



Governing Board Committee Agenda July 1, 2019

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: Monday, July 1, 2019 at 5:15 p.m. MST
Where: Telephonic Meeting
Call in #: +1 (571) 317-3122 Access Code: 870-515-317

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

General Matters: Call to Order; Roll call to determine quorum; Approval of agenda

Public Comment

The Arizona Autism Charter School Governing Board welcomes 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.

Action Items:

- 1) Minutes from 6/13/19 board meeting**
- 2) Review and Take Action on FY20 Proposed Budget**

Executive Director Updates

- 1) Update on acquisition of potential new site**
- 2) Update on sale of Indian School building**
- 3) Update on partnership with Intermountain**
- 4) Update on acquiring competitive Charter Schools Growth Fund grant**

Adjournment

Posted: June 28, 2019 @ 5:00 p.m. on website and site at 1145 E. Indian School Rd. Phoenix, 85014



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

Wednesday, July 1, 2019 5:15pm

1445 E. Indian School Rd. Phoenix, AZ 85014

----- **MINUTES** -----

Board Members Present:

Leo Valdez, telephonically

Genaro Delgadillo, telephonically

Keisha McKinnor, telephonically

Viet Do, telephonically

Ron Harrison, telephonically

Board Members Absent:

Gregory Torrez

Others Present:

Diana Diaz-Harrison, Executive Director, telephonically

Lisa Long, High School Development Director, telephonically

Terri Warren, Bond Lawyer, telephonically

Debbie and Joan, Diamond Financial, telephonically

Public Comment

Leo asked if there were any members of the public on the phone conference line or in person for comment. There was no public comment.

Action Items:

1) Minutes from 6/13/19

Leo asked board members if they had reviewed the minutes from the June 13 board meeting. Board members indicated they had reviewed the minutes and no one requested changes to the minutes. Leo called for a motion to approve the board minutes as presented, Viet Do made a 1st motion to accept the minutes, Genaro Delgadillo made a 2nd, motion passed unanimously.

2) Review and Take Action on FY20 Proposed Budget

Leo turned to Diana and Joan from Diamond Financial to review the highlights of the FY20 Proposed Budget. Joan directed board members to the budget cover page indicating the total revenue was \$6,449,379 and that the total expenses were \$5,964,928 making the Net Operating Income come to \$484,451, very close to the projections in the school's internal five year forecast. Viet has a question regarding a 30% increase in purchased services. Joan indicated the increase was due to a coding issue but was balanced out due to SPED purchased services being reduced in another budget line item. Leo asked if the expenditures associated with the pursuit of a potential new site were reflected in the FY20 Proposed Budget. Joan indicated those expenses were not reflected. Diana indicated the school was gathering information on the estimated costs needed to pursue the new site and they would be presented with the FY20 Adopted Budget that would be presented to the board for review and action in approximately 10 days. Diana also informed the board that the state revenues were based on an increased student count to approximately 229 students in the 2019-2020 school year. Since there was no further discussion, Leo called for a motion to approve the FY20 proposed budget as presented, Viet Do made the 1st motion to approve the proposed budget and Ron Harrison made a 2nd, motion passed unanimously.

Executive Director Updates

1) Update on acquisition of potential new site.

Terry Warren and Diana discussed the Maricopa IDA application and the IDA board meeting taking place on July 16. Terry and Diana indicated they would both be in attendance at the IDA Board meeting, as well as the County Board of Supervisors meeting taking place on July 31. Terry indicated both the IDA board and the County Board of supervisors had to approve issuing the bonds for the potential new site financing. Diana and Terry also updated the board and the RBC credit rating process. They indicated they were making progress on completing the documents and that a site visit was scheduled for August 20. Terry said it would be in the school's best interest if Leo could be present at the site visit. Leo indicated he would put it on his calendar and would do his best to attend. Terry also explained the fees associated with the RBC credit rating process.

2) Update on sale of Indian School building

Diana explained realtor Steve Farrell from Lee and Associates was continuing to show the building and that signage was going up in front of the building to attract more potential buyers. There is still no offer on the building but there is traffic and interest.

3) Update on partnership with Intermountain

The school leadership team is continuing to explore partnership options with Intermountain and is seeking legal advice from attorneys with expertise in school partnerships. The school and Intermountain are exploring the idea of forming a CMO. Both parties are reviewing and editing a potential LOI to present to the board.

4) Update on acquiring competitive Charter Schools Growth Fund grant

Diana reported \$350,000 we were granted from the Charter School Growth Fund. Emerging CMO's. She indicated a formal agreement with the grantor would be in place and funds may start flowing in approximately 90 days. Diana thank Leo and Keisha for participating in the interview process and supporting the successful acquisition of the grant.

Adjournment

Since there were no further agenda items, Leo called for a motion to adjourn the meeting. Genaro made a motion, Keisha seconded the motion, the motion passed unanimously, and the meeting adjourned at approximately 6:00pm.

Next meeting is July 11, 2019 starting at 5:15pm.



Governing Board Committee Agenda September 20, 2019

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: Friday, September 20, 2019 at 2:30 p.m. MST
Where: 1445 E. Indian School Rd, Phoenix, Arizona
Call in #: +1 (571) 317-3122 Access Code: 930-528-005

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

General Matters

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

Public Comment

The Arizona Autism Charter School Governing Board welcomes 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.

Action Item:

- Review and take action on minutes from 7/1/19 and 7/11/19 board meetings.

Discussion and Possible Action Regarding the Sale and Purchase of Real Property

- The Board may go into Executive Session with regard to this matter pursuant to A.R.S. §38-431.03.A.7 for discussions or consultations with designated representatives in order to consider the Board's position and instruct its representatives regarding negotiations for the purchase of a specific real property and the potential sale of real property owned by Arizona Autism Charter Schools, Inc.

Possible Action Resulting from Executive Session

Adjournment

Posted: September 19, 2019 @ 2:00 p.m. on website and site at 1145 E. Indian School Rd. Phoenix, 85014



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

Frida, September 20, 2019 2:30pm

1445 E. Indian School Rd. Phoenix, AZ 85014

----- MINUTES -----

Board Members Present:

- Leo Valdez, telephonically
- Gregory Torrez, telephonically
- Viet Do, telephonically
- Ron Harrison, telephonically
- Keisha McKinnor, telephonically

Board Members Absent:

- Genaro Delgadillo

Others Present:

- Diana Diaz-Harrison, Executive Director, telephonically
- Lisa Long, High School Development Director, telephonically
- Terri Warren, Bond Lawyer, telephonically

Public Comment

Leo asked if there were any members of the public on the phone conference line or in person for comment. There was no public comment.

Action Items:

- 1) Review and take action on minutes from 7/1/19 and 7/11/19 board meetings. Leo asked board members if they had reviewed the contents of the minutes from the two prior meetings. Board members indicated they had reviewed the minutes and there were no questions or comments. Leo called for a motion to approve the minutes as presented. Ron made a 1st, Gregory made a 2nd, the motion passed unanimously.

Discussion and Possible Action Regarding the Sale and Purchase of Real Property

Executive Session

Leo called for a motion to transition the meeting to Executive Session to discuss the potential sale of the school property. He said attorney Terry Warren was managing the transaction and it would be appropriate to include him in the Executive Session, as well as Diana Diaz-Harrison and Lisa Long from the school's executive team. Viet made a motion to go into executive session, Ron made a 2nd, all were in favor and the meeting transitioned to executive session at 2:36pm.

Action Post Exiting Executive Session

Leo called for a motion to engage in the transaction as discussed in executive session understanding that an official LOI was not yet in place but that the terms had been agreed upon via discussions and emails as shared with the board. Gregory made a 1st, Keisha made a 2nd, all indicated they were in favor and the motion passed unanimously.

Adjournment

Since there were no further agenda items Leo called for a motion to adjourn the meeting. Diana made a quick announcement indicating a board meeting was necessary on October 10 to take action on the Annual Financial Report. She said she would be following up with board members via email.

Ron then made a motion to adjourn, Keisha seconded the motion, the motion passed unanimously, and the meeting ended.



