B. Strength and Stability of the Governing Board

Part 1. Provide a list of current members. Identify the area of expertise (e.g., financial, legal, education, etc.) that the member provides for the governing body or the role filled (e.g., parent, teacher business member).

Dr. William Coats, the sole governing body member, is a lifelong educator who has worked to improve public education throughout his career as a school superintendent, university professor, foundation director and now as The Leona Group's chief executive officer. As founder and CEO of Leona Group, Dr. Coats holds a Doctoral Degree in Research Evaluation and Design and brings to the table over fifty years of educational experience and business management. As a former school superintendent, he is extremely knowledgeable in all areas of school operations. Dr. Coats currently oversees more than 60 charter schools in five states. He is well-known and respected in the community and nationally recognized as a leader in education reform.

Part 2. **Provide a narrative that describes governing body member recruitment/selection and development. Include the training/orientation process that is provided to all school governing body members.**

In the event that the governing board expands, the board will invite interested parents and/ or community members to submit resumes at the annual meeting. After reviewing the submitted resumes, the board will make a decision on appropriate candidates. The board will seek to fill the potential seats with a diverse group of individuals representative of the community. In an effort to further enhance and develop an efficient and effective board, candidates will be selected based on educational expertise, business experience, legal knowledge and community involvement. All newly appointed board members will participate in a board member orientation process and training program provided by specialized legal counsel. Upon completion of the induction training, all board members participate in annual training pertaining to statutory changes and updates.

Part 3. Provide a narrative that clearly outlines the governance structure and organization of the school. The narrative must include a description of the role, responsibilities, and mandated obligations, including Open Meeting Law and policy decisions, of the school's governing body. The narrative must also include the structures and systems in place for decision-making at the governing body level.

The Governing Board of the South Pointe Junior High School is comprised of Dr. William Coats, an experience educator and businessman in the community. As the sole member of the governing board, Dr. Coats is the primary point of contact for stakeholders. He is responsible for facilitating all governing board meetings and submitting the minutes of such meetings to the corporate board. In addition, he oversees the adoption of all policies, budgets, approval of employment contracts, school expenditures and is responsible for all major decision making pertaining to South Pointe Junior High School.

The governing board meets quarterly throughout the year with special meetings called as deemed necessary. Parents and community members are invited and encouraged to become involved by attending such meetings. The governing board solicits input and information from a team of advisors such as our chief operating officer, chief financial officer, vice president of human resources, vice president of academic support services, attorneys, and other experts on matters such as (but not limited to) research based practices and data, and business/financial matters, when key decisions must be made. Although the governing body reserves the right to make all final decisions pertaining to South Pointe Junior High School, the system is designed to provide information, expert advice and opinion, and key data before the governing body acts.

All governing board meetings and minutes are subject to the Open Meeting statutes of the State of Arizona. The governing board members comply with all legal requirements pertaining to the Arizona Open Meeting Statutes ARS 38-431. The governing board's legal counsel provides training and consultation in compliance with the Arizona Attorney General's opinion 100-009;R99-01 3 regarding the applicability of Open Meeting Law to a Corporate Board of Directors of a Charter School Operator. In addition, legal counsel reviews all actions and contemplated actions for compliance with A.R.S. § 38-8 (Conflict of Interest of Officers and Employees). At least once per year, the governing board holds a meeting specifically designed for all parents and public to attend. At such meeting, an annual report pertaining to the performance of the school is presented. Parents and community members requesting items to be added to the agenda should notify the school leader in writing.

The governing board oversees the administrative staff in implementing all aspects of the charter contract, as well as hold such staff accountable to carry out the policies and procedures of South Pointe Junior High School. The governing board members shall be appointed by the corporate board. All minutes from the governing board meetings are submitted to the corporate board. The chief operating officer reports directly to the South Pointe Junior High School Governing Board and the corporate board, when appropriate, on all administrative aspects. The next level consists of the chief financial officer, the vice president of human resources and the vice president of academic support services. All report to the chief operating officer and provide operational accountability within their respective departments.

The chief financial officer works collaboratively with both the school leader and the chief operating officer to ensure that an accurate budget is created based on true estimated student counts. The budget is then monitored monthly and adjusted accordingly. Additionally, within this department are experts well prepared to process and handle accounts payable to ensure the highest level of accuracy and accountability for the school.

The vice president of human resources works collaboratively with both the school leader and the chief operating officer to ensure employability needs are met. In addition, compliance with federal and state statutes are followed. This often times is a direct point of contact for both school leaders and all other staff to resolve or mediate any concerns that may arise.

The vice president of academic support services reports directly to the chief operating officer and oversees a critical department with respect to academic achievement, reporting and compliance. Within this department, all federal entitlements and grants are overseen, the curriculum is monitored by our quality schools department, and needs of English language learners are addressed through the English language acquisition department. Finally, any and all services for all 504 and special education students are addressed through our special education department.

The school leader is directly responsible for the day to day operations at the site. The school leader is the instructional leader for the school. The school leader works collaboratively with academic support, human resource and financial teams. All instructional and support staff are supervised and led by the school leader. Students, parents and community members have a direct line of communication at all times with the instructional staff and the school leader. Parents also have a direct line of contact with the vice president of academic support services to voice complaints, concerns or address any unresolved issues they may have. At any point, parents, as well, have a direct line to the South Pointe Junior High School Governing Board. The governing board is the top level to which a student or parent may bring a concern. All stakeholders are encouraged to work collaboratively with the school leader, and if need be, the vice president of academic support services and governing board.

Part 4. Describe the role of the governing body in monitoring the school's academic performance.

The governing board assumes a hands on, supervisory role when monitoring the school's academic progress and performance. Quarterly, the governing board, the South Pointe Junior High School leadership team, as well as key directors from The Leona Group meet to monitor and review progress toward the school's academic performance plan. The academic performance plan includes the following components:

- School Mission/Vision
- S.M.A.R.T. Goals- must use **s**pecific indicator, **m**easurable, **a**ttainable, **r**ealistic, and **t**ime bound with a target.
- Strategies-must be research-based, best practices aligned to a school goal.
- Action Steps-identify what steps need to happen to support the given strategy, must outline person responsible, resources, support, training, timeline, budget and the evidence of meeting such action step.

The board examines data and determines what areas are on target, what areas are falling behind and what follow up is needed, as related to academic performance. The leadership team, in collaboration with The Leona Group, provides the data, updates and information needed as related to the school's performance plan for the governing board. Annually, the governing board evaluates and measures the academic performance plan. At this meeting, data on the goals is analyzed and used to evaluate, measure and make adjustments to the plan.