

Board of Education Meeting Minutes
Southwest Leadership Academy
January 24, 2019

Pursuant to Arizona Revised Statutes (A.R.S.) 38-431.02, notice was given to the public, that the Governing Board for Southwest Leadership Academy will hold a meeting open to the public at 10:30 AM (MST) at Southwest Leadership Academy, 4301 West Fillmore Street, Phoenix, AZ 85043.

1. Call to order -Board President Mike Gantt called the meeting to order at 10:43 AM (MST) and had a roll call. Board members present were Mike Gantt, Mark Hendershot, Ruben Olivas (arrived at 11:10 AM), Terry Hines and Brian Heath.
2. Introduction of Visitors- Board President Gantt introduced visitors including: Paula Signorelli (ROP finance), Dr. Greg Fowler (Principal), and Dr. Philip Geiger (Superintendent)
3. **Approval of Meeting Minutes from the October 23, 2018 board meetings.**

A motion was made by Ms. Hines, seconded by Mr. Heath to approve the minutes of the October 23, 2018 Board meeting attached. The motion passed unanimously.

4. **Review of Annual Audit** – The Board received the FY18 school audit for Southwest Leadership Academy from Fester and Chapman, PLLC (auditors). Dr. Geiger explained the legal questionnaire comments from the auditor and the steps taken to correct the four identified compliance matters. The audit opinion found no instance of noncompliance or other matters that are required to be reported under Government Auditing Standards.

A motion by Mr. Hendershot, seconded by Mr. Heath to receive the FY18 audit prepared by Fester & Chapman Auditors as submitted. Motion passed unanimously.

Mr. Olivas entered the meeting room at 11:10 AM as he had been piloting a commercial aircraft causing him to be a few minutes late.

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5. **Review of FY19 Budget, financial Reports for July 2018- December 2018-** Paula Signorelli reviewed the monthly budget summary, expenditures, revenue, and projected budget performance for December 2018. Ms. Signorelli indicated that the newly hired school accountant and she would confirm the completeness of the financial reports, the final budget plans for the grants and Title programs, and the state's 100th day equalization funding.

A motion was made by Mr. Heath seconded by Mr. Hendershot to receive the December 2018 financial reports as submitted. The motion passed unanimously.

6. **Income Tax Filings for FY17 and FY18** – The Board received copies of the 990 income tax filings for Southwest Leadership Academy for 7/1/16-6/30/17 filed January 2018 by CJ Bower on behalf of the Not-for Profit (Southwest Leadership Academy. Ms. Signorelli said that the 7/1/17-6/30/18 form 990 is still being completed by the auditing firm and should be available in February or March 2019.

The Board took no action.

7. **Salary Increases for Teachers to comply with 10% salary increase** –Dr. Geiger indicated that to meet the expectations that teachers receive a 10% salary increase in FY19 in compliance with the Governor's plan for a 20% raise for teachers by 2020; the administration recommends an additional 4% raise for teachers retroactive to January 1, 2019. The total cost for these increases is approximately \$29,625.39.

The Board members discussed the importance of providing teachers with this salary increase and Mr. Olivas suggested that the Board make at least a partial payment of the 4% now rather than waiting until the next Board meeting. Dr. Geiger suggested that since the finance department is reviewing revenue, expenditures that the Board schedule a special meeting of the Board for February 2019 in order to have the complete financial information available while not delaying any possible increase any longer than necessary. Mr. Hendershot expressed the importance of explaining to the staff that this increase is an important to the Board and that regardless of when the increase is granted the Board intends for it to be retroactive to January 1, 2019. The other

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Board members concurred that this was important for teachers to know. Mr. Heath commented that he also needed to consult with the ROP officials regarding these increases to that ROP does not violate any laws or regulations since ROP has employees throughout the United States.

A motion was made by Mr. Hendershot, seconded by Mr. Olivas to table the additional 4% salary increase for teachers identified on the attached sheet retroactive to January 1, 2019 until the special Board meeting scheduled now for Thursday, February 28, 2019 at 3:30 PM (MST). Motion passed unanimously.

- 8. Evening School Discussion** – Dr. Geiger the opening of the Evening School in November 2018 was Board approved on October 23, 2018. The program started with 12 students but that number has declined to nine enrolled. The evening program is intended for students who cannot attend day school due family care requirements, childcare obligations, employment obligations, or other personal obstructions.

Dr. Geiger said that getting programs like this started does take time and the cost of the one teacher and security guard for the balance of the year is included in the revised budget he was submitting at this meeting with the evening school salaries paid through the Graduation Grant. Dr. Geiger said that the administration recommends that we continue the program for the balance of the year and re-evaluate the evening school at the April Board meeting to determine if we continue it for FY20.

The Board took no action but it was agreed that this matter would be on the April agenda.

- 9. AZ DOE Food Services** – Dr. Geiger indicated that the food services program was inspected and reviewed by the AZ DOE on September 20, 2018. The DOE provided a summary report, which was submitted to the Board indicating that there were some requirements for corrective action. Corrective action was taken and reported to the DOE and on November 19, 2018, the AZ DOE approved our corrective actions and recaptured \$2,690.14 in NSLP and ASP reimbursements.

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A motion was made by Ms. Hines, seconded by Mr. Heath to receive the AZ Department of Education administrative Review of the Southwest Leadership Academy Food Service programs compliance with the NSLP and ASA and their approval of the corrective action plan dated November 19, 2018. The motion passed unanimously.