Governing Board Committee Agenda October 10, 2019

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: **Thursday, October 10, 2019 at 12:00 p.m. MST**
Where: **1445 E. Indian School Rd, Phoenix, Arizona**
Call in #: **+1 (669) 224-3412 Access Code: 409-416-669**

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

General Matters

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

Public Comment

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Action Items:

- Review and take action on minutes from 9/20/19 board meeting.
- Review and Take Action on **FY19 Annual Financial Report (AFR)**

Executive Director Updates

- Diana and attorney Terry Warren to update the board on purchase of potential new site and sale of current building.
- Diana will introduce potential new board member candidate

Posted: October 9, 2019 @ 12:00 p.m. on website and site at 1145 E. Indian School Rd. Phoenix, 85014



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

Thursday, October 10, 2019 12:00pm

1445 E. Indian School Rd. Phoenix, AZ 85014

----- MINUTES -----

Board Members Present:

Leo Valdez, telephonically
Gregory Torrez, telephonically
Viet Do, telephonically
Ron Harrison, telephonically
Keisha McKinnor, telephonically

Board Members Absent:

Genaro Delgadillo

Others Present:

Diana Diaz-Harrison, Executive Director, telephonically
Lisa Long, High School Development Director, telephonically
Debi Richardson, Diamond Financial Solutions
Terri Warren, Bond Lawyer, telephonically
Ross Meyer, Board Member Candidate

General Matters

Leo called the meeting to order and a quorum was determined to be present. Leo called for a motion to approve the agenda as presented. Gregory made a 1st, Ron made a 2nd, all board members were in favor and the agenda was approved unanimously.

Public Comment

Leo asked if there were any members of the public on the phone conference line or in person for comment. There was no public comment.

Action Items:

- 1) **Review and take action on minutes from 9/20/10 board meeting.** Leo asked board members if they had reviewed the contents of the minutes from the prior meeting on 9/20. Board members indicated they had reviewed the minutes and there were no questions or comments. Leo called for a motion to approve the minutes as presented. Viet made a 1st, Keisha made a 2nd, the motion passed unanimously.

- 2) **FY19 Annual Financial Report**

Leo turned it over to Diana and Debi from Diamond Financial Solutions to review the FY19 Annual Financial Report. Debi explained that action was needed because the report needed to be uploaded to the state by October 15. She directed board members to turn to pages 1 and 2, which are the main pages of the report and other pages are various break downs of the revenues and expenditures. Page 1 are the total revenue sources which totaled \$6,060,407 and page 2 are the total expenses which totaled \$5,881,943. Leo asked about the expenses totaling \$5,881,943, which were higher than the budgeted amount by about \$30,000. Debi explained that the increase was in line with the increase in student count and operational costs that came to fruition by the end of the school year. Gregory asked for further clarification regarding the operational costs. Diana pointed out that the actual expenditure was 29% higher than the prior fiscal year and that was definitely aligned with student growth and associated operational expenses of increased student count. Since there were no further questions or discussion Leo called for a motion to approve the FY19 Annual Financial Report as presented. Keisha made a 1st, Ron made a 2nd. The motion passed unanimously and the FY19 AFR was approved.

Executive Director Updates

Facility Update

Leo turned it over to Diana and attorney Terry Warren to update the board on the purchase of the potential new site and sale of the current building. In terms of the sale of the current building on Indian School, Terry indicated the building was in escrow as of September 27 and that the potential buyer, the Phoenix IDA has completed a draft purchase agreement and was moving through its due diligence process. He shared that the due diligence period expired on November 11 and by that time the school should be fairly certain on whether the sale will go through and close on or around November 26, the same day as the intended closing of the new potential site on 14th St. Leo shared he had participated in weekly conference calls with the finance team including RBC, bond counsel, Diana and Terry and shared with the group that the original earnest money of \$25,000 would “go hard” or be non-refundable on November 11 and that another non-refundable \$25,000 would be due at that time.

Gregory had a question regarding the lease-back agreement between AZACS and the Phoenix IDA and questioned whether the school could afford the monthly payments. Diana and Terry indicated the monthly lease payments to the IDA would be rolled into the bond financing, so making those payments would not be an issue.

Ron asked if given the timeline, if the construction schedule for the new site was still feasible. Terry and Diana indicated they had been in close communication with the construction contractor and the contractor indicated he did not see an issue with completing the project on schedule. Since there were no further questions Diana proceeded to the next update.

Potential New Board Member

Diana shared she was working to revitalize the board with more active participation and had been introduced to Ross Meyer as a potential candidate that has legal and business experience, as well as a personal connection to autism. Diana said she had informally met Ross through a mutual friend and colleague and thought the board should consider him as a candidate. Diana shared his resume and allowed Ross to introduce himself to the group. Diana indicated that the next step was to engage Ross in a formal interview process and asked Keisha and Ron, as current officers of the board, if they would be willing to conduct an interview. Keisha and Ron indicated they'd be happy to do that. Diana then asked if other board members were interested in also participating in the interview. Leo said he would also participate. Diana said she would follow up with a time, date and interview rubric.

Adjournment

Since there were no further agenda items Leo called for a motion to adjourn the meeting. Diana made a quick announcement indicating a board meeting should happen on or around November 11, as there would be more information available on the building sale and that a signature page for the AFR would be circulated. Board members indicated they would stay tuned for a meeting around that time and look out for the signature page. Ron then made a 1st to adjourn the meeting, Viet made a 2nd, and the meeting was adjourned at approximately 12:55pm.



Governing Board Committee Agenda November 18, 2019

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: **Monday, November 18, 2019 at 5:00 p.m. MST**
Where: **1445 E. Indian School Rd, Phoenix, Arizona**
Call in #: **United States: +1 (408) 650-3123 Access Code: 755-732-861**

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

General Matters

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

Public Comment

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Announcement:

- Inform board of resignation of board president Leo Valdez

Action Items:

- Minutes from 10/10/19 board meeting.
- Consideration of removal of Gregory Torrez as a director and officer of the board
- Election of new President and Secretary
- Nomination and election of new board member

Executive Session

- Propose to move to Executive Session for discussions among the board members to consider its position and instruct its representatives regarding the sale and lease of real property. (Those individuals moving to executive session will use a different conference call line to be provided.)

Action Items

- Take action on any executive session matters
- Ratification of use of credit line to fund additional earnest deposit for new facility purchase

Academic Data Review

- Diana to review academic data results presented to ASBCS for 19-20 school year and data update from Oct. 2019.

Adjournment

Posted: November 15, 2019 @ 5:45 p.m. on website and site at 1445 E. Indian School Rd. Phoenix, 85014



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

Thursday, November 18, 2019 5:00pm

1445 E. Indian School Rd. Phoenix, AZ 85014

----- MINUTES -----

Board Members Present:

Ron Harrison

Viet Do, telephonically

Genaro Delgadillo, telephonically

Keisha McKinnor, telephonically

Board Members Absent:

Gregory Torrez

Others Present:

Diana Diaz-Harrison, Executive Director, telephonically

Lisa Long, High School Development Director, telephonically

Terri Warren, Bond Lawyer, telephonically

Ross Meyer, Board Member Candidate

General Matters

Keisha called the meeting to order and a quorum was determined to be present. Keisha called for a motion to approve the agenda as presented. Ron made a 1st, Genaro made a 2nd, all board members were in favor and the agenda was approved unanimously.

Public Comment

Keisha asked if there were any members of the public on the phone conference line or in person for comment. There was no public comment.

Announcement:

Keisha informed the board that Leo Valdez had resigned from the AZACS board. He notified Executive Director, Diana Diaz-Harrison via email on November 11, 2019. Keisha thanked Leo for his service to the school board and she and other board members wished Leo well in his future endeavors.

Action Items:

- 1) **Review and take action on minutes from 10/10/19 board meeting.** Keisha asked board members if they had reviewed the contents of the minutes from the prior meeting on October 10. Board members indicated they had reviewed the minutes and there were no questions or comments. Keisha called for a motion to approve the minutes as presented. Viet made a 1st, Ron made a 2nd, the motion passed unanimously.

