

Board of Education Meeting Minutes - Southwest Leadership Academy

NOTICE OF PUBLIC MEETING SOUTHWEST LEADERSHIP ACADEMY GOVERNING BOARD

Pursuant to Arizona Revised Statutes (A.R.S.) 38-431.02, notice is hereby given to the public, that the Governing Board for Southwest Leadership Academy will hold a meeting open to the public. The Board reserves the right to change the order of items on the agenda, with the exception of public hearings. One or more Board members may participate telephonically or through video conference. The meeting will be held via video conferencing.

Pursuant to A.R.S. §38-431.02 (H), the Board may discuss and take action concerning any matter listed on the agenda.

Pursuant to A.R.S. §38-431.03 (A) (3), the Board may vote to go into Executive Session, which will not be open to the public, for legal advice concerning any item on this agenda.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Bridget Carrington at (602) 265-2000. Requests should be made as early as possible to allow time to arrange the accommodation.

DATED AND POSTED this 31st day of March 2023.

By

Miqala Salinas, Compliance Coordinator

AGENDA

Southwest Leadership Academy Governing Board

Tuesday, April 25, 2023

4:00 PM (MST)

At

miqala.salinas@rop.com is inviting you to a scheduled Zoom meeting.

Topic: April Board of Education Meeting

Time: Apr 25, 2023 04:00 PM Arizona

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Join Zoom Meeting

<https://rop.zoom.us/j/84631122401>

Meeting ID: 846 3112 2401

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All items on this agenda are open for discussion and possible action, including reports and action items. Public comment will be acknowledged at the end of the agenda items. A copy of the Agenda and Meeting Minutes are available for review on our website: www.southwestleadershipacademy.com

If authorized by a majority vote of the members of the Governing Board, any matter on the open meeting agenda may be discussed in Executive Session for the purpose of obtaining legal advice thereon, pursuant to A.R.S. 38431.03 (A)(3).

In addition, the Board, by majority vote may enter Executive Session for discussion and consultation with administration regarding student matters pursuant to A.R.S. §§15-342, 15- 521, and 15-843; A.R.S. §38431.03 (A)(2) (consideration of records exempt by law from public inspection); legal advice/instruction to attorney pursuant to A.R.S. §38-431.03 Subsections (A)(3) and (A)(4).

The Executive Session will be held immediately after the vote and will not be open to the public.

Additional information regarding any of the items on this agenda may be obtained prior to the meeting by calling Bridget Carrington at (602) 265-2000. You may also attend the foregoing meeting by teleconference.

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1. **Call the Meeting to Order and Roll Call (President Gantt):** Mike Gantt, Board President; Drew Ainsworth, Treasurer/Secretary; Dr. Molly Schloderback, Member; Brian Heath, Ex-Officio Member.
 - a. Meeting called to being at 4:03 PM
 - b. **Attendance:** Present – Mike Gantt, Drew Ainsworth, Molly Schloderback, Brian Heath

2. **Introduction of Visitors (President Gantt):** Bridget Carrington, Superintendent; Christae Spivey, SLA Principal; Kellen Hunt, Assistant Principal; Miqala Salinas, SLA Compliance Coordinator; Tyler Washburn, School Accountant; Matt West, SchoolsPLP; Emily Beard, Board Member Candidate
 - a. **Attendance:** Present - Bridget Carrington, Christae Spivey, Kellen Hunt, Miqala Salinas, Tyler Washburn, Matt West, Emily Beard

3. **Pledge of Allegiance:**
 - a. President Gantt led the board in the Pledge of Allegiance

4. **Approval of Agenda (President Gantt):**

Motion: Move to approve the April 25th agenda as submitted.
Brian Heath motioned to approved 4/25/2023
Drew Ainsworth
Unanimous

5. **Approval of Board Minutes (President Gantt):** Minutes (attached) for January 31st and February 28th

Motion: Move to approve the Minutes of the January 31st and February 28th, SLA Board Meetings as presented
Discussion: A motioned was made by Drew Ainsworth, seconded by Molly Schloderback to approve the minutes of January 31st and February 28th.
The motion passed unanimously.

