Phoenix School of Academic Excellence

The Learning Institute

Governing Board Meetings

5:30pm

July 8, 2010

August 26, 2010

September 30, 2010

October- No Meeting

November- No Meeting

December- No Meeting

January 27, 2011

February-No Meeting

March- No Meeting

April- No Meeting

May 12, 2011

June 23, 2011

Please Note: An interim board meeting may be called in order to meet necessary deadlines.

The Phoenix School of Academic Excellence District
The Learning Institute Interim Board Meeting Agenda
October 13, 2010
The Learning Institute,
5312 North 12th Street, Phoenix, Az

I. Call to Order

II. Roll Call

III. Call to the public- Pursuant to ARS 38-431.01.G, the board may allow from the public to address the board. Comments shall be limited to 5 minutes. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matter appears on this agenda for discussion and legal action. Please remember not to cross talk with the audience when subject matters are being discussed.

IV. President's Report

1. Annual Financial Report 2010

V. Approval of Action Items

1. Approval of the Annual Financial Report 2010. L.B.P. M.M.

VI. Executive Session pursuant to ARS 38-431.03.A.2,A.3 & A.4.

VII. Other

VIII. Adjournment : M.M. 3:08 m

The Phoenix School of Academic Excellence District
The Learning Institute
Interim
Governing Board Meeting Minutes

Date: October 13, 2010
3:00pm

Location: The Learning Institute
Business Office at 5312 North 12th Street, Suite 302
Phoenix, AZ 85014

Roll Call: Nate Palma: President, member, Adele Ferrini: member, Bethany Priebe: member.

Teleconference: Martin Moreno: member.

Absent: Elvira DeLaCruz: member, Mike Sanchez: member, Abril Ruiz-Ortega: member.

President's Report

Call to the public- Pursuant to ARS 38 -431. 01. G, the Board may allow from the public to address the Board. Comments shall be limited to 5 minutes. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matter appears on this agenda for discussion and legal action. Please remember not to cross talk with the audience when subject matters are being discussed.

Annual Financial Report- Michele Diamond provided the members of the board with an overview of the Annual Financial Report.

Adele Ferrini mentioned to everyone that the result of the AFR is as expected.

Next Board Meeting, January 27, 2011.

Action Items:

1. Approval of the 2010 Annual Financial Report.
Bethany Priebe motioned to approve the 2010 Annual Financial Report.
Martin Moreno seconded.
The motion carried unanimously.

Executive Session: None

Other: None

Adjournment: Martin Moreno motioned to adjourn at 3:09pm.
Adele Ferrini seconded.
The motion carried unanimously.

Submitted by _____ Date: 10132010

The Phoenix School of Academic Excellence District
The Learning Institute Governing Board Meeting Agenda
January 27, 2011
The Learning Institute,
5312 North 12th Street, Suite, 302 Phoenix, Az

I. Call to Order

II. Roll Call

III. Call to the public- Pursuant to ARS 38-431.01.G, the board may allow from the public to address the board. Comments shall be limited to 5 minutes. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matter appears on this agenda for discussion and legal action.

IV. President's Report

1. Michele D. - Budget
2. Mike Page- Math AIMS
3. Leigh Acla- English AIMS
4. Estimated Counts-102
5. Fundraising
6. PSAE Governing Board
7. Child Development Center/Avondale/District Office
8. J.H. Program
9. Bylaws
10. ARRA Grant New Employee
11. School Credit Cards
12. Next Board Meeting, March 31, 2011
13. Proposed Budget Meeting, May 5th or 12th

V. Report from the District Office

1. Decision-making/Accreditation/Renewal/Reminders
2. AYP
3. NCA Study Session

VI I. Approval of Action Items

1. Approval of the Board Meeting Minutes for September 30, 2010.
2. Approval of the Board Meeting Minutes for the Interim Board Meeting on October 13, 2010
3. Approval of the extension of the Bank of Arizona line of credit, if needed.
4. Approval to remove Stephanie Montanez as an insured van driver for the school.
5. Approval to add Enrique Chavez as an insured van driver for the school.
6. Approval to move Adele Ferrini to third signer on the PSAE Bank of Arizona accounts.
7. Approval to remove Adele Ferrini as a signer on the Desert Schools account.
8. Approval to add designated PSAE board member as first signer on the PSAE Bank of Arizona accounts.

9. Approval to add designated PSAE board member has second signer on the Desert Schools account.
10. Approval of expenditures for the month of September, October, November and December 2010.
11. Approval to adopt the amended TLI Bylaws as presented Thursday, January 27, 2011.

VII. Executive Session pursuant to ARS 38-431.03.A.2, A.3 & A.4.

VIII. Other

IV. Adjournment

The Phoenix School of Academic Excellence District
The Learning Institute
Governing Board Meeting Minutes

Date: January 27, 2011

Location: The Learning Institute
Business Office at 5312 North 12th Street, Suite 302
Phoenix, AZ 85014

Roll Call: Nate Palma: President, member, Adele Ferrini: member, Abril Ruiz-Ortega: member, Mike Sanchez: member. Bethany Priebe: member.
Jackie Zander: staff, Mike Page: staff. Leigh Acla: staff, Michele Diamond: staff

Teleconference: Elvira DeLaCruz: member.

President's Report

Reminder of the process – Nate Palma shared information regarding the Board meeting process. The Governing Board Meeting begins promptly at 5:30 PM. If there is a call to the public, each speaker will have 5 minutes to address the board. Please remember not to cross talk with the audience when subject matters are being discussed.

Mike Page/Math AIMS- Mike Page shared the Fall AIMS test results with the Board. The results are as follows;

Cohort 2012
15 students tested
4 Meets the standards
4 Approached the standards
7 Fall Far Below the standards

Cohort 2011
7 students tested
0 Meet the standards
2 Approached the standards
5 Fall Far Below the standard

Cohort 2010 and Below
4 Students tested
1 Meets the standard
1 Approached the standard
2 Fall Far Below the standard

Mike Sanchez asked about math classes and how students were being prepared for the AIMS test.

Leigh Acla/ Reading and Writing- Leigh Acla shared the Fall AIMS test results with the Board.
The results are as follows;

Reading

Cohort 2012
8 Students tested
5 Meet the standards
3 Approached the standards
0 Fall Far Below the standard

Cohort 2011
2 students tested
1 Met the standard
1 approached the standard
0 Fall Far Below

Writing

Cohort 2012
10 students tested
1 Exceeded the standard
9 Meet the standard
0 Approached the standard
0 Fall Far Below the standard

Cohort 2011
3 Students tested
1 Met the standard
2 Approached the standard* Both students are enrolled in SPED.
0 Fall Far Below the standard

Budget/Michele Diamond- Michele Diamond provided the Board with information on current budget and financials from the first six months of the fiscal year 2011.
Michele explained the state aid equalization and grant money cash flow.
Michele also explained to the members of the board the impact of the decision made by the State of Arizona to withhold the July payment to all schools and how that affects The Learning Institute.

