B. ORGANIZATION DESCRIPTION

B.2. GOVERNING BODY

B.2.a. Responsibilities of the School Governing Board

Seneca Preparatory Academy (SPA) Foundation Bylaws. Article 6: School Governing Board. Section 3: Authority.

The School Governing Board shall be responsible for the policy decisions of Seneca Preparatory Academy (SPA) as recommended by A.R.S 15-183 E8 in general; and specifically as related to the monitoring of academic progress, and the organization and implementation of the school fund raising program.

The School Governing Board has no authority on the policy making decision that involves the whole Corporation.

Seneca Preparatory Academy (SPA) Foundation Bylaws. Article 6: School Governing Board. Section 4. Duties.

It shall be the duty of the School Governing Board to:

- Select the School Director/Principal; and support and review his/her performance.
- Monitor the successful implementation of The Right Educational (RE) System.
- Approve Seneca Preparatory Academy (SPA) short and long-term academic objectives.
- Monitor the implementation of the Performance Management Plan (PMP) and/or SPA yearlong academic plan.
- Work in partnership with the School Director/Principal on the development and successful implementation of SPA Fund Raising Program.
- Enhance SPA public standing by serving as ambassadors, advocates and community representatives of the school.
- Carry any duties imposed on them collectively or individually by the articles of incorporation or by the bylaws.

Seneca Preparatory Academy Foundation Bylaws. Article 6: School Governing Board. Section 11. Compliance with Arizona Open Meeting Law.

The School Governing Board shall comply with the Arizona Open Meeting Law by:

- Having all School Governing Delegates receive full training on the requirements of the Open Meeting Laws;
- Having all meetings of the School Governing Board open to the public;

- Conspicuously posting a disclosure statement identifying the physical and electronic locations where public notices of meetings will be displayed;
- Posting a copy of the public meeting notice on SPA website as well as at the location identified in the disclosure statement.

B.2.b. Description & Composition of the School Governing Board

Seneca Preparatory Academy (SPA) Foundation Bylaws. Article 6: School Governing Board. Section 1. Number and Composition

The School Governing Board shall have a minimum of seven (7) and a maximum of eleven (11) members.

Three (3) of the School Governing Board seats shall be permanent seats held by Seneca Preparatory Academy (SPA) Foundation's Board of Directors. The remaining eight (8) seats shall be allocated as following:

- Maximum of one (1) seat allocated to the Head of the Parent Advisory Board.
- Maximum of seven (7) seats allocated to community members with skills and experience in law, finance, academic oversight, fundraising, real estate, construction engineering, and human resources and/or with other unique skills and experience that might be beneficial to Seneca Preparatory Academy (SPA).
- No more than three (3) seats shall be held by Seneca Preparatory Academy (SPA) Foundation's Board of Directors.

Information on the Current School Governing Board Members

Presently the three Founding Corporate Directors of Seneca Preparatory Academy Foundation are the only School Governing Board Members of SPA.

They are:

Jean-Claude Abougou, PhD., MBA

Dr. Abougou brings over 12 years of expertise in biomedical research and education with major pharmaceutical companies. He was a Regional Associate Director of Oncology Research before he decided to take a teaching job in an underserved high school in Tucson, Arizona; and for the last five years, Dr. Abougou has been enjoying himself teaching science, chemistry, math and physics in an inner-city high school in Tucson, Arizona.

In addition to his experience teaching in charter schools, Jean-Claude brings substantial expertise in overall business administration, project management, launching and marketing products through their life cycles, financial analysis and grant writing.

Dr. Abougou is responsible for writing this application, for the incorporation of the Foundation and for all legal, marketing and financial aspects of this project.

Jean-Claude is a graduate of the University of Arizona where he received a PhD in Nutritional Biochemistry, a Master Degree in Food Science and a Master of Business Administration. He also graduated from the University of Cameroon with a Bachelor's of Science in Biochemistry.

Bitaya Mulato, BA.

