PLC CHARTER SCHOOLS

Performance Management Plan Documentation of Academic Oversight Part 1

April 26th, 2012

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Wednesday, January 05, 2011
Special Meeting for PLC Corporate Board

AGENDA

1. Call Meeting to Order and Verify a Quorum
2. Moment of Silence
3. Pledge of Allegiance

DISCUSSION AND POSSIBLE ACTION REGARDING:

A new facility for the AASM Campus. Board and public attendees will travel to the location of the building at 12th St and Priest Dr. in Tempe, AZ to review the building.

UPDATES AND RECOMMENDATIONS FROM COMMITTEES

1. Next meeting to be held January 11, 2011 at 6:00 p.m. at Arts Academy at South Mountain, 4039 E. Raymond St., #3, Phoenix, AZ 85040. Note: agenda items may be submitted to the Secretary or Chair of the Board up to 48 business hours prior to the next meeting.
2. Adjourn

PLC Charter Schools

Corporate/Governing Board Meeting Minutes

SPECIAL MEETING
January 5, 2011, 12:30 PM, 1200 S. Priest Drive, Tempe, AZ 85282

Present: Mike Sims, Chairman of the Board, President (MS), Kim Steele-Haynes, Board Member, Secretary (KS), Agnes Lawson, Board Member, Treasurer (AL),

Absent: Howard Bell, Board Member (HB).

Administration: Brandi Adams-Bressler, AAEM; Frieda Mekhemar, Office Manager, AASM

Public: None

- MS called the meeting to order at 12:30 p.m.
- A quorum was verified with those present.

DISCUSSION AND POSSIBLE ACTION REGARDING:

- Board met at 1200 S. Priest Drive, Tempe, AZ 85282 to tour a potential future site for AASM campus.
- Going through the site plans and making necessary changes to the floor plan to accommodate the school and its needs.
- Discussion as to rooms needed for drama, choir and music.
- Trying to come up with a plan for playground usage, where any block walls may be needed or iron gates for the playground.
- The need for additional drinking fountain for the child to sq. ft ratio.
- Discussion on bus route in front of the school, signage, office space available.
- The realtor is putting a letter of intent together but first recommends that we visit with an architect to have him price the changes we want for the potential new site.
- Agreed that we would come back on Friday 1/14/11 @12:30 p.m. to meet with the architect so complete changes that were discussed,

A **motion** was made by ____ to **adjourn** this meeting at 3:40 p.m.

Kimberly Steele, Secretary of the Board

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Tuesday, January 11, 2011 at 6:00 pm
Meeting for PLC Corporate and Governing Board of AASM, AAGC, AASC and AAEM

AGENDA

1. Call Meeting to Order and Verify a Quorum
2. Moment of Silence
3. Pledge of Allegiance
4. Approval and/or Discussion of previous minutes from 9/1/2010, 9/14/10, 10/26/10, 12/20/2010, 1/5/2011.

CONSENT AGENDA ITEMS

a) Employee Manual Changes suggested by Personnel Compensation Committee.
b) Scottsdale Lease Agreement
c) Enrollment procedures for Scottsdale
d) Penny Pace Contract, Final Review

DISCUSSION AND POSSIBLE ACTION REGARDING:

1. Strategic Planning Committee Report
2. Board Books (where kept, official responsibility - no secretary for the Board)
3. Assign Board Officers (President, Vice President, Secretary, Treasurer).
4. Possible site location for AASM.
5. Charge, authority and responsibilities of Board appointed committees (Finance, Personnel)
6. Responsibilities and authority of the Interim Operations Manager.
7. Bill to Howard Bell from Fennemore Craig for services rendered by Deana Rader on behalf of Howard Bell to "educate the PLC Corporate Board regarding the by-laws and responsibilities. Services were rendered in March of 2010.
8. Vote on Charter Representative.
9. Mileage reimbursement policy review for approval.
10. Gift Wrapping Fundraiser Update
11. AAGC Status of Charter
12. Formation and debts incurred by HOKI
13. Discussion for possible **agenda items** for the **next meeting** to be held _____, _____ at _____. at _____. Note: agenda items may be submitted to the Secretary or Chair of the Board up to 48 business hours prior to the next meeting.
14. Adjourn

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Tuesday, January 11, 2011 at 6:00 pm
Meeting for PLC Corporate and Governing Board of AASM, AAGC, AASC and AAEM

MINUTES

Present: Mike Sims, Chairman of the Board, President (MS), Kim Steele-Haynes, Board Member, Secretary (KS), Agnes Lawson, Board Member, Treasurer (AL), Howard Bell, Board Member (HB).

Absent: None

Administration: None

Public: Linda Humes, HR/Payroll – Scribe (LH), Courtney Cardenas – HB Aide.

1. MS called the meeting to order at 6:08 PM - A quorum was verified with those present.
2. Moment of Silence
3. Pledge of Allegiance
4. Approval and/or Discussion of previous minutes from 9/1/2010, 9/14/10, 10/26/10, 12/20/2010, 1/5/2011.
   - Minutes 9/1/10 – HM motioned to accept the minutes as written with a record that the Board has been lax in following up with these minutes and the Board does not remember the exact dates for the retreat or the specifics of the contract. KS 2nd. Unanimous Yes.
   - Minutes 9/14/2010 – HB motioned to make table the minutes until the 2nd tape recorder (Red) can be reviewed for the remainder of the minutes. KS 2nd. Unanimous Yes.
   - Minutes 10/26/2010 – KS motioned to accept with correction. MS 2nd. Unanimous Yes.
   - Minutes 12/20/2010 – HB motioned to approve the minutes with corrections. KS 2nd. Unanimous Yes.
   - Minutes 1-5-2011 – MS motioned to table the 1/5/2011 minutes as they are not yet available. KS 2nd. Unanimous Yes.

CONSENT AGENDA ITEMS

a) Employee Manual Changes suggested by Personnel Compensation Committee.
   - Approved through Consent Agenda

b) Scottsdale Lease Agreement
   - Moved to Discussion and Action – HB explained that this is for a continued lease on the property, not the church parking lot. Because that campus is now its own charter we need to negotiate a new lease. HB motioned to table this item until attorney Will Gelm can be contacted for direction. KS 2nd. Unanimous Yes.

c) Enrollment procedures for Scottsdale
   - Approved through Consent Agenda

d) Penny Pace Contract, Final Review

- Moved to Discussion and Action – HB motioned to table Penny Paces' contract until the contract can be rewritten to include the company name of Bryan Pace Ministries, detailing the services rendered by the company. Also need to detail a minimum number of hours that Penny will work and the end date of the contract. Contract also needs to include the dates PLC will be invoiced and that the payment will only be rendered for services performed. AL 2nd. Unanimous Yes.

DISCUSSION AND POSSIBLE ACTION REGARDING:

5. Strategic Planning Committee Report
   - No report is available

HB motioned to switch the subjects of #6 and #7. AL 2nd. Unanimous Yes.

6. Assign Board Officers (President, Vice President, Secretary, Treasurer).
   - HB motioned that MS be made President of the Board of Directors for all 3 operations: AASM, AAEM, and AASC. AL 2nd. MS Abstained. Passed.
   - HB motioned that KS be made Vice President/Secretary of the Board of Directors for all 3 operations: AASM, AAEM, and AASC. MS 2nd. KS Abstained. Passed.
   - HB motioned that AL be made Treasurer of the Board of Directors for all 3 operations: AASM, AAEM, and AASC. MS 2nd. AL Abstained. Passed.
7. Board Books (where kept, official responsibility - no secretary for the Board)
   - HB motioned that the Master Copy of the Board Books be kept under lock and key in the Board Secretary's office with a working copy available at AAEM and AASM. MS 2nd. Unanimous Yes.
8. Possible site location for AASM.
   - Report Only – Visited 1200 S. Priest, Tempe. Realtor will pull together a letter of intent. Currently considering a possible 2 year lease with an option to buy.

BREAK – 7:55pm to 8:05pm

9. Charge, authority and responsibilities of Board appointed committees (Finance, Personnel)
   - HB motioned that all committees will meet under the direction and supervision of the Corporate Board and will not meet again until the board has given them a specific task. AL 2nd. Unanimous Yes.
10. Responsibilities and authority of the Interim Operations Manager.
    - HB motioned to do away with the position of Interim Operations Manager and reinstate the position of Chief Executive Officer. MS 2nd. KS abstained. Passed.
    - HB motioned to nominate KS to the position of CEO with her job description and salary to be discussed at a later date. AL 2nd. KS Abstained. Passed.
    - HB motioned to have the CEO put together a job description of a financial manager. MS 2nd. Unanimous Yes.
11. Bill to Howard Bell from Fennemore Craig for services rendered by Deana Rader on behalf of Howard Bell to "educate the PLC Corporate Board regarding the by-laws and responsibilities. Services were rendered in March of 2010.
    - KS motioned to table this item until she can contact Deana Rader to see if Deana felt that she was only educating HB on these issues, or if she was educating the PLC Board, or both. The Board will look at the bill and the minutes from that period and see if they feel they owe any portion of it. No 2nd or vote.
12. Vote on Charter Representative.
    - HB resigned as Charter Representative over all 3 entities. MS resigned as Charter Representative over all 3 entities.
    - HB motioned that KS be made Charter Representative for AASC, AASM and AAEM. MS 2nd. KS Abstained. Passed.
13. Mileage reimbursement policy review for approval.
    - KS recommended this be tabled and placed under the Consent Agenda for the next meeting. No 2nd or vote.
14. Gift Wrapping Fundraiser Update

- KS reported that PLC took in $4752 and had $6100 in expenses. KS felt that this was a good community campaign, good marketing tool. MS also said that it blessed the Bridge with a benevolence fund for the community. All agreed they would plan earlier next year.

15. AAGC Status of Charter
    - HB motioned that the Board go before the ASBCS to ask for an extension of the opening of AAGC from 2011/2012 to 2012/2013. MS 2nd. Unanimous Yes.
16. Formation and debts incurred by HOKI.
    - This issue has already been concluded.
17. Discussion for possible **agenda items** for the **next meeting** to be held at **AASM on 1/18/2011 at 6:00pm**. Note: agenda items may be submitted to the Secretary or Chair of the Board up to 48 business hours prior to the next meeting.
18. Meeting Adjourned at 9:05pm

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Wednesday, January 19, 2011 at 6:00 pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC and AAEM

AGENDA

1. Call Meeting to Order and Verify a Quorum
2. Moment of Silence
3. Pledge of Allegiance
4. Approval and/or Discussion of previous minutes from 10/6/2011, 1/5/2011 and 1/11/2011.

CONSENT AGENDA ITEMS

a) Mileage Reimbursement Policy.
b) Penny Pace Contract, Final Review

DISCUSSION AND POSSIBLE ACTION REGARDING:

5. Review quotes for sound equipment at AAEM Campus (MS)
6. Scottsdale Lease Agreement – close and open under Arts Academy of Scottsdale
7. Bill to Howard Bell from Fennemore Craig for services rendered by Deana Rader on behalf of Howard Bell to "educate the PLC Corporate Board regarding the by-laws and responsibilities. Services were rendered in March of 2010.
8. Discussion for possible **agenda items** for the **next meeting** to be held _____, _____ at _____. at _____. Note: agenda items may be submitted to the Secretary or Chair of the Board up to 48 business hours prior to the next meeting.
9. Adjourn

PLC Corporate and Governing Board of AASM, AAGC, AASC and AAEM
January 19, 2011 at 6:00 p.m.

Present: Mike Sims, Chairman of the Board, President (MS), Kim Steele-Haynes, Board Member, Secretary (KS), Agnes Lawson, Board Member, Treasurer (AL), Howard Bell, Board Member (HB).

Anna Gallegos, Transcriber (AG) and Robby Marti, HB's assistant (RM)

Public: None

1. MS called the meeting to order and verified a quorum at 6:20 p.m.

2. Moment of silence taken.

3. Recited Pledge of Allegiance.

4. A **motion** made by HB, seconded by KS to approve the minutes from 10/6/2010. Motion passes unanimously.

   A **motion** made by KS, seconded by AL to approve the minutes from 1/5/11 with correction
   of the word "so" to the word "to" on the last bulleted item in the minutes. Motion passes, HB abstained due to being absent.

   A **motion** made by HB, seconded by KS to approve the minutes from 1/11/11 with the following corrections: 1) Motion made by HB to pull consent agenda item B from the consent agenda, 2) Motion made by MS to pull consent agenda item D from the consent agenda, and 3) All subsequent numbering on minutes should be changed in accordance with the two previous motions stated above. Motion passes unanimously.

5. MS discussed proposal/quote for new sound equipment for the AAEM campus. (Please see
   attached proposal A and B). HB stated his concerns with seeking another quote as due diligence. A **motion** made by HB, seconded by KS to hereby approve using Alfonso to oversee the project of obtaining sound equipment for AAEM with a budget of $10,000. There would need to be approval by the CEO if the monies exceed $10,000.

6. A **motion** made by HB to adjourn the PLC Corporate and Governing Board at 7:29 p.m.

****

Convene at 7:30 p.m.
PLC Arts Academy of Scottsdale Governing Board

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Tuesday, February 8th, 2011 at 12:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

AGENDA

1. Call meeting to order and verify a quorum

AGENDA ITEMS:

2. Discussing the issuance of new bonds for the acquisition of a new South Mountain Campus and the expansion of Estrella Mountain.

3. Adjourn

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Meeting for PLC Corporate and Governing Board of AASM, AAGC, AASC and AAEM

February 8, 2011, 12:00pm at Buchalter Nemer office

MINUTES

Board Present: Mike Sims (President), Kimberly Steele (Vice-President), Agnes Lawson (Treasurer)

Absent: Howard Bell (Board Member)

Public: Will Gelm (lawyer at Buchalter Nemer), Dick Ward (Dougherty & Company LLC), Dan Nelson (Dougherty & Company LLC), LaTonya Harrison (Scribe; from Buchalter Nemer)

1. Called meeting to order and verified a quorum

DISCUSSION REGARDING:

- Discussion on:
- Arts Academy at Estrella Mountain
- Arts Academy at Scottsdale
- Arts Academy at South Mountain
- Discussion of moving the South Mountain campus to the prospective site @ 1200 S. Priest
- Would like to lease new site with option to purchase
- General discussion re: Bonds
- Given timing and current enrollment, we may be able to get bonds rated.
- School already had gone through a review when it took over charter from Papasunway; will work in school's favor.
- Bring Community Investment Corp (CIC) to monitor school's continuing disclosure until bond closing will help position PLC favorably in eyes of the current and future investors.
- PLC to set aside approx. $25,000, to cover costs for the initial, partial bond application. This will include: various bond and real estate due

diligence fees, financial forecasting fees, demographic report fees and appraisal, phase 1 and soils report costs.

- PLC will send Dick Ward the documents satisfying PLC's current disclosure requirements so that he can let the current investors know the documents are in.
- PLC will let Dick Ward know when Anthony Lorenzo intends to have the audit completed and Dick will advise investors of same (so that investors can confirm the school is meeting the 1.4 current debt coverage ratio and the 1.2 projected debt coverage ratios required by the 2006 bond docs).
- Dick Ward/Dan Nelson confirmed they will email Kim Steele an electronic copy of the Official Statement from the 2006 bonds.
- Dick Ward/Dan Nelson to get a jumpstart on marketing/positioning the eventual bond issuance, Underwriter will begin advising and informing the current bond investors and potential investors about the board's current makeup and vision, its dedication to meeting the continuing disclosure requirements from now on, the estimated date for receipt of the audit, and the school's future plans regarding the bond financing.