Adele Ferrini reminded the Board that the Line of Credit applied for and received in June was in preparation for the State plan to withhold the July payment. Adele also mentioned that we are planning on requesting an extension on the LOC.

Michele also updated the Board on upcoming budget cuts from the State.

Mike Sanchez asked about budget planning to prepare for future budget cuts imposed by the State.

Adele and Nate mentioned to the Board that procedures have been implemented such as lowering the estimated counts on current enrollment and monitor spending to get ready for adjustments.

Mike Sanchez requested a Plan B and possibly form a committee to prepare for the future

Michele commented that our current budget is operating at an effective level considering spending and staffing and there is no waste. But the general fund is still not standing on its own without the help of savings etc.

Fundraising- Nate Palma gave a brief summary on fundraising activities that staff and programs within the school. Nate mentioned that our annual holiday parking lot sale generated over $1,000.00 and part of the money generated was used to purchase cartridges for the district and school printers.

PSAE Governing Board- Nate Palma shared with the Board that Martin Moreno resigned as a Governing Board member effective immediately. Nate Palma asked the current board members to offer recommendations on a replacement to fill the vacant seat.

Nate Palma advised the Board that he would like to fill the seat before the new school year.

Nate Palma also asked the members to consider remaining on the Governing Board through the end of the charter.

Adele Ferrini asked everyone to consider the renewal process and to plan accordingly.

Child Development Center/Avondale/District - Nate Palma provided the Board with information on the status of the Development Center. Nate and Julie Palma attended the New Child Care Provider workshop in January.

Julie Palma has contacted the Department of Health Services and received information regarding the infant/toddler program. Nate Palma informed the Board that according to DHS regulations, the school may have up to four infants/toddlers within the program before becoming licensed.

Julie Palma mentioned to the Board that she is making contact with the Department of assistance for the student mothers.

Nate Palma shared some of the logistics regarding funding, building use and staffing.

Avondale- Nate Palma shared his vision for TLI of Avondale and recommended forming a committee to assist with planning the move and other key decisions. Nate would like the

The members of the Board agreed to meet in Avondale in February to start planning.

District Office- Nate Palma made the recommendation to consider not resigning a new annual lease on the district office building.

Mike Sanchez asked about use of the building and impact of not occupying the current space.

Bethany Priebe mentioned the possibility of keeping the building for another year. Bethany pointed out the positive and negatives of releasing the district office.

JH Program- Nate Palma provided the Board with current enrollment numbers in JH. Currently, the student count is 23 in JH. Nate also spoke about the possibility of moving the JH program to Avondale.

Bylaws- Nate Palma presented the updated bylaws to the Board for review. Some of the updates include updated verbage and dates.

ARRA Grant New Employee- Nate Palma updated the Board on the new ARRA grant employee and also reminded the Board that Samie McFadden our current SPED director will assist in overseeing this position.

School Credit Cards- Nate Palma requested the Board to consider increasing the credit limit on the Desert Schools Federal Credit Union credit card. Currently, the limit is $500.00 and Nate suggested increasing the limit to $1,500.00.

Next Board Meeting, March 31, 2011.

Proposed Budget Meeting, May 12th.

Report from District Office

Decision making/Accreditation/ Renewal/Reminders- Adele Ferrini advised the Board of important renewals coming this year and over the next two years.

Adele shared with the Board the NCA visit in May regarding the renewal for accreditation The staff is preparing for the NCA visit, student groups and parent groups are being formed. Staff is directly involved and they have been meeting consistently on making sure that everyone is ready for the visit.

Adele shared some worksheets with the Board as examples of what to expect during the NCA visit.

Adele asked the Board to consider the important dates of the NCA visit. May 3rd and May 4th the team will be on-site. Adele mentioned that immediately following the NCA visit she will begin working on assisting the Palma's with securing their Charter renewal.

Adequate Yearly Progress(AYP)- Adele Ferrini updated the Board about the need to involve parents and students in the AYP process. Families must understand the importance of their child meeting the graduation requirement. Adele mentioned that some of the categories in meeting AYP are percentage based and the category that we continue to have difficulty meeting is the graduation rate.

Bethany Priebe mentioned reviewing the current mission statement and possibly making changes to improve in this area.

NCA Study Session- Adele Ferrini tied this session in with the above Accreditation and Renewal.

Action Items:

1. Approval of the Board Meeting Minutes for September 30, 2010.
Abril Ruiz-Ortega motioned to approve the minutes for September 30, 2010.
Elvira DeLaCruz seconded.
The motion carried unanimously.

2. Approval of the Board Meeting Minutes for the Interim Board Meeting on October 13, 2010.
Adele Ferrini motioned to approve the minutes for the Interim Board Meeting on October 13, 2010.
Elvira DeLaCruz seconded.
The motion carried unanimously.

3. Approval of the extension of the Bank of Arizona line of credit, if needed.
Abril Ruiz-Oretga motioned to approve the extension of the Bank of Arizona line of credit, if needed.
Elvira DeLaCruz seconded.
The motion carried unanimously.

4. Approval to remove Stephanie Montanez as an insured van driver for the school.
Adele Ferrini motioned to approve the removal of Stephanie Montanez as an insured driver for the school.
Abril Ruiz-Oretga seconded.
The motion carried unanimously.

5. Approval to add Enrique Chavez as an insured driver for the school.
Abril Ruiz-Ortega motioned to approve adding Enrique Chavez as an insured driver for the school.
Elvira DeLaCruz seconded
The motion carried unanimously.

6. Approval to move Adele Ferrini to third signer on the Bank of Arizona accounts at her request.
Mike Sanchez motioned to move Adele Ferrini to third signer on the Bank of Arizona accounts due to her request.
Elvira DeLaCruz seconded.
The motion carried unanimously.
Adele Ferrini abstained.

7. Approval to remove Adele Ferrini as a signer on the Desert Schools account at her request.
Abril Ruiz-Ortega motioned to remove Adele Ferrini as a signer on the Desert Schools account due to her request.
Mike Sanchez seconded.
The motion carried unanimously.
Adele Ferrini abstained.

8. Approval to add designated PSAE board member as a first signer on the Bank of Arizona accounts.
Adele Ferrini motioned to approve adding a designated PSAE board member as a first signer on the Bank of Arizona accounts.
Mike Sanchez seconded.
The motion carried unanimously.
Abril Ruiz-Ortega abstained.

9. Approval to add designated PSAE board member as a second signer on the Desert Schools account.
Elvira DeLaCruz motioned to approve adding Abril Ruiz-Ortega as a second signer on the Desert Schools account.
Mike Sanchez seconded.
The motion carried unanimously.
Abril Ruiz-Ortega abstained.

10. Approval of expenditures for the months of September, October, November and December 2010.
Abril Ruiz-Ortega motioned to approve the expenditures for the months of September, October, November and December 2010
Elvira DeLaCruz seconded.
The motion carried unanimously.

11. Approval to adopt the amended TLI Bylaws as presented on Thursday, January 27, 2011.
Abril Ruiz-Ortega motioned to approve the adoption of the amended TLI bylaws as presented on Thursday, January 27, 2011.
Elvira DeLaCruz seconded.
The motion carried unanimously.

