reviewing the plans, they could reach out to either of them.

Beyond Textbooks Intergovernmental Agreement

Lorenzo Romero then moved to the Beyond Textbooks Intergovernmental Agreement. Lorenzo turned the meeting over to Myla, who shared that this is an annual agreement that Beyond Textbooks requires schools to have in place to access and use their curriculum products. This also allows AZACS educators to share quality materials that Beyond Textbooks has vetted.

Lorenzo Romero made a motion to approve the Beyond Textbooks Intergovernmental Agreement for the upcoming school year. Keisha McKinnor made a 1st, Kerrie Mallory-Thompson made a 2nd. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, and Ross Meyer all approved, and the Beyond Textbooks Intergovernmental Agreement was approved.

Announcements:

Lorenzo Romero then moved to the next portion of the agenda, which was announcements. Lorenzo then turned the meeting over to Annie Loftis.

Annie shared that the Main Campus and Online Graduation will be held on May 21, 2025, at the Salvation Army Kroc Center. She also shared that the Tucson campus graduation will be held on Friday, May 23, at the Tucson campus. She shared that all board members are invited to attend those ceremonies.

Annie then continued to share about the Dance for Autism Gala, stating that AZACS was expecting 320 guests at the second annual fundraising gala.

Annie then continued to share information about the Tax Credit Donation campaign for the current school year, stating that approximately \$104,000 had been raised.

Adjournment:

Since there were no other agenda items to discuss, Lorenzo Romero then moved to the adjournment portion of the board meeting. He asked for a motion to adjourn the meeting. Ross Meyer made a 1st, and Keisha McKinnor made a 2nd. Ron Harrison, Kerrie Mallory-Thompson, Keisha McKinnor, Matt Simon, Lorenzo Romero, and Ross Meyer all approved, and the board meeting was adjourned at 6 PM.



Governing Board Committee Agenda

May 29th, 2025

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Arizona Autism Charter Schools, Inc. and to the general public that the Board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING REPORTS AND ACTION ITEMS

When: **May 29th, 2025 at 5:00 pm. MST**
Where: **1414 E Indian School Rd. Suite 200, Phoenix 85014**

Zoom Meeting:

<https://zoom.us/j/5334224859?pwd=7BcdPbbZYKhxPygHug8qY7VLgS9jVM.1>

Meeting ID: 533 422 4859 Passcode: 255903

One or more board members will attend this meeting via telephone or video conferencing.

If you need translation services or a person with a disability seeking reasonable accommodation to access the Board meeting, please contact Annie at (602) 317-9007 at least 24 hours before the meeting.

Public members will have physical access to the meeting at 1414 E. Indian School Rd. Suite 200, Phoenix, AZ 85014, 15 minutes before the meeting.

General Matters

- Call to Order
- Roll call to determine quorum
- Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board accepts public comments on issues within

the jurisdiction of the school. Comments should be limited to three minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal processes are available for communication.

Board Meeting Minutes:

- **Review and take action:** April 24th, 2025 Minutes

Financials:

- **Review and take action:** April Financial Statements
- **Review and take action:** Financial Policies and Procedures

K-5 Reading Adoption:

- **Review and Take action:** K-5 Reading Adoption

SPED Policy:

- **Review and Take Action:** SPED Policy Updates

Board Members as Mandatory Reporters:

- **Review:** Board members to complete training

Announcements:

- **AZACS Graduations**
- **Tax Credit Update and Final**
- **AZACS Dance for Autism Gala on Saturday, April 18th, 2026**
- **Tucson Open House and Ribbon Cutting on Saturday, June 28th**

Adjournment:

Posted: May 28th, 2025 @ 5:00 p.m. on website and at 4125 N. 14th Street, Phoenix, 85014



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.

