

Minutes

Organizational Board Meeting of the Online School of Arizona Board of Directors

Date: Wednesday, August 25, 2021
Time: 6:00 pm MST
Location: To be conducted via Zoom conference

Join Zoom Meeting – For Public Attendance

Link:

<https://us02web.zoom.us/j/86845759955?pwd=V1FIRGZyK25zYlNmZjRibnAvUnNYQT09>

Meeting ID: 868 4575 9955

Passcode: 535276

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Item 1: Call to Order / Roll Call

Erin Albert called the meeting to order at 6:06 pm. MST

Board Member	Present	Absent
Erin Albert - President	X	
Laura Hatton – Vice President/Treasurer	X	
Paul Mendoza (Marco Martinez)– Secretary	X	

Item 2: Pledge of Allegiance

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

Item 3: Statement of Purpose

"This meeting is a meeting of the Board of Education in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda."

Item 4: Regular Business

- Approval of the Agenda

Motion: _____ Erin Albert _____ Second: _____ Laura Hatton _____

Ayes: : _____ 3 _____ Opposed: _____ 0 _____

The motion passed unanimously.

- Public Comments on Agenda Items (none at this time)
- Correspondence (Travis Gostinger reported on 2 pieces of correspondence from the State of Arizona regarding the First Year Review sent on August 5, 2021
 - 1) Online Documentation Review on September 14, 2021
 - 2) In-Person Site Review (hasn't been scheduled)

- Approval of the July 12, 2021 Budget Hearing Minutes

Motion: _____ Erin Albert _____ Second: _____ Paul Mendoza _____

Ayes: : _____ 3 _____ Opposed: _____ 0 _____

Motion carried to approve minutes. The motion passed unanimously.

- Financial Update

Travis Gostinger: We are working with Diamond Financial Services to help us work through the financial process in Arizona. We looked at increasing the engagement with Michelle Diamond and her team. They didn't have the capacity to increase that engagement at this time and recommended Aspire Business Consultants. We will work with Aspire over the course of this next year. Travis shared the expenses. The start-up funding was approved and we received a check for that today. This will offset some of the expenses that have already been paid to the school including legal expenses, marketing, staff, payroll expenses and other items in alignment with the budget. The expenses will be shared monthly along with the balance sheet, P & L and Cash Flow. Aspire will begin joining meetings to give the board updates on the financial reports. Travis will share the agreement with the board.

Item 5: Leadership Update

- Administration Update

- School Update from Executive Director

Mitch Horlick: We are seeing an uptick in enrollment. Currently we have 72 students enrolled. We have more enrollments but only have partial enrollment documentation at this time. Very important to get to our goal of 110 students and were on our way to that. Not all students are full time so we need more students than we currently have. We've polished our online presence. Mitch gave an on the facilities. We have a new air conditioning unit coming in and we picked flooring. We are moving on signage as well.

- Staff PD Calendar

Mitch Horlick: We have staff professional development starting on Monday.

Dr. Tim Wood: All staff and management team will attend. The kickoff is August 30, 2021. We will discuss our mission and vision and what the role of the teacher is. Hans will go through the handbook, and I will go through board policies. We have set up Schools PLP follow up training. Eleutheria will present SpEd PD and IEP Pro information. We are focusing on student engagement and bringing in a Superintendent from Michigan to present the Advisory Model (engagement model). Other PD items include the Assessment Calendar, SIS, PowerSchool, Teacher Pro, Drills, De-escalation Procedures. CertifyEd and Interplay will come in for CTE PD. Orientation is on September 2, 2021. September 7, 2021 we

start school. We have our first student who has already started. All reports are that she is doing well.

- Management Company Update
 - Compliance
 - Travis Gostinger: We've completed the information that needed to be sent to the State. They had a list of items including: a staff list, background checks of our staff, information properly located on our website for parents to find information regarding teachers, resumes and a host of other things. These items have been completed and sent off to the State. On September 14, 2021 we will have a review with them and they will be going through an Academic Review and a Documentation Review. That will be an important meeting for us. Following that when the site is up and running, we will have a site visit where they will come in to view the instruction, how our school is set up and the physical location. We will walk through the approval and removal of Authorized Representatives during the Board Strategy and Planning. Previously we submitted for Mitch to be added as an Authorized Representative based on the board's approval last month. We moved through to have Max removed. The State needed more documentation which is why we have him on the agenda. After tonight's meeting we can take the minutes and update that and we should be all set with the State.
 - Back Office/HR
 - Travis Gostinger: NextLvl is going to have a branch off its organization specific to Back Office and HR. Charter Support Partners, LLC is at the bottom of the agenda. We are at the point of asking for the board's approval for Charter Support Partners, LLC as the organization that takes care of the Back Office and HR for the Online School of Arizona. We are working with Aspire Business Consultants for the financial administrative piece for this first year while were growing and learning alongside of them. The goal would be that next year we would take that inhouse for the school. Dr. Tim Wood added we are transitioning from Summit to NextLvl entity.

Item 6: Board Strategy and Planning

- Approval of Address Change - 5800 W. Peoria Ave., Glendale, AZ 85302, Suite #109

Motion: _____ Erin Albert _____ Second: _____ Paul Mendoza _____

Ayes: : _____ 3 _____ Opposed: _____ 0 _____

The motion passed unanimously.

- Approval of Removing Max Shafik as an Authorized Representative

Motion: _____ Erin Albert _____ Second: _____ Laura Hatton _____

Ayes: : _____ 3 _____ Opposed: _____ 0 _____
The motion passed unanimously.

- Approval of Removing Brook Drooger as an Authorized Representative

Motion: _____ Erin Albert _____ Second: _____ Paul Mendoza _____

Ayes: : _____ 3 _____ Opposed: _____ 0 _____
The motion passed unanimously.

- Approval of Robert Giordano as an Authorized Representative

Motion: _____ Erin Albert _____ Second: _____ Laura Hatton _