Executive Session: None

Other: Plato- Nate Palma advised the Board that beginning the next school year 2011-2012, Plato will end technical support and assistance for Plato Pathways curriculum which is the software used for computer assisted instruction.

Nate Palma and Julie Palma will begin researching other options for the new school year.

Adjournment:

Mike Sanchez motioned to adjourn at 7:56 PM.
Abril Ruiz-Ortega seconded.
The motion carried unanimously.

Submitted by _____ Date: 02/10/11

The Phoenix School of Academic Excellence District
The Learning Institute Governing Board Meeting Agenda
March 31, 2011
The Learning Institute,
5312 North 12th Street, Suite, 302 Phoenix, Az

I. Call to Order

II. Roll Call

III. Call to the public- Pursuant to ARS 38-431.01.G, the board may allow from the public to address the board. Comments shall be limited to 5 minutes. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matter appears on this agenda for discussion and legal action.

IV. President's Report

1. Samie McFadden-Special Services
2. Michele D- Budget/Auditor Group Update
3. Julie-Graduation
4. Jackie-Fundraising
5. Mike-Math AIMS prep
6. Early Enrollment-65 students
7. 300 Building
8. 2011-2012 J.H. Program/High School
9. 2011-2012 TLI Child Development Plan/Vision
10. Avondale/Vision
11. Hiring
12. PSAE 7th Governing Board Member
13. Possible April Meeting
14. Proposed Budget Meeting, May 12, 2011
15. Adopted Budget Meeting; July 7th or 8th.

V. Report from the District Office

1. Decision-making/Budget/June payment
2. NCA /Surveys

VI. Approval of Action Items

1. Approval of the Board Meeting Minutes for January 27, 2011.
2. The approval to update/create a 3 year PSAE Tech Plan stemming from the above discussed outline
3. Approval of expenditures for the month of January and February 2011

VII. Executive Session pursuant to ARS 38-431.03.A.2, A.3 & A.4.

VIII. Other

IV. Adjournment

The Phoenix School of Academic Excellence District
The Learning Institute
Governing Board Meeting Minutes

Date: March 31, 2011

Location: The Learning Institute
Business Office at 5312 North 12th Street, Suite 302
Phoenix, AZ 85014

Roll Call: Nate Palma: President, member, Adele Ferrini: member, Abril Ruiz-Ortega: member, Mike Sanchez: member. Bethany Priebe: member. Julie Palma: staff. Jackie Zander: staff, Mike Page: staff. Michele Diamond: member. Samie McFadden: staff.

Absent: Elvira DeLaCruz, member.

President's Report

Reminder of the process – Nate Palma shared information regarding the Board meeting process. The Governing Board Meeting begins promptly at 5:30 PM. If there is a call to the public, each speaker will have 5 minutes to address the board. Please remember not to cross talk with the audience when subject matters are being discussed.

Samie McFadden/ Special Services- Samie McFadden shared the current status and demographics of Special Education with the Board.

The results of the program, policy and procedural charges are as followed;

- Behavioral intervention and found that we were already following all the guideline.
- Senior Seminar was discontinued in the special education program for this year since all of the students had already the course.
- Because of the confidentiality of student's information our policy is that we don't share that information with anyone who does not have educational interest.

Bethany Priebe requested further information about identifications of new students.

Samie McFadden reported to the board that The Foundation for the Blind Children was awarded a grant to receive technology and they chose The Learning Institute as the place to run the technology for a vision impaired student.

Michele D-Budget/ Auditor Group Update- Michele Diamond presented the Board with information on current budget and financials form the first two months of the fiscal year 2011.

Michele Diamond reminded the Board that the State has agreed on a budget for the 2011-2012 school year for all schools. Along with reductions there will also be some significant cuts.
Mike Sanchez requested clarification on which month the process of budget cuts will ensue. Michele shared that June 1st will be the month in which the process of budget cuts will take place.

Adele Ferrini reminded the board that the Learning Institute staff should follow opinions and ideas from the Board to assist fund raising.

Michele Diamond provided the Board with handouts to reflect the current budget.

Julie Palma/Graduation- Julie Palma provide the board with information that The Learning Institute will be having 26 students graduating in 2011.

Mike / Math AIMS prep- Mike Page provided the board with information on the math AIMS prep for Math AIMS.

Mike Page reminded the Board that assessments were taking place and the actual test is scheduled for April 5th.
Mike Page also clarified that the test was originally taken from AIMS worksheets and the Targeting AIMS Text Books.

Early Enrollment/ 65 students- Nate Palma updated the board that 65 current students to date are returning to The Learning Institute.

300 Building- Nate Palma provided the Board with information on the meeting with David Osselaer regarding the 300 building. Mike Sanchez recommended keeping the building to assist with any increase in enrollment.

Adele Ferrini commented that if the plan is to stay in Phoenix after the renewal process, it makes sense to sign a lease for the 300 building.

2011- 2012 J.H Program/ High School- Nate Palma shared a brief update on current enrollment-23 students.

Nate Palma also shared his plan to shift Jackie Zander to the High School English department for the 2011-2012 school year.

Abril Ruiz-Ortega commented that her two daughters, the youngest in Junior High and the oldest in High School both enjoy working with Ms. Zander and is okay with the shift.

Adele Ferrini recommended placing a programmatic staff member in JH.

A plan is in place to hire a Junior High teacher for the 2011-2012 school year.

2011-2012 TLI Child Development Plan/Vision- Nate Palma gave a brief update on the current Child Development Plan. There were a handful of students impacted by the program and Nate provided a handout to show the results. Overall five students were part of the program, as a result for of the five student stayed in school.

Avondale/Vision- Nate Palma recommended looking further into the Avondale project and formalizing a plan to identify funding. Nate Palma also suggested looking into other potential buildings to open the school.

Adele Ferrini agreed with Nate that there are many vacant buildings in the west valley that are 'turn-key', which are school ready. Adele also suggested that landlords that have empty buildings who may help with Tenant Improvements.

Bethany Priebe asked about timing and projected open date for TLI of Avondale. Bethany also recommended a five year plan for the Avondale project and suggested finalizing a plan for the move and voting on it.

Adele Ferrini agreed that it is important to solidify the plan by vote.

PSAE 7th Governing Board Member- Nate Palma reminded everyone that he is still searching for a 7th member and would like to have someone fill the seat by the new year.

Possible April Meeting- No meeting was set for April.

Next Meeting- May 12, 2011

Proposed Budget Meeting- The meeting to vote on the proposed budget was set for June 23, 2011.

Adopted Budget Meeting- The adopted budget meeting was set for July 12, 2011 at 9:00am.

Report from District Office

Decision making/Budget/ June Payment- Adele Ferrini reminded everyone of the June payment. At this time, there is still some questions about the June payments and we are waiting on a final word from the State on the payment schedule.

Michele Diamond touched on Budget and the June payment at the beginning of the agenda.