Meeting Thursday, May 29th, 2025

1414 E. Indian School Rd. Suite 200, Phoenix AZ 85014

----- MINUTES -----

Board Members Present:

Keisha McKinnor, via virtual link

Matt Simon, via virtual link

Lorenzo Romero, via virtual link

Ross Meyer, via virtual link

Elizabeth Simonhoff-Perez, via virtual link

Ron Harrison, via virtual link

Board Members Absent:

Kerrie Mallory-Thompson

Others Present:

Monica Alvarez, potential board member, via virtual link

Paul Pucino, AZACS CFO

Myla Goyne, AZACS Head of Schools

Claudina Douglas, ADI

General Matters:

A quorum was determined to be present on the virtual Zoom link. Lorenzo Romero called the meeting to order at approximately 5:03 p.m. Lorenzo Romero called for a motion to approve the agenda as presented. Matt Simon made a 1st, Ross Meyer made a 2nd. Lorenzo Romero, Keisha McKinnor, Matt Simon, Elizabeth Simonhoff-Perez, and Ross Meyer all approved the agenda, and the motion passed. Ron Harrison recused himself from voting during this meeting.

Public Comment:

Lorenzo Romero asked if any members of the public were present for comment on the Zoom virtual link or in person. No members of the public were present, either in person or on Zoom.

Minutes:

Lorenzo Romero asked if board members had reviewed the minutes from the April 24th, 2025, meeting. Board members indicated they had.

Lorenzo Romero called for a motion to approve the minutes from April 24th. Matt Simon made a 1st, and Keisha McKinnor made a 2nd. Lorenzo Romero, Keisha McKinnor, Matt Simon, Elizabeth Simonhoff-Perez, and Ross Meyer all approved the minutes from April 24th, 2025. Ron Harrison recused himself from voting during this meeting.

Financials:

Lorenzo turned the meeting over to Paul Pucino, AZACS' CFO, to review the April 2025 Financial Statements. Paul presented the April financials and highlighted that our net income was approximately \$ 3.7 million, which is higher than the budget due to the significant grant and fundraising efforts. He also mentioned that our cash on hand was over \$10.6 million dollars, and we were in a solid financial position. He also stated that we are exceeding our bond covenants with over 74 days of cash on hand and a debt coverage ratio of 4.13.

After the presentation, Lorenzo Romero asked Paul Pucino about our bond rating, and Paul said we completed our audit, and it is BB Stable. Lorenzo Romero asked if there were any other questions or comments. There were none.

Lorenzo Romero called for a motion to approve the April 2025 financial statements. Keisha McKinnor made a 1st, Matt Simon made a 2nd. Lorenzo Romero, Keisha McKinnor, Matt Simon, Elizabeth Simonhoff-Perez, and Ross Meyer all approved the April 2025 Financial Statements, and the motion passed. Ron Harrison recused himself from voting during this meeting.

Financial Policies Manual:

Paul then moved on to review the Financial Policies and Procedures. He stated that our policies and procedures were updated to current standards and that names were removed and replaced with position titles.

After the presentation, Lorenzo Romero asked if there were any comments or questions. There were none.

Lorenzo Romero asked for a motion to approve the Financial Policies and Procedures. Matt Simon made a 1st, Elizabeth Simonhoff-Perez made a 2nd. Lorenzo Romero, Keisha McKinnor, Matt Simon, Elizabeth Simonhoff-Perez, and Ross Meyer all approved the Financial Policies

and Procedures, and the motion passed. Ron Harrison recused himself from voting during this meeting.

SPED Policy Manual

Lorenzo Romero then moved to the SPED Policies. Lorenzo turned the meeting over to Myla Goyne, Head of Schools, who shared highlights from the SPED Policy Manual. Updates to the manual were completed in compliance with all applicable state and federal guidelines, including an evaluation process for the disability category of Specific Learning Disability (SLD). Myla shared that the manual had been completed with support from the AZACS Special Education attorney to ensure compliance with current requirements.

After the presentation, Lorenzo Romero asked if there were any comments or questions. Elizabeth Simonhoff-Perez asked Myla Goyne who typically requests a copy of the SPED Policy, and Myla Goyne replied that it is normally family members of the students.