- 2) **Consideration of Removal of Gregory Torrez as a Director and Officer of the Board**

Keisha opened the discussion regarding the direction being taken by the AZACS board and the need for active participation by board members given the school's growth initiatives. Keisha expressed that Gregory has not been active on the board and he has rarely attended a board meeting in person. Genaro expressed similar concerns. Ron expressed that he appreciated Gregory's participation early on when the school first opened, but his interest in the school appeared to fade in recent years. Ron also expressed more active participation is needed to move the mission forward. Since there was no further discussion, Keisha called for a motion to consider removing Gregory Torrez from the AZACS Board, Viet made a 1st, Genaro made a 2nd, a roll call vote was requested and Genaro voted yea, Ron voted yea, Viet voted yea and Keisha voted yea. Viet thanked Gregory for his service to the board and said he appreciated his contributions. Other board members wished Gregory success in his future endeavors.

- 3) **Election of new President and Secretary**

Keisha discussed the need to elect a new president given Leo Valdez's resignation from the board. Diana expressed that Keisha has been a very active board member and a great ambassador for the school. She has been present and active in school events and has participated in grant interviews. Diana requested that the board consider Keisha for the office of President. Keisha said she would be honored to serve in the role if other board members were in favor. Ron made a motion to elect Keisha McKinnor President of the Board. Genaro made a 2nd, all were in favor and the motion passed unanimously.

Keisha communicated that the office of Secretary needed to be filled since she would be serving as President. She suggested Ron serve a dual role, as Treasurer and Secretary. Ron said he would be willing to serve in a dual capacity if other board members felt it was in the best interest of the school. Other board members agreed. Keisha called for a motion for to add the role of Secretary to Ron, in addition to being Treasurer of the board. Genaro made a 1st, Viet made a 2nd, the motion passed unanimously.

4) Election of New Board Member

Next, Keisha reminded board members they had received a resume from board member candidate Ross Meyer. She explained a nomination committee including herself, Ron, former board member Leo and Diana had conducted an interview. She turned it over to Diana to discuss the interview. Diana explained that each member of the committee had scored Ross' responses to ensure alignment to the AZACS mission and vision, assess strengths and potential contributions to the board as well as assess commitment and availability to participate. Diana said Ross had scored very well in all the areas and thought Ross would be an excellent addition to the board. Keisha and Ron also expressed that Ross seemed very aligned to the school's mission and could offer the active participation needed to take the school to the next level. Ross was present at the meeting and indicated he was excited to be considered as part of the AZACS board. Keisha called for a motion to elect Ross Meyer to the board, Ron made a 1st, Genaro made a 2nd, the motion passed unanimously.

Executive Session

Next Keisha indicated there was a need to go into executive session to discuss, among board members, the sale and lease of real property. Diana indicated an alternative call in number would be texted to board members and Terry Warren, the attorney managing the transaction. Diana provided the separate call in number to board members and the executive session began.

Action Item Resulting from Executive Session

Keisha directed the group to transition out of executive session and move into regular session. She called for a motion to approve the sale of the Indian School building to the Diaz Family Trust following the same terms that were outlined for the previous contemplated transaction to the Phoenix IDA, with the exception of a \$2,000 monthly savings to the school due to a more favorable lease-back agreement. Other than that, the terms would be identical to the terms that had been previously approved for the sale to the Phoenix IDA. Keisha called for a motion to approve the sale of the Indian School building to the Diaz Family Trust. Viet made a 1st, Genaro made a 2nd, Keisha requested a roll call vote: Genaro voted yea, Viet voted yea, Keisha voted yea, Ron recused himself from voting. The motion passed.

Action Item Regarding Ratification for Use of Credit Line

Keisha turned over to Diana to discuss the need to use the credit line available through Mutual of Omaha. Diana indicated that in order to move forward with the purchase of the 14th St. building another \$25,000 in earnest money was due to the seller. Terry indicated that the earnest money would go toward the purchase of the sale and when the bond closed the school would be reimbursed the \$25,000 to pay off the credit line, as well as the original \$25,000 that had been previously deposited to hold the building. There was no further discussion so Keisha called for a motion to approve the use of the credit line in the amount of \$25,000 to make a second earnest money deposit toward the purchase of the 14th St. building. Ron made a 1st, Viet made a 2nd, and the motion passed unanimously.

Academic Data Review

Diana requested this agenda item be tabled until the following meeting since the meeting had already gone on for an hour and board members had other obligations. Board members agreed to table the academic data review until the following meeting.

Adjournment

Since there were no further agenda items Keisha called for a motion to adjourn the meeting. Viet made a 1st to adjourn the meeting, Ron made a 2nd, and the meeting was adjourned at approximately 6:00pm.



Governing Board Committee Agenda December 30, 2019

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: Monday, December 30, 2019 at 10:00 a.m. MST
Where: 1445 E. Indian School Rd, Phoenix, Arizona
Call in #: +1 (224) 501-3412 Access Code: 472-777-605

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

General Matters

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

Public Comment

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Action Items:

- Minutes from 11/18/19 board meeting.
- Updated School Safety Manual per new state requirements

Discussion and Review Items

- ADE coding decision and funding cuts students with autism at AZACS
- Tax Credit Campaign
- Updated 5 Year Projections
- Updates on Building Purchase and Sale
- Academic Data Review: Diana to review State Board of Education decision and academic data results presented to ASBCS for 19-20 school year and data update from Oct. 2019.
- Board on Track Program

Posted: December 27, 2019 @ 10:00 a.m. on website and site at 1145 E. Indian School Rd. Phoenix, 85014



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

Monday, December 30, 2019 10:05am

1445 E. Indian School Rd. Phoenix, AZ 85014

----- MINUTES -----

Board Members Present:

Ron Harrison

Genaro Delgadillo, telephonically

Keisha McKinnor

Ross Meyer

Board Members Absent:

Viet Do

Others Present:

Diana Diaz-Harrison, Executive Director, telephonically

Lisa Long, High School Development Director, telephonically

Terri Warren, Bond Lawyer, telephonically

Debbie Richardson, telephonically

General Matters

Keisha called the meeting to order and a quorum was determined to be present. It was noted that new board member Ross Meyer was present but not yet able to vote due to pending approval by the Arizona State Board for Charter Schools. Keisha called for a motion to approve the agenda as presented. Ron made a 1st, Genaro made a 2nd, all board members were in favor and the agenda was approved.

Public Comment

Keisha asked if there were any members of the public on the phone conference line or in person for comment. There was no public comment.

Action Items:

- 1) **Review and take action on minutes from 11/18/19 board meeting.** Keisha asked board members if they had reviewed the contents of the minutes from the prior meeting on November 18, 2019 Board members indicated they had reviewed the minutes and there were no questions or comments. Keisha called for a motion to approve the minutes as presented. Genaro made a 1st, Ron made a 2nd, the motion passed.
- 2) **Action Item Safety Manual**

Keisha turned over this agenda item to Diana to explain the latest safety manual that needs to be approved by the Governing Board based on changes to the state requirements. Ron made a 1st, Genaro made a 2nd, the motion passed.

Discussion and Review Items

- ADE coding decision and funding cuts students with autism at AZACS
- Tax Credit Campaign – Currently at \$10,000 and many of the donations typically come in during this week.
- Updated 5 Year Projections – Debbie Richardson is on the line to describe the difference between the weighed coding reductions.
- Updates on Building Purchase and Sale – Diana turned this over to Terri for the details and update. Close on January 16, 2019 on 14th street building and close on January 14th on the Indian School building.
- Academic Data Review: Diana to review State Board of Education decision and academic data results presented to ASBCS for 19-20 school year and data update from Oct. 2019. The Arizona Department met in December and determined that Arizona Autism will now be given a NR instead of a letter grade for accountability.
- Board on Track Program – Diana presented the Board on Track program as a part of the Charter Growth Fund award. Lisa explained the assessment component and the external board development process that will take place.