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Monday, February 14th, 2011 at 11:00am
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

AGENDA

1. Call meeting to order and verify a quorum

AGENDA ITEMS:

2. Discussing the purchase of a new vehicle for the Estrella Campus.

3. Adjourn

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

PLC Corporate and Governing Board of AASM, AAGC, AASC, and AAEM

February 14, 2011 at 11:00am

Present: Mike Sims, President (MS); Kim Steele, Vice President (KS); Agnes Lawson, Treasurer (AL); Howard Bell, Board Member (HB)

Absent: None

Public: Jessica Finley (Scribe)

1. KS called the meeting to order at 11:05am and verified a quorum.
2. Continuation of the discussion of whether to make an offer for a 2003 Chevy Truck with 96,000 miles for the AAEM campus. The asking price of the truck is $6900.
    - Doug had sent an email with some more details about the vehicle:
        - The owner said it has a clear/clean title and it passed emissions in 6/2010.
        - It is a GMC not a Chevy, the questions about 1500,2500 or 3500 might apply to a Chevy van.
        - It is a Model TG33 with a V-8, 4Liter engine.
        - We have to remember when looking in the Blue Book that this is NOT a regular cargo van. It has a 10' cargo box placed on a GMC chassis that is in excellent condition, which makes it valued higher than a cargo van.
    - In light of this information, AL suggested an offer of $5500, due to the high mileage of the vehicle, anticipating that the owner may counter with an offer around $5900/6000.
    - HB made a **motion** to approve and authorize Doug to look at the van in person, offer $5500 for it, and purchase it for no more than $6000. The motion was seconded by MS, and approved unanimously.

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Wednesday, February 16th, 2011 at 6:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

AGENDA

1. Call meeting to order and verify a quorum
2. Pledge of Allegiance
3. Moment of Silence

AGENDA ITEMS:

4. Approval of minutes from 2-08 and 2-11 meetings
5. Present and vote on new board members: Kathy Divers & Sam Tomlin (Kim Steele)
6. IT changes for 2011/2012 school year (Rainy Carstens)
7. Present recent audit to board (Maritza Romero)
8. Financials (Maritza Romero)
9. Outcome of Arizona Mills Mall Fundraiser
10. Update on new site (Kim Steele)
11. Update on Education committee meeting (Maureen DeGrose)
12. Update on Strategic Planning committee (Maureen DeGrose)
13. Discussion of sound equipment for Estrella Mountain (Mike Sims)
14. Discussion of Musical Theater Summer Camp (Mike Sims)
15. Update on OMA "Opening Minds Through the Arts" (Mike Sims)
16. Discussion of Agenda Items for future board meetings (Kim Steele)

17. Adjourn

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Meeting for PLC Corporate and Governing Board of AASM, AAGC, AASC and AAEM

February 16, 2011 at 6:00pm

Board present: Mike Sims (President, Chairman – "MS"), Kim Steele (Vice President – "KS"), Agnes Lawson (Treasurer – "AL"), Howard Bell (member – "HB"), Cathie Devers (new board member – "CD"), Sam Tomlin (new board member – "ST")

Absentees: None

Public: Rainy Carstens (PLC IT Staff – "RC"), Jessica Finley (Scribe), Maritza Romero ("MR"), Chuck Boebinger (AASC Site Director – "CB"), Maureen DeGrose (AAEM Site Director – "MD"), Beth Gasperone (PLC Financial Director – "BG")

1. KS called meeting to order at 6:12pm.
2. Moment of Silence
3. Pledge of Allegiance

Agenda Items:

4. Approval of minutes from 2-8-11, 2-11-11 meetings
   a. 2-8-11 Minutes
      - HB made a **MOTION** to table the 2-8-11 minutes until they can be put into a format that better reflects what actually happened at the meeting. Motion was seconded by AL and **passed** unanimously.
   b. 2-11-11 minutes
      - Correction to the minutes: should include HB as an absentee board member.
      - KS made a **MOTION** to approve the 2-11-11 minutes as presented, with the correction mentioned above. Seconded by HB, and **passed** unanimously.
5. Present and vote on new board members: Kathy Divers & Sam Tomlin (Kim Steele)
   - Correct spelling is: Cathie Devers.

- HB made a **MOTION** that we nominate and approve to the board of PLC CD and ST to serve on the board for a time that is in keeping with our bylaws, currently 3 years. After a brief discussion of the proper series of actions, the motion was **rescinded**.
- HB made a **motion** to nominate CD to the PLC board, MS seconded, motion **passed** unanimously, CD accepted.
- HB made a **motion** to accept and appoint CD to the PLC board, KS seconded, motion **passed** unanimously.
- HB made a **motion** to nominate ST to the PLC board, MS seconded, motion **passed** unanimously, ST accepted.
- HB made a **motion** to accept and appoint ST to the PLC board, AL seconded, motion **passed** unanimously.
- HB noted that the new board members may vote in the remainder of the agenda items.

6. Presentation of IT changes for 2011/2012 school year (Rainy Carstens)
   a. RC presented a variety of bids to meet our internet, tele-communications, and server/hardware needs for the next school year. These services would be largely funded through an e-Rate grant, and the actual services purchased would depend on approval through e-Rate. See attachments for details.
   b. Discussion:
      - HB noted that the bids are not all comparing the exact same services/equipment, so it is difficult to compare them fairly. We are not comparing apples to apples.
      - We would want to know what we HAVE to do to function, what would we LIKE to do to get better, and what is our wish list? Then we would need to see quotes for each tier of needs and wants. It would be easier to judge like quotes.
      - RC was asked to group services and hardware into the priority "tiers" mentioned above, try to compile quotes for each tier, and then create a report with her recommendations for which companies and services to pursue.
      - HB pointed out that if AASM is going to change campuses and PLC commits to updating the whole hardware system, we might get stuck eating the cost to change the hardware if it is not funded. This is because the companies will be trying to build an infrastructure between campuses, so they will not want it to be piece-mealed together. It is fairly common for companies like these to require matching hardware pieces, instead of some new equipment and some old.
      - RC responded that in her discussions with these companies, they have said that pieces can be taken out of the package (ex: phone system) without a penalty.
      - The Board agreed that until we do a complete IT assessment, it is difficult to determine our priorities and what we need to pursue. It would be wise to hire an outside IT Consultant to help

PLC assess the situation. The Board will revisit this topic in early March with the intent of seeing a final presentation and recommendation from RC, and to vote on a course of action.

7. Present recent audit to the Board (Maritza Romero)
    a. First Audit: The School Board audit is not complete, so there is nothing to present yet.
    b. Second Audit: The Arizona Department of Education requested time with PLC to audit the 2 SPED-related grants. It is not ready to present yet.
8. Financial Report (Maritza Romero)
    - Presentation of 2010 Financials given by MR (July - Dec. 31, 2010); see attachments to the Minutes.
    - Discussion: CB asked if the Scottsdale Campus budget numbers reflect the 7% adjustment that had been discussed in previous meetings?
    - MR said she will need to look into this. The budget she has here is based on a set of formulas; she needs to see what is included in those formulas.
9. Outcome of Arizona Mills Mall Fundraiser (presented by Kim Steele)
    - Report is attached to the Minutes.
    - Would like to do it again next year and try to make it more profitable.
10. Update on new site (Kim Steele)
    - No update right now

10b. MS made a **motion** to switch the order of Agenda Items 12 and 13, KS seconded, Board **approved** unanimously.

11. Update on Strategic Planning Committee (Maureen DeGrose)
    - MD presented the work of the Strategic Plan Committee thus far.
    - Presentation Slides are attached to the Minutes.
12. Update on Education Committee Meeting (Maureen DeGrose)
    - MD presented the work of the Education Committee thus far.
    - Presentation slides are attached to the Minutes.
13. Discussion of sound equipment for EM (Mike Sims)
    - AAEM has received a recommendation for sound equipment from Alfonzo. Can they go ahead and purchase it?
    - The big issue is when PLC will have the finances to purchase new equipment. *Note: The $10,000 purchase was already approved by the Board in a previous meeting, under the condition that the money was available.*
    - BG stated that the money is available. However, while the books are being audited there are corrections being found and made every day. She is not 100% comfortable with making the purchase right now; she would rather wait until there is a better understanding of our cash flow situation. It would be beneficial for the Board to see an up-to-date, accurate, cash flow analysis to

make an informed decision about whether to purchase this equipment right now, or for any future purchase.

- Other members stated that the Board already approved the purchase, so if there is money in the budget and in the bank we should buy the sound equipment by April 1st.
- Conclusion – in keeping with the previous decision of the Board, and the fact that funds are available, by April 1st AAEM will purchase a new sound system for up to $10,000.

14. Discussion of Musical Theater Summer Camp (Mike Sims)
    - See attachments for a sample advertisement.
    - The suggestion for Musical Theater Summer Camp is for kids ages 8-15 to produce the Broadway show *Godspell Junior*. Mike and one other person would be running the camp. The camp can support 30-40 students as is. If more apply we would need 2 casts.
    - The school (AAEM) would provide the facility, The Bridge would provide the production. Any profits will be divided in a predetermined manner.
    - BG noted that PLC's insurance has an annual premium, so the schools are covered year round for student activities.
    - Mike will advertise this camp in the paper to take advantage of a special free marketing deal. If the Board decides at its next meeting not to approve the camp, he can contact any interested parties to let them know the camp was canceled.
    - Suggestions for improvements to the advertisement: Promote the all-day care price of $110/wk and free meals, provide phone number of church for inquiries, change wording of "childcare" to "Community Programs or something similar.
15. Update on OMA – Opening Minds Through the Arts (Mike Sims)
    - MS presented some background and information on Opening Minds Through the Arts:
    - OMA calls themselves "Arts Integration Specialists." They integrate the arts into the classroom, as opposed to making the arts a separate class. They are expensive, but research by WestEd, Inc. suggests that they are effective in raising test scores and improving student achievement. MS hopes to bring in OMA representatives at the next board meeting to have them present what they do.
    - OMA is looking for a site for their summer workshop, and could potentially offer a deal where they can hold their 4-day workshop at AAEM and let a few PLC teachers attend for free (normally a $700+ tuition cost).
16. Discussion of Agenda Items for future board meetings (Kim Steele)
    - Would like to move future Board meetings to Tuesdays.
    - Next meeting will be March 1st at 6pm, at AASM.
    - Potential agenda items to include: Update on new site, Discuss and vote on IT quotes/bids, Approve ADE audit information, Discuss

and vote on sound equipment for EM, Discuss next year's school calendar, Approve meeting minutes from 2-14, 2-16, 2-18.

17. HB made a **motion** to adjourn, seconded by MS. Meeting was adjourned at 9:15pm.

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Meeting for PLC Corporate and Governing Board of AASM, AAGC, AASC and AAEM

February 18, 11:30am – Conference Call Meeting

Meeting Minutes

Present: Mike Sims, President (MS); Kim Steele, Vice President (KS); Agnes Lawson, Treasurer (AL); Sam Tomlin, Board Member (ST); Cathie Devers, Board Member (CT); Howard Bell, Board Member (HB)

Public:

1. MS called meeting to order at 11:35am

Agenda Items:

2. Discussion and action regarding installation of solar panels at Estrella Mountain campus.
   a. HB made a motion to proceed with the installation of the solar panels at Estrella Mountain, seconded by KS.

3. Meeting adjourned at _____

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Meeting for PLC Corporate and Governing Board of AASM, AAGC, AASC and AAEM

February 18, 11:30am – Conference Call Meeting

AGENDA

Present: Mike Sims, President (MS); Kim Steele, Vice President (KS); Agnes Lawson, Treasurer (AL); Sam Tomlin, Board Member (ST); Howard Bell, Board Member (HB)

Absent: Cathie Devers (CD)

Public: none

1. MS called meeting to order at 11:37am

Agenda Items:

2. Discussion and action regarding installation of solar panels at Estrella Mountain campus.
   a. Howard Bell raised a question on whether or not the ceiling would be able to handle the weight of the solar panels, Kim Steele said that it would not be done if after APS inspection it could not handle the weight.
   b. Howard Bell asked since we don't have anyone on the Estrella campus that could oversee the operation and completion of the installation of the solar panels would Sam Tomlin be able to stop by a couple of times. Sam stated that he would be able to do that.
   c. Agnes Lawson asked when they would begin the project and Mike Sims thought it was in July sometime, further discussion on if it were during the school year how would that impact the students on campus.
   d. HB made a motion to proceed with the installation of the solar panels at Estrella Mountain, seconded by KS.

3. Meeting adjourned at 11.57a.m.

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Tuesday, March 22nd, 2011 at 4:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

AGENDA

1. Call meeting to order and verify a quorum

AGENDA ITEMS:

2. Receive information about Compliance Services, Inc (CSI) as a possible IT service provider for PLC

Discussion and Action Item:

3. Discussion and possible action regarding which company to pursue (CSI or another) for next year's IT needs and for the purpose of the E-Rate grant.
4. Adjourn

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Tuesday, March 22nd, 2011 at 4:00pm
Meeting for PLC Corporate and Governing Board of AASM, AAGC, AASC, and AAEM

AGENDA

Present: Mike Sims (President, "MS), Kim Steele (Vice President, "KS), Agnes Lawson (Board Member, "AL"), Howard Bell (Member, "HB"), Sam Tomlin (Board Member, "ST")

Absent: Cathie Devers

Public: Jessica Finley (Scribe), Rainy Carstens (PLC's IT Director), Joel Brice & Darrell Brown (CSI representatives)

1. MS called meeting to order and verified quorum at 4:12pm.

AGENDA ITEMS:

2. Receive information about Compliance Services, Inc (CSI) as a possible IT service provider for PLC
    - CSI's bid is attached.
    - A long discussion took place with questions for Rainy, Joel, and Darrell.

Discussion and Action Item:

3. Discussion and possible action regarding which company to pursue (CSI or another) for next year's IT needs and for the purpose of the E-Rate grant.
    - HB made a **motion** that, based on E-Rate approval for internal connectivity, we will expend the $45,560 should our budget allow for an IT expenditure. Seconded by AL, approved unanimously by the board.
    - Discussion: HB stated that he does not feel comfortable with a contract that has a variable hourly rate for maintenance. Our current situation, in his experience, is that we have not received a lot of additional fees from our maintenance provider, but with a new vender we cannot easily anticipate any extra charges.
    - KS stated that it seems that CSI has been frank and honest with us, and has really looked at what we need and has been reasonable. Their willingness to adjust their monthly maintenance rate as the year goes on, giving PLC a better handle on the maintenance going forward, and the fact that they did not take advantage of our lack of knowledge and come in with an astronomical bid, have worked to earn her confidence.

PLC Charter Schools
Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

- HB expressed thanks for the hard work put in by RC and JB.

4. HB made a motion to adjourn; meeting adjourned at 5:25pm.

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Thursday, March 24th, 2011 at 6:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

AGENDA

1. Call meeting to order and verify a quorum
2. Pledge of Allegiance
3. Moment of Silence

AGENDA ITEMS:

4. Discuss and approve prior minutes from 2-8-11, 3-1-11, and 3-22-11 meetings.
5. Discussion and possible action for current budget status and projected budget, presented by Robert Brown w/CSI (Compliance Services, Inc)
6. Discussion and possible action regarding the expansion of Estrella campus.
7. Discussion and possible action regarding going after the bond financing.
8. Discussion and possible action regarding the use of ACT (Accelerated Construction Technologies) for the construction. *In accordance with A.R.S. 38-431.03(7) The Board may chose to convene in executive session to discuss this item.*
9. Discussion and possible action regarding the acceptance of a quote from ACT (Accelerated Construction Technologies) presented by Sam Tomlin. *In accordance with A.R.S. 38-431.03(7) The Board may chose to convene in executive session to discuss this item.*
10. Report on status of South Mountain campus acquisition/ Kim Steele-CEO, Sandra Reece-Realtor (United Brokers Group), Robert (Bob) Brown-CSI (Compliance Services Inc). *In*

PLC Charter Schools
Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

accordance with A.R.S. 38-431.03(7) The Board may chose to convene in executive session to discuss this item.

11. Discussion and possible action regarding the future of AASM: Remain at current location, move to Tempe, closure. *In accordance with A.R.S. 38-431.03(7) The Board may chose to convene in executive session to discuss this item.*
12. Discussion and possible action regarding the PTO policy/Beth Gasperone.
13. Discussion and possible action regarding the update or change to the Estrella school calendar/Beth Gasperone
14. Discussion and possible action regarding dates and/or agenda items of future board meetings.