After the presentation and discussion, Lorenzo Romero called for a motion to approve the updated SPED Policy Manual. Keisha McKinnor made a 1st, and Elizabeth Simonhoff-Perez made a 2nd. Lorenzo Romero, Keisha McKinnor, Matt Simon, Elizabeth Simonhoff-Perez, and Ross Meyer all approved the SPED Policy Manual, and the motion passed. Ron Harrison recused himself from voting during this meeting.

Board Members as Mandatory Reporters:

Lorenzo Romero then moved to discuss the topic of Board Members as Mandatory Reporters. He turned it over to Ron Harrison, who reminded board members to complete their training by the end of July using the required online training materials.

K-5 Reading Adoption:

Lorenzo Romero then moved to the K-5 Reading Adoption. Lorenzo turned the meeting over to Myla Goyne. Myla explained the process for the K-5 Reading adoption, which included input from teachers, staff, instructional coaches, and others to ensure a thorough vetting process. Myla proposed to the board to adopt Amplify CKLA for onsite K-5, and Savvas myView Literacy and Savvas SuccessMaker for online K-5.

After the presentation, Lorenzo Romero asked if there were any comments or questions. Elizabeth Simonhoff-Perez asked Myla Goyne if the board could be updated with the progress on an annual basis. Myla Goyne responded by saying yes. There were no other questions or comments.

Lorenzo Romero asked for a motion to approve the K-5 Reading Adoption. Keisha McKinnor made a 1st, Ross Meyer made a 2nd. Lorenzo Romero, Keisha McKinnor, Matt Simon, Elizabeth Simonhoff-Perez, and Ross Meyer all approved the K-5 Reading Adoption. Ron Harrison recused himself from voting during this meeting.

Announcements:

Lorenzo Romero then moved to the next portion of the agenda, which was announcements. Lorenzo then turned the meeting over to Ron Harrison.

Ron Harrison shared that the Main Campus and Online Graduation at the Salvation Army Kroc Center was an amazing success with a great turnout. Kudos to the AZACS staff. The families and students were so engaged and supportive.

He also shared that the Tax Credit Donation campaign had raised approximately \$167,000 to date and that the 2026 Dance for Autism Gala date has been set for Saturday, April 18th, 2026.

He also shared that the Tucson Campus Open House and ribbon-cutting ceremony for K-2 will be on Saturday, June 28th.

Adjournment:

Lorenzo Romero then moved to adjourn the meeting and requested a motion to adjourn. Keisha McKinnor made a 1st, and Elizabeth Simonhoff-Perez made a 2nd. Lorenzo Romero, Keisha McKinnor, Matt Simon, Elizabeth Simonhoff-Perez, and Ross Meyer all approved the adjournment. Ron Harrison recused himself from voting during this meeting.



Governing Board Committee Agenda Special Meeting

June 12th, 2025

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Arizona Autism Charter Schools, Inc. and to the general public that the Board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING REPORTS AND ACTION ITEMS

When: **June 12th, 2025 at 3:00 pm. MST/AZ Time**
Where: **1414 E Indian School Rd. Suite 200, Phoenix 85014**

Zoom Meeting:

<https://zoom.us/j/5334224859?pwd=7BcdPbbZYKhxPygHug8qY7VLgS9jVM.1>

Meeting ID: 533 422 4859 Passcode: 255903

One or more board members will attend this meeting via telephone or video conferencing.

If you need translation services or a person with a disability seeking reasonable accommodation to access the Board meeting, please contact Annie at (602) 317-9007 at least 24 hours before the meeting.

Public members will have physical access to the meeting at 1414 E. Indian School Rd. Suite 200, Phoenix, AZ 85014, 15 minutes before the meeting.

General Matters

- Call to Order
- Roll call to determine quorum
- Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board accepts public comments on issues within the jurisdiction of the school. Comments should be limited to three minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal processes are available for communication.

Financials:

- **Review and take action:** FY26 Proposed Budget

July Board Meeting:

- **Review:** Moving the July 31st meeting to July 24th at 5pm

Announcements:

- **Tucson Open House and Ribbon Cutting on Saturday, June 28th**

Adjournment:



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.