Adjournment

Since there were no further agenda items Keisha called for a motion to adjourn the meeting. Ron made a 1st to adjourn the meeting, Genaro made a 2nd, and the meeting was adjourned at approximately 11:03am.



Governing Board Committee Agenda March 5, 2020

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: Thursday, March 5, 2020 at 5:00 p.m. MST
Where: 1445 E. Indian School Rd, Phoenix, Arizona
Call in #: United States: +1 (571) 317-3112 Access Code: 363-750-589

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

General Matters

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

Public Comment

The Arizona Autism Charter School Governing Board welcomes 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.

Minutes:

- Take action on minutes from 12/30/19 board meeting.

Financials:

- Review and take action on Quarter 2 Financial Reports
- Mutual of Omaha Credit Line Resolution

Audit Communication Letter:

- Review audit communication letter and audit summary

Construction and New Facility Update

- Executive Director to update board

Board Matters

- Board training presentation
- Results from availability survey
- Board on Track areas of need

Adjournment

Posted: March 4, 2020 @ 5:00 p.m. on website and site at 1445 E. Indian School Rd. Phoenix, 85014



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

Thursday, March 5, 2020 5:12pm

1445 E. Indian School Rd. Phoenix, AZ 85014

----- MINUTES -----

Board Members Present:

Ron Harrison

Genaro Delgadillo, telephonically

Keisha McKinnor

Viet Do, telephonically

Ross Meyer (unable to vote due to awaiting approval from ASBCS)

Board Members Absent:

Others Present:

Diana Diaz-Harrison, Executive Director

Lisa Long, High School Development Director

Debbie Richardson, telephonically

General Matters

Ron called the meeting to order and a quorum was determined to be present. Ron called for a motion to approve the agenda as presented. Genaro made a 1st, Viet made a 2nd, all voting board members were in favor and the agenda was approved.

Public Comment

Ron asked if there were any members of the public on the phone conference line or in person for comment. There was no public comment.

Action Items:

- 1) **Review and take action on minutes from 12/30/2019 board meeting.** Viet made the motion including the fact and correction that Ross Meyer is not able yet to vote as a part of actions taken by the board. Genaro seconded the motion. All board members were in favor and the motion passed by all voting board members. As a side note, Ross Meyer is still not able to vote throughout this meeting.

Discussion and Review Items

- 1) Financials from the last quarter – Debbie from Diamond Financial reviewed the financials.
 - Question on what was included on the Land and Land Improvements line item – IT infrastructure, AC air conditioner,
 - A request was made for a copy of the financial policies– Diana to send out financial policies to all board members.
 - A request was made to compare quarterlies and from year to year. Debbie from Diamond Financial said she would look into new reports for the board.

Keisha made the motion to approve the Q2 financials and Viet seconded motion. All financials were approved by all voting board members.

- 2) Mutual of Omaha Credit Line Resolution
Diana explained that the board was in need of a resolution on the 100,000 Mutual of Omaha credit line. Currently there is no balance on the credit line. Due to the fact that we have a new President and Leo Valdez is no longer on the board, we need a new signer on the credit line. Keisha made the motion to approve a resolution to remove Leo Valdez as a signer on the Mutual of Omaha Credit Line and add herself, Keisha McKinnor as the President in addition to Diaz Diaz-Harrison as the staff member. Genaro seconded the motion and the motion passed by all voting board members.
- 3) Review the audit findings for the 18-19 school year.
Diana presented the audit findings from the 18-19 school year. She also informed the board that the full report is available upon request.
- 4) Construction and New Facility Update - Executive Director to update board
Diana reported that the walls are going up and things are moving forward. Also, please pass the word on the website is YesOn1060.com. This senate bill would resolve the funding issue that we had to correct back in December.

Board Matters

- 5) Board training presentation
Diana presented an informational PowerPoint on AZACS imparting how the school started, how the school is organized and how the school is planning for the new building.

6) Results from availability survey

Keisha let the board know that the 4th Thursday of the month was the best time for everyone to meet. Keisha and Diana will work on a schedule for next year.

7) Board on Track survey results.

Lisa Long reported on the BoardOnTrack survey results. Then the board had a discussion regarding next steps.

- a. The board would like to develop a strategic plan for next steps of the organization.
- b. The board would like to set up accountability for what the board wants to be and how to hold themselves accountable.
- c. Keisha will reach out for a 3 to 4-hour session and board members are to send some good dates to Keisha for a board retreat.
- d. Diana suggested that Michele Diamond of Diamond Financial to complete a session on school financing with the board.
- e. Diana/Keisha to set up an open meeting law training

Adjournment

A motion to adjourn was made at 6:32pm by Viet, Keisha seconded the motion. Motion passed unanimously.



Governing Board Committee Agenda March 25, 2020

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: Thursday, March 25, 2020 at 11:30 a.m. MST
Where: 1445 E. Indian School Rd, Phoenix, Arizona
Call in #: +1 (312) 757-3121 **Access Code:** 439-716-149

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

General Matters

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

Public Comment

The Arizona Autism Charter School Governing Board welcomes 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.

Minutes:

- Take action on minutes from 3/5/20 board meeting.

COVID-19 Plan Update

Construction and New Facility Update

Adjournment

Posted: March 24, 2020 @ 11:00 a.m. on website and site at 1445 E. Indian School Rd. Phoenix, 85014



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

Thursday, March 25, 2020 11:31am

1445 E. Indian School Rd. Phoenix, AZ 85014

----- MINUTES -----

Board Members Present:

Ron Harrison

Genaro Delgadillo, telephonically

Keisha McKinnor, telephonically

Ross Meyer, telephonically

Viet Do, telephonically

Board Members Absent:

Others Present:

Diana Diaz-Harrison, Executive Director

Lisa Long, High School Development Director, telephonically

Debbie Richardson, telephonically

General Matters

Keisha called the meeting to order and a quorum was determined to be present. Keisha called for a motion to approve the agenda as presented. Ross made a 1st, Genaro made a 2nd, all board members were in favor and the agenda was approved unanimously.

Public Comment

Ron asked if there were any members of the public on the phone conference line or in person for comment. There was no public comment.

Action Items:

- 1) **Review and take action on minutes from 3/5/2020 board meeting.** Ross made the motion including the fact and correction that Ross Meyer is not able yet to vote as a part of actions taken by the board. Viet seconded the motion. All board members were in favor and the motion passed unanimously.

Discussion and Review Items

1) COVID-19 Plan Update

Diana reported the following:

- Leadership is reviewing all IEP's to ensure fidelity during school closure.
- Superintendent of Public Instruction, Kathy Hoffman and Governor Doug Ducey have determined school will be closed until at least April 10
- Leadership has been participating in and listening to all webinars from the state and federal level, to determine our day to day actions.
- AZACS is adhering to the commitment to continue to pay both hourly and salary staff during this time. Everyone is working off task lists to ensure participation in the current teaching/learning process.
- Staff has stepped up and gone above and beyond getting ready to serve students next week in whatever modality that is appropriate for that particular student. Teachers and staff are reaching out this week to touch base with families and next week will start to deploy electronic as well as paper versions of assignments and activities.
- AZACS applied for a Charter Growth Fund grant to support schools during school closures in the amount of \$20,000. The board asked Diana to put together criteria for families to apply for funds.
- Human Resources department has communicated the Families First Corona Response Act which provides for additional sick time and guidelines around FMLA.

2) Construction and New Facility Update

Diana reported that there have been no slowdowns regarding the construction, framing and construction, are moving along. No major delays are anticipated; however the city may be slower than usual on permitting and the team is navigating as best they can.

Adjournment

A motion to adjourn was made at 11:54 am by Viet, Ron seconded the motion. Motion passed unanimously.



Governing Board Committee Agenda April 23, 2020

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: **Thursday, April 23, 2020 at 5:00 p.m. MST**
Where: **1445 E. Indian School Rd, Phoenix, Arizona**
Call in #: **+1 (312) 757-3121 Access Code: 122-635-229**

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

General Matters

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

Public Comment

The Arizona Autism Charter School Governing Board welcomes 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.