15. Adjourn

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Thursday, March 24th, 2011 at 6:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

Minutes

Present: Mike Sims (President, "MS"), Agnes Lawson (member, "AL"), Kim Steele (Vice President, "KS"), Sam Tomlin (member, "ST"), Howard Bell (member, "HB")

Absent: Cathie Devers

Public: Maureen DeGrose (AAEM Site Director), Jessica Finley (Scribe), Beth Gasperone (Business Director), Elizabeth (Assistant to HB), Joel Brice (CSI), Will Gelm (Legal Counsel), Enrique (PLC Business Department Employee), Bob Brown (Budget Auditor, with Compliance Services Inc.), Sandra Reese (Real Estate Agent)

1. Called meeting to order at 6:07 and verified a quorum.
2. Recited Pledge of Allegiance
3. Observed a moment of silence

AGENDA ITEMS:

4. Discuss and approve prior minutes from 2-8-11, 3-1-11, and 3-22-11 meetings.
   a) On ALL minutes (2-8, 3-1, 3-22), need to change the word "Agenda" to "Minutes."
   b) HB made a **motion** to approve the 2-8 minutes with the above correction, seconded by KS, approved unanimously.
   c) 3-1 corrections: Howard Bell "Present Telephonically" instead of "Present Electronically." Agenda item #7, bullet point 3: the motion should read "there will be an external IT audit" (not recommendation).
   d) HB made a **motion** to approve the 3-1 minutes with the above corrections, seconded by AL, approved unanimously.
   e) 3-22 corrections: must state that it was a telephonic meeting, and that KS was present at the AASM corporate location.
   f) HB made a **motion** to approve the 3-22 minutes with the above corrections, seconded by ST, approved unanimously.
5. Discussion and possible action for current budget status and projected budget, presented by Robert Brown w/CSI (Compliance Services, Inc)
   a) Robert (Bob) Brown presented a summary report of PLC's financial status and cash position. He answered several questions from the Board.

6. Discussion and possible action regarding the expansion of Estrella campus (Maureen DeGrose)
   a) For this discussion, Sandra Reese and Sam Tomlin stepped outside due to their personal involvement.
   b) MD presented a rough idea of the potential enrollment, staffing, and expenses related to a possible Jr. High expansion at AAEM.
   c) HB made a **motion** that we formally agree that we need to expand the AAEM campus to include the building of a facility which will accommodate up to 600 students. Seconded by KS, approved unanimously by the board. ST abstained.
7. Discussion and possible action regarding going after the bond financing (Bob Brown and Will Gelm)
   a) Bob discussed the enrollment numbers AAEM would need to handle an expansion from the financial side.
   b) Will advised the board of the amount of time to expect the bond process to take (90-100 days), which means that the construction of the AAEM expansion over the summer would most likely not be feasible.
   c) HB made a **motion** that we move ahead with the exploration of acquiring a bond for the expansion of AAEM and the acquisition of a new building for AASM/new Tempe location, seconded by KS, approved unanimously. ST abstained.
   d) HB made a **motion** to declare the official intent of P.L.C. Charter Schools for the reimbursement of capital expenditures associated with the expansion of the Estrella Mountain campus and/or the acquisition of the South Mountain campus. Seconded by AL, approved unanimously. ST abstained.

7.1. HB made a **motion** to table agenda items #8 and 9 (below), seconded by AL, approved unanimously.

(Tabled) 8. Discussion and possible action regarding the use of ACT (Accelerated Construction Technologies) for the construction. *In accordance with A.R.S. 38-431.03(7) The Board may chose to convene in executive session to discuss this item.*

(Tabled) 9. Discussion and possible action regarding the acceptance of a quote from ACT (Accelerated Construction Technologies) presented by Sam Tomlin. *In accordance with A.R.S. 38-431.03(7) The Board may chose to convene in executive session to discuss this item.*

10. Report on status of South Mountain campus acquisition (Kim Steele—CEO; Sandra Reece--Realtor, United Brokers Group; Robert (Bob) Brown—CSI, Compliance Services Inc). *In accordance with A.R.S. 38-431.03(7) The Board may chose to convene in executive session to discuss this item.*
    a) Lengthy discussion about the Tempe building, competing schools in the area, the cost to lease or purchase the building.
11. Discussion and possible action regarding the future of AASM: Remain at current location, move to Tempe, closure. *In accordance with A.R.S. 38-431.03(7) The Board may chose to convene in executive session to discuss this item.*
    a) Lengthy discussion about the current financial state of AASM, the outlook for the financial future of the campus, the supply and demand of similar programs in the same vicinity, and the options for AASM's future.

b) HB made a **motion** to publicly announce that we will be closing AASM effective the last day of school 2011, seconded by KS, approved unanimously by the Board. MS abstained for personal reasons.

1. Discussion: HB stated for the record that the motion and his vote do not come easily. Eleven years ago this is where he started, and if there wasn't a South Mountain there wouldn't have been an Estrella Mountain or a Scottsdale. He hopes the board will find it in the budget to make a plaque with the pictures of these students for the other campuses, to remember and memorialize where PLC came from.
2. HB noted that we do still have the Glendale charter and could pursue something in that location. We could even open other schools in the Scottsdale charter. Also, the board had agreed previously to give SM one more year, and it has not succeeded.
3. MS stated that this decision financially makes sense, since there seems to be no way for AASM to make it financially in the current situation/location. He also asked the Counsel how the closure of a school would look when PLC is applying for bonds. Counsel replied that closing a campus which has been losing money will work to the benefit of the organization when applying for a bond.

12. Discussion and possible action regarding the Paid Time Off (PTO) policy (Beth Gasperone)

a) Beth stated that at a future meeting she would like Susan Bowers (HR) to present a proposal for employees' PTO and/or benefits to make PLC a more competitive employer in this regard.

13. Discussion and possible action regarding the update or change to the Estrella school calendar (Beth Gasperone)

a) Beth presented financial reasons why she would argue that the board reconsider its decision to take Good Friday as a day off next school year.

b) HB made a **motion** to accept the revised calendar as proposed by Ms. Gasperone for the 2011-2012 year, including April 6th as a student attendance day and the final day as May 23rd. Seconded by KS, approved unanimously.

14. Discussion and possible action regarding dates and/or agenda items of future board meetings.

a) The next meeting will be on Tuesday, April 12, 6pm.

15. HB made a **motion** to adjourn; meeting adjourned at 8:36pm.

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Tuesday, April 12th, 2011 at 6:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

AGENDA

1. Call meeting to order and verify a quorum
2. Pledge of Allegiance
3. Moment of Silence

CONSENT AGENDA ITEMS:

4. Update of South closure, share information regarding parent night, open house
5. Signing of Scottsdale charter

DISCUSSION AND POSSIBLE ACTION:

6. Discuss and approve minutes from 3-24-11
7. Discussion and possible action regarding Student Handbook/Maureen DeGrose
8. Discussion and possible action regarding Paid Time Off (PTO) policy, benefits/Susan Bowers
9. Discussion and possible action regarding financials, budget/Bob Brown
10. Discussion and possible action regarding staff evaluations, raises, bonuses
11. Discussion and possible action regarding teachers asked to return next year, positions available
12. Discussion and possible action regarding corporate office/location, financially feasible, size needed, date to occupy
13. Discussion and possible action regarding Estrella campus expansion -- if need is greater than previous expansion discussed after open enrollment

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Tuesday, April 12th, 2011 at 6:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

MINUTES

Present: Mike Sims (President, "MS"), Agnes Lawson (member, "AL"), Kim Steele (Vice President, "KS"), Sam Tomlin (member, "ST"), Howard Bell (member, "HB"), Cathie Devers (member, "CD")

Absent: none

Public: Maureen DeGrose (AAEM Site Director), Jessica Finley (Scribe, "JF"), Beth Gasperone (PLC Business Director), Elizabeth (Assistant to HB), Joel Brice (CSI), Enrique Duron (PLC Business Department Employee), Susan Bowers (PLC Human Resources), Chuck Boebinger (AAS Site Director), Bob Brown (Budget Auditor, with Compliance Services Inc., "BB")

1. MS called meeting to order at 6:13 and verified a quorum.
2. Recited Pledge of Allegiance.
3. Observed a moment of silence.

CONSENT AGENDA ITEMS:

4. Update of South closure, share information regarding parent night, open house
   (a) MS made a **motion** to pull agenda items #4 & 5 out of the Consent category, seconded by ST, approved unanimously.
5. Signing of Scottsdale charter (moved out of Consent category)

AGENDA ITEMS:

4.b. Update of South closure, share information regarding parent night, open house/ Kim Steele
   (a) KS gave an update of PLC's conversations with Skyline regarding moving into the AASM campus next school year. They are holding an informational open house next Tuesday.

5.b. Signing of Scottsdale charter/ Kim Steele
   (a) KS informed the Board that the Scottsdale Charter had been signed.

DISCUSSION AND POSSIBLE ACTION ITEMS:

6. Discuss and approve minutes from 3-24-11
   (a) Change #1-3 to past tense verbs.
   (b) AL made a **motion** to approve the minutes from 3-24-11, seconded by KS, approved unanimously.
7. Discussion and possible action regarding Student Handbook/Maureen DeGrose
   (a) Howard Bell arrived at 6:23 pm.
   (b) HB made a **motion** to table the approval of the 2011-2012 Student Handbook with the recommendation that the schools operate under the current handbook until the Board has had a chance to thoroughly review the handbook, get feedback, and discuss it at a later meeting. Seconded by ST, approved unanimously.
   (c) Discussion:
      i. MS said he had little if any input in writing the handbook. For the most part it is very good. Kudos to whomever pulled it together. He did not want to cast a negative shadow on the document after the discussion here tonight.
      ii. HB expressed concern about the different philosophies regarding the arts that were represented in the handbook. HB noted that MD has submitted the handbook to the Board for approval every year since she became Site Director. The issues happened before that.
      iii. CD said it would be nice to see a list of what the performing arts were, so they don't sound like they are optional.
      iv. HB asked if, for the Site Directors' sake, we could put a deadline as to when the Board would approve a new handbook? MS responded that it would be before the start of the next school year.
      v. MS stated that we should emphasize that all arts classes will not be electives or specials, but vital parts of the curriculum. He thinks that the PLC district has the liberty to set up the core components of each PLC school, yet still give each campus freedom to meet their own unique needs.

(d) HB made a **motion** to form a task force, with KS as the chair, plus the two Site Directors, and MS as a representative of the Board, for the purpose of reviewing the Student Handbook and its philosophies, and proposing any necessary revisions, to report back to the Board by June 15, 2011. Seconded by AL, approved unanimously.

8. Discussion and possible action regarding Paid Time Off (PTO) policy, benefits/Susan Bowers
   (a) Susan Bowers presented some proposed changes to the PTO policy and employee benefits. See attachment to meeting minutes. No action taken at this time.
9. Discussion and possible action regarding financials, budget/Bob Brown
   (a) Bob presented a comparison of last year's and this year's financials (see attachment). No action taken at this time.
   (b) He warned that PLC's available cash reserve is too low. Recommends 6-8 weeks of cash reserves on hand. Also recommends that the company sit financially for 1 year and let their reserves build up.
10. Discussion and possible action regarding staff evaluations, raises, bonuses/ Maureen DeGrose
   (a) Evaluations were done, and intents to return have been given by staff. Next week the schools will offer teachers their intent to give them a contract, and contracts will

be signed in May. No action taken at this time.

11. Discussion and possible action regarding teachers asked to return next year, positions available/ Maureen DeGrose

(a) MD and CB reported the numbers for staff returning and open positions. No action taken at this time.

12. Discussion and possible action regarding corporate office/location, financially feasible, size needed, date to occupy/ Kim Steele

(a) KS stated that after hearing Bob's recommendations, it does not seem like a sound decision to seek an additional office building to rent or buy at this time. The board will continue looking for a place to have offices. A better decision can be made once the budget for next year has been set.

13. Discussion and possible action regarding Estrella campus expansion -- if need is greater than previous expansion discussed after open enrollment/ Maureen DeGrose

(a) MD presented an option for adding some new classrooms in Room 306 and increasing enrollment at Estrella.

(b) A lengthy discussion followed where the board discussed this and other options for increasing enrollment while not overcrowding the AAEM facility next year.

(c) MS moved to take a five minute bathroom break at 8:48pm.

(d) At 8:59pm the Board was back in session.

14. Discussion and possible action regarding CEO responsibilities and salary. *In accordance with A.R.S. 38-431.03(7) The Board may chose to convene in executive session to discuss this item.*

(a) HB made a **motion** to convene into executive session, for KS to leave the room, and for BB and JF to remain. No objections.

(b) The Board entered into executive session at 9:00pm.

(c) The Board returned to open session at 9:39pm. CEO Position

(d) HB made a **motion** to extend a contract for full time employment, effective May 1, 2011 at the salary rate of $80,000 plus benefits to Ms. Kimberly Renee Steele, and we would like to have an answer back to the Chairman of the Board on this offer no later than Friday of this week. Seconded by ST, approved unanimously. KS abstained from voting.

Position was offered to KS and waiting for an answer.

(e) Discussion:

i. MS stated that part of our requirement is that you come to work full time. The reason for our offer is to make you feel secure enough to come here full time.

ii. HB noted that the reason we said the amount in public is that it will be public record anyway. He also stated that it is recommended that the CEO position not be on the board. It's not fair to have her mentor the people she has to answer to.

iii. There was some discussion about whether or not the CEO should also act as a member of the Board. The members decided to resolve this at a later time.

iv. HB stated that he supports moving the CEO position to full time as soon as possible because he has heard from some of the key employees how well KS is doing (as CEO), and how they need her to be more available.

15. Discussion and possible action regarding new PLC corporate position needed: responsibilities and salary. *In accordance with A.R.S. 38-431.03(7) The Board may chose to convene in executive session to discuss this item.*

(a) HB made a **motion** to convene in executive session, for MS to leave the room, and

for BB and JF to remain. No objections.

(b) MS made a **motion** to have HB operate as Chairman during his absence. No objections.

(c) At 9:47pm the Board entered executive session.

(d) The Board returned to open session at 10:17pm. HB continued in the role of Chairman for the following motion.

(e) AL made a **motion** to table #15 until a later date, seconded by CD. Approved unanimously. MS abstained from voting.

(f) Discussion: HB stated that we all agree the position is necessary and something we all want. What it will look like and how much it will pay will need to be solidified after open enrollment.

16. Review and discuss Corporate Flow Chart

(a) HB made a **motion** to table discussion on the flow chart, seconded by AL, approved unanimously.

17. Discussion and possible action regarding dates and possible agenda items of future board meetings

(a) Agenda items for next meeting should include: Corporate Flow Chart, decision on executive manager, student handbook, budget, staff policies and procedures. All other items must be submitted to the Chairman no later than 3 days before the next meeting. Date: Thursday, April 28th, 6pm, at AASM.

18. HB made a **motion** to adjourn; meeting adjourned at 10:27pm.

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Thursday, April 28th, 2011 at 6:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

AGENDA

1. Call meeting to order and verify a quorum
2. Moment of Silence
3. Pledge of Allegiance

Discussion and Action:

1. Discussion and possible action regarding approval of minutes from 4-12-11.
2. Discussion and possible action regarding employee PTO, benefits, policies and procedures. (Enrique Duron, Susan Bowers, Elizabeth Gasperone)
3. Report and Discussion regarding the budget. (Bob Brown)
4. Discussion and possible action regarding corporate office location and lease.
5. Discussion and possible action regarding Estrella campus expansion: the possible use of modular classrooms in front, and the usage of existing buildings.
6. Discussion and possible action regarding position of Executive Manager of Performing Arts / Corporate Development and Marketing and Public Relations, which may include job description and salary. *In accordance with A.R.S. 38-431.03(7) The Board may chose to convene in executive session to discuss this item.*
7. Report and update of Student Handbook corrections. Discussion and possible action regarding the proposed corrections to the Student Handbook.