Ms. Mulato is a graduate of the University of Arizona where she received a Bachelor's of Science in Speech and Hearing Science. She has been working as a speech therapist for the last seven years in Native American schools and other underserved schools in Southern Arizona. Ms. Mulato has contributed to Seneca Preparatory Academy (SPA) project with her detailed knowledge of underserved populations in Southern Arizona, her understanding of elementary and secondary school issues, and her expertise in special education.

Donka Dyer-Abougou, RN

Mrs. Dyer-Abougou is a registered nurse who has been working as a clinical nurse manager, a clinical team leader, and a clinical staff nurse for over twenty years in hospitals located in low-income areas in Tucson, Arizona. Donka has substantial experience in several therapeutic areas (cardiology, intensive care, gastroenterology, utilization review, case .management) and non-therapeutic medical fields (health insurance, utilization review). Her superior analytical skills and her knowledge and ability to deal with complex medical situations involving a diverse group of people have and will continue to be useful to Seneca Preparatory Academy (SPA). Mrs. Dyer-Abougou is a registered nurse and a graduate of Methodist School of Nursing in Philadelphia, PA where she received her Nursing Diploma.

B.2.c. Filling Vacancies in the School Governing Board

Seneca Preparatory Academy Foundation Bylaws. Article 6: School Governing Board. Section 12: Vacancies.

Vacancies on the School Governing Body shall be filled by new members nominated by the Corporate Board of Directors.

Seneca Preparatory Academy (SCA) has formalized the process of filling vacancies in the School Governing Board as following:

1. Establish a Board Hiring & Development Committee**.**

Currently, the members of this committee are the three founders of Seneca Preparatory Academy Foundation, Jean-Claude Abougou, Dina Mulato and Donka Dyer-Abougou. New school governing board members will automatically become member of the Board Hiring & Development Committee.

2. Identify Potential Board Members and Maintain a List of Prospective School Governing Board Members

The Board Hiring & Development Committee will identify and develop a list of potential school board members by screening them through the standards of effective board members defined by

the Arizona Schools Board Association (ASBA, 2012). According to the Arizona School Boards Association, effective school board members:

- Have a conviction that public education is important.
- Are committed to improving public education for all children in Arizona.
- Possess a sincere desire to serve the community, rather than a desire for personal glory or to achieve a personal goal.
- Have the ability to understand the forces of change in our society and foresee, to some extent, the shape of the future in order to plan wisely.
- Have loyalty to the democratic process.
- Are able to accept the will of the majority and support a decision when it is made by the board.
- Respect the diversity of perspectives and cultural backgrounds on the board and in the community, enabling them to serve with tolerance and without prejudice.
- Have cooperative spirits, recognizing that success in achieving board goals and implementing ideas requires a team approach.
- Can communicate well with others.
- Are willing to invest the significant time and energy required by board service.
- Are available to attend all board meetings and related board work.
- Strive to be knowledgeable about policies and programs.
- Are respected and involved in their communities.
- Bring a broad base of knowledge and experience to the job, enabling them to vote with intelligence and confidence on complex issues such as finance, curriculum and student-employee-community relationships.
- Know that the reputation of the entire school district is reflected in their behavior and attitude.
- Understand the board's roles and responsibilities.

3. Choose and Invite New Board Members

To fill a vacancy on the School Governing Board, the Board Hiring & Development Committee will nominate new members from the List of Prospective School Governing Board Members. The Head of the School Governing Board will then extend a written invitation to these nominees.

4. Train New School Board Members

Once a nominee agrees to become a SPA school governing board member, the School then will provide the new school board member with training on school board governance through the online training program provided by eBoardSolutions (2012) and/or through workshops organized by the Arizona School Boards Association.

B.2.d. School Governing Board Activities Consistent with Seneca Preparatory Academy Foundation

The School Governing Board activities and expectations are fully aligned and consistent with Seneca Preparatory Foundation's articles of incorporation and bylaws.

B.2.e. School Governing Board Activities Consistent with all Sections of the Application Package

The School Governing Board activities and expectations are fully aligned and consistent with the application package.

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