Meeting Thursday, June 12th, 2025

1414 E. Indian School Rd. Suite 200, Phoenix AZ 85014

----- MINUTES -----

Board Members Present:

Kerrie Mallory-Thompson, via virtual link
Keisha McKinnor, via virtual link
Lorenzo Romero, via virtual link
Ross Meyer, via virtual link
Elizabeth Simonhoff-Perez, via virtual link

Board Members Absent:

Matt Simon

Others Present:

Ron Harrison, AZACS Interim CEO & Co-Founder
Paul Pucino, AZACS CFO
Annie Loftis, AZACS Director of Compliance & Strategic Initiatives
Myla Goyne, AZACS Head of Schools
Claudina Douglas, ADI
Monica Alvarez, AZACS Prospective Board Member

General Matters:

A quorum was determined to be present on the virtual Zoom link. Lorenzo Romero called the meeting to order at approximately 3:06 p.m. Lorenzo Romero called for a motion to approve the agenda as presented. Elizabeth Simonhoff-Perez made a 1st, Kerrie Mallory-Thompson made a 2nd. Kerrie Mallory-Thompson, Keisha McKinnor, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved the agenda.

Public Comment:

Lorenzo Romero asked if any members of the public were present for comment on the Zoom virtual link or in person. No members of the public were present, either in person or on Zoom.

Financials:

Lorenzo turned the meeting over to Paul Pucino, AZACS' CFO, to review the FY26 Proposed Budget.

Paul shared that total enrollment targets are 1066 students for FY26. The Early Learning Center is down slightly with enrollment at 127 students, the Main Campus will increase slightly to 370 students, the West Valley will increase to 225 students, the Online Campus stretch goal is 230 students, and Tucson is projected to enroll 114 students.

Overall, enrollment is increasing from 962 to 1066 from FY25 to FY26.

For the FY2026 proposed budget, local revenue is projected at approximately \$1.7 million, federal revenue is coming in at approximately \$2.3 million, and state revenue is coming in at \$33.3 million for a total revenue coming in at approximately \$37.3 million. The budget assumes the Arizona state equalization rate increases by 2%, consistent with previous years, even though ADE has not officially announced the FY26 rate at this time.

For expenditures, personnel is coming in at \$27.1 million, occupancy is coming in at \$153,900, professional fees are coming in at \$1.5 million, and general and administrative expenses are coming in at \$6.6 million for a total of \$35.3 million. Net income will then total approximately \$2 million.

Days' cash on hand for July 1, 2025, is forecasted to be approximately \$7 million. And the forecasted ending cash for June 30, 2026, is coming in at approximately \$7.7 million.

For the FY26 year and projections, days cash on hand is approximately 78.90 versus the bond covenant at 45.0. The debt service coverage ratio is 2.93 versus the bond covenant of 1.2.

Paul mentioned that the potential risks associated with the FY26 budget are enrollment, the Arizona equalization rate, and expense inflation for items such as employee benefits and insurance premiums. Paul also mentioned the potential upside is private grants which are only budgeted based upon current commitments and do not include grants that may be rewarded during the year but not officially committed at this time.

Paul asked if there were any questions, and there were none.

After Paul's presentation, Lorenzo asked for a motion to approve the FY26 proposed budget. Keisha McKinnor made a first motion, and Elizabeth Simonhoff-Perez made a second motion. Kerrie Mallory-Thompson, Keisha McKinnor, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved the FY26 Proposed Budget.

July Board Meeting:

Lorenzo then turned the meeting over to Annie, who shared that we would like the Board to consider moving the July meeting to July 24. Annie inquired about the number of board members who could attend, and it was confirmed that a quorum would be present. The July board meeting was rescheduled from July 31, 2025, to July 24, 2025.

Announcements:

Lorenzo then moved to the announcement section of the board meeting. He turned the meeting over to Annie, who shared that the Tucson Open House and Ribbon-Cutting event would take place on Saturday, June 28. All board members are welcome to join.