8. Report and discussion regarding the PLC Performing Arts Policy as it is practiced at Estrella and Scottsdale Campuses.
9. Discussion and possible action regarding lease of Scottsdale Academy.
10. Discussion and possible action regarding Authorizing Resolution for the bond financing.
11. Discussion and possible action regarding Reimbursement Resolution for the bond financing.
12. Discussion and possible action regarding a Whistle-Blower Policy for the PLC Corporate by-laws.
13. Discussion and possible action regarding Corporate Flow Chart.
14. Discussion and possible action regarding 'Tribute' to South Mountain 'Founders', Faculty, Students and staff at final performance (May 13th)?
15. Discussion and possible action regarding future meetings and agenda items.
16. Adjourn

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Thursday, April 28th, 2011 at 6:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

MINUTES

Present: Mike Sims (President, "MS"), Kim Steele (Vice President/CEO, "KS"), Sam Tomlin (Member, "ST"), Cathie Devers (Member, "CD"), Agnes Lawson (Member, "AL")

Present Telephonically: Howard Bell (Member, "HB")

Public: Jessica Finley (Scribe), Beth Gasperone (Business Director), Enrique Duron (Business Department), Susan Bowers (HR Department), Joel Brice (CSI), Maureen DeGrose (AAEM Site Director), Bob Brown (CSI), Patricia Bumann (AAEM), Terri Lake (AAEM)

Absent: none

1. Mike Sims called meeting to order at 6:07pm and verified a quorum.
2. Recited Pledge of Allegiance
3. Observed a moment of silence

AGENDA

Discussion and Action:

1. Discussion and possible action regarding approval of minutes from 4-12-11.
    a. Changes: 14:D – "offer the CEO 80k and full benefits, with the condition that she come to work full time by May 1st."
    b. 7:B: eliminate "d" in "until"
    c. ST made a **motion** to accept the minutes with the above corrections, seconded by AL, approved unanimously.

Discussion and possible action regarding employee PTO, benefits, policies and procedures. (Enrique Duron, Susan Bowers, Elizabeth Gasperone)

a. HB made a **motion** to move this item to after item #6, second by AL, approved unanimously.

2. Report and Discussion regarding the budget. (Bob Brown)
    a. Bob presented a preliminary budget forecast for Estrella Mountain campus. (See attachment)
    b. The board discussed the budget and asked questions of Bob.
    c. KS made a motion to table items #3, 5, 9, 10, and 11 until a future meeting, seconded by AL, the motion was passed with a 4-2 vote. MS and ST voted "Nay."
        i. Discussion: HB said he believes the bond financing items need to be done and will not take much time...why not just do it tonight?
        ii. ST said he agrees with HB's comments regarding the bond financing; it allows us to proceed with something that might allow growth, which will support the finances of the company. Portable buildings can be a no-cost discussion.
    d. HB left the meeting at 7:02pm.
3. Discussion and possible action regarding corporate office location and lease. (tabled)
4. Discussion and possible action regarding Estrella campus expansion: the possible use of modular classrooms in front, and the usage of existing buildings.
    a. MS shared that we are looking at possibly adding a couple of modular buildings to accommodate four new classrooms, which could house about 120 new students, and would mean an additional income of approx. $400,000 to $500,000 a year for a cost of much less than that.
    b. ST presented a preliminary blueprint for these modulars on the AAEM campus as part of a multi-phase construction plan.
    c. A discussion about the proposed plan followed.
    d. No action was taken at this time.
5. Discussion and possible action regarding position of Executive Manager of Performing Arts / Corporate Development and Marketing and Public Relations, which may include job description and salary. *In accordance with A.R.S. 38-431.03(7) The Board may chose to convene in executive session to discuss this item.* (tabled)
6. Discussion and possible action regarding employee PTO, benefits, policies and procedures. (Enrique Duron, Susan Bowers, Elizabeth Gasperone)
    a. SB presented proposed employee PTO, policy, and procedure changes and additions. See attachment.
    b. The Board discussed the proposed changes and asked questions of SB.
    c. AL made a **motion** to accept the changes that have been brought forth in the personnel handbook as presented by Susan Bowers, seconded by CD, approved unanimously; MS and KS abstained, HB was absent.
        i. Discussion: CD – on the PTO donation, you just put it in a pot and you don't designate who it goes to, right? SB – yes
    d. AL made a **motion** to table the discussion and possible action regarding benefits until a cash flow analysis is available, seconded by CD, approved unanimously; KS and MS abstained, HB was absent.

7. Report and update of Student Handbook corrections. Discussion and possible action regarding the proposed corrections to the Student Handbook.
    a. MS and MD reported on the changes to the Student Handbook.
    b. ST made a **motion** that we accept the handbook with the proposed corrections, seconded by KS, approved unanimously.
8. Report and discussion regarding the PLC Performing Arts Policy as it is practiced at Estrella and Scottsdale Campuses.
    a. MS and MD clarified that *all* students participate in performing arts as part of their core curriculum, and they also have performing arts electives available if their grades merit it.
9. Discussion and possible action regarding lease of Scottsdale Academy.
    a. KS reported that we have received notice that there is money owed for 2009 property taxes at this site. As of January 31, 2011 there was a lien put on the property; the lien has been purchased by two separate companies. The owner has 3-5 years to pay them back to satisfy the lien. If he does not do this, the two companies can take over that property.
    b. A discussion followed about this information.
    c. KS plans to meet with an attorney (free consultation) to gather more information about PLC's options.
    d. No action was taken at this time.
10. Discussion and possible action regarding Authorizing Resolution for the bond financing. (tabled)
11. Discussion and possible action regarding Reimbursement Resolution for the bond financing. (tabled)
12. Discussion and possible action regarding a Whistle-Blower Policy for the PLC Corporate by-laws. (tabled)
13. Discussion and possible action regarding Corporate Flow Chart.
    a. AL made a **motion** to table this item, seconded by ST, approved unanimously.
14. Discussion and possible action regarding 'Tribute' to South Mountain 'Founders', Faculty, Students and staff at final performance (May 13th)?
    a. MS said that he would like to plan a tribute to South Mountain founders, faculty, students, and/or staff, to be presented on May 13th after the final performance.
    b. AL made a **motion** that we allow up to $500 to be spent for a special tribute on May 13th to the founders, staff, and/or students of South Mountain, seconded by KS, approved unanimously.
15. Discussion and possible action regarding future meetings and agenda items.
    a. Next meeting will be Monday, May 16th. Agenda items will include the items tabled tonight. Other items will be submitted to the Chair three days before the meeting.
16. CD made a **motion** to adjourn; meeting adjourned at 8:15pm.

4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Monday, May 16th, 2011 at 6:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

AGENDA

1. Call meeting to order and verify a quorum
2. Moment of Silence
3. Pledge of Allegiance

AGENDA

Discussion and Action:

4. Discussion and possible action regarding approval of minutes from 4-28-11.
5. Update and Discussion regarding the budget and cash flow (Robert Brown or Enrique Duron)
6. Discussion and action regarding Charter Holder Location Notification Request with the Arizona State Board for Charter Schools." (Elizabeth Gasperone)
7. Discussion and action regarding whether to retain Anthony Lorenzo for the annual audit. (Elizabeth Gasperone)
8. Discussion and possible action with regards to the issurance of supplemental financing for the existing bond financing. (Will Gelm)
9. Discussion and action regarding the use of Education Technology Consortium (ETC) as the IT Service Provider including E-Rate support. (Enrique Duron)
10. Discussion and possible action regarding corporate office location and lease.
11. Discussion and possible action regarding position of Executive Manager of Performing Arts / Corporate Development and Marketing and Public Relations, which may include job description and salary. In accordance with A.R.S. 38-431.03(7) The Board may chose to convene in executive session to discuss this item.

12. Discussion and possible action regarding Authorizing Resolution for the bond financing.
13. Discussion and possible action regarding Reimbursement Resolution for the bond financing.
14. Discussion and possible action regarding a Whistle-Blower Policy for the PLC Corporate by-laws.

Table

15. Discussion and possible action regarding Corporate Flow Chart.
16. Discussion and possible action in regards to retaining a law firm for the purpose of demanding that all back taxes for the Scottsdale location be satisfied and liens released, and to handle any other related issues/concerns.
17. Discussion and possible action on the renewal of the Scottsdale parking lot lease.
18. Discussion and possible action with regards to signing a contract with CIC for the purpose of keeping PLC in compliance.
19. Discussion about future agenda items and next meeting.

PLC Charter Schools

Corporate Offices
4039 E. Raymond St., Suite #3, Phoenix, AZ 85040
Phone (602) 437-3927 - Fax (602) 426-1342
www.plccharterschools.org

Monday, May 16th, 2011 at 6:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

MINUTES

Present: Mike Sims (President, "MS"), Kim Steele (Vice President/CEO, "KS"), Sam Tomlin (Member, "ST"), Cathie Devers (Member, "CD"), Agnes Lawson (Member, "AL"), Howard Bell (Member, "HB")

Public: Jessica Finley (Scribe), Beth Gasperone (Business Manager, "BG"), Enrique Duron (Financial Manager, "ED"), Will Gelm (Attorney, "WG")

Absent: none

1. Mike Sims called meeting to order at 6:13pm and verified a quorum.
2. Observed a moment of silence
3. Recited Pledge of Allegiance

Discussion and Action:

4. Discussion and possible action regarding approval of minutes from 4-28-11.
   - HB made a **motion to approve the minutes of 4-28**. KS seconded.
   - Minutes were **approved unanimously** without corrections.

- HB made a **motion to move items #8, 12, 13, 14, 15, 16, 17 into the #5 position**, seconded by CD, **approved unanimously**.
- HB – for the record, item #5 has a typo and should read "issuance," not "issurance."

5. Discussion and possible action with regards to the ~~issurance~~ issuance of supplemental financing for the existing bond financing. (Will Gelm)
   - Wil Gelm presented a brief summary of what has happened so far with the bonds, and presented two scenarios for supplemental bond issuance (see attachment).
   - A discussion followed in which the board asked questions of Wil Gelm.
   - **No action was taken at this time.**

6. Discussion and possible action regarding Authorizing Resolution for the bond financing.
   - HB made a **motion to approve the Authorization and Reimbursement Resolutions**, seconded by AL.
     - Discussion:
       - MS – What are committed to by authorizing these items at this time?
       - WG – You are committing to having us starting working in earnest on putting together a bond transaction, and any monies associated with it.
       - HB – You may see a $5k expense here or there, but the real expenses won't hit until August/September.
       - WG – Between now and the end of August you can expect about $10k - $25k in fees.
       - KS – So we approve this, find out our cash flow, then if we need to hold off on something a little bit we can still do this?
       - WG – Yes. Also, there is a program available to charter schools that will allow them to borrow up to $150k to help them with upfront costs.
   - **Motion was passed unanimously**.
7. Discussion and possible action regarding Reimbursement Resolution for the bond financing.
   - **See #3 for the motion made on this item and the outcome of the motion.**
8. Discussion and possible action regarding a Whistle-Blower Policy for the PLC Corporate by-laws.
   - See attachment.
   - HB made a **motion to approve the Whistle Blower Policy as presented to the board**, seconded by ST.
     - No discussion.
   - **Motion was passed unanimously.**
9. Discussion and possible action regarding Corporate Flow Chart. (tabled)
   - HB made a **motion to table discussion of the Corporate Flow Chart until a later date**, seconded by ST,
     - No discussion.
   - **Motion was passed unanimously.**
10. Discussion and possible action in regards to retaining a law firm for the purpose of demanding that all back taxes for the Scottsdale location be satisfied and liens released, and to handle any other related issues/concerns.
    - Kim presented the information from Mack Drucker & Watson P.L.C., a real estate attorney she had met with, (see attachment) regarding fees and services that could be provided.
    - ST made a **motion that we retain Will's firm to address this issue**, and have Kim continue to work on it as well, seconded by AL.
      - No discussion.
    - **Motion was passed unanimously.**

- At 7:45pm the board took a break.
- The board reconvened at 7:53pm.

11. Discussion and possible action on the renewal of the Scottsdale parking lot lease.
    - KS stated that they are asking for some increases that are unreasonable. See attachment regarding recommendations from Sandra Reece, Real Estate Agent. Bottom line is, we know we need the parking lot but we are trying not to be taken advantage of.
    - MS made a **motion to give the CEO the board's approval to discuss with the church and attorneys and to negotiate the details of this lease.**
        - Discussion:
            - HB – I don't agree with us making motions and setting a precedence to micro-manage the CEO.
            - MS—For the future, I agree, but because it's on the agenda I would like to make a motion for it now.
    - "Aye" votes: MS, KS, AL, CD, ST; "Nay" vote: HB. **Motion was passed 5-1.**
12. Update and Discussion regarding the budget and cash flow (Robert Brown or Enrique Duron)
    - BG and ED presented the updated Cash Flow Analysis (see attachment).
    - The board asked questions of Beth and Enrique regarding the details of the Cash Flow Analysis that was presented.
13. Discussion and action regarding Charter Holder Location Notification Request with the Arizona State Board for Charter Schools. (Elizabeth Gasperone)
    - Beth proposed that we change the charter holder address and corporate address to the AAEM location.
    - HB made a **motion to move the corporate address to the AAEM location (2504 S. 91st Ave, Tolleson, AZ 85353)** KS seconded.
        - No discussion.
    - **Motion was passed unanimously.**
14. Discussion and action regarding whether to retain Anthony Lorenzo for the annual audit. (Elizabeth Gasperone)
    - HB made a **motion to retain Anthony Lorenzo for all PLC entities (AAEM and AASC)**, seconded by KS,
        - No discussion.
    - **Motion was passed unanimously.**
15. Discussion and action regarding the use of Education Technology Consortium (ETC) as the IT Service Provider including E-Rate support. (Enrique Duron)
    - ED recommended that the board reverse the decision made on March 22, 2011, and that we keep NAC as a network service provider.
    - HB made a **motion to keep ETC and to reverse the decision made on March 22,** seconded by AL.

- Discussion:
  - ST – This seems like something Kim could just take care of.
  - HB – We need to reverse it as a board, because it was a decision made as a board. The contract for ETC will come as a consent item when it is signed.
- **Motion passed unanimously.**

16. Discussion and possible action regarding corporate office location and lease.
    - ST made a **motion that we allow KS to provide the board options for office space and meeting space**, seconded by CD.
      - Discussion:
        - HB – I don't think it should be Kim; it should be you (MS). She needs to close down this campus.
        - MS – She can delegate to me as much of it as she wants.
    - **Motion was passed unanimously**
17. Discussion and possible action regarding position of Executive Manager of Performing Arts / Corporate Development and Marketing and Public Relations, which may include job description and salary. *In accordance with A.R.S. 38-431.03(7) The Board may chose to convene in executive session to discuss this item.*
    - HB made a **motion to hire MS as Executive Manager of Performing Arts / Corporate Development and Marketing and Public Relations as previously discussed in Executive Session, that his office hours would be on campus, and that he would report directly to the CEO,** seconded by ST.
      - Discussion:
        - AL – I don't want to approve this right now. We don't have the funds. A lot of the things I see over here are things that Kim can do. If we are cutting other employees in different areas, maybe we don't need this position at this moment. We don't have the money for this.
        - KS – It seems difficult to approve this position with the job description presented when I do not have my own job description yet.
        - HB – We are not voting on the job description now, just the position.
    - "Aye" votes: ST, HB, CD; "Nay" vote: AL; Abstaining: MS, KS. **Motion passed with a vote of 3-1.**
    - KS made a **motion that we recant the previous motion and action**, seconded by AL.
      - Discussion:
        - ST – This certainly seems to be a subject that needs more discussion.
        - HB – Kim's argument is reasonable, that we can't define this job description until Kim has her own job description.
    - "Aye" votes: AL, KS; "Nay" votes: HB, CD, ST; Abstaining: MS; **Motion stands as passed with a vote of 2-3.**

18. Discussion and possible action with regards to signing a contract with CIC for the purpose of keeping PLC in compliance.
    - WG explained what the CIC service offers, and stated that it may be advantageous for PLC to work with a company like this to help them stay in compliance with full disclosure bond requirements.
    - HB made a **motion to retain CIC**, seconded by ST.
        - No discussion.
    - **Motion passed unanimously**.
19. Discussion about future agenda items and next meeting.
    - Next meeting will be Tuesday, June 14th, at AASM.
    - Items for next agenda should include the following:
        - Approve Budget
        - Corrective action: have the board ratify the decision made in #17; will have opportunity for additional discussion -- Ratifying Resolution
        - Discuss removal of MS from the writing of KS's job description – have the employment committee write it and present to the board.
        - Change the chairman of the board
        - HB requested that we limit future agendas to 8 or 9 items.