- 9. Revisions to Performance Pay Rubric for Classroom Site Fund – Dr. Geiger** stated that the administration is making every effort to incentivize teachers and students to attend and to work hard to pass their courses and the AZ Merit exam. When we first developed the matrix, we were overly optimistic that we could change the behaviors of both staff and students quickly but we want to hold students and staff accountable. The administration reviewed the matrix and have discussed a revised version with staff to make the goals challenging but not out of reach for this year. We can consider higher standards as we change the expectations for both students and staff. We have already noticed that many students who would have previously come to SLA with the expectations of using our former Plato system and passing courses without necessarily learning the material have decided to go elsewhere. We want an SLA diploma to be meaningful so we can live with this situation. We are requesting that the Board approve the newly revised Performance Pay Matrix effective January 1, 2019.

The Board discussed the 301 (Classroom Site Fund) Performance Pay matrix and directed the administration to provide training for staff in order to safely visit homes, a set of guidelines and parameters for home visits and arranging for “team” visits. The Board also agreed to provide greater opportunity for staff to achieve the additional pay by modifying the AZ Merit goal for FY19 to 10% of the students taking the test passing the test with the probability of increasing that passing percentage in FY20.

A motion was made by Mr. Hendershot, seconded by Ms. Hines to approve the performance pay matrix with the modifications made by the administration and the lowering of the AZ Merit passing percentage to 10% for FY19. Motion passed unanimously.

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- 10. Approval to create the position of School Social Worker** – The administration submitted a proposed job description for a school social worker for SLA. Over the past couple of years, it has become obvious that many of our students have more severe and intense personal situations that need to be addressed, physically, emotionally, academically, and familiarly that require the support and services of a licensed social worker. After some discussion, the Board anticipates a full time social worker; 12 months per year would cost approximately \$50K-\$60K. The administration recommends the creation of this position effective immediately.

A motion was made by Mr. Hendershot, seconded by Mr. Heath to table the creation of a full time, 12-month social worker to address the unmet needs of the students at Southwest Leadership Academy at an approximate annual salary of \$50K- \$60K until the February 28, 2019 special Board meeting. The motion passed unanimously.

- 11. FY19 Budget Revision** – The administration has received new funding information and has modified the spending of certain accounts since the initial FY19 budget was prepared. The administration has prepared a revised budget and recommends that the board approve an adjusted budget for FY19. The Board determined that the revised budget should be addressed at the special February board meeting since it cannot be completed without firm revenue numbers from the 100th day count.

A motion was made by Mr. Heath, seconded by Mr. Hendershot to table the motion to approve the revised FY19 budget effective January 1, 2019 to the February 28, 2019 board meeting. The motion passed unanimously.

- 12. Informational Only: Student Performance Information** – Dr. Fowler provided the Board with testing results for the period FY16-FY19 and the positive results we have seen on recent formative assessments. He also discussed the Galileo AZ Merit pre-test and the very positive results we have from that testing in anticipation of substantial improvement in our AZ Merit test scores.

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Dr. Fowler noted that the Galileo testing would occur 2/11/19-2/22/19 this year, AZ Merit 4/1-4/26/19 and Aims Science testing 3/25-3/29.

Dr. Fowler briefly noted that Mr. Engle is teaching the Dave Ramsey Personal Finance Course, that 68 students are taking foreign languages through Rosetta Stone, and 102 are in Reading 180.

Dr. Fowler reported on the following topics: Galileo Testing and expanded use of Galileo, Student Enrollment and Attendance Improvement Efforts (100th day projections), Drones and Coding Programs, Student Behavior, Student Field Trips and Cultural opportunities (afterschool music club). Beyond Textbooks, Athletics and Vision and Hearing Screenings.

13. For Discussion Purposes – Possible Purchase of a 24 Passenger School Bus

Dr. Geiger advised the Board that SLA currently operates four vans leased from Choice Leasing. One of those vans will be returned in May 2019, as our lease will expire then. Our issues surrounding transportation are : 1)we often have to take two vans (which means two drivers and two adults being paid) for sports whereas a 24 passenger bus will enable us to transport most, if not all teams, in one vehicle; 2) we could create a bus route at the school enabling us to enroll additional students; 3) we can deploy fewer personnel to complete pick-up and drop-off student routes; 4) we can pick up more group home students which often have larger number of students at one stop.

Dr. Geiger said that the administration would acquire additional information on costs and again work with finance to determine the feasibility of securing a smaller van for SLA when the fourth van is returned.

14. Identify future agenda items (Discussion/Action) – There were no additional topics for future agendas.

15. Public Comment – No one from the public was on the phone or present in person so there was no public comment.

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16. Next Board Meetings

- a. A Special Meeting of the Board of Education will be held at 3:30 PM (MST) on Thursday, February 28, 2019.
- b. The next regular meeting is April 9, 2019 @ 5:45PM- 9:00 PM (MST) – Board Retreat @ the University Club of Phoenix, 39 East Monte Vista Road, Phoenix, AZ 85004.
- c. The final Meeting of the year will be Thursday, June 27, 2019 @ 10:30 AM (MST) at Southwest Leadership Academy

17. Adjournment- The meeting was adjourned at 12:18 PM (MST).