NCA/Surveys- Adele Ferrini updated the Board on the upcoming NCA visit and also shared information regarding surveys which will be handed out to all stakeholders including parents, students, staff and community members. The upcoming visit is scheduled for May3rd and May 4th.

Action Items:

1. Approval of the Board Meeting Minutes for January 27, 2011.
Abril Ruiz-Ortega motioned to approve the minutes for January 27, 2011.
Bethany Priebe seconded.
The motion carried unanimously.

2. The approval to update/create a 3 year PSAE Tech Plan stemming from the above discussed outline.
Mike Sanchez motioned to approve the 3 year PSAE Tech Plan.
Abril Ruiz-Ortega seconded.
The motion carried unanimously.

3. Approval of the expenditures for the month of January and February 2011.
Abril Ruiz-Ortega motioned to approve the expenditures for January and February.
Bethany Priebe seconded.
The motion carried unanimously.

Executive Session: None

Other: None

Adjournment:

Mike Sanchez motioned to adjourn at 7:47 PM.
Abril Ruiz-Ortega seconded.
The motion carried unanimously.

Submitted by _____ Date: 04/05/11

The Phoenix School of Academic Excellence District
The Learning Institute Governing Board Meeting Agenda
May 12, 2011at 5:30pm.
The Learning Institute,
5312 North 12th Street, Suite, 302 Phoenix, Az

I. Call to Order

II. Roll Call

III. Call to the public- Pursuant to ARS 38-431.01.G, the board may allow from the public to address the board. Comments shall be limited to 5 minutes. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matter appears on this agenda for discussion and legal action.

IV. President's Report

1. AFLAC-Employee Medical
2. NCA Student Representatives
3. Michele Diamond-Budget/Audit 990
4. Recruitment/Retention Plan
5. Strategic Plan
6. Hiring
6. Jackie Zander- AIMS Reading/Writing Test Scores
7. 2011-2012 Student Handbook
8. 2011-2012 Employee Handbook
9. 2011-2012 School Calendar
10. Insurances
11. Proposed Budget Meeting, June 23, 2011.
12. Adopted Budget Meeting; July 12, 2011at 9:00am.

V. Report from the District Office

1. Decision-making/Budget/Revisit the roles of Adele Ferrini and Nate Palma
2. 300 Building/Leases
3. NCA

VI. Approval of Action Items

1. Approval of the Board Meeting Minutes for March 31, 2011.
2. Approval of the PSAE 2010-2011 Revised Budget
3. Approval of the 2011-2012 School Year Calendar.
4. Approval of the 2011-2012 Student Handbook.
5. Approval of the 2011-2012 Employee Handbook.
6. Approval to renew the Healthnet Insurance Policy for the 2011-2012 school year.
7. Approval to renew the Philadelphia Insurance Policy for the 2011-2012 school year.
8. Approval of expenditures for the month of April 2011

VII. Executive Session pursuant to ARS 38-431.03.A.2, A.3 & A.4. #102058

VIII. Other

IV. Adjournment

The Phoenix School of Academic Excellence District
The Learning Institute
Governing Board Meeting Minutes

Date: May 12, 2011

Location: The Learning Institute
Business Office at 5312 North 12th Street, Suite 302
Phoenix, AZ 85014

Roll Call: Nate Palma: President, member, Adele Ferrini: member, Abril Ruiz-Ortega: member, Mike Sanchez: member. Bethany Priebe: member. Julie Palma: staff. Jackie Zander: staff. Michele Diamond: staff. Elvira DeLaCruz: member.

President's Report

Reminder of the process – Nate Palma shared information regarding the Board meeting process. The Governing Board Meeting begins promptly at 5:30 PM. If there is a call to the public, each speaker will have 5 minutes to address the board. Please remember not to cross talk with the audience when subject matters are being discussed.

AFLAC- Tim Martin provided the Board with a presentation on AFLAC regarding insurance for employees of The Learning Institute. Tim shared with everyone that premiums are 100%employee-paid and works with existing benefits. Tim mentioned other services provided by AFLAC, including short term disability, accident and life insurance.

Bethany Priebe asked about minimum enrollment. Tim said the minimum enrollment would be 3 employees.

NCA Student Representatives- Adele Ferrini presented the NCA student representatives with Certificates of Appreciation for their efforts during the NCA visit. Nicole Ortega was in attendance to receive her award and shared her experience with the Board. Lexis Silva was absent.

Adele Ferrini reminded everyone that the students could place this information on a resume or a portfolio and request letters of recommendation for future opportunities.

Michele Diamond Budget/Audit 990- Nate Palma opened the discussion by sharing information with the Board regarding a lack of payment in May.

Nate Palma explained that during the transition of changing student management systems from SASI to Powerschool, the attendance conversions were incorrect and resulted in the ADA/ADM values being unusually lower that expected.

Nate Palma shared that the information has since been corrected and the changes will be in place for the June payment. Nate Palma also explained that due to this occurring, a decision

was made to borrow to cover certain expenses for the month of May. Nate explained that the debt sheet sent to the Board was provided to help everyone understand the current debt.

Adele Ferrini reminded everyone that the idea of a debt sheet is nothing new and has been used in the past to stay organized and focused on paying off the debt.

Mike Sanchez asked for clarification on why the savings wasn't used to help cover some of the expenses. Nate Palma explained that most of the money in the savings is restricted. Mike Sanchez also suggested developing a procedure to communicate these decisions to the Board and help everyone understand when challenging decisions are being made.

Abril Ruiz-Ortega recommended a monthly email update be sent from Nate Palma to all board members. Abril explained that in her office, the City Manager sends an update to all council members preparing them for upcoming events and is a very effective communication tool . The Board agreed that this approach will improve communication and should be done monthly.

Adele Ferrini asked Michele Diamond to explain to the Board how the debt could be paid within a year or two. Adele Ferrini reminded everyone how important it is to generate revenue to reduce the debt. Bethany Priebe asked about recovering the May payment. Michele Diamond shared with the Board that The Learning Institute will recover all of the money in June that should have been paid to the school in May. However, we did not receive a full payment in May because it reflects the 100th day ADM count.

Michele Diamond updated the Board on the two payments The Learning Institute will receive on June 1st and June 30th. Michele Diamond also reminded everyone that the landlord has been contacted about the shortfalls during the summer to help with the rent payment.

Recruitment/Retention Plan- Julie Palma presented a plan to the Board about upcoming recruiting/retention for the 2011-2012 school year. Julie Palma and Jackie Zander have developed a plan for student retention which includes but is not limited to the following;

- Quarterly field trips
- Annual Career/College Expo
- Community Activities
- Walk-a Thons
- Open House
- Parking Lot Sales

Abril Ruiz-Ortega mentioned the possibility of creating relationships with schools that are closing in central Phoenix and recruit their students.

Julie Palma agreed with Abril and will make contact with schools centrally located. Julie Palma offered other ideas for recruiting including updating posts on social networks such as Facebook and Twitter. Also using free advertising methods such as Craigslist.