HB made a motion to adjourn; meeting was adjourned at 9:45pm.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, June 8th, 2011 at 6:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

AGENDA

1. Call meeting to order and verify a quorum
2. Moment of Silence
3. Pledge of Allegiance

Discussion and Action:

4. Discussion and action regarding approval of minutes from 5-16-11.
5. Discussion and possible action to approve the amended budget along with the time and place for the public hearing, to adopt the Fiscal year 2012 Expenditure budget for PLC Charter Schools and PLC Arts Academy at Scottsdale.
6. Discussion and possible action cash flow analysis, expense report and statement of activities.
7. Discussion and possible action to approve a company credit card vs. debit cards already in use.
8. Discussion on resignation of AAEM Site Director and plans for moving forward.
9. Discussion and possible action on demographic area, type of purchase/build, cost of up-front monies needed for the opening of the (Glendale) charter for the 2012/2013 school year.
10. Discussion and possible action of formation of Policies and Procedures committee, to determine the delegation of authority specific to facility use and agreements.

11. Discussion and possible action to review the job description of the CEO brought forward by Mike Sims, Agnes Lawson and Cathie Devers.
12. Discussion and possible action of what needs to be on future agenda items, formation of agendas and time constraints.
13. Discussion and possible action on whether or not to increase the facility size at AAEM.
14. Discussion and possible action on the installment of modular buildings to increase the enrollment at AAEM for the 2011/2012 school year.
15. Discussion and possible action on the number of kindergarten students enrolled per campus, and any and all costs associated with Kindergarten.
16. Discussion and possible action to renew the contract with Pitney Bowes for postage.
17. Discussion about future agenda items and date of next meeting.
18. Adjourn.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, June 9th, 2011 at 6:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

MINUTES

Present: Kim Steele (Vice President, "KS"), Agnes Lawson (Member, "AL"), Sam Tomlin (Member, "ST"); Howard Bell (Member, "HB")

Present Telephonically for a portion of the meeting: Howard Bell (Member, "HB")

Absent: Mike Sims (President), Cathie Devers (Member, "CT")

Public: Gerod Belnap (Country Financial), Joel Brice (CSI Services), Beth Gasperone (PLC Business Manager, "BG"), Enrique Duron (PLC Financial Manager), Jessica Finley (Scribe)

1. KS called the meeting to order at 6:15pm and verified a quorum.
2. KS made a **motion that we have ST step in as acting Chairman for this meeting**, seconded by AL. No discussion. Approved unanimously. ST abstained.
3. Observed a moment of silence.
4. Recited Pledge of Allegiance.

Discussion and Action:

**Let the minutes reflect that as of 6-9-11, Mr. Sims resigned his position on the Board of PLC Charter Schools.

- ST made a **motion to accept the resignation of Mike Sims from the Board,** seconded by AL.
  - No discussion
- **Motion was approved unanimously.**

5. Discussion and action regarding approval of minutes from 5-16-11.
   - AL made a **motion to approve the minutes of the 5-16 meeting as they stand,** seconded by HB.
     - No discussion
   - **Motion was approved unanimously.**

6. Discussion and possible action to approve the amended budget along with the time and place for the public hearing, to adopt the Fiscal year 2012 Expenditure budget for PLC Charter Schools and PLC Arts Academy at Scottsdale.
    - KS acknowledged the discussions and many hours that went into creating this budget. It is very detailed, includes government grant information, and has more accurate/realistic numbers from Scottsdale and Estrella Mountain.
    - Joel Brice presented an overview of the 2011-2012 budget for Scottsdale and Estrella campuses. See attachment for details.
        - The Board asked questions of Joel Brice, Beth Gasperone, and Enrique Duron.
    - Howard Bell arrived in person at 6:36pm.
    - HB made a **motion to approve the budgets for AASC and AAEM as presented,** seconded by KS.
        - No discussion
    - **Motion was approved unanimously.**

~~7. Discussion and possible action cash flow analysis, expense report and statement of activities.~~

- HB made **a motion to strike item #7 from the agenda**, seconded by KS.
    - No discussion
- **Motion was approved unanimously.**

8. Discussion and possible action to approve a company credit card vs. debit cards already in use.
    - BG explained the past situation with the company debit cards, and the potential advantages and savings that would come with company credit cards.
    - HB made a **motion that the CEO be permitted to possess a credit card with an amount not to exceed ~~$10,000~~ $5,000.** Seconded by AL.
        - Discussion: ST stated he would like to propose a $5000 limit instead of $10,000.
        - HB stated that there potentially are circumstances in which $10k could be spent in one month. We could change it to $5k, but that seems a little low.
        - HB amended his motion to read "$5,000" instead of "$10,000," seconded by AL.
    - **Motion was approved unanimously.**
    - HB made a **motion that each Site Director be given a credit card with a limit of $2500,** seconded by AL.
        - No discussion.
    - **Motion was approved unanimously.**
    - HB made a **motion that a proposed policy for these credit cards be presented to the board at the next meeting, before these cards are handed out. The policy should be made by AL and with 2 individuals of her choosing, including a**

corporate officer and a community member. Seconded by KS.
    - No discussion
- **Motion was approved unanimously.**

9. Discussion on resignation of AAEM Site Director and plans for moving forward.
    - Discussion: KS reported that on Monday morning Maureen DeGrose handed in her resignation. She will be staying on until the end of June. We now have an advertisement out for a Site Director and are looking for experienced, qualified candidates to interview who share our vision for performing arts.
    - The Board discussed that this time before a new Site Director is hired is an opportunity to clarify some philosophical beliefs about what an SD should be and what expectations the Board has of the position. The Board also recommended looking up salary comparisons from three other similar organizations and creating a competitive salary rubric for the position based on education and experience.
10. Discussion and possible action on demographic area, type of purchase/build, cost of up-front monies needed for the opening of the (Glendale) charter for the 2012/2013 school year.
    - AL made a **motion to table this item,** seconded by HB.
        - Discussion: HB stated that the phrase "monies needed for the opening of the (Glendale) charter" will possibly need a retreat to discuss. There's a lot of things that will go into this one item. It's probably a half a day discussion.
        - KS will determine a time, date and location for such a retreat.
    - **Motion was approved unanimously.**
11. Discussion and possible action of formation of Policies and Procedures committee, to determine the delegation of authority specific to facility use and agreements.
    - HB made a **motion to table item #11,** seconded by AL.
        - Discussion: HB and ST agreed that this could be a topic at the retreat; it should be set in place before we hire a new SD.
    - **Motion was approved unanimously..**
12. Discussion and possible action to review the job description of the CEO brought forward by Mike Sims, Agnes Lawson and Cathie Devers.
    - HB made a **motion to table item #12,** seconded by KS.
        - Discussion: AL stated that the job description is finished, she was just not able to print it tonight. Will email it out ASAP.
    - **Motion was approved unanimously.**
13. Discussion and possible action of what needs to be on future agenda items, formation of agendas and time constraints.

- HB made a **motion that all agenda items must be submitted to the Secretary of the Board one week prior to that meeting, and that no agenda contain more than seven items, and the time constraint be set to 2 hours maximum unless it is a retreat.** Seconded by KS.
- No discussion
- **Motion was approved unanimously.**

14. Discussion and possible action on whether or not to increase the facility size at AAEM.
    - HB made a **motion to move agenda item 16 to agenda item 14**, seconded by KS.
    - No discussion
    - **Motion was approved unanimously.**
15. Discussion and possible action on the number of kindergarten students enrolled per campus, and any and all costs associated with Kindergarten.
    - The Board had a discussion about whether to limit the number of Kindergarten classes at AAEM and use the extra class spaces for fully funded students. Other options discussed were charging for Kindergarten either this year or next year, informing parents that the number of Kindergarten classes were cut and hold a lottery to determine who could stay, or keeping the current enrollment and letting the students have a ½ day with a teacher, and a ½ day with an aide.
    - **No action was taken at this time.**
16. Discussion and possible action on whether or not to increase the facility size at AAEM.
    - HB made a **motion that we do not expand the AAEM campus in light of the fact that there are plenty of students, a positive bottom line in the budget, and that there is no SD yet;** seconded by KS.
        - Discussion: KS – I originally was not opposed to adding buildings to the campus because we had an SD who had the ability to do it, but I think now it will be too great of a challenge for a new SD to manage.
        - ST – The plan for the modular buildings was originally to alleviate overcrowding and to increase enrollment and revenue, enhancing our ability to secure bond financing and further expansion. In meeting with Maureen and SRP today, she indicated that she could move her entire 6th grade to these buildings and use the other space for music and the arts and that it would fit well into her plans.
        - HB – Can the campus hold the 927 students? Yes, but it is crowded. So bringing in the trailers gives us more room but not really additional income.
        - ST – It would also be able to house some additional students.

    - HB – It would not bring in a substantial amount, plus it would need maintenance etc. We are also planning to add a new campus next year, so what is the rush?
    - AL – If we are going to be expanding next year, then let's just wait one more year.
- "Aye": HB, KS, AL; "Nay": ST. **Motion passed 3-1.**

17. Discussion and possible action on the installment of modular buildings to increase the enrollment at AAEM for the 2011/2012 school year.
    - ST stated this agenda item is now irrelevant due to the previous motion.
18. Discussion and possible action to renew the contract with Pitney Bowes for postage.
    - KS presented a potential new contract with Pitney Bowes. See attachment.
    - HB made a **motion to approve the PB contract as written, with the additional request that future items of this magnitude be distributed in advance and simply put on a consent agenda.** Seconded by AL.
    - No discussion.
    - **Motion was approved unanimously.**
19. Discussion about future agenda items and date of next meeting.
    - Next meeting will be Thursday, June 30 at AASM, 6:30pm.
    - Consent items: all new contracts for the coming year should come before the board for approval; minutes from 6-9-11; budget
    - Other Agenda Items: CEO job description, Policies and procedures committee, Policy for credit cards, Need to appoint a permanent Chairman, Need to rescind the vote regarding the position offered to Mike Sims
20. HB made a **motion to adjourn**; meeting adjourned at 8:24pm.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, June 30th, 2011 at 6:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

AGENDA

Call meeting to order and verify a quorum
Moment of Silence
Pledge of Allegiance

*Standing Speaker present: Bob Brown

1. Consent Items:
   Approve conflict of interest policy required for bond financing
   Approve standard Independent contractor agreement
   Approve new contracts for the coming year (only those in this attachment)
   Approve Room Usage agreement
   Approve minutes from 6-9-11
   Approve policy for credit cards
   Approve budget with $250.00 benefit addition already factored in, in lieu of a raise.
   Approve next scheduled board meeting to be held July 14th @
   Estrella Campus @4:00 p.m.

2. Presentation by Kids Connection

Discussion and Action:

3. Discussion and possible action to amend the Glendale charter to
change it from a K-8 to a high school.
4. Discussion and possible action regarding location and purchase of property for the proposed high school. /Presented by Sandra Reece
5. Discussion and possible action to approve the already existing modular building be placed up to code prior to any and all children
having access.
6. Discussion and possible action to accept the nomination of an additional board member.
7. Discussion and possible action regarding appointing a permanent
Chairman.
8. Discussion and possible action regarding ratifying/rescinding the
vote regarding the position offered to Mike Sims .
9. Discussion about future agenda items and date of next meeting.

Adjourn.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, June 30th, 2011 at 6:00pm
Meeting for PLC Corporate and Governing Board
of AASM, AAGC, AASC, and AAEM

MINUTES

Present: Kim Steele (Vice President, "KS"), Agnes Lawson (Member, "AL"), Sam Tomlin (Member, "ST"); Cathie Devers (Member, "CT")

Absent: Howard Bell (Member, "HB")

Public: Jessica Finley (Scribe), Bob Brown, Cory Lyke (Kid's Connection)

- KS called the meeting to order at 6:20pm and verified a quorum.
- Observed a moment of silence.
- Recited Pledge of Allegiance.

*Standing Speaker present: Bob Brown

- AL made a **motion that Sam Tomlin serve as acting Chairman for this meeting**, seconded by CD.
  - No discussion.
- **Motion was approved unanimously.** ST abstained.

1. Consent Items:

Approve conflict of interest policy required for bond financing
Approve standard Independent contractor agreement
Approve new contracts for the coming year (only those in this attachment)
Approve Room Usage agreement
Approve minutes from 6-9-11
Approve policy for credit cards
Approve budget with $250.00 benefit addition already factored in, in lieu of a raise.
Approve next scheduled board meeting to be held July 14th @ Estrella Campus @4:00 p.m.

- ST made a **motion to move the Credit Card Policy off the consent agenda list,** seconded by KS.

- No discussion.
- **Motion was approved unanimously.**
- KS made a **motion to move the next scheduled board meeting off the consent agenda list,** seconded by CD.
  - No discussion.
- **Motion was approved unanimously.**
- KS made a **motion to accept all of the remaining consent agenda items,** seconded by AL.
  - No discussion.
- **Motion was approved unanimously.**

2. Presentation by Kids Connection/ Cory Lyke
   - Cory Lyke gave a presentation about the Kids Connection's PE, after school, and sports programs that have been provided to AAEM and AASM.

Discussion and Action:

3. PLC Credit Card Policy (removed from Consent Agenda)
   - KS made a **motion to add 2 more cards to the list of approved credit cards, each with a $1000 limit, to be used by the Finance Manager and the Business Manager,** seconded by AL.
     - No discussion
   - **Motion was approved unanimously.**
   - The board pointed out that in the 6th bullet point, the word "retain" should be changed to "retained," and the sentence "No cash should be received by the Cardholder" should be removed.
   - KS made a **motion to approve the credit card policy as it stands, with the change mentioned above and with exception of fixing typographical errors as they are found,** seconded by CD,
     - No discussion
   - **Motion was approved unanimously.**
4. Discussion and possible action to amend the Glendale charter to change it from a K-8 to a high school.
   - KS shared information about a potential opportunity to purchase land adjacent to AAEM and use that land to open a high school in the future.
   - CD made a **motion to approve changing the Glendale Charter to a high school,** seconded by AL.
     - No discussion
   - **Motion was approved unanimously.**
5. Discussion and possible action regarding location and purchase of property for the proposed high school.

- The Board had a general discussion about a property that is available for purchase just north of the AAEM campus.
- No action was taken at this time.

6. Discussion and possible action to approve the already existing modular building be placed up to code prior to any and all children having access.
    - ST presented the current situation with a modular building at AAEM that seems to be not under permit and not up to code. He estimated that for about $5300 the proper permits can be obtained, and it would take approximately $20-25,000 to conduct the work to bring the buildings up to code.
    - KS made a **motion that PLC proceed with getting the building up to code, and not allowing any children to access that building until everything is correct,** seconded by AL.
        - No discussion
    - **Motion was approved unanimously.**
7. Discussion and possible action to accept the nomination of an additional board member.
    - KS presented the cover letter and resume of Maureen DeGrose.
    - No action was taken at this time.
8. Discussion and possible action regarding appointing a permanent Chairman.
    - KS made a **motion to appoint Sam Tomlin as the permanent chair,** seconded by CD.
        - No discussion
    - **Motion was approved unanimously.**

9. Discussion and possible action regarding ratifying/rescinding the vote regarding the position offered to Mike Sims.
    - AL made a **motion to rescind the vote regarding Mike Sims's offer,** seconded by ST.
        - Discussion: AL – Mike Sims had this job before and he didn't do his job. He was never at the school and they had to take it away from him. They allowed him to come here and only do it at South Mountain for less money, but also full health coverage for him and his family. I have also known some things about Mike being inappropriate with the children. He is not very patient with the children.
        - CD – I thought we were talking about his position on the Board
        - KS – Not on the Board…he would be an assistant to me. Without us discussing salary, Howard threw in the $50,000 figure.
        - CD – Is there a need? Weren't we trying to determine if we could even afford it?
        - KS – I'm not going to say I don't need help, cause I'd be lying. But to take that position as it was written and look at it as a full

time position, I felt like if there was ever a need to have someone help with bylaws or whatever, it would be more of an independent contract type of think. In my personal opinion he would not have enough to keep him busy throughout the year. His current contract goes through the end of July, but no one has really heard/seen him since the last production. He did do his Stage Kids camp which ended last week.