Adjournment:

Since there were no other agenda items, Lorenzo asked for a motion to adjourn the board meeting. Keisha McKinnor made a first motion, and Ross Meyer made a second motion. Kerrie Mallory-Thompson, Keisha McKinnor, Lorenzo Romero, Ross Meyer, and Elizabeth Simonhoff-Perez all approved adjourning the meeting. The meeting adjourned at 3:38pm.



Governing Board Committee Agenda

June 26th, 2025

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Arizona Autism Charter Schools, Inc. and to the general public that the Board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING REPORTS AND ACTION ITEMS

When: **June 26th, 2025 at 5:00 pm. MST/AZ Time**
Where: **1414 E Indian School Rd. Suite 200, Phoenix 85014**

Zoom Meeting:

<https://zoom.us/j/5334224859?pwd=7BcdPbbZYKhxPygHug8qY7VLgS9jVM.1>

Meeting ID: 533 422 4859 Passcode: 255903

One or more board members will attend this meeting via telephone or video conferencing.

If you need translation services or a person with a disability seeking reasonable accommodation to access the Board meeting, please contact Annie at (602) 317-9007 at least 24 hours before the meeting.

Public members will have physical access to the meeting at 1414 E. Indian School Rd. Suite 200, Phoenix, AZ 85014, 15 minutes before the meeting.

General Matters

- Call to Order
- Roll call to determine quorum
- Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board accepts public comments on issues within the jurisdiction of the school. Comments should be limited to three minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal processes are available for communication.

Board Meeting Minutes:

- **Review and take action:** May 29th, 2025 Minutes
- **Review and take action:** June 12th, 2025 Minutes

Financials:

- **Review and take action:** May Financial Statements
- **Review and take action:** FY26 Adopted Budget

Tucson Elementary Campus:

- **Review and take action:** To expand Tucson Elementary grades to include 3rd, 4th, and 5th

Announcements:

- **Tucson Open House and Ribbon Cutting on Saturday, June 28th**
- **Summer Program Committee Formation**
- **Mandatory Reporter Compliance Task for Board Members**

Adjournment:



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.
Board Meeting

Meeting Thursday, June 26th, 2025
1414 E. Indian School Rd. Suite 200, Phoenix AZ 85014

----- MINUTES -----

Board Members Present:

Kerrie Mallory-Thompson, via virtual link
Keisha McKinnor, via virtual link
Lorenzo Romero, via virtual link
Elizabeth Simonhoff-Perez, via virtual link

Board Members Absent:

Matt Simon
Ross Meyer

Others Present:

Ron Harrison, AZACS Co-Founder & Interim CEO
Annie Loftis, Director of Compliance & Strategic Initiatives
Hannah Moody, ADI
Claudina Douglas, ADI

General Matters:

A quorum was determined to be present on the virtual Zoom link. Lorenzo Romero called the meeting to order at approximately 5:07 p.m. Lorenzo Romero called for a motion to approve the agenda as presented. Kerrie Mallory-Thompson made a first, and Keisha McKinnor seconded the motion. Kerrie Mallory-Thompson, Keisha McKinnor, Lorenzo Romero, and Elizabeth Simonhoff-Perez all approved the agenda, and the motion passed.

Public Comment:

Lorenzo Romero asked if any members of the public were present for comment on the Zoom virtual link or in person. There were no members of the public in person or on the virtual link.

Meeting Minutes:

Lorenzo moved to the next portion of the board meeting, which was the minutes. He asked if the board had reviewed the minutes from the May 29 and June 12, 2025, board meetings. The board members indicated that they had and that there were no questions or comments. Lorenzo asked for a motion to approve the May 29, 2025, minutes.

Kerrie Mallory-Thompson made a first, and Elizabeth Simonhoff-Perez made a second. Kerrie Mallory-Thompson, Keisha McKinnor, Lorenzo Romero, and Elizabeth Simonhoff-Perez all approved the May 29th, 2026 minutes, and the motion passed.

Lorenzo then asked for a motion to approve the June 12, 2025, minutes. Elizabeth Simonhoff-Perez made a first, and Kerrie Mallory-Thompson made a second. Kerrie Mallory-Thompson, Keisha McKinnor, Lorenzo Romero, and Elizabeth Simonhoff-Perez all approved the June 12th, 2025 minutes, and the motion passed.