Strategic Plan- Adele Ferrini offered to set up a strategic planning session to assist the Board with developing a district mission statement, strategies and goal setting. The plan is to set goals and create methods that will make the strategic plan work.

Abril Ruiz-Ortega suggested short term and long term goals for the district office.

Adele Ferrini is open to starting this project during the summer.

Hiring- Nate Palma updated the Board on hiring. Nate Palma commented on the difficulties of hiring for the 2011-2012 school year and recommended signing current staff within the next week to prepare for the new school year. Nate Palma mentioned vacancies in the areas of Junior High and Science.

Jackie Zander AIMS Reading and Writing Test Scores –Jackie Zander provided the Board with information on the Spring Test results for HS AIMS.

The test results for Reading are;

Meets= 15
Approaches = 9
Falls Far Below = 4
Total Tested = 38

The test results for Writing are;

Meets = 8
Approaches = 9
Falls Far Below = 6
Total Tested = 23

2011-2012 Student Handbook- Nate Palma provided the Board with sample copies of the student handbook for the 2011-2012 school year.

2011-2012 Employee Handbook- Nate Palma provided the Board with a handout of the 2011-2012 Employee Handbook. Nate Palma explained to the Board that the new handbook has a portion explaining the possibility of furlough Friday or time with out pay if necessary.

2011-2012 School Calendar- Nate Palma provided the Board with a potential calendar for the 2011-2012 school year. The calendar is suggested and may need to be revised in order for it to be approved by ADE. After the calendar application is submitted and approved by the State, the calendar will be distributed. The Board will receive a final copy before the beginning of the new school year.

Insurance- Nate Palma reminded everyone of the renewal for the property insurance with Philadelphia. Nate Palma also updated the Board on the current Health/Dental insurance is up for renewal with Health Net.

Proposed Budget Meeting, June 23, 2011 at 5:30pm.

Adopted Budget Meeting; July 12, 2011 at 9:00am.

Report from District Office

Decision making/Budget/ Revision- Adele Ferrini touched on this subject during the Budget review.

300 Building/ Leases- This topic was tabled for the June meeting.

NCA- Adele Ferrini updated the Board on the NCA visit. Adele announced to the Board that the overall result for The Learning Institute was accreditation with advisement. Adele Ferrini is confident that the advisement will be removed within a year if the correct action is taken

Nate Palma advised the Board that the area of Highly Qualified is an area that is a priority and the current issue will be taken care of before the end of the summer. The staff member in this particular core subject area is one credit short and has already enrolled in a summer course to satisfy the requirement.

Action Items:

1. Approval of the Board Meeting Minutes for March 31, 2011.
Adele Ferrini motioned to approve the minutes for March 31, 2011.
Bethany Priebe seconded.
The motion carried unanimously.

2. The approval of the PSAE 2010-2011 revised budget.
Bethany Priebe motioned to approve the PSAE 2010-2011 revised budget.
Adele Ferrini seconded.
The motion carried unanimously.

3. Approval of the 2011-2012 School Calendar.
Abril Ruiz-Ortega motioned to approve the 2011-2012 School Calendar.
Elvira DeLaCruz seconded.
The motion carried unanimously.

4. Approval of the 2011-2012 Student Handbook.
Elvira DeLaCruz motioned to approve the 2011-2012 Student Handbook.
Abril Ruiz-Ortega seconded.
The motion carried unanimously.

5. Approval of the 2011-2012 Employee Handbook.
Bethany Priebe motioned to approve the 2011-2012 Employee Handbook.
Elvira DeLaCruz seconded.
The Motion carried unanimously.

6.Approval to renew the Healthnet Insurance Policy for the 2011-2012 school year.
Bethany Priebe motioned to table the vote until June.
Adele Ferrini seconded.
The motion carried unanimously.

7. Approval to renew the Philadelphia Insurance Policy for the 2011-2012 school year.
Adele Ferrini motioned to table the vote until June.
Abril Ruiz-Ortega seconded.
The motion carried unanimously.

8. Approval of the expenditures for the month of April 2011.
Abril Ruiz-Ortega motioned to approve the expenditures for the month April 2011.
Elvira DeLaCruz seconded.
The motion carried unanimously.

Executive Session: Adele Ferrini motioned to enter into an executive session
Mike Sanchez seconded.

Other: Elvira DeLaCruz announced to the Board that Avondale Christian Assembly will give a $1,000.00 donation to The Learning Institute.

Adjournment:

Bethany Priebe motioned to adjourn at 7:37 PM.
Abril Ruiz-Ortega seconded.
The motion carried unanimously.

Submitted by _____ Date: 05/20/11

The Phoenix School of Academic Excellence District
The Learning Institute Board Meeting Agenda
Adoption of the PSAE 2011-2012 Proposed Budget
June 23, 2011, 5:30pm
The Learning Institute, 5312 North 12th Street, Phoenix, Az

I. Call to Order

II. Roll Call

III. Call to the public- Pursuant to ARS 38-431.01.G, the board may allow from the public to address the board. Comments shall be limited to 5 minutes. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matter appears on this agenda for discussion and legal action.

IV. President's Report

1. Philadelphia Insurance- David Leshner
2. APEX Learning- Nora Zwillick
3. PLATO Learning- Michelle McCormick
4. Proposed Budget
5. Current Enrollment-90
6. Recruitment Update
7. Potential Governing Board member- Enrique Chavez
8. 2011-2012 Board Meeting calendar
9. CDI; Conference on Differentiated Instruction
10. Next Board Meeting, PSAE Adopted Budget; July 12, 2011 at 9:30am.

V. Report from District Office

1. Strategic planning session- August 6, 2011
2. Core Standards

VI. Approval of Action Items

1. Approval of the PSAE 2011-2012 Proposed Budget.
2. Approval of Board Meeting Minutes for May 12th, 2011.
3. Approval to renew the Philadelphia Insurance policy for the 2011-2012 school year.
4. Approval to renew the Health Net Insurance Policy for the 2011-2012 school year.
5. Approval for use of school vehicle to travel to conference in Las Vegas from July 11th through July 16th
6. Approval of Expenditures for April and May.

VII. Executive Session pursuant to ARS 38-431.03.A.2,A.3 & A.4.

VIII. Other

IX. Adjournment

The Phoenix School of Academic Excellence District
The Learning Institute
Governing Board Meeting Minutes

Date: June 23, 2011

Location: The Learning Institute
Business Office at 5312 North 12th Street, Suite 302
Phoenix, AZ 85014

Roll Call: Nate Palma: President, member, Bethany Priebe: member, Mike Sanchez: member, Adele Ferrini: member, Abril Ruiz-Ortega: member, David Leshner: Philadelphia Insurance Representative. Jackie Zander: staff, Michelle McCormick: PLATO Learning Representative, Nora Zwillick: APEX Learning Representative, Julie Palma: staff, Enrique Chavez: staff, Michele Diamond: staff.

Absent: Elvira DeLaCruz

President's Report

Reminder of the process – Nate Palma shared information regarding the Board meeting process. If there is a call to the public, each speaker will have 5 minutes to address the board. Please remember not to cross talk with the audience when subject matters are being discussed.