  - CD—Personally I think some of that money needs to be going to the Site Director for Estrella Mountain.
  - KS—Yes, and there is an assistant. For the new AAEM Site Director we're looking at a salary of around $70,000, with stipends for performance.
  - CD—How does Maureen feel about this?
  - KS—I told her I was going to give her a raise, but you can't just snap your fingers and make it happen.
  - CD—Where is that assistant money coming from?
  - KS—Its tied into Grants and Title money. She's going to do some of the title work and curriculum mapping.
- **Motion was approved unanimously.**

10. Discussion about future agenda items and date of next meeting.
    Possible future agenda items include:
    - Emergency phone meeting to determine who to hire for modulars
    - CEO job description
    - Kid's Connection contract
    - Mike's current contract – make a decision whether to terminate
    - Amendment to bylaws – amend requirements for committees, and need to add CEO to governing structure (or change the title), add authorizing limits
    - Forming Committee for individual school governing boards
    - Renting an office space
    - Organizational chart (could have Enrique draft one)
    - Next meeting: July 14th, 5:30pm, at ACT meeting room in Phoenix.
11. AL made a **motion to adjourn;** meeting adjourned at 8:54pm.

PLC CHARTER SCHOOLS

Performance Management Plan Documentation of Academic Oversight Part 2

April 26th, 2012

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Tuesday July 6th, 2011 @ 1:00 p.m.
PLC Corporate and Governing Board
of AAGC, AASC, and AAEM

Phone Conference: 623-474-2138
Kim Steele present at 2504 S. 91st Ave, Tolleson, AZ 85353

AGENDA

Present: Kim Steele (Vice President, "KS"), Agnes Lawson (Board Member, "AL"), Howard Bell (Board Member, "HB")

Absent: Sam Tomlin, Cathie Devers

Public: Jessica Finley (Scribe)

1. KS called meeting to order at 1:05pm and verified a quorum.
2. Discussion and possible action to Hire Accelerated Construction Technologies to bring modular building up to code, prior to any/all children having access for the school year 2011/2012.
   - HB made a motion to hire Accelerated Construction Technologies to bring the modular building located on the AAEM campus up to code, with a budget not to exceed $35,000, seconded by AL.
     - No discussion.
   - Motion was unanimously approved
3. Meeting was adjourned at 1:07pm.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, July 14th, 2011 at 5:30pm
Meeting for PLC Corporate and Governing Board of AASM, AAGC, AASC, and AAEM

AGENDA

Call meeting to order and verify a quorum
Moment of Silence
Pledge of Allegiance

*Standing Speaker present: Bob Brown

1. Consent Items:
   a. Kids Connection contract
   b. Bridge worship Center
   c. Zumba
   d. Future board meetings

Discussion and Action:

2. Introduction of new Site Director for AAEM Patricia DeVito/short summary of new school year.
3. Discussion and possible action for location and approval of Corporate office.
4. Discussion and possible action regarding financial review
5. Discussion and possible action to discuss and amend the PLC bylaws for purpose of establishing the governing board.
6. Discussion and possible action to recognize PLC Arts Academy of Scottsdale as a subsidiary to establish the CEO to represent PLC Corporate board to represent the governing board.
7. Discussion and possible action to appoint Maureen DeGrose to sit on the governing board for AAEM

8. Discussion and possible action to authorize the CEO and one other board member as a committee to bring forward nominations for both governing boards.
9. Discussion and possible action to determine Contract authority limits in place for CEO.
10. Discussion and possible action for approval to do online banking with AmTrust
11. Discussion and possible action for review of Corporate organizational chart.
12. Discussion and possible action to increase SPED services
13. Discussion and possible action regarding the renewal of Mike Sims employment contract.
14. Discussion and possible action regarding future board meetings and agendas

Adjourn.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, July 14th, 2011 at 5:30pm
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM
Location: 22425 N 16th St, Phoenix, AZ 85024

MINUTES

Present: Kim Steele (Vice President, "KS"), Sam Tomlin (Chairman, "ST"), Cathie Devers (Board Member, "CD"), Agnes Lawson (Board Member, "AL")

Absent: Howard Bell (Board Member, "HB")

Public: Jessica Finley (Scribe), Bob Brown (CSI/ Standing Speaker, "BB"), Pat DeVito (AAEM Site Director)

*Standing Speaker present: Bob Brown

Sam Tomlin called the meeting to order at 6:04pm and verified a quorum.
Observed a moment of silence.
Recited pledge of allegiance.

- KS made a **motion to switch the order of agenda items # 1 and 2**, seconded by AL.
  - No discussion
- **Motion was approved unanimously.**

1. Introduction of new Site Director for AAEM Patricia DeVito/short summary of new school year.
   - Patricia DeVito gave an introduction of herself and her plans for the upcoming school year.
2. Consent Items
   - KS made **a motion to move all of the Consent Agenda items to item #14 in the agenda**, seconded by CD.
     - No discussion

- **Motion was approved unanimously.**

Discussion and Action:

3. Discussion and possible action for location and approval of Corporate office.
   - KS presented one possible corporate office location
   - KS made **a motion to approve the leasing of corporate office space, contingent upon considering three different bids which range in price from $1500 to $2500 a month**, seconded by AL.
     - No discussion
   - **Motion was approved unanimously.**
4. Discussion and possible action regarding financial review.
   - Bob Brown presented an updated financial review. See attachment.

   - KS made a **motion to put Agenda Item #11 in the place of Item #5**, seconded by AL.
     - No discussion
   - **Motion was approved unanimously.**
5. Discussion and possible action for review of Corporate Organizational Chart.
   - KS presented a proposed Corporate Organizational Chart. See attachment.
   - General discussion about the flow chart, and proposed changes.
   - AL made a **motion to approve the Corporate Organizational Chart, contingent upon making the necessary changes.**
     - Discussion: Change the level below the CEO to Director level, delete the two Governing Boards (for now), move Site Director and SPED Director up to the Director level.
   - **Motion was approved unanimously.**
6. Discussion and possible action to discuss and amend the PLC bylaws for purpose of establishing the governing board.
   - KS and BB presented two pages of possible revisions to the bylaws. See attachments.
   - The Board agreed that legal counsel should review these changes before making them final.
   - CD made a **motion to have the CEO amend the PLC bylaws for the purpose of establishing the GB, have legal counsel review them, and then bring them back to the board for approval,** seconded by AL.
     - No discussion
   - **Motion was approved unanimously.**
7. Discussion and possible action to recognize PLC Arts Academy of Scottsdale as a subsidiary to establish the CEO to represent PLC Corporate board to represent the governing board.
   - KS made a **motion to table Agenda Items #6, 7, 8 until we bring back the amended bylaws for approval,** seconded by AL.
     - No discussion
   - **Motion was approved unanimously.**

8. Discussion and possible action to appoint Maureen DeGrose to sit on the governing board for AAEM.
   - Tabled
9. Discussion and possible action to authorize the CEO and one other board member as a committee to bring forward nominations for both governing boards.
   - Tabled
10. Discussion and possible action to determine contract authority limits in place for CEO.
    - ST made a **motion that we allow the CEO to approve contracts of $40,000 and below without bringing them to the board for approval**, seconded by CD.
      - No discussion
    - **Motion was approved unanimously.**
11. Discussion and possible action for approval to do online banking with AmTrust.
    - CD made a **motion to approve doing online banking with AmTrust,** seconded by AL.
      - No discussion.
    - **Motion was approved unanimously.**
12. Discussion and possible action to increase SPED services.
    - KS made a **motion to strike this item from the agenda**, seconded by CD.
      - No discussion.
    - **Motion was approved unanimously.**
13. Discussion and possible action regarding the renewal of Mike Sims employment contract.
    - AL made **a motion to renew the contract for Mike Sims employment,** seconded by CD.
      - No discussion.
    - **Four "nay" votes: Motion was not passed.**
14. Consent Items
    - ST made a **motion to strike the consent items from the agenda**, seconded by CD.
      - No discussion.
    - **Motion was approved unanimously.**
15. Discussion and possible action regarding future board meetings and agendas.
    - See attachment for dates of future meetings
    - Approval of previous board minutes
    - Interact with legal counsel and amend bylaws so we can implement a GB/CB structure
    - Fundraising
    - Check-signing authority, limits, checks/balances, procedures and rules
    - Next meeting at Sam's office, August 18th, 5:00pm

ST made a **motion to adjourn**; meeting was adjourned at 8:27pm.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Friday, August 19th, 2011 at 4:30pm
Meeting for PLC Corporate and Governing Board of AAGC, AASC, and AAEM

AGENDA

Call meeting to order and verify a quorum
Moment of Silence
Pledge of Allegiance

*Standing Speaker present: Bob Brown

1. Consent agenda items:
   a. Approve/Collect Conflict of Interest Forms (previously discussed and approved, to be filled out by each board member and collected by Kim Steele.)
   b. Approve minutes from June 30th, July 6th, July 14th

Discussion and Action:

2. Discussion and possible action to interact with legal counsel and amend bylaws so we can implement a GB/CB structure.
3. Discussion and possible action regarding the updated budget to reflect the actual and current student numbers.
4. Discussion and possible action regarding the approval of the organizational chart: adding in the governing boards.
5. Discussion and possible action in regards to forming a nominating committee for the purpose of developing a governing board at each campus.
6. Discussion and possible action regarding check-signing authority, limits, checks/balances, procedures and rules.
7. Discussion and possible action to increase the expenditure limit for the modular bldg. on AAEM campus by an additional $2,000.
8. Discussion regarding AAEM, AASC update on enrollment numbers, curriculum updates.
9. Discussion and possible action regarding fundraiser allowing students, staff to have a jean day once a month. $1.00 for students, $5.00 for staff.

10. Discussion and possible action regarding specific verbiage used to critique school uniforms.
11. Discussion and possible action regarding future board meetings and agendas.

Adjourn.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Friday, August 19th, 2011 at 4:30pm
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM
Location: 22425 N 16th St, Phoenix, AZ 85024

MINUTES

Present: Kim Steele (Vice President, "KS"), Sam Tomlin (Chairman, "ST"), Agnes Lawson (Board Member, "AL")

Absent: Howard Bell (Board Member, "HB"), Cathie Devers (Board Member, "CD")

Public: Jessica Finley (Scribe), Bob Brown (CSI/ Standing Speaker, "BB"), Renee Shprecher (Legal Counsel), Pat DeVito (AAEM Site Director)

*Standing Speaker present: Bob Brown

Sam Tomlin called the meeting to order at 5:00pm and verified a quorum.
Observed a moment of silence.
Recited pledge of allegiance.

1. Consent Items
   - AL made **a motion to approve all of the Consent Agenda items,** seconded by KS.
     - Discussion: Board members will sign and return Conflict of Interest forms as soon as possible to KS, preferably via email.
   - **Motion was approved unanimously.**

Discussion and Action:

2. Discussion and possible action to interact with legal counsel and amend bylaws so we can implement a GB/ CB structure.
   - Renee Shprecher explained that the proposed changes would make the PLC Corporate Board a separate entity that would discuss district-wide issues, and each individual school campus would have its own governing board of 5-9 members, which would take care of issues related directly to the running of its campus. A Corporate Board

Appointee and the Site Director for that campus would be non-voting members of the governing boards. The specific powers of the Corporate Board are outlined in the proposed document, but can be amended as needed in the future. See attachment: Amended and Restated Bylaws.

- The board spent some time in general discussion and asked questions of Renee about the details of what this amendment would mean and how it would be implemented.
- KS made **a motion to approve the amendments to the bylaws as presented by legal counsel, the implementation of which is pending the establishment of the individual boards and the approval of the organizational documents**, seconded by AL.
    - No discussion
- **Motion was approved unanimously.**

3. Discussion and possible action regarding the updated budget to reflect the actual and current student numbers.
    - Bob Brown presented an updated financial review and the Unaudited Financial Statement Information for PLC, 7/1/10-6/30/11. See attachments.
    - No action was taken at this time.
4. Discussion and possible action regarding the approval of the Organizational Chart: adding in the governing boards.
    - No action was taken at this time.
5. Discussion and possible action in regards to forming a nominating committee for the purpose of developing a governing board at each campus.
    - KS shared that she believed 1-3 of the Board members should be on the nominating committee in order to be able to quickly process and consider each candidate. ST suggested that the Site Directors should also be on the nominating committee.
    - ST made a **motion to establish one nominating committee for AASC, and one for AAEM; for AASC the committee will be comprised of AL and Chuck Boebinger, and for AAEM the committee will be comprised of KS and Pat DeVito; the nominating committees will be tasked with bringing to the board the chosen members of the governing boards for final ratification;** seconded by KS.
        - No discussion
    - **Motion was approved unanimously.**
6. Discussion and possible action regarding check-signing authority, limits, checks/balances, procedures and rules.
    - KS clarified the current procedures and policies that are in place for check-signing, and checks and balances that are in place for financial transactions.
    - No action was taken at this time.
7. Discussion and possible action to increase the expenditure limit for the modular bldg. on AAM campus by an additional $2,000.

- ST shared that after examining the modular building in question, several unforeseen problems were discovered, including foundational and electrical problems. It will cost approximately $2,000 additional dollars to fix these issues.
- The board recognized that this project still falls under the $40,000 limit that the CEO was authorized to approve, so she can approve the additional expenditure without Board approval.
- No action was taken at this time.

8. Discussion regarding AAEM, AASC update on enrollment numbers, curriculum updates.
   - KS shared that enrollment numbers for AAEM = 897, and AASC= 140, but a few additional students are expected to enroll within the next week or so.
   - PD shared details about the curriculum being used by each school.
9. Discussion and possible action regarding fundraiser allowing students, staff to have a jean day once a month. $1.00 for students, $5.00 for staff.
   - AL made a **motion to allow a jean day fundraiser once a month for staff and students**, seconded by ST.
     - No discussion
   - **Motion was approved unanimously.**
10. Discussion and possible action regarding specific verbiage used to critique school uniforms.
    - Pat DeVito shared some issues that have arisen around the interpretation and enforcement of the uniform policy at AAEM.
    - KS stated that she and Pat will come up with a document of desired changes for the uniform policy in the future.
    - No action taken at this time.
11. Discussion and possible action regarding future board meetings and agendas.
    - Emergency phone conference for Tuesday, 1:00pm.
      - Discussion and possible action to approve the ASRS program for AASC
      - Approve securing a location for the Glendale Charter at 303 E Alta Vista.
    - Next meeting at Sam's office, September 22nd at 5:00pm.

ST made a **motion to adjourn**; meeting was adjourned at 7:55pm.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Tuesday, August 23rd, 2011 at 1:00pm
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM

AGENDA

1. Call meeting to order and verify a quorum

AGENDA ITEMS:

Action Items:

2. Discussion and possible action to approve the ASRS program for AASC
3. Approve securing a location for the Glendale Charter at 303 E Alta Vista.
4. Adjourn

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Tuesday, August 23rd, 2011 at 1:00pm
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM
Phone Conference: 623-474-2138
Kim Steele present at 2504 S. 91st Ave, Tolleson, AZ 85353

MINUTES

Present: Kim Steele (Vice President, "KS"), Sam Tomlin (Chairman, "ST"), Cathie Devers (Board Member, "CD")

Absent: Agnes Lawson (Board Member), Howard Bell (Board Member)

- ST called meeting to order at 1:00pm and verified a quorum.