Financials:

May Financial Statements

Lorenzo then moved to the next portion of the meeting, which was the financials, and turned the meeting over to Hannah Moody from ADI. Hannah explained the May financial statements and said that AZACS' year-to-date revenue is \$32 million, and year-to-date expenses were tracking at \$28.4 million. Net income is coming in at approximately \$3.7 million, and cash on hand is \$10.6 million. The Average Daily Membership for student enrollment is at 932, which is the main source of revenue. Hannah went on to share highlights of the cash flow; the July 1, 2024, balance was approximately \$6.2 million. Year-to-date increase in cash is \$4.4 million with an ending cash balance of \$10.6 million in May 2025. The fiscal year's projected ending cash will be approximately \$7 million. For covenant compliance, Days Cash on Hand is 74 days, and the Debt Service Coverage Ratio is 4.13, exceeding the requirements.

After the presentation, Lorenzo asked for a motion to approve the May financials. Keisha McKinnor made a first, and Kerrie Mallory-Thompson made a second. Kerrie Mallory-Thompson, Keisha McKinnor, Lorenzo Romero, and Elizabeth Simonhoff-Perez all approved the May financials, and the motion passed.

FY26 Adopted Budget

Hannah then moved to the FY26 budget and noted that the estimated revenue for FY26 is \$37.3 million. Hannah stated that the board reviewed the same information at the last meeting when the proposed FY26 budget was presented, and there had been no changes since then. Hannah shared that the mandatory 10-day period had expired, and the board was now required to adopt the proposed budget.

After the presentation, Lorenzo asked for a motion to approve the FY26 Adopted Budget. Keisha McKinnor made a first, and Elizabeth Simonhoff-Perez made a second. Kerrie Mallory-Thompson, Keisha McKinnor, Lorenzo Romero, and Elizabeth Simonhoff-Perez all approved to adopt the proposed FY26 budget, and the motion passed.

Tucson Elementary Campus:

Lorenzo then moved to the agenda item regarding the Tucson Elementary Campus and turned the meeting over to Ron Harrison. Ron explained that AZACS would like to expand the Tucson

elementary campus grades to include third, fourth, and fifth grades. Ron explained that based on enrollment trends for grades K-2, it would be a good idea to cast a wider net for enrollment to ensure AZACS meets the target of 60 students in elementary grades. Ron explained that an amendment would need to be submitted to ASBCS for a School-Specific Change in Grades.

Lorenzo asked for a motion to approve the expansion of the Tucson elementary grades to include third, fourth, and fifth grades in the 25-26 school year. Kerrie MalloryThompson made a first, and Keisha McKinnor made a second. Kerrie Mallory-Thompson, Keisha McKinnor, Lorenzo Romero, and Elizabeth Simonhoff-Perez all approved the addition of third, fourth, and fifth grades at the Tucson Elementary Campus, and the motion passed.

Announcements:

Lorenzo then moved to the announcement section of the board meeting and turned the meeting over to Annie Loftis, who shared that the Tucson open house and ribbon-cutting will be held on Saturday, June 26, at the Tucson campus. All board members are welcome to attend.

Annie also explained that there will be a committee formed to review the possibility of a summer program at AZACS. Annie asked for members of the board to be on the committee, and Elizabeth and Kerrie offered their help. Annie also said for the other board members to reach out to her if they are interested in being on the committee.

Annie then moved to the mandatory reporter compliance training and asked all members of the AZACS board to complete the mandatory reporter compliance training by July 31, 2025.

Adjournment:

After the announcement section, Lorenzo moved to the adjournment portion of the meeting. Lorenzo asked for a motion to adjourn the board meeting. Kerrie Mallory-Thompson made a first, and Keisha McKinnor made a second. Kerrie Mallory-Thompson, Keisha McKinnor, Lorenzo Romero, and Elizabeth Simonhoff-Perez all approved adjourning the meeting, and the board meeting ended at 5:31 PM.