Minutes:

- Take action on minutes from 3/25/20 board meeting.

FY20 Revised Budget:

- Review and take action on FY20 Revised Budget

Financials:

- Review and take action on Quarter 3 Financial Reports

Relocation to New Facility:

- Take action on relocating elementary school from 4433 N. 7th St. to 4125 N. 14th St.
- Take action on relocating upper school from 1445 E. Indian School Rd. to 4125 N. 14th St.

2020-2021 School Calendar:

- Review and take action on 2020-21 School Calendar

High School Pathways to Graduation and Curriculum:

- Review and take action on High School Pathways to Graduation document Academic and Modified Program
- Review and take action on High School Pathways to Graduation document for the Functional Program
- Review and take action on High School newly adopted curriculum

COVID-19 Plan Update:

- Data from Distance Learning Plan
- Potential School Re-Entry Plans
- SBA_Payroll Protection Program
- SBA_Economic Injury Disaster Loan

Construction and New Facility Update:

- Construction update and set up tour

Retreats and Trainings

- Identify potential date
- Online options through Board on Track

Adjournment

Posted: April 22, 2020 @ 2:00 p.m. on website and site at 1445 E. Indian School Rd. Phoenix, 85014



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

Thursday, April 23, 2020

1445 E. Indian School Rd. Phoenix, AZ 85014

----- MINUTES -----

Board Members Present:

- Ron Harrison, telephonically
- Genaro Delgadillo, telephonically
- Keisha McKinnor, telephonically
- Viet Do, telephonically
- Ross Meyer, telephonically

Board Members Absent:

Others Present:

- Diana Diaz-Harrison, Executive Director
- Joan Cheng, Diamond Financial, telephonically

General Matters

Keisha called the meeting to order at 5:02pm and a quorum was determined to be present for the telephonic board meeting. Keisha called for a motion to approve the agenda as presented. Ross made a 1st, Viet made a 2nd, all board members were in favor and the agenda was approved.

Public Comment

Keisha asked if there were any members of the public on the phone conference line or in person for comment. There was no public comment.

Action Items:

- 1) **Review and take action on minutes from 3/25/2020 board meeting.** Keisha asked if board members had reviewed the minutes from the previous meeting on 3/25/20. Board members indicated they reviewed the minutes and had no questions or comments. Viet made the motion to approve the minutes as presented. Ross seconded the motion. All board members were in favor of approving the minutes as presented and the motion passed.

FY20 Revised Budget

- 1) Keisha turned over to Joan from Diamond Financial to review the FY20 Revised Budget. Joan directed board members to review the budget cover page, indicating there was \$7,443,136 in revenue. Joan explained that that was \$38,000 less in revenue when compared to the adopted budget. Ross asked why the revenue was less. Joan explained there was less Average Daily Membership (ADM) than expected, which caused the variance. Nevertheless, total expenses in FY20 came in at \$7,124,142 for a profit of \$318,994. Ross went on to ask about items on page 1 of the budget worksheet and the difference between school administration and SPED administration. Diana explained that there were general school administrative positions such as Executive Director and Chief Academic Officer that are allocated to general administrative salaries and other positions that are specific to special education that are allocated to SPED administrative costs such as Special Education Manager, Special Education Clerk, etc. Ross also asked about special education instruction costs dropping by 30.7% when comparing 2019 to 2020. Diana explained that it was due to economies of scale and increasing caseload of special education service providers such as speech and occupational therapists. Keisha asked if other board members had questions for Joan or Diana. Since there were no further questions Kesha as for a motion to approve the FY20 Revised Budget as presented, Ron made a 1st, Viet made a 2nd, all were in favor and the motion passed unanimously.

2) **Financial Statement Review**

Next, Keisha turned it over to Joan to review the 3rd Quarter Income Statement. Joan noted that net assets were at \$240,317, which is \$9,495 more than third quarter in 2019. Keisha thanked Joan for providing the year to year comparison as she had requested in the previous meeting. Joan noted that this was a healthy balance and she had no concerns. She asked if board members had questions. Since there were no questions she went on the review the 3rd quarter balance sheet. She noted that the new liabilities associated with the bond were included in the balance sheet and that total liabilities and equity were coming in at \$11,238,445 due to the bond and the new facility. She noted that the chase account had an operating balance of more than \$800,000, which meant the school was making days cash on hand thresholds. Keisha asked board members if there were any questions or concerns regarding either the balance sheet or income statement. Since there were no further questions or discussion she called for a motion to approve the balance sheet and income statement as presented. Viet made a 1st, Ross made a 2nd and the motion passed unanimously.

3) Relocation to New Facility

Keisha then turned it over to Diana to explain the necessary action items related to relocation to the new facility. Diana explained that construction was on track and it was safe to assume that both the elementary and the upper school could start the school year at the new site. She mentioned that the only potential delay was city permitting to proceed with construction timeline, but the team was navigating that hurdle to ensure a timely opening at the beginning of the school year.

Keisha then called for a motion to approve relocating the Arizona Autism Charter School (Elementary Campus) from 4433 N. 7th St. Phoenix, AZ to 4125 N. 14th St. Phoenix, AZ starting August of 2020. Ron made a 1st, Viet made a 2nd and the motion passed unanimously.

Keisha then called for a motion to relocate the Arizona Autism Charter School, Upper School Campus from 1445 E. Indian School Rd. Phoenix, AZ to 4125 N. 14th St. Phoenix, AZ. Viet made a 1st, Ross made a 2nd, all were in favor and the motion passed unanimously.

4) 2020-2021 School Calendar

Keisha then asked Diana to explain highlights of the 2020/21 school year calendar. Diana explained that while the calendar had a later start date, August 18, it had been created following the schedule of other charter schools such as Arizona School for the Arts. The later start date seemed optimal since both schools were moving into the new facility and school leaders wanted some additional time to account for any unforeseen delays and additional time to set up classrooms. Viet commented that the start date was about two weeks later than usual and would expend the school year by a week or two. He also noted that the last day of school was a Monday, and that did not seem optimal. Diana explained this was required to ensure the school was compliant with 180 school days. Viet asked that when the calendar was released to families, that an explanation should accompany the calendar noting the reasons for a later start date related to completion of new building. Diana said she would be sure an explanation was provided to families. Keisha then called for a motion to approve the 2020-2021 calendar as presented, Viet made a 1st, Genaro made a 2nd and the calendar was approved unanimously.

5) High School Pathways to Graduation and Curriculum

Keisha asked Diana to explain highlights of the High School Pathways to Graduation for the Academic and Modified Program and the document for the Functional Academic Program. Diana explained that an updated document was necessary because courses were added for 11th grade. She also noted that two documents were necessary because the courses and curriculum used were best-practice for the different developmental levels of students served. Diana noted that in the Academic/Modified program there were courses added such as English III, Algebra II and US History, which are graduation requirements. She noted excellent elective choices such as Public Speaking and Computer Gaming and Design were being offered through partnership with ASU Prep Digital. Keisha noted she thought the curriculum was very rich and diverse. Diana went on to explain highlights of the Functional Program Pathways to Graduation which offered similar courses but using developmentally appropriate curriculum programs such as Edmark, Unique

Learning Systems and the PEAK program. Keisha asked if board members had questions. Viet asked why there was nothing noted in Life Skills for Junior and Senior Year. Diana noted that those blocks would be offering community based career exploration opportunities and that would be added to the document. Since there were no further questions or discussion Keisha called for a motion to approve the Academic/Modified and Functional Pathways to Graduation Documents. Viet made a 1st, Genaro made a 2nd and the motion passed unanimously.

6) COVID19 Plan Update

Keisha turned it over to Diana again to update the board on how the school was doing with response to required school closure due to COVID-19. Diana went on to share data and notes on the schools' results with its Distance Learning Plan. She noted that 100% of families had been contacted and 92% of students were actively participating in remote learning either by completing paper/pencil assignments that have been delivered to their homes, via zoom or google classroom engaging in tele-therapy and tele-lessons. Diana also shared with the board a potential Phase 2 plan that included holding appointment-based school for small groups of students if stay-at-home orders are lifted sometime in May.