Philadelphia Insurance- David Leshner provided the Board with a presentation on Philadelphia Insurance regarding general liability, property insurance, loss control services, employment practice liability coverage, and workplace replacement coverage. Mr. Leshner shared with the board that the rate would increase by 10% due to rising claims in the state amongst schools and non-profits in general.

APEX Learning - Nora presented the board information about APEX Learning and it features. APEX Learning is built on the different learning styles of students and on the high stake standard requirements. 5 different pathways are offered by APEX: Foundation courses, Comprehension strategies, credit recovery, honors courses and advance placement. Courses offered are NCAA eligible. APEX is NWEE certified.

PLATO LEARNING – Michelle addressed the board about the current PLATO system in use by the school and the new software available by PLATO. Currently working with Pathways. Michelle did state that the school can continue to use the current Pathways software since the school does own the CD's. If the school decided to continue to work

with Pathways, Michelle does have a reference of help if the school has trouble with Pathways. PLATO will discontinue servicing that Pathways platform in December of 2011.

The catalog library is $1200 per access, customer loyalty and discounts are available. K-8 library is $740 per access. Secondary Math is $420 per access. A needs analysis would need to be done to determine the needs of the school.

Michelle would be the contact for Nate to negotiate pricing.

Proposed Budget – Michele Diamond

135 students enrolled students would help the school on an annual basis but the debt is due in six months so there would not be enough funds to satisfy the debt for the first six months. Adele advised that the school staff should research on how are other similar schools recruiting.

The June 30 payment will be used for June and July expenses, pay landlord and plan accordingly after necessary expenses are deducted. August 1st payment can be used to reduce some of the debt as well since no salaries are being paid with that payment.

Mike asked if it was possible to consolidate all the debt by refinancing with the bank and satisfy the debt within 1-2 years. Nate will explore the option of refinancing/consolidating the debt with the bank.

Recruitment Update: Julie Palma

Julie presented the board with a map displaying where our students are geographically located and also showing where recruiting the staff has been recruiting. Julie informed the board of the various businesses in the community that have allowed the school to leave fliers for the public. Recruitment has been taking place on social forums like craigslist and facebook.

Julie announced that the school will be promoting open enrollment with a booth at a convention at Westgate on July 6-8.

POTENTIAL GOVERNING BOARD MEMBER: Enrique Chavez - Nate Palma

Nate explained why he has considered Enrique for the potential position. Nate also explained the role that Enrique has taken on for the school which includes holding students accountable for attendance and tardiness.

Mike asked Enrique if he had worked with a school before. Enrique stated that this is the

first time working for a school but not the first time working teenagers. Enrique explained that he has been involved with organizations that involved coordinating, fundraising, and leading events for teenagers in the past.

No other questions were asked by the board.

2011-2012 Board Meeting Calendar – Nate Palma

Board agreed with the 2011-2012 Board meeting calendar.

CDI: Conference on Differentiated Instruction - Nate Palma

TLI received a grant for staff to attend a workshop in Las Vegas on July 12-15th. Nate Palma, Jackie Zander, and Enrique Chavez will be attending the workshop.

Abril asked what is expected of the staff who is going to the workshops. Mr. Palma suggested that Jackie and Enrique address the board in August about what was captured and how it is going to get implemented into the school.

Next Board Meeting: PSAE Adopted Budget – July 12, 2011 at 9:30am – Nate Palma

Nate reminded the board of the meeting and inquired if all board members were able to attend. All board members will be attending. An email will be sent out by Nate reminding everyone of the meeting.

Abril will be attending telephonically.

Report from District Office

Strategic Planning Session – August 6, 2011 11:00am - Nate Palma

The date and time of this session is in conflict with some of the board members. In the next update Nate will send out various dates to the board and they can respond with the dates and times that are suitable for them.

Core Standards – Adele Ferrini

Adele stated that the core standards of the school need to be taken into great consideration based on the fact that the Charter is up for renewal in two years. Since this is a monumental task, Adele's' recommendation is that the school retain a professional who can realign the school with the core standards.

The topic of using Plato was brought up and the decision was made by the staff to continue the use of the current Plato for the 2011-2012 school year.

Action Items:

1. Approval of the PSAE 2011-2012 Proposed Budget.
Mike Sanchez motioned to approve the PSAE 2011-2012 Proposed Budget.
Abril Ruiz-Ortega seconded.
Adele Ferrini abstained.
The motion carried.

2. Approval of Board Meetings Minutes for May 12th, 2011.
Bethany Priebe motioned to approve the Board Meetings Minutes for May 12th, 2011.
Abril Ruiz-Ortega seconded.
The motion carried unanimously.

3. Approval to renew the Philadelphia Insurance policy for the 2011-2012 school year.
Adele Ferrini motioned to approve the Philadelphia Insurance policy for the 2011-2012 school year.
Mike Sanchez seconded.
The motion carried unanimously.

4. Approval to renew the Health Net Insurance Policy for the 2011-2012 school year.
Abril Ruiz-Ortega motioned to approve the renewal of the Health Net Insurance Policy for the 2011-2012 school year.
Bethany Priebe seconded.
The motion carried unanimously.

5. Approval for the use of school vehicle to travel to conference in Las Vegas from July 11th through July 16th.
Mike Sanchez motioned to approve the use of school vehicle to travel to conference in Las Vegas from July 11th through 16th.
Abril Ruiz-Ortega seconded.
The Motion carried unanimously.

6. Approval of Expenditures for April and May.
Bethany Priebe motioned to approved expenditures for April and May.
Mike Sanchez seconded.
The motion carried unanimously.

Executive Session: None.

Other: Adele Ferrini announced to the board of her decision to resign as governing board member effective June 24, 2011.

Adjournment:

Bethany Priebe motioned to adjourn at 7:37 PM.
Mike Sanchez seconded.
The motion carried unanimously.

Submitted by _____ Date: 06/25/11

2011-2012
Phoenix School of Academic Excellence
The Learning Institute
Governing Board Meetings
5:30pm, Thursday's

July 12, 2011- Adopted Budget

September 29, 2011

January 26, 2012

March 29, 2012

May 10, 2012

June 28, 2012-Proposed Budget

Please note: An interim board meeting may be called in order to meet necessary deadlines and/or strategic planning.

The Phoenix School of Academic Excellence District
The Learning Institute Governing Board Meeting
To adopt the PSAE 2011-2012 Annual Budget
Agenda
July 12, 2011
The Learning Institute,
5312 North 12th Street, Phoenix, Az

I. Call to Order

II. Roll Call

III. Call to the public- Pursuant to ARS 38-431.01.G, the board may allow from the public to address the board. Comments shall be limited to 5 minutes. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matter appears on this agenda for discussion and legal action.

IV. Presidents Report.

1. Transportation discussion.
2. Mileage reimbursement discussion.
2. Next Board Meeting, September 29, 2011.

V. Approval of Action Items.

1. Approval of the minor changes to the 2011-2012 Proposed PSAE Budget.
2. Approval of the 2011-2012 PSAE Adopted Budget.
3. Approval of the Board Meeting Minutes for June 23, 2011.
4. Approval of expenditures month to date.