AGENDA ITEMS:

Action Items:

1. Discussion and possible action to approve the ASRS program for AASC
   - KS made a **motion to approve to submit the application to begin the process to implement the ASRS program,** seconded by CD.
     - No discussion
   - **Motion was passed unanimously.**
2. Approve securing a location for the Glendale Charter at 303 E Alta Vista.
   - The discussion was for Kim Steele to proceed with securing the property for the potential use of the Glendale Charter; PLC will enter into a purchase agreement for the Alta Visa site. Earnest monies not to exceed $40,000.00 will be put down to secure.
   - CD made a **motion to have Kim secure the site and put down between 10 and 40 thousand dollars of earnest money to proceed**, seconded by ST.
     - No discussion
   - **Motion was passed unanimously.**
3. Meeting adjourned at 1:30pm.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, September 29th, 2011 at 5:00pm
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM

AGENDA

Call meeting to order and verify a quorum
Moment of silence
Pledge of allegiance

- Standing speaker present: Bob Brown

AGENDA ITEMS:

1. **Consent agenda items:**

Approve the minutes from 8/19/11 and 8/23/11 phone conference.
Approve the Accounting and Procurement Policies.

Action Items:
Discussion and Action

1. Discussion and possible action regarding the updated budget for AAEM and AASC. Presentation by Mr. Bob Brown.

2. Discussion and possible action regarding the approval of the bylaws for the governing boards of AAEM and AASC.

PLC Charter Schools
Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

3. Discussion and possible action to approve the potential Governing board members for AAEM and AASC as previously approved by selection committee members, Agnes Lawson and Kimberly Steele.

4. Discussion and possible action authorizing CEO Kim Steele to enter into the part two contract with Accelerated Construction Technology for the purpose of building the next phase of AAEM.

5. Discussion and possible action to enter into a contract with Accelerated Construction Technologies for the design and construction of the potential Alta Vista site.

6. Discussion and possible action accepting Mr. Howard Bell's resignation.

7. Discussion and possible action regarding upcoming topics for the Corporate Board meetings.

Adjourn

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, September 29th, 2011 at 5:00pm
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM
Location: 22425 N 16th St, Phoenix, AZ 85024

MINUTES

Present: Kim Steele (Vice President, "KS"), Sam Tomlin (Chairman, "ST"), Agnes Lawson (Board Member, "AL"), Howard Bell (Board Member, "HB"),

Absent: Cathie Devers (Board Member, "CD")

Public: Jessica Finley (Scribe), Bob Brown (CSI/ Standing Speaker, "BB"), Renee Shprecher (Legal Counsel), Chuck Boebinger (AASC Site Director)

*Standing Speaker present: Bob Brown

Sam Tomlin called the meeting to order at 5:20pm and verified a quorum.
Observed a moment of silence.
Recited pledge of allegiance.

AGENDA
Consent Agenda Items

- KS made **a motion to approve all of the Consent Agenda items**, seconded by AL.
  - No discussion.
- **Motion was approved unanimously.**

Discussion and Action:

1. 1. Discussion and possible action regarding the approval of the bylaws for the governing boards of AAEM and AASC.
   - ST shared that this new board system is ready to implement. Renee is present in case there are any questions

- Renee presented the changes to the bylaws, as discussed last month. She gave the required documents to KS to be signed by the appropriate board members.
- HB made **a motion to accept the corporate bylaws as written by Buchalter Nemer, this 29th day of September, 2011**, seconded by KS.
    - No discussion
- **Motion was approved unanimously.**
- HB made **a motion to move Agenda Item #3 into the #2 Agenda position,** seconded by AL.
    - No discussion
- **Motion was approved unanimously.**

2. Discussion and possible action to approve the potential Governing board members for AAEM and AASC as previously approved by selection committee members./ Agnes Lawson and Kimberly Steele.
    - KS presented a summary of the recruiting and interviewing process.
    - HB made **a motion to accept the candidates as presented for the Governing Boards of AASC and AAEM,** seconded by AL.
        - No discussion
    - **Motion was approved unanimously.**
3. Discussion and possible action regarding the updated budget for AAEM and AASC. Presentation by Mr. Bob Brown.
    - Bob Brown presented the updated budget for AAEM as of August 31, 2011 (see attachment).
    - No action was taken at this time.
    - KS made **a motion to appoint AL as an interim chairman for Agenda Items #4 & 5 due to a conflict of interest,** seconded by HB.
        - No discussion
    - **Motion was approved unanimously**
4. Discussion and possible action authorizing CEO Kim Steele to enter into the part two contract with Accelerated Construction Technology for the purpose of building the next phase of AAEM.
    - Note: Sam Tomlin has stepped down from position as board member, and is now presenting as a member of the public.
    - Statement from Sam Tomlin for the record: "This project involves me outside of my membership of the board. I am currently employed by ACT as Vice President of Project Development. While I have no ownership of ACT, I will benefit indirectly from a contract with ACT through salary and benefits. PLC's involvement with ACT preceded my involvement with the board by 3 years, when PLC entered into a Part One agreement with ACT."
    - At 6:14pm ST stepped out of the room.
    - The board had a general discussion about the ACT contract.
    - HB made a **motion to empower the CEO to complete the contract revisions with in-house counsel. If the contracted amount is not above $3.9 million,**

she may move forward. Anything over $3.9 million must be brought back to the board; seconded by KS.
    - No discussion
- **Motion was approved unanimously.**

5. Discussion and possible action to enter into a contract with Accelerated Construction Technologies for the design and construction of the potential Alta Vista site.
    - KS clarified the current procedures and policies that are in place for check-signing, and checks and balances that are in place for financial transactions.
    - AL made a **motion to table this agenda item;** seconded by HB.
        - No discussion
    - **Motion was approved unanimously.**
    - ST returned to the room at 6:27pm.
    - ST reassumed his role as Chairman of the board.
6. Discussion and possible action regarding accepting Mr. Howard Bell's resignation.
    - HB presented his letter of resignation to the Board.
    - HB expressed his appreciation of his time on the board, and of the work of all the board members. He is both happy and sad to be stepping down, but it is just the right time. He has served on the board for 12 years and is pleased with everything that has been started. He stated that he will always be available for questions or consultations as needed. ST added his thanks and appreciation for everything HB has done over the past 12 years. KS and AL also expressed their thanks, appreciation, and best wishes for HB.
    - KS made a **motion to accept the resignation of Howard Bell;** seconded by AL.
        - No discussion
    - **Motion was approved unanimously.**
7. Discussion and possible action regarding upcoming topics for the Corporate Board meetings.
    - Need to schedule a phone conference for:
        - Approval of the withdrawal of $350k from the Trustee Fund (before Oct. 20th)
        - Tabled Agenda Item: Discussion and possible action to enter into a contract with Accelerated Construction Technologies for the design and construction of the potential Alta Vista site.
    - Next meeting at Sam's office, October 20th, at 5:00pm.
    - Need to schedule a Saturday morning breakfast to educate the new governing boards.

ST made a **motion to adjourn**; meeting was adjourned at 6:45pm.

Agenda:

1. Call meeting to order and verify a quorum

AGENDA ITEMS:

2. Declaration of Curricular and Instructional Alignment

Discussion and Action Item:

3. Discussion and possible action regarding the schools overall compliance in curriculum and instruction
4. Adjourn

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Wednesday, October 12th, 2011 at 12:00pm
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM
Phone Conference: 623-474-2138
Kim Steele present at 2504 S. 91st Ave, Tolleson, AZ 85353

MINUTES

Present: Kim Steele (Vice President, "KS"), Sam Tomlin (Chairman, "ST"), Agnes Lawson (Board Member, "AL")

Public: Jessica Finley (Scribe)

Absent: Cathie Devers (Board Member)

1. ST called the meeting to order at 12:10pm and verified a quorum.

AGENDA ITEMS:

2. Declaration of Curricular and Instructional Alignment (see below)

Discussion and Action Item:

3. Discussion and possible action regarding the schools overall compliance in curriculum and instruction.
   - ST made a **motion to affirm that PLC will adhere to the academic standards laid out and enforced by the state of Arizona,** seconded by CD.
     - No discussion.
   - **Motion was passed unanimously.**
4. Meeting was adjourned at 12:20pm.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, October 20th, 2011 at 5:00pm
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM

AGENDA

Call meeting to order and verify a quorum
Moment of silence
Pledge of allegiance

- Standing speaker present: Bob Brown

AGENDA ITEMS:

1. **Consent agenda items:**

   Approve minutes for Conference call on 10/12 and 10/14.

Action Items:
Discussion and Action

2. Discussion and possible action to approve the 9/29/11 minutes.
3. Discussion and possible action in regards to changing the name from Arts Academy at Glendale, to Arts Academy at Alta Vista.
4. Discussion and possible action regarding the approval of PLC Charter Schools to become the management company for PLC Arts Academy at Scottsdale.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

5. Discussion and possible action regarding PLC Charter School to become the Assignee between the Assignor (PLC Arts Academy at Scottsdale) and FD&H Jenan L.L.C.

6. Discussion and possible action regarding upcoming topics for the Corporate Board meetings.

7. Adjourn

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, October 20th, 2011 at 5:00pm
Meeting for PLC Corporate & Governing Boards
of AAGC, AASC, and AAEM
Location: 22425 N 16th St, Phoenix, AZ 85024

MINUTES

Present: Kim Steele (Vice President, "KS"), Sam Tomlin (Chairman, "ST"), Agnes Lawson (Board Member, "AL"), Cathie Devers (Board Member, "CD")

Absent: none

Public: Jessica Finley (Scribe), Pat DeVito (AAEM Site Director)

Public Absent: Bob Brown (standing speaker)

Sam Tomlin called the meeting to order at 6:26pm and verified a quorum.
Observed a moment of silence.
Recited pledge of allegiance.

AGENDA
Consent Agenda:

1. Approve minutes for Conference call on 10/12 and 10/14
   - KS made **a motion to approve the Consent Agenda items**, seconded by CD.
     - No discussion.
   - **Motion was approved unanimously.**

Discussion and Action:

2. Discussion and possible action to approve the 9/29/11 minutes.
   - KS noted that the minutes must specify that the Consent Agenda includes: "Approve the minutes from 8/19/11 and 8/23/11 phone conference; Approve the USFRSC Accounting and Procurement Policies."
   - AL made **a motion to approve the 9/29/11 meeting minutes, with the previously stated amendment to the Consent Agenda**, seconded by CD.

    - No discussion
  - **Motion was approved unanimously.**
3. Discussion and possible action in regards to changing the name from Arts Academy at Glendale, to Arts Academy at Alta Vista.
  - KS presented a summary of the recruiting and interviewing process.
  - CD made **a motion to change the name of the third charter from Arts Academy at Glendale, to Arts Academy at Alta Vista,** seconded by AL.
    - No discussion
  - **Motion was approved unanimously.**
4. Discussion and possible action regarding the approval of PLC Charter Schools to become the management company for PLC Arts Academy at Scottsdale.
  - See attachment.
  - CD made **a motion to approve PLC Charter School to become the Management Company for PLC Academy at Scottsdale,** seconded by KS.
    - No discussion
  - **Motion was approved unanimously**
5. Discussion and possible action regarding PLC Charter School to become the Assignee between the Assignor (PLC Arts Academy at Scottsdale) and FD&H Jenan L.L.C.
  - See attachments.
  - AL made **a motion accept the Assignment and Assumption of Lease Agreement between PLC Arts Academy at Scottsdale and FD&H Jenan L.L.C.,** seconded by CD.
    - No discussion
  - **Motion was approved unanimously.**
6. Discussion and possible action regarding upcoming topics for the Corporate Board meetings.
  - Next meeting at Sam's office, November 17th, at 5:00pm.
  - Need to schedule a Saturday morning breakfast to educate the new governing boards.

ST made a **motion to adjourn**; meeting was adjourned at 6:51pm.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, November 17th, 2011 at 5:00pm
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM
Phone Conference: 623-474-2138
Kim Steele is present at 2504 S. 91st Ave, Tolleson, AZ 85353

AGENDA

Call meeting to order and verify a quorum
Moment of silence
Pledge of allegiance

AGENDA ITEMS:

1. **Consent agenda items:**
   - Approve minutes from 10/20 meeting.

Discussion Items

2. The Board will engage in a general discussion (no action) regarding the following items, and related sub-topics that may arise:
   - Bond financing/rating update
   - AAEM modular completion update
   - Curriculum overview (Pat DeVito)
3. Discussion regarding topics for the December 15th Board meeting.
   - Presentation on financing for Alta Vista campus
4. Adjourn

Cancelled
rescheduled
to 12/1

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Tuesday, November 22nd, 2011 at 5:00pm
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM
Phone Conference: 623-474-2138
Kim Steele is present at 2504 S. 91st Ave, Tolleson, AZ 85353

AGENDA

Call meeting to order and verify a quorum
Moment of silence
Pledge of allegiance

AGENDA ITEMS:

1. **Consent agenda items:**
   - Approve minutes from 10/20 meeting.

Discussion Items

2. The Board will engage in a general discussion (no action) regarding the following items, and related sub-topics that may arise:
   - AAEM modular completion update
   - Curriculum overview (Pat DeVito)
3. Discussion regarding topics for the December 15th Board meeting.
   - Presentation on financing for Alta Vista campus
4. Adjourn

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Tuesday November 22nd, 2011 @ 1:00 p.m.
Phone Conference 623-474-2138
for Governing Board
of AAGC, AASC, and AAEM
Kim Steele was present at 2504 S. 91st Ave, Tolleson, AZ 85353

MINUTES

Present: Kim Steele (Vice President, "KS"), Sam Tomlin (Chairman, "ST"), Agnes Lawson (Board Member, "AL")

Absent: Cathie Devers (Board Member, "CD")

Public: Jessica Finley (Scribe)

ST called the meeting to order at 5:02pm and verified a quorum.

1. Consent Agenda: Approve 10-20-11 meeting minutes
   - AL made a **motion to approve the 10-20-11 meeting minutes**, seconded by KS.
     - No discussion.
   - **Motion was approved unanimously**. Yes votes: ST, KS, AL
2. The Board will engage in a general discussion (no action) regarding the following items, and related sub-topics that may arise: AAEM modular completion update, Curriculum overview (Pat DeVito)

   a. AAEM modular completion update
   - Modular has passed all inspections and is in use! Yay!

   b. Curriculum overview (Pat DeVito)
   - Singapore math curriculum is in. The main concern is getting the actual curriculum materials in the hands of the students. Looking for avenues to purchase the needed items (grants, etc. that are still available for this school year).
3. Discussion regarding topics for the December 15th Board meeting.

- Presentation on financing for Alta Vista campus
- Financing update.
- Updates on budget

4. ST made a motion to adjourn; meeting adjourned at 5:28pm.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, December 15th, 2011 at 5:00pm
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM

AGENDA

Call meeting to order and verify a quorum
Moment of silence
Pledge of allegiance

- Standing speaker present: Bob Brown

AGENDA ITEMS:

1. Consent agenda items:

   *Approve minutes from November 22nd Board meeting.

Action Items:
Discussion and Action

2. Discussion and possible action to approve the budgets for AASC and AAEM. (Bob Brown)
3. Discussion and possible action to approve the SPED policies and procedures. (Scott Yost)
4. Discussion and possible action to entertain the finance options for "Arts Academy at Alta Vista." (Will Gelm)
5. Discussion and possible action to increase the capital assets from $300.00 for equipment and $1000.00 for land to $5000.00 for all assets.
6. Discussion and possible action to approve the written policy establishing the Capital Asset threshold as $5,000 for all assets.
7. Discussion and possible action to approve the calendars for 2012-2013 school year for AAEM and AASC.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

8. Discussion and possible action to approve the scheduled board meetings for the next 6 months.
9. Discussion and possible action regarding upcoming topics for the Corporate Board meetings.

10. Adjourn

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, December 15th, 2011 at 5:00pm
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM

MINUTES

Present: Kim Steele (Vice President, "KS"), Sam Tomlin (Chairman, "ST"), Agnes Lawson (Board Member, "AL"), Cathie Devers (Board Member, "CD")

Absent: none

Public: Bob Brown (standing speaker), Will Gelm (Legal Counsel), Elizabeth Gasperone (PLC Business Director), Scott Yost (PLC Special Education Director), Susan Bowers (PLC Human Resources Director)

- Standing speaker present: Bob Brown

ST called the meeting to order at 5:12pm.
Observed a moment of silence.
Recited the Pledge of Allegiance.