Diana also informed the board that non-profit charter schools were encouraged to apply for federal stimulus funding by national advocacy groups such as Charter Schools Growth Fund to help with budgetary shortfalls resulting from COVID-19. Diana explained she had applied for the Payroll Protection Program as well as an Economic Injury Disaster Loan to assist with any unforeseen budgetary issues. Diana explained she had not heard back from either program but would keep the board informed if the funding became available.

7) Construction and Facility Update

As Diana mentioned previously, the construction project was currently on track and the only potential delay was city permitting. Diana thought the construction and architectural team was navigating that effectively and she would keep the board informed. Diana also invited board members to take a tour of the construction project to see the progress, which was amazing to see considering the project has only been underway for a few months.

8) Retreat and Trainings

Keisha and Diana mentioned that previous to the COVID-19 situation, board members had discussed a potential retreat to engage in strategic planning and some training. Since it was difficult to commit to meeting as a group during these uncertain times, Diana suggested that board members take advantage of training through the Board on Track platform. Keisha thought that was a good idea so the board can move forward while maintaining social distancing norms. Diana said Lisa would be following up with suggested online trainings through board on track.

Adjournment

Since there were no further items on the agenda a motion to adjourn was made at 6:13 pm by Viet, Ron seconded the motion. Motion passed unanimously.



Governing Board Committee Agenda May 12, 2020

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: **Tuesday, May 12, 2020 at 1:30 p.m. MST**
Where: **1445 E. Indian School Rd, Phoenix, Arizona**
Call in #: **United States: +1 (571) 317-3112 Access Code: 638-576-925**

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

General Matters

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

Public Comment

The Arizona Autism Charter School Governing Board welcomes 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.

Minutes:

- Take action on minutes from 4/23/20 board meeting.

Indian School Facility:

- Presentation by AZACS leadership team regarding new developments requiring additional space to accommodate large kindergarten waiting list, online instruction and clinical programs with partners. Opportunity to run AZACS Early Childhood Center and AZACS Online Instruction Program out of the Indian School facility.
- Take action on continuing the lease at 1445 E. Indian School Rd.

AOI, Enrollment Cap & Site Relocation Amendments:

- Review and take action on addition of Arizona Online Curriculum Program
- Review and take action on Enrollment Cap Increase adding 250 students for total of 600 students (to accommodate online program)
- Take action on relocating the Charter Holder Location as well as the Elementary School and Upper School to new site at 4125 N. 14th St. and adding member campus for Early Learning Center at 1445 E. Indian School Rd.

Charter School Growth Program Tech Loan

- Review and take action on resolution to accept \$150,000 loan from Charter Schools Growth Fund

COVID-19 Plan Update:

- SBA Payroll Protection Program, approved for forgivable loan
- SBA Economic Injury Disaster Loan, approved
- Staff returning to work onsite 5/11/2020, with COVID-19 safety protocols
- Plan for appointment-based school to start May 18

2020-2021 Updated School Calendar:

- Review and take action on Updated 2020-21 School Calendar

Adjournment

Posted: May 11, 2020 @ 1:00 p.m. on website and site at 1445 E. Indian School Rd. Phoenix, 85014



Governing Board Committee Minutes

May 12, 2020

1445 E. Indian School Rd. Phoenix, AZ 85014

----- MINUTES -----

Board Members Present:

Ron Harrison

Genaro Delgadillo, telephonically

Keisha McKinnor, telephonically

Viet Do, telephonically

Ross Meyer, telephonically

Others Present:

Diana Diaz-Harrison, Executive Director

Joy McCain

Lisa Long, telephonically

General Matters

Keisha called the meeting to order at 5:02pm and a quorum was determined to be present for the board meeting. Keisha called for a motion to approve the agenda as presented. Ross moved to accept the agenda and Viet seconded the motion, all board members were in favor and the agenda was approved.

Public Comment

Keisha asked if there were any members of the public on the phone conference line or in person for comment. There was no public comment.

Action Items:

- 1) **Review and take action on minutes from 4/23/2020 board meeting.** Keisha asked if board members had reviewed the minutes from the previous meeting on 3/25/20. Board members indicated they reviewed the minutes and had no questions or comments. Viet made the motion to approve the minutes as presented. Ross seconded the motion. All board members were in favor of approving the minutes as presented and the motion passed.

- 2) **Presentation on the Indian School Facility.** Diana had Joy McCain and Lisa Long present on the idea of keeping the Indian School Facility. Keeping this facility was a new development and would enable AZACS to grow from the Kindergarten level and offer clinical programs. The Indian School Building would be called the Arizona Autism Charter Schools Early Learning Center. Further down on the agenda is also the idea of Arizona Autism Online Charter School, that program would also be run out of this facility. The following discussion ensued:
 - Viet asked about the budget and ensuring that the bottom line was net neutral. Diana and Joy indicated that there was a positive amount going into this arrangement. As well as four potential pots of money that could be used towards the support of the program. Viet also asked about the partnerships. Diana explained that currently we partner with AZA United and we would be able to grow the partnership with them under this new plan.
 - Ross asked about adding classrooms. Joy confirmed that we would be adding 3 full day Kindergartens in addition to the option of choosing an AM or a PM program. Then we would also have 3 first grades for the 20-21 school year. He also added that his daughter's teacher Courtney is awesome and was glad to hear that Courtney would be part of the new configuration of staff at the Arizona Autism Charter Schools Early Learning Center.
 - Keisha asked about space in the new building and Joy confirmed that by moving over the Kindergarten and the First Grades we would be able to take students in the upper grades on the waitlist.

Diana explained that in order to keep the Indian School facility for the above needs, the lease would need to be extended. The lease would be expiring at the end of December 2020 if not extended, but there was an option to extend the lease under the same terms and monthly payments.

Ross made the motion to extend the lease and Viet seconded the motion. Keisha then called for the motion and asked that the vote be taken by roll call individually. Ross voted Yes, Genaro voted yes, Viet voted yes, Keisha voted yes and Ron recused himself from the vote.

3) **AOI, Enrollment Cap & Site Relocation Amendments:**

- Review and take action on the addition of Arizona Autism Online Program/School. Diana explained that an official online option was needed in case we have students that need online instruction when school opens due to underlying health conditions or in case there is a required school closure and need to go back to online instruction with all students as we did this year. We propose submitting an amendment to add an online

school/program to our charter, the Arizona Autism Online Charter School grades K-8 and the Arizona Autism Online High School for grades 9-12. We would use a curriculum platform called Edgenuity that tracks the minutes that students are on line and progress toward academic goals in addition to other adopted curriculum used by the charter. Viet made the motion to create the Arizona Autism Online Charter School, grades K-8 and grades 9-12; Ross seconded the motion. All board members were in favor of approving the motion as presented and the motion passed.

- Review and take action on an Enrollment Cap Increase adding 250 students for a total of 600 students (to accommodate the online program and the expansion of the Kindergarten program). Ron made the motion to add 250 students by submitting an Enrollment Cap increase to go from 350 students to a total of 600 students across the charter. Viet seconded the motion. All board members were in favor of approving the Enrollment Cap Increase to 600 students.
- Take action on relocating the Charter Holder Location from 4433 N. 7th St. to 4125 N. 14th St. Phoenix, AZ 85014. Ron made a motion, Genaro seconded the motion, the motion passed unanimously.
- Take action on relocating the Arizona Autism Charter School from the former site located at 4433 N. 7th St. to 4125 N. 14th St. with the possibility of grades K-1 being served at proposed member campus at 1445 E. Indian School Rd. Viet made a motion, Genaro seconded the motion, the motion passed unanimously.
- Take action on relocating the Arizona Autism Charter School, Upper School Campus currently located at 1445 E. Indian School Rd. to 4125 N. 14th Street. Viet made a 1st, Genaro seconded the motion. All board members were in favor of approving these location changes as stated in the motion.