VI. Executive Session pursuant to. ARS 38-431.03.A.2, A.3 & A.4. (none)

VII. Other.

VIII. Adjournment.

The Phoenix School of Academic Excellence District
The Learning Institute
Governing Board Meeting Minutes

Date: July 12, 2011

Location: The Learning Institute
Business Office at 5312 North 12th Street, Suite 302
Phoenix, AZ 85014

Roll Call: Nate Palma: President, member, Bethany Priebe: member, Mike Sanchez: member, Adele Ferrini: Staff member.

Conference Call:Abril Ruiz-Ortega: member, Elvira De La Cruz: member

President's Report

Reminder of the process – Nate Palma shared information regarding the Board meeting process. The Governing Board Meeting begins promptly at 5:30 PM. If there is a call to the public, each speaker will have 5 minutes to address the board. Please remember not to cross talk with the audience when subject matters are being discussed.

Transportation – Total enrollment is at 103 and at this time 36 students are from Avondale. Nate Palma would like to explore the possibility of acquiring a 2nd vehicle. Nate addressed that if a 2nd van is not bought, multiple trips would have to be made to accommodate the transportation of students from the west valley. Nate Palma also recommended that a suggested monthly donation be presented to the parents and a plan to begin fundraising to cover transportation costs. Nate will work with Abril and Elvira on fundraising implementation.

Mileage reimbursement Policy and Procedures – The school has now had the van for 4 years; and to conserve the longevity of the van, mileage reimbursement of personal vehicle is suggested to conduct school business. Bethany Priebe suggested that mileage reimbursement be only for the consistent employees who leave campus. At this time, Nate Palma, Julie Palma, and Enrique Chavez are listed as approved drivers under the current insurance policy with Philadelphia and consistently run school errands, with approval from the director. Abril Ruiz-Ortega recommended that guidelines be placed to qualify anyone for mileage reimbursement with the approval of the director. Nate Palma will work on the details of the new procedures/policies and present it to the board for their approval in September.

100/200/300 Building Leases – Nate Palma and Mike Sanchez met with the landlord, David Osselaer of Wells Fargo and Jeremy Johnson with Case-Huff & Associates the property management company. The topics included the lease for the 300 building which expires on July 31, 2011 and the leases for the 100 and 200 buildings which will expire in 2013. Mike Sanchez and Nate Palma are working on new agreement with David and asked the Board to consider the negotiations to continue until a deal can be worked out.

Next board meeting on September 29, 2011.

Action Items:

1. Approval of the PSAE 2011-2012 Proposed Budget changes.
Bethany Priebe motioned to approve the PSAE 2011-2012 Proposed Budget changes.
Mike Sanchez seconded.
The motion carried unanimously.

2. Approval of 2011-2012 PSAE Adopted Budget.
Mike Sanchez motioned to approve the 2011-2012 PSAE Adopted Budget.
Abril Ruiz-Ortega seconded.
The motion carried unanimously.

3. Approval of the PSAE Mileage Reimbursement policy.
Abril Ruiz-Ortega motions to table the PSAE Mileage Reimbursement Policy until September.
Bethany Priebe seconded
The motion carried unanimously.

4. Approval to secure a long term lease of 100/200/300 buildings.
Mike Sanchez motioned to approve long term lease of 100/200/300 buildings.
Elvira De La Cruz seconded.
The motion carried unanimously.

5. Approval of Board Meeting Minutes of June 11th, 2011
Bethany Priebe motioned to approve the Board Meeting Minutes of June 11th, 2011.
Elvira De La Cruz seconded.
The Motion carried unanimously.

Executive Session: **None**

Other: **None**

Adjournment: Mike Sanchez motioned to adjourn at 10:15am.
Elvira De La Cruz seconded.
The motion carried unanimously.

Submitted by _____ Date: 07/20/11

The Phoenix School of Academic Excellence District
The Learning Institute Governing Board Meeting Agenda
September 29, 2011at 5:30pm.
The Learning Institute,
5312 North 12th Street, Suite, 302 Phoenix, Az

I. Call to Order

II. Roll Call

III. Call to the public- Pursuant to ARS 38-431.01.G, the board may allow from the public to address the board. Comments shall be limited to 5 minutes. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matter appears on this agenda for discussion and legal action.

President's Report

1. EdVantagePartners/ Business Office- Curt Porter
2. CenturyLink-Matthew Dedek
3. Estimated Counts- 121 Students
4. Audit FY11
5. Proposed Interim Board Meetings, October 21, 2011 and October 28, 2011.
6. Next Board Meeting; January 26, 2011at 5:30pm.

IV. Report from Julie Palma

1. AIMS- Jackie Zander
2. Math Program- Timm Dixon
3. Recruitment/Retention
4. Field Trips
5. Senior Update

V. Approval of Action Items

1. Approval of the Interim Board Meeting Minutes for August 12, 2011.
2. Approval of the PSAE Procedures for Mileage reimbursement.
3. Approval for Nate Palma and EdVantagePartners to renegotiate the Non-Revolving Line of Credit with the Bank of Arizona.

VI. Executive Session pursuant to ARS 38-431.03.A.2, A.3 & A.4. #121672

VII. Other

VIII. Adjournment

The Phoenix School of Academic Excellence District
The Learning Institute
Governing Board Meeting Minutes

Date: September 29, 2011

Location: The Learning Institute
Business Office at 5312 North 12th Street, Suite 302
Phoenix, AZ 85014

Roll Call: Nate Palma: President, member, Elvira DeLaCruz: member, Mike Sanchez: member, Abril Ruiz-Ortega: member, Bethany Priebe: member.

Matthew Dedek: Century Link Representative, Curt Porter: EdVantage Partners, Adele Ferrini: staff member, Julie Palma: staff member, Jackie Zander: staff member.

President's Report

Call to the public- Pursuant to ARS 38 -431. 01. G, the Board may allow from the public to address the Board. Comments shall be limited to 5 minutes. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matter appears on this agenda for discussion and legal action. Please remember not to cross talk with the audience when subject matters are being discussed.

EdVantage Partners/Curt Porter- Curt Porter presented the Board with financial spreadsheets to show the members a revenue analysis for the 2011-2012 school year. Curt Porter pointed out the change in student enrollment as of September 2011, he explained that the projected enrollment count was 135 students and currently there are 121 students. Curt Porter also mentioned the impact to the budget will be related to reduced revenue relating to Prop 301 Funds, FY 12 state budget; charter schools had their Additional Assistance Funding allocation reduced, and Title I funding will be reduced.

Curt Porter also provided a spreadsheet to highlight payroll and related expenses. Curt Porter explained to the Board that payroll should be at 50% of State Equalization, The Learning Institute is within that percentage , and leases should be within the 13% range, currently the school is close to 23%. Curt expressed to the Board that the current debt is recommended to be within 10-15%, as of September 2011, The Learning Institute is close to 26.30%. Mike Sanchez asked for clarification in the areas of payroll and the current lease percentages.