6. **Review Potential Board Member Application (Brian Heath):** Candidate, Emily Beard, has submitted her interest in becoming a member for SLA. She holds an extensive background in the human services and education field as well as possessing a Juris Doctorate and clinical licensure. She has worked closely with Rite of Passage for over ten years and served most recently as the Director of Student Services. Ms. Beard now works for the Department of Corrections as a Psychologist Assistant and wishes to serve a non-profit that shares her vision to serve underprivileged children with opportunities while employing trauma informed practices.

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Motion: Move to accept Emily Beard as a member of the Southwest Leadership Academy governing board with a term of two years. Term will begin on 6/23/2023 and conclude on 6/23/2025.

Discussion: President Gantt presented agenda item earlier in the meeting to accompany potential board member guest and their time.

A motioned was made by Mike Gantt, seconded by Drew Ainsworth to accept Emily Beard as a member of the Southwest Leadership Academy governing board with a term of two years.

The motion passed unanimously to conditionally approve. State approval is needed to finalize.

7. **School Curriculum Update and Presentation of SchoolsPLP (Superintendent Carrington):**

- a. Assessment of current curriculum, Beyond Textbooks
- b. Experience as a SchoolsPLP user
- c. SchoolsPLP presentation by guest, Matt West
- d. Re-visit for Discussion and Action after Financial Review

Discussion: Matt West Presentation – SchoolsPLP’s utilizes technology to adapt to schools’ diverse needs. PLP provides courses for PK-12th. Multiple versions written according to different learning styles, but still according to standards.

- Drew Ainsworth raised question if the credit is the same regardless of which course is selected.
 - Confirmed that it is the same, but they also offer credit recovery.
- Brian Heath asked about CTE that is not in the current portfolio, and what is the process to do so. Also, if there is a parent portal.
 - Explained by Mr. West that all courses can be modified. Confirmed Parent Portal for full view of students’ progress, daily activity, messages, report cards.
- Brian Heath asked if this is all online, and how we would use this for blended learning.
 - Bridget Carrington explained this is excellent for blended learning. Within the class there can be learning stations for each type of learner and at their specific learning level. This well help the current teaching environment. Can provide further information at a later time.

8. **Charter Representative Update (Brian Heath):** Per the request of the SLA School Board, the Arizona State Board for Charter Schools has approved the following school staff as authorized Charter Representatives for Southwest Leadership Academy:

- a. Bridget Carrington
- b. Christae Spivey
- c. Miqala Salinas

Discussion: Mr. Heath explained that in February we were appointed and approved as representatives.

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9. **Summary of Ten-Year Interval Review Compliance Report (Brian Heath).** As part of the Arizona State Board for Charter Schools statutory requirement to provide general supervision over the charter schools it sponsors (A.R.S. §15-182(E)(1)), Board staff conducted a ten-year Interval Review (attached) of Southwest Leadership Academy. The goal of this visit was to ensure compliance with federal and state laws and the terms of the charter contract. A summary of areas for non-compliance will be reviewed, including the action taking by school staff to remedy:
- a. Open Meeting Law
 - Agenda
 - We cannot have something on the agenda and not talk about it. Vice versa. If we chose to not discuss will need to make note & include on the following meeting.
 - Minutes
 - Minutes need to be added within 3 days of the meeting.
 - 24-hour Notice of Meeting
 - We did not have previous meetings posted 24 hours or greater. Will need to post in time to make sure we remain in compliance.
 - Online posting of Board Meeting Notices
 - We have to post meeting notice online at least 24-hours in advance.
 - b. Enrollment Policies
 - Updated Enrollment Packet for USDA Food and Nutrition Services Child Nutrition Programs
 - We did not separate enrollment and application. There has to be two separate packets. When they are not separate, it can appear to be discriminatory. So, we have updated accordingly.
 - c. Website
 - Average Teacher Salary
 - We previously posted under “transparency” link. It is now listed on the home page to be more transparent.
 - Handbook of Parental Rights
 - We had link posted on the SLA website, but it was not updated to reflect November 2022 latest version. It has since been corrected.
 - Campus Visitor Policy (attached)
 - Draft policy 800.812 to review item #10 on the agenda.
 - Public Records Request Point of Contact
 - Added point of contact – Miqala Salinas is appointed contact
10. **Review Proposed Campus Visitor Policy (Brian Heath):** Based on revised legislation that passed in 2022, and was to be effective 9/24/2022, ARS 15-184 directs school district and charter school governing bodies to adopt policies to allow for visits, tours, and observations of all classrooms by parents of enrolled and prospective students.