4) Charter School Growth Program Technology Loan

- Review and take action on resolution to accept \$150,000 loan from Charter Schools Growth Fund. Diana reported that Charter Growth Fund already gave us funds to help support the new building and the growth of the charter. They also already gave us two grants for \$20,000 each to help with the expenditures related to the pandemic and required implementation of remote learning. Now they have approved a \$150,000 loan to support our technology needs with a zero percent interest. The board needs to approve moving forward and using the loan if needed. Viet had some discussion over when to use the loan and Diana expressed that we would only use the loan if needed. Keisha asked for a motion, Ross made the motion to accept the loan and use it if necessary. Ron seconded the motion. All board members were in favor of approving the loan.

5) COVID-19 Plan Update:

- SBA Payroll Protection Program. Diana reported that we were approved for this forgivable loan, a little over \$859,500. Over the next 8 weeks, we must use it for payroll expenses and 25% can be used for leases, utilities and other approved overhead costs.
- SBA Economic Injury Disaster Loan. Diana reported that we were also approved for the Economic Injury Disaster Loan.

- Staff is returning to work onsite as of 5/11/2020 with all COVID-19 safety protocols in place.
- Appointment School. Joy then talked and discussed the plan for appointment school, again using all the CDC guidelines.

6) **2020-2021 Updated School Calendar**

- Review and take action on an updated 20-21 school calendar. Diana asked Lisa to review the updated changes. Discussion was held to account for Presidents Day being incorrectly in the original calendar and the fact that the last day of school was moved to a Friday, June 4 instead of a Monday June, 7. Viet made the motion to approve the updated calendar for the 20-21 school year and Ross seconded the motion. All board members were in favor of approving the updated calendar.

Keisha asked for any other updates. Ross asked if the materials could be sent out sooner for future meetings. Diana said the team would do their best given a myriad of competing priorities.

Adjournment

Since there were no further items on the agenda a motion to adjourn was made at 2:40 pm by Ross, Viet seconded the motion. Motion passed unanimously.



Governing Board Committee Agenda May 28, 2020

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: **Thursday, May 28, 2020 at 3:00pm p.m. MST**
Where: **1445 E. Indian School Rd, Phoenix, Arizona**
Call in #: **+1 (571) 317-3122 Access Code: 297-609-157**

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

General Matters

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

Public Comment

The Arizona Autism Charter School Governing Board welcomes 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.

Minutes:

- Take action on minutes from 5/12/20 board meeting.

Indian School Facility:

- Review and take action on renaming Indian School Facility
Arizona Autism Charter School-Early Learning Center.

NSLP Free-Reduced Lunch Program:

- Review and take action on NSLP Federal Lunch Program agreement
- Review and take action on lunch vendor contract

Curriculum Adoption

- Review and take action on online curriculum
- Review and take action on updated elementary curriculum
- Review and take action on updated middle school curriculum
- Review and take action on updated high school curriculum

COVID-19 Plan Update:

- Eligible and applying for FEMA grant
- Appointment-based school starting 5/26/18, with COVID-19 safety protocols

New Site Construction Update:

- Timeline and Budget

Adjournment

Posted: May 27, 2020 @ 3:00 p.m. on website and site at 1445 E. Indian School Rd. Phoenix, 85014



Governing Board Committee Minutes

May 28, 2020

1445 E. Indian School Rd. Phoenix, AZ 85014

----- MINUTES -----

Board Members Present:

Ron Harrison, telephonically
Keisha McKinnor, telephonically
Viet Do, telephonically
Ross Meyer, telephonically

Board Members Absent:

Genaro Delgadillo

Others Present:

Diana Diaz-Harrison, Executive Director
Lisa Long, telephonically

General Matters

Keisha called the meeting to order at 3:05pm and a quorum was determined to be present for the board meeting. Keisha called for a motion to approve the agenda as presented. Viet moved to accept the agenda and Ross seconded the motion, all board members were in favor and the agenda was approved.

Public Comment

Keisha asked if there were any members of the public on the phone conference line or in person for comment. There was no public comment.

Action Items:

- 1) **Review and take action on minutes from 5/12/2020 board meeting.**

Keisha asked if board members had reviewed the minutes from the previous meeting on 5/12/20. Board members indicated they reviewed the minutes and had no questions or comments. Ross made the motion to approve the minutes as presented. Ron seconded the motion. All board members were in favor of approving the minutes as presented and the motion passed.

2) **Indian School Building Update**

Diana explained that we need to submit board approval to the Arizona State Board for Charter Schools (ASBCS) for a name change for the new AZACS Early Learning Center in the schools building located at 1445 E. Indian School Rd. The current name for the building is AZ Autism Charter School-Upper School Campus. Ron made the motion to change the name of the 1445 E. Indian School Rd to Arizona Autism Charter School-Early Learning Center. Ross seconded. All board members were in favor of changing the name as presented and the motion passed.

3) **Free and Reduced Lunch Program**

Diana explained that we would like to participate in the National School Lunch program. 85% of our kids would qualify either through their disability or low income. Balanced free and reduced lunches would serve as a new service at our school. Staff have evaluated caterers including 3 vendors that submitted proposals. Better4U has come out on top of the 3 vendors. We need a motion to enter into a contract with the National School Lunch Program (NSLP) and also giving Diana the authority to sign the contract.

- Keisha asked what we do now as far as school lunches. Diana reported that most bring their lunch or participate in the lunch program where they pay anywhere from \$4.00 to \$6.00 for the lunch. However Diana also reported that many of our students need an opportunity to choose a balanced lunch and breakfast.
- Keisha asked about staffing and reviews from the state. Diana reported that Better4U provides a staff member who brings the food to the site and puts the food in the hot boxes and refrigerator to ensure the food is handled properly. Staff members would distribute. Then internally we have a new person on staff that would oversee the program. We are evaluating whether we would need another part time person. This may be an additional person, 20 hours a week. Our budget could support those additional staff members.
- Ron asked if this would happen at both campuses. Diana answered yes.

Keisha asked for a motion to enter into a contract with the National School Lunch Program. Viet made a motion to enter into the National School Lunch Program and Ron seconded. All board members were in favor of entering into a contract with the National School Lunch Program and the motion passed unanimously.

Keisha then asked for a motion to authorize Diana as the person to serve as the signer and the authorized representative for the school on the NSLP contract. Viet made the motion and Ron seconded the motion. All board members were in favor of authorizing Diana to serve as the authorized representative and signer on the contract and the motion passed unanimously.

4) Curriculum Table Updates

Diana reported that we have some curriculum that we would like to update and use in our classrooms starting in the new school year, 2020-21. Lisa Long has been working on updates to the curriculum and Diana turned over the update to Lisa to explain the changes. Lisa first updated the board on the changes to the Elementary and Middle School curriculum Table. The following additions were made:

- SRA Direct Instruction Reading – This is the reading curriculum that was first identified in our original charter for K-5 Reading. Staff would like to update to the latest version of SRA Reading.
- SRA Direct Instruction Math – This is a math curriculum that is also direct instruction.
- FOSS Kits – The science standards were updated last October and this adoption adds FOSS kits to our curriculum materials so that teachers have materials aligned to the current state standards.
- Online curriculum by Edgenuity – These courses and curriculum titles are from the Edgenuity course catalog in the areas of ELA, Math, Science and Social Studies.

Then Lisa presented the HS Pathways documents with additions. For the Academic/Modified program the following courses were proposed:

- Edgenuity Online English 9, 10, 11 and 12
- Edgenuity Online Algebra I, Algebra II, Geometry
- Edgenuity Online World History, American History, Economics and Government
- Edgenuity Online Physical Science, Biology and Earth/Space Science
- Edgenuity Online Introduction to Coding
- Edgenuity Online Introduction to Networking
- Also the continuation of Life Skills for each grade level 9, 10, 11 and 12

Then Lisa presented the HS Pathways documents with additions for the Functional program. The following courses were proposed:

- Edgenuity Online English 9, 10, 11 and 12
- Edgenuity Online Algebra I, Algebra II, Geometry
- Edgenuity Online World History, American History, Economics and Government
- Edgenuity Online Physical Science, Biology and Earth/Space Science
- Edgenuity Online Introduction to Coding
- Edgenuity Online Introduction to Networking

Keisha asked if there were any questions or concerns. Hearing none, Keisha asked for a motion to approve the curriculum updates. Ross made the motion to approve the updated and new curriculum and Ron seconded the motion. All board members were in favor of approving the curriculum.