AGENDA ITEMS:

1. Consent agenda items: Approve minutes from November 22nd Board meeting.
   - AL made **a motion to approve the consent agenda**, seconded by KS.
     - No discussion.
   - **Motion was approved unanimously.**

Action Items:
Discussion and Action

2. Discussion and possible action to approve the budgets for AASC and AAEM. (Bob Brown)
    - Bob Brown gave an update on the budgets and profit/loss statements for the PLC schools (see attachments).
    - No action was taken at this time.
3. Discussion and possible action to approve the SPED policies and procedures. (Scott Yost)
    - Scott Yost presented a packet of proposed SPED policies and procedures that would allow PLC to meet the state and federal regulations for SPED (see attachment).
    - KS made a **motion to approve the SPED policies and procedures as written,** seconded by KD.
        - No discussion.
    - **Motion was approved unanimously.**
4. Discussion and possible action to entertain the finance options for "Arts Academy at Alta Vista." (Will Gelm)
    - Will Gelm presented the challenges facing bond financing for the Alta Vista site. In short, it is highly unlikely that the school would be able to obtain bond financing in time to have it open for the 2012-13 school year.
    - Will Gelm explained the option of leasing the site from a development company who would first finance the construction of the school, then lease it to PLC for a time (ex: 20 years), at which time PLC would potentially own the site. Another possibility is having the option to purchase the site after 5 years. The advantage to this option is that it would allow construction to begin quickly, and it would show financial segregation between this site and the Estrella Mountain site.
    - AL made a **motion to allow Will Gelm to pursue Entertainment Properties Trust in establishing a lease/financing option for the Alta Vista School,** seconded by ST.
        - No discussion
    - **Motion was approved unanimously.**
5. Discussion and possible action to increase the capital assets from $300.00 for equipment and ~~$1000.00 for land~~ $3000 for building improvements, to [$1000 for equipment] and $5000.00 for all assets. (Bob Brown)
    - The current position is a limit of $300 for equipment and $3000 for buildings and land; this creates many pages of lists of assets for the auditors to go over. The state has approved limits of $1000 for equipment and $5000 for building improvements.
    - CD made a **motion to increase the limits for capital assets to $1000 for equipment and $5000 for building improvements,** seconded by KS.
        - No discussion.
    - **Motion was approved unanimously.**

6. Discussion and possible action to approve the written policy establishing the Capital Asset threshold as $5,000 for all assets.
    - CD made a **motion to remove agenda item #6 as it is a repetition of the previous agenda item,** seconded by KS.
        - No discussion.
    - **Motion was approved unanimously.**
7. Discussion and possible action to approve the calendars for 2012-2013 school year for AAEM and AASC. (Elizabeth Gasperone)
    - Elizabeth Gasperone presented the drafts of the Scottsdale and Estrella Mountain school calendars for 2012-2013 (see attachment).
    - KS made a **motion to approve the 2012-2013 school calendars for AAEM and AASC as presented**, seconded by CD.
        - No discussion.
    - **Motion was approved unanimously.**
8. Discussion and possible action to approve the scheduled board meetings for the next 6 months.
    - See attachment for list of future meeting dates.
    - No action was taken at this time.
9. Discussion and possible action regarding upcoming topics for the Corporate Board meetings.
    - No action was taken at this time.
10. ST made a **motion to adjourn**; meeting was adjourned at 7:09pm.

January
Board meeting
Cancelled and
rescheduled to the
Feb 16th meeting

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Saturday, February 11th, 2012 at 9:00am
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM
Phone Conference: 623-474-2138

AGENDA

1. Call meeting to order and verify a quorum

Discussion and Action Items:

2. Discussion and possible action to approve the amended Annual Financial Report.
3. Discussion and possible action to approve the FY2011 Single Audit
4. Adjourn

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Saturday, February 11th, 2012 at 9:00am
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM
Phone Conference: 623-474-2138

MINUTES

Present: Sam Tomlin, Kim Steele, Agnes Lawson, Cathie Devers
Public: Wil Gelm (legal counsel), Jessica Finley (scribe), Bob Brown (CPA)

1. ST called corporate board meeting to order at 9:02 and verified a quorum.

   Bob Brown (CPA) joined the meeting at 9:05am.

Discussion and Action Items:

2. Discussion and possible action to approve the amended Annual Financial Report.

- PLC submitted an AFR to the State electronically by Oct. 15th. During the course of PLC's audit, however, some information came up that changed the AFR. The revised AFR must now be approved and resubmitted.
- AL made a motion to approve the revised Annual Financial Report for fiscal year 2011, seconded by KS,
  - No discussion.
- Yes votes: KS, AL, CD, ST. The motion passed 4-0.

3. Discussion and possible action to approve the FY2011 Single Audit

- The Board asked questions of Bob Brown regarding specifics of the Single Audit document.
- KS made a motion to approve the June 30, 2011 single audit with the desire that the auditor is requested to revise language on p. 10 pertaining to the school's exposure to litigation and the operating lease for Scottsdale that has been assigned. We would like

him to clarify those items. We are not contingently approving the audit; we will accept it as is if the language cannot be modified for reasons of auditing principles. Seconded by CD.

- No discussion
- Yes votes – KS, AL, ST, CD; motion passed 4-0.

4. Corporate board meeting adjourned at 9:54am.

**Need copy of signed cover sheet included with the minutes. Signed in blue ink.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, February 16th, 2012 at 5:00pm
Meeting for PLC Corporate and Governing Boards
of AAGC, AASC, and AAEM

AGENDA

Call meeting to order and verify a quorum
Moment of silence
Pledge of allegiance

- Standing speaker present: Bob Brown

AGENDA ITEMS:

1. Consent agenda items:
   - Approve minutes from 12-15-11 and 2-11-12 meetings.

Action Items:

Discussion and Action

2. Discussion and possible action to change the payroll company from ADP to Payroll Experts (Susan Bowers)
3. Discussion and possible action to sign the cover sheet of the FY 2011 Single Audit.
4. Discussion and update on Bond Financing for Estrella Campus.
5. Discussion and possible action in regards to Arts Academy at Alta Vista.
6. Discussion and possible action on School Dress Code.
7. Discussion and possible action on AAEM academic standing.
8. Discussion and possible action regarding the budget for AAEM and PLC AASC.
9. Discussion and possible action to amend and reinstate the FY 2011 AFR.
10. Discussion and possible action to amend the meeting minutes to reflect the names of the governing board members for AAEM and PLC AASC for the board meeting held on 9/29/11:
    - Governing board members for AAEM are as follows: Kimberly Steele, Patricia DeVito, Enrique Duron, Scott Yost, Ann Marie Jackson, Robert Leary
    - Governing board members for PLC AASC are as follows: Chuck Boebinger, Agnes Lawson, Kim Dillon, Christy Thrush, Larry Bunting
11. Discussion and possible action regarding upcoming topics for the Corporate Board and/or Governing Board meetings.
12. Adjourn

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, February 16th, 2012 at 5:00pm
Meeting for PLC Corporate and Governing Board
of AAGC, AASC, and AAEM
Location: 22425 N 16th St, Phoenix, AZ 85024

MINUTES

Present: Sam Tomlin (Chairman, "ST"), Kim Steele (Vice President, "KS"), Cathie Devers (Board Member, "CD")

Absent: Agnes Lawson, Bob Brown (Standing Speaker, CPA)

Public: Jessica Finley (scribe), Pat DeVito (AAEM Site Director), Susan Bowers (HR Director), Elizabeth Gasperone (Business Manager), Enrique Duron (Finance Manager)

ST called meeting to order at 5:32 and verified a quorum.
Observed a moment of silence.
Recited the Pledge of Allegiance.

Consent Agenda

1. Approve 12-15-11 and 2-11-12 minutes
   - KS made a **motion to approve the minutes for 12-15 and 2-11 as presented**, seconded by CD.
     - No discussion.
   - Approved unanimously.

Discussion and Action Items:

2. Discussion and possible action to change the payroll company from ADP to Payroll Experts (Susan Bowers)
   - Susan Bowers presented a summary of the advantages of Payroll Experts and the frustrations with the current company, ADP.
   - CD made a **motion to change the payroll company from ADP to Payroll Experts, effective for the March 20th payroll,** seconded by KS.

    - No discussion.
  - **Motion passed unanimously.**
3. Discussion and possible action to sign the cover sheet of the FY 2011 ~~Single Audit~~. Annual Financial Report.
  - **Action taken: KS, ST, and CD signed the AFR cover sheet.**
4. Discussion and possible action on Bond Financing for Estrella Campus.
  - ST shared that PLC has just been made aware that Invest Co has had some issues with approving the new Alta Vista bond for PLC. They did give their consent this morning, but with stipulations. One firm stipulation is for PLC to enter into a negative covenant, which means that AAEM will not use its revenue to for anything outside of its own campus. ST summarized some other possible stipulations that Invest Co may require.
  - The board engaged in general discussion about this news and their thoughts about the future of the bond financing, bond compliance, and timelines for financing and construction.
  - **No action was taken at this time.**
5. Discussion and possible action in regards to Arts Academy at Alta Vista.
  - Lender for the Alta Vista project said they were not ready to move forward at this time, so this campus will not be opening for the 2012-2013 school year.
  - **No action was taken at this time.**
6. Discussion and possible action on school dress code.
  - Pat DeVito presented an updated report on the desired student uniform policy for next year. (see attachment)
  - The board engaged in a discussion about the school uniforms.
  - The board expressed a desire for all PLC schools to have a similar look in the style and professionalism of student uniforms.
  - The board expressed a desire for Pat to continue finalizing the final draft of the uniform policy.
  - **No action was taken at this time.**
7. Discussion and possible action on AAEM academic standing.
  - Pat DeVito presented a report on AAEM's current academic standing, and using data to drive instruction.
  - ST, in his role as chairman, struck the next two items from the agenda

~~8. Discussion and possible action regarding the budget for AAEM and PLC AASC.~~

~~9. Discussion and possible action to amend and reinstate the FY 2011 AFR.~~

10. Discussion and possible action to amend the meeting minutes to reflect the names of the governing board members for AAEM and PLC AASC for the board meeting held on 9/29/11.
  - ST made a **motion to add the names for the Governing Board members for AAEM and AASC into the minutes for the 9-29-11 meeting**, seconded by KS.
  - No discussion
  - **Motion was approved unanimously.**

11. Discussion and possible action regarding upcoming topics for the Corporate Board and/or Governing Board meetings.
    - Dress code/ student uniform policy
    - March budget
    - Approve minutes from conference call in January
12. **Meeting adjourned at 7:43pm**

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, March 15th, 2012 at 5:00pm
Meeting for PLC Governing Boards
of AASC and AAEM
Phone Conference: 623-474-2138
Kim Steele is present at 2504 S. 91st Ave, Tolleson, AZ 85353

AGENDA

Call meeting to order and verify a quorum
Pledge of allegiance
Moment of silence

AGENDA ITEMS:

1. Consent Agenda:
    - Approve revised calendar for PLC AASC for 12/13 school year.

Discussion and Possible Action Items

2. Discussion and possible action to resolve that the 11/22 combined meeting were improperly noticed as combined meetings and should have been noticed as separate governing board and corporate board meetings.
3. Discussion and possible action to identify that certain matters discussed in both the 11/22 and 1/7 were matters for discussion for the corporate board only and therefore the governing board should make a motion to de-publish those matters from the meeting minutes of the governing board and articulate that, except as specifically modified by that motion (and depublication), the meeting minutes remain the same
4. Discussion and possible action regarding the update on financing for Estrella Mountain.
5. Discussion of Site Directors resignation
6. Adjourn

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Thursday, March 15th, 2012 at 5:00pm
Meeting for PLC Governing Boards
of AASC and AAEM
Phone Conference: 623-474-2138
Kim Steele is present at 2504 S. 91st Ave, Tolleson, AZ 85353

MINUTES

1. There was not a quorum present, so the phone conference will be rescheduled for Saturday, March 17th at 9am.

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Saturday, March 17th, 2012 at 9:00am
Meeting for PLC Governing Boards
of AASC and AAEM
Phone Conference: 623-474-2138

AGENDA

Call meeting to order and verify a quorum
Pledge of allegiance
Moment of silence

AGENDA ITEMS:

1. Consent Agenda:
    - Approve revised calendar for PLC AASC for 12/13 school year.

Discussion and Possible Action Items

2. Discussion and possible action to resolve that the 11/22 combined meeting were improperly noticed as combined meetings and should have been noticed as separate governing board and corporate board meetings.
3. Discussion and possible action to identify that certain matters discussed in both the 11/22 and 1/7 were matters for discussion for the corporate board only and therefore the governing board should make a motion to de-publish those matters from the meeting minutes of the governing board and articulate that, except as specifically modified by that motion (and depublication), the meeting minutes remain the same
4. Discussion and possible action regarding the update on financing for Estrella Mountain.
5. Discussion of Site Directors resignation
6. Adjourn

PLC Charter Schools

Corporate Offices
2504 S. 91st Ave, Tolleson, AZ 85353
Phone: (623) 474-2120 Fax: (623) 936-5337
www.plccharterschools.org

Saturday, March 17th, 2012 at 9:00am
Meeting for PLC Governing Boards
of AASC and AAEM
Phone Conference: 623-474-2138

AGENDA

Present: Kim Steele (Vice President, "KS"), Sam Tomlin (Chairman, "ST"), Agnes Lawson (Board Member, "AL")

Absent: Cathie Devers (Board Member, "CD")

Public: Jessica Finley (Scribe)

ST called meeting to order at 9:11am and verified a quorum.

AGENDA ITEMS:

1. Consent Agenda: Approve revised calendar for PLC AASC for 12/13 school year.
   - KS made a **motion to pull the calendar off the consent agenda and into the action agenda,** second by ST.
     - No discussion
   - **Motion was approved unanimously**.

Discussion and Possible Action Items

2. (Item moved from consent agenda) Approve revised calendar for PLC AASC for 12/13 school year.
   - ST made **a motion to approve the revised calendar and ask Lisa Rough to review the August 14th items,** second by KS. approved.
     - Discussion: Agnes had a question about the times listed on Aug 14th – seems like a possible conflict between Meet the Teacher and the Teacher In-service.

ST suggested we approve it as-is, ask Lisa Rough about this conflict, and approve a revised version later.

- **Motion was approved unanimously.**

3. Discussion and possible action to resolve that the 11/22 combined meeting were improperly noticed as combined meetings and should have been noticed as separate governing board and corporate board meetings.
   - KS made a **motion to resolve that the 11/22 combined meeting were improperly noticed as combined meetings and should have been noticed as separate governing board and corporate board meetings**, second by Agnes.
     - No discussion
   - **Motion was approved unanimously.**
4. Discussion and possible action to identify that certain matters discussed in both the 11/22 and 1/7 were matters for discussion for the corporate board only and therefore the governing board should make a motion to de-publish those matters from the meeting minutes of the governing board and articulate that, except as specifically modified by that motion (and depublication), the meeting minutes remain the same.
   - KS made a **motion to approve that the items that need to be depublished from both 11-22 and 1-7 should be put on corporate board minutes only and removed from the governing board minutes,** second by AL.
     - No discussion.
   - **Motion was approved unanimously.**
5. Discussion and possible action regarding the update on financing for Estrella Mountain.
   - ST gave an update on AAEM bond financing. There is a mutual fund that has made an offer to purchase all of the bonds. PLC is working closely with this company to answer their questions, with a projected closing date on the 23rd of March.
   - **No action taken at this time.**
6. Discussion of Site Director's resignation
   - KS gave an update: Pat DeVito had resigned from her position as Site Director effective March 9, 2012, and PLC will begin to diligently seek a replacement. When there are persons that we are interested in, we will set up interviews process with the corporate board. KS is serving as interim SD in the meantime.
7. Meeting adjourned at 9:34am.