Motion: Move to approve the proposed Campus Visitor policy as presented.

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Discussion: A motioned was made by Drew Ainsworth, seconded by Molly Schloderback bodies to adopt policies to allow for visits, tours, and observations of all classrooms by parents of enrolled and prospective students. The motion passed unanimously.

Addendum to the Policy 800.812 – states that parents or potential student parents are allowed to visit classroom, but advanced scheduling has to be done. Official policy needs to submitted by 4/26/23 if policy adopted. President Gantt raised question about verbiage saying “preferred” for advance scheduling. Heath explained that it was created with a lawyer to ensure legality and correct verbiage, and wording will remain as-is. Due to motion passing, the policy will be removed from draft status and posted officially.

11. Open Meeting Law Updates (Miqala Salinas):

- a. SLA staff trained
 - 4/18/23: Brian Heath, Miqala Salinas, Bridget Carrington attended 2023 AZ Municipal Clerks Association – Open Meeting Law Presented by Danee Garone, Sr. Staff Attorney Ombudsman
 - 4/25/23: Miqala Salinas, Christae Spivey, Kellen Hunt, Bridget Carrington received recorded session of the AZ Charter School Association Annual Compliance Summit.
 - Training Recording extended to board members.
- b. Available upcoming training for Board Members if desired
 - 5/10/23 at 10:00AM – Open Meeting Law (AZDHS) Meeting, can be done in-person or virtually
 - We may also contact Danee Garone for access to training videos
 - Trainings offered to board members
- c. Open Meeting Law Handbook - from ASBA
 - We purchased (4) handbooks at \$25/each. Brian Heath, Miqala Salinas, SLA, and President Gantt currently hold handbook.
 - Offered to purchase handbook for any board member.
- d. Open Meeting Law Guide – The AZ Ombudsman Citizen’s Aide (attached)
- e. Arizona State Board Association (ASBA) as a Resource
 - Fees
 - Member fee is based off last year’s budget information.
 - Member vs. Subscriber
 - Subscriber only receive the electronic newsletters. They can also attend any training/conference at non-member rates
 - As a charter school we are Associate Members. The membership renews every 4 years, but we pay the fee to maintain annually in July. Members have access to take part in events, trainings, search consultations, and being kept up to date on latest information pertaining to school boards.
 - Policy Services – possible action

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- Policy Services help provide foundation to operate a school system in compliance with state & federal laws and court & regulatory action, such as: Critical Policy updates
- Consulting and advisories with ASBA Policy Services.
- Compliance Directed Operation Handbook for the governing body & staff.

12. **Student Instructional Schedule Review (Principal Spivey):** The Arizona teacher shortage continues to worsen, as there are 2,890 vacancies across 194 school and charter districts. School districts like Cartwright (a large elementary district in Phoenix), Casa Grande, Liberty and Coolidge have moved to a 4-day instructional week in order to attract and retain qualified teachers. Additionally, this has been implemented, specifically for high schools, to increase attendance and flexibility. Discuss the benefits and consequences of such a schedule for an Alternative Education High School such as SLA.

Discussion: Explained current schedule at 4-periods a day, with little to no prep time for the teachers. Wanting to establish and maintain best practices such as PLC & MTSS.

SLA will need approval prior to July 7th 2023. Would like to bring back up for next board meeting in June 2023.