5) COVID-19 Plan Update:

Diana provided an update on the COVID-19 activities.

- Diana reported that we received notice that we are eligible to apply for a FEMA reimbursement grant. This reimbursement would be for purchased supplies and the hiring of two personnel to carry out new COVID-19 safety protocols. 75% of the costs of those costs are reimbursable. Viet asked if the CNA needed supervision by a registered nurse. Diana informed Viet that as a charter school, we are not required to have an RN on staff, although that may be a future goal.

- Appointment school started this past Tuesday. The program includes extra layers of safety protocols. Parents and kids are very excited to be back at school and the program has started without incident. Between 58 and 69 students are showing up every day.

6) New Site Construction Updated

- Diana reported that all city permists have been received, so there should be no further delays in construction due to permits. Acquiring the permits was slower than expected due to slow responses from city departments and this has delayed the contruction process by about a month. On July 1 we will determine if we will be ready for an August 18 opening in the new building. Keisha asked about Certificate of Occupancy and Diana informed the board that the contruction company was already considering getting a Temporary Certificate of Occuoancy in the event a full permit was not possible. Diana informed the board that the project budget was being monitored closely and that the project should be completed on budget with support from grants. Bond attorney Terry Warren has been supporting Diana to ensure that the budget is being spent according to the contracts.

Keisha announced that the next board meeting is June 25, 2020.

Adjournment

Since there were no further items on the agenda a motion to adjourn was made at 3:46 pm by Ron, Ross seconded the motion. Motion passed unanimously.



Governing Board Committee Agenda June 25, 2020

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: **Thursday, June 25, 2020 at 3:00pm p.m. MST**
Where: **1445 E. Indian School Rd, Phoenix, Arizona**
Call in #: **+1 (571) 317-3122 Access Code: 256-487-813**

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

General Matters

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

Public Comment

The Arizona Autism Charter School Governing Board welcomes 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.

Fiscal Year 21 Proposed Budget:

- Review and take action on FY21 Proposed Budget

Minutes:

- Take action on revised minutes from 5/12/20 board meeting and minutes from May 28 board meeting.

Resolution for FEMA Grant Funds:

- Take action on selection of Applicant Agent for FEMA grant

Proposed New Board Member:

- Interview committee to present potential board member candidate Paul Pucino consider nominating as board member.

COVID-19 Update and School Reopening Plan

- Appointment-based school update
- School reopening scenarios

New Site Construction Update:

- Timeline and Budget

Adjournment

Posted: June 26, 2020 @ 3:00 p.m. on website and site at 1445 E. Indian School Rd. Phoenix, 85014



Governing Board Committee Minutes

June 25, 2020

1445 E. Indian School Rd. Phoenix, AZ 85014

----- MINUTES -----

Board Members Present:

Ron Harrison, virtual link
Keisha McKinnor, virtual link
Viet Do, virtual link
Ross Meyer, virtual link
Genaro Delgadillo, virtual link

Board Members Absent:

All present via GoToMeeting Link

Others Present:

Diana Diaz-Harrison, Executive Director, virtual link
Lisa Long, telephonically

General Matters

Keisha called the meeting to order at approximately 3:05pm and a quorum was determined to be present for the board meeting. Keisha called for a motion to approve the agenda as presented. Genaro moved to accept the agenda and Ron seconded the motion, all board members were in favor and the agenda was approved.

Public Comment

Keisha asked if there were any members of the public on the link or phone conference line or in person for comment. There was no public comment.

Fiscal Year 21 Proposed Budget

Keisha turned it over to Michele Diamond from Diamond Financial Solutions to review the highlights of the FY21 Proposed Budget. Michele shared that projected revenue was \$8,684,929 and projected expenses were \$8,330,554 leaving a net income of \$354,375. The revenue is based on a students Average

Daily Membership (ADM) of 330 students. Genaro asked if the net income was sufficient. Michele responded that the net income was good compared to other charter schools. Diana explained that the net income would cover one payroll cycle should there be any delays in funding. Michele went on to explain that the budget had increased by about 17% from FY20 due to debt services for the new building and instructional expenses including salaries for instructional staff. Diana explained that salaries had increased significantly and contracted services had decreased due to internal hires of speech and occupational therapist. Keisha asked what the cost savings was from making internal hires versus contracting. Diana explained that the savings has approximately \$600,000 and school leaders were excited about having a better and more invested therapy work force by making them internal hires.

Michele explained that school leaders and her team were still working on the budget and would have the final version of the budget to consider for adoption in about one week.

Since there were no further questions or comments, Keisha called for a motion to approved the Proposed Budget as presented, Ross made a motion, Genro seconded the motion, all were in favor and the Proposed Budget was passed unanimously.

Review and take action on revised minutes from 5/12/2020 board meeting and 5/28/board meeting.

Keisha asked if board members had reviewed the revised minutes from the 5/12/20. She indicated the change had been highlighted in the draft. Board members indicated they reviewed the revised minutes and were fine with the changes. There were no questions or comments. Keisha then asked if board members had reviewed the minutes from the 5/28/20 board minutes. Board members indicated they had reviewed the minutes and had no questions or comments. Ron made a motion to approve the 5/12/20 minutes as well as the 5/28/20 minutes. Viet made a second, all were in favor and the motion passed unanimously.

Resolution to Appoint Applicant Agent for FEMA Grant

Keisha turned it over to Diana who explained that the school was eligible for a federal grant through FEMA, the Federal Emergency Management Agency to reimburse for expenses related to COVID-19. Diana explained that the board had to select an applicant agent to be the schools responsible point person to submit applications for the grant and ensure funds were being expended per the grant regulations. Diana recommended that Lisa Long on the leadership team be appointed as applicant agent. Lisa had taken the training and would be the most appropriate person the manage the grant and maintain compliance. Board members thanked Lisa for her work in this area. Genaro made a motion to appoint Lisa Long as applicant agent for the FEMA grant, Ross seconded the motion, the motion passed unanimously.

Proposed New Board Member

Keisha turned it over to Ross, who had participated in an interview with board candidate Paul Pucino along with fellow board members. Keisha and Ron. Ross explained that Paul had vast experience in finance and currently serving as Chief Financial Officer at Evite and volunteering on board of prominent non-profits like the Los Angeles-based Meals on Wheels. Ross expressed that Paul would make addition to the board. Ron and Keisha concurred and expressed that Paul seemed like a very genuine person who could support the school's mission and vision. All were excited to have his financial expertise as well as another committed board member to move the school toward achiving its goals. Ross made a motion to

appoint Paul Pucino to the board, Ron seconded the motion, all were in favor and the motion passed unanimously.

COVID-19 Plan Update:

Diana provided an update on the COVID-19 activities.

- Appointment-Based school has been successful and school leaders and staff have practiced safety protocols recommended by the Department of Health and the CDC. Parents were happy to have a summer school option for their children and there had been no incidents this far.
- Diana explained that the leadership team was designing school reopening scenarios that include Onsite, Hybrid and Virtual models to accommodate the diverse needs of families. She explained that school leaders were waiting to hear from the AZ Department of Education to see if all of these models would be fully funded in the 2020-21 school year. School leaders and the charter community had reason to believe these models would be funded but still awaiting official word.

New Site Construction Updated

- Diana reported that construction was continuing but the team had started to encounter delays due to slow shipments of materials and slower subcontractor crews. She indicated the construction crew would communicate the new completion timeline on July 1. The team has been working to ensure construction and bond funds were being expended per the plan and budget.

Keisha announced that the next board meeting is July 2, 2020.

Adjournment

Since there were no further items on the agenda a motion to adjourn was made at 3:52 pm by Viet, Ron seconded the motion. Motion passed unanimously.