Nate Palma and Curt Porter shared with the Board that a plan will be executed to significantly reduce the debt by December 31, 2011. Nate Palma and Curt Porter will meet with the Board on October 21, 2011 to solidify the plan.

Century Link/ Matthew Dedek- Matthew Dedek offered a brief presentation to the Board about his background with Century Link, which was formerly known as Qwest. Matthew explained to the Board that the school is considering a switch over from the current phone/internet provider, Integra. With a three year agreement, the school will save money and receive faster internet service.

Nate Palma and Matthew Dedek commented that a transfer of phone/internet service will be scheduled for November 2011.

Estimated Counts/121 Students- Nate Palma and Curt Porter touched on this topic during Curt Porter's presentation.

Audit FY11- Nate Palma shared with the Board about the current status of the audit. Nate Palma explained to the Board that PSAE business manager; Michele Diamond and the lead auditors are clarifying the Prop 301 funding, specifically, Classroom Site Fund 1011. Nate Palma will provide the summary of comments to the Board at the next Board meeting.

Proposed Interim Board Meeting- October 21, 2011

Next Board Meeting; January 26, 2012

Report from Julie Palma

AIMS- Jackie Zander reminded the Board that the AIMS test for Reading, Writing and Math will be held in October. Jackie Zander shared with the Board how students are preparing for the upcoming test, Jackie Zander explained how diagnostic tests, and AIMS sample test are being performed to provide students opportunities for the test.

Julie Palma and Timm Dixon offered the Board an overview of the Study Island curriculum which is used on the computer by students. Study Island is web based offering the students a home based study plan.

Math Program- Timm Dixon shared his vision for the Math program during the AIMS portion of the school report.

Recruitment/Retention- Julie Palma shared the current retention plan with the Board. Julie Palma and Jackie Zander reminded the Board that Open House was held in August, during Open House parents were invited to meet the teachers, review curriculum and meet the administration. Open House was available to parents all day. Title I coordinator, Jackie Zander discussed the Title I plan/ vision during Open House.

Field Trips- Jackie Zander and Julie Palma commented on the field trips students are taking during the 1st semester, Julie Palma believes that taking students on field trip will help with exposing students to the community and keep them interested in school.

Senior Update- Julie Palma reminded the Board that senior outreach is a priority in the school. Currently, Enrique Chavez is coordinating the program.

Action Items:

1. Approval of the Interim Board Meeting Minutes for August 12, 2011.
   Mike Sanchez motioned to approve the Interim Board Meeting Minutes for August 12, 2011.
   Abril Ruiz-Ortega seconded.
   The motion carried unanimously.

2. Approval of the PSAE Procedures for Mileage reimbursements to include additions/revisions.
   Bethany Priebe motioned to approve the approval of the PSAE procedures for Mileage reimbursements.
   Elvira DeLaCruz seconded.
   The motion carried unanimously.

3. Approval for Nate Palma and EdVantage Partners to renegotiate the Non Revolving Line of Credit with the Bank of Arizona.
   Abril Ruiz-Ortega motioned to approve Nate Palma and Curt Porter renegotiating the Line of Credit with the Bank of Arizona.
   Elvira DeLaCruz seconded.
   The motion carried unanimously.

Executive Session: Mike Sanchez motioned to enter into an Executive Session.
Bethany Preibe motioned to return to General Session.

Other: Nate Palma offered the Board an opportunity to share their thoughts on two vacancy seats on the Governing Board.
Potential candidates included; Enrique Chavez, Lisa Thompson, Timm Dixon, Burke Montoya and Jackie Zander. After discussion, Jackie Zander and Burke Montoya will join the governing board. Nate Palma will begin the steps to prepare Jackie Zander and Burke Montoya for the January meeting.

Nate Palma will submit the ALEAT Curriculum Declarations, Principal Declarations to ADE. Bethany Priebe will sign the forms.

Adjournment: Elvira DeLaCruz motioned to adjourn at 7:27pm.
Abril Ruiz-Ortega seconded.
The motion carried unanimously.

Submitted by _____ Date: 10102011

The Phoenix School of Academic Excellence District
The Learning Institute
Interim Board Meeting
Agenda
October 11, 2011
The Learning Institute,
5312 North 12th Street, Phoenix, Az

I. Call to Order

II. Roll Call

III. Call to the public- Pursuant to ARS 38-431.01.G, the board may allow from the public to address the board. Comments shall be limited to 5 minutes. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matter appears on this agenda for discussion and legal action.

IV. President's Report

1. AFR.

V. Adele Ferrini

VI. Approval of Action Items

1. Approval of the PSAE 2010-2011 Annual Financial Report.

VII. Executive Session pursuant to ARS 38-431.03.A.2,A.3 & A.4.

VIII. Other

IX. Adjournment

The Phoenix School of Academic Excellence District
The Learning Institute
Interim
Governing Board Meeting Minutes

Date: October 11, 2011
9:00am

Location: The Learning Institute
Business Office at 5312 North 12th Street, Suite 302
Phoenix, AZ 85014

Roll Call: Nate Palma: President, member, Mike Sanchez: member, Bethany Priebe: member, Elvira DeLaCruz: member,

Teleconference: Abril Ruiz-Ortega: member.

President's Report

Call to the public- Pursuant to ARS 38 -431. 01. G, the Board may allow from the public to address the Board. Comments shall be limited to 5 minutes. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matter appears on this agenda for discussion and legal action. Please remember not to cross talk with the audience when subject matters are being discussed.

Annual Financial Report- Joseph Perez provided the members of the board with a brief overview of the Annual Financial Report.

Nate Palma mentioned to everyone that there were no significant changes to the AFR and that the October 15, 2011 deadline will be met.

Next Board Meeting, January 26, 2012.

Adele Ferrini- Adele Ferrini reminded the Board of her purpose for ending her contract agreement for the 2011-2012 school year on April 30, 2012. Adele Ferrini believes this approach will help this current budget, freeing up her May and June salary to help the PSAE operating budget for the end of the fiscal year. Nate Palma reiterated this plan with his comments to have PSAE continue with the full coverage of Health, Dental and Vision for Adele Ferrini through June 30, 2012.

Nate Palma and Curt Porter will build the plan into the financial spreadsheets for 2011-2012 budget projections.

The Board agrees with the plan as presented and will move forward with it for the remainder of the 2011-2012 fiscal year.

Adele Ferrini also asked the Board to make it a priority to not breach the promissory note to Larry Nagaki. Nate Palma agrees with this and will continue with the plan to pay the debt before December 31, 2011.

Action Items:

1. Approval of the 2010-2011 Annual Financial Report.
Bethany Priebe motioned to approve the 2010-2011 Annual Financial Report.
Elvira DeLaCruz seconded.
The motion carried unanimously.

Executive Session: None

Other:

Adjournment: Mike Sanchez motioned to adjourn at 9:42am.
Abril Ruiz-Ortega seconded.
The motion carried unanimously.

Submitted by _____ Date: 10112011