13. **School Report (Principal Spivey):**

- a. ROP Education Summit review
 - Blended Learning
 - Creating Culture & Dodging Energy Vampires
 - Trauma Informed Classrooms
 - Animal Assisted Learning
 - Team Building
- b. National School Lunch Program (NSLP) monitoring update
 - 49 findings
 - \$8,890.28 – supply chain assistance funds possibly owed
 - Appeal process began 3/24/23
 - Appeal closed 4/23/23
 - Pending to get appeal response.

Discussion: We are currently recruiting for a Culinary Supervisor replacement. Stephanie Reyes (Kitchen Assistant) has currently taken on the role (unofficially) to cover while we recruit.

- c. Academic Programs and Achievements
 - On-track to graduate – approximately 86%
 - Senior Bootcamp
 - Saturday School – May has 3 Saturday Schools
 - Summer School

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- CTE
 - We have a new CTE Teacher for Barbering/Cosmetology – Niya Sinigal
- Performing Arts
 - Looking to write the teacher role and program into grants.
- WozEd
- Empower Partnerships
 - Works with teachers, currently doing a scope & sequence for standards for upcoming school year.

- d. Sports/Activities/Clubs Update
 - Track
 - Student Athlete placed 3rd in Shot Put (38'2") on April 1st, 2023
 - Student Athlete placed 4th in 400M Event (1:18:13) on April 15th, 2023
 - Upcoming meets: 5/12/23 & 5/13/23 at Buckeye Highschool
 - Career Fair
 - Had various organizations come to provide information to all students:
 - a. Kroger
 - b. Grand Canyon State University
 - c. WozEd
 - d. Neighborhood Ministries
 - e. Chicanos Por La Causa
 - f. Navy
 - g. Marines
 - Senior Picture Day
 - Seniors went to South Mountain for the annual Senior Day Photos
 - May 25th Graduation at Glendale Civic Center
 - SLA will issue out invites to all board members.
 - Prom will be held this Friday, April 28, 2023

- e. Testing update
 - ACT – 98% students completed testing
 - More students taking the test this year than last year according to ADE data
 - ACT Aspire – Ongoing; currently only 3 left to test
 - AzSci – 98% of students completing test

- f. New Staff/Staffing Changes
 - Niya Sinigal (Brooks)– Barber/Cosmetology
 - Deidra Bryan – Special Education Teacher
 - Bailey Heath – Counselor

- g. Enrollment and marketing plans for FY23 (attachment)

Discussion: Christae Spivey explained approximately 60% planned to graduate.

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14. **Approval of Proposed Marketing Plan Budget for Calendar year 23/24:** In order to achieve targeted enrollment, the faculty have developed a plan that requires a budget.

Motion: Move to approve the marketing budget as submitted.

Discussion: A motioned was made by Brian Heath, seconded by Drew Ainsworth to approve the marketing budget as submitted.

The motion passed unanimously.

Plan almost mirrors last year marketing plan. Looking to get digital ad board, banners, campaign to go to high schools, get out in the community to build those relationships. Total budget is lower than last year from \$15,000 to approximately \$12,000. Gantt request to ask for sample of marketing merchandise. Ainsworth asked who our point of contact is for high schools. Explained that we do not have contacts, but with marketing plan we intended to create those point of contacts, specifically our Guidance Counselor. Washburn asked if we are working with the ROP Marketing Team. Heath explained we have a team, but SLA has previously chosen other avenues.

15. **ADE Data Collection and Due Dates (Tyler Washburn):** Providing the Board a synopsis of annual due dates in order for the Board to adequately plan for Board-approved actions during quarterly meetings.

Data Collection & Budget Due Dates for Charter Districts	
REPORT	DUE DATE
Federal & State Maintenance and Operations Declaration Form	July 3
Proposed Budget (approved & uploaded)	July 5
Estimated Student Count Enrollment List per SF 19-044	July 9
Adopted Budget (board approval)	July 15
Adopted Budget (uploaded)	July 18
Fiscal Year LEA Calendar	August 11
Annual Financial Report	October 15
Final Budget Revision (board approval)	May 15
Final Budget Revision (uploaded)	May 18

Discussion: July 5th 2023 is when budget needs to be approved and uploaded. We can get board approved budget at next board meeting June 2023, and special meeting may be needed to get approved for final approval.

16. **Financial Review (Tyler Washburn):** Review of January, February and March 2023 financial reports (attached).

Motion: Move to receive the January, February and March 2023 financial reports as submitted.

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Discussion: A motioned was made by Brian Heath, seconded by Mike Gantt to receive the January, February and March 2023 financial reports as submitted. The motion passed unanimously.

Budget was not reflecting accurate expenses, since it was not written in. SLA site staff will reconcile with accounting to ensure we are finding any draw-downs from the grants or corrections to recover out year-to-date loss. Goal is from April-June to recover as much as possible.

17. Re-Visit School Curriculum for Discussion and Action (Superintendent Carrington):

Motion: Move to approve the purchase of SchoolsPLP as adopted curriculum.

Discussion: Carrington will continue research on PLP, and will continue on financial efforts. Will raise up in the next board meeting. This item will be placed on the upcoming board meeting to vote on.

18. Approval of Lease Agreement with Isaac School District (Brian Heath):

Although the agreement with the Isaac School District is with ROP and SLA is a subtenant, it is important that the Board understands and agrees to the terms of the agreement as these terms and conditions are passed through the SLA board. The current lease expires on 7/1/23 and requires intent to lease within 60 days prior to end of current term.

Motion: Move to approve the sub-lease of the Isaac School District facility at 4301 W. Fillmore Street with Rite of Passage, based upon ROP's successful negotiation of terms and no material changes.

Discussion: A motioned was made by Molly Schloderback, seconded by Mike Gantt to approve the sub-lease of the Isaac School District facility at 4301 W. Fillmore Street with Rite of Passage, based upon ROP's successful negotiation of terms with plan for capital improvements to be prepared by Brian Heath. The motion passed unanimously.

Brian Heath explained that every year in July, ROP has to provide intent to lease. There will be 1.5% increase rent.

19. Re-election of Current Board Members or Nominations for New Board Members (President Gantt):

Board member terms expire as follows:

- a. Mr. Mike Gantt - 6/30/23
- b. Mr. Drew Ainsworth – 6/30/23
- c. Mr. Brian Heath - 6/30/23

Motion: Move to re-elect Board Members, Gantt, Ainsworth and Heath for an additional two-year term, commencing 7/1/23 until 6/30/25.

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Discussion: A motioned was made by Molly Schloderback, seconded by Brian Heath to re-elect Board Members, Gantt, Ainsworth and Heath for an additional two-year term, commencing 7/1/23 until 6/30/25.

The motion passed unanimously.

This will maintain an additional two-year term.

20. **Scheduled Board Meetings for SY 2023/2024 (Brian Heath):** The Board plans to meet quarterly but the President or multiple members of the Board may call special meetings as necessary. The dates provided below are recommended meeting dates but the Board can change them based upon the availability of the Board. The Board may also want to meet in between regularly scheduled Board meetings for budget adjustments if circumstances require.

- a. In-Person on June 23rd (time TBD by the Board) *Recommended Board Retreat as well.
 - Board Retreat – Payson / In-Person Meeting at 2:00PM
- b. Video Conference on September 26th, 2023 (time TBD by the Board)
 - Time Scheduled for 3:00PM
- c. Video Conference on December 19th, 2023 (time TBD by the Board)
 - Ainsworth proposed to move date – proposed to December 20, 2023 at 3:00PM
- d. Video Conference on March 26th, 2024 (time TBD by the Board)
 - Time Scheduled for 3:00PM

Motion: Move to establish the dates and times for regularly scheduled board meetings as agreed upon.

Discussion: A motioned was made by Brian Heath, seconded by Drew Ainsworth to establish the dates and times for regularly scheduled board meetings as agreed upon. Raised to move meeting time from 4:00PM to 3:00PM.

The motion passed unanimously.

21. **Announcements (President Gantt):** No additional announcements made

22. **Adjournment (President Gantt):** Meeting adjourned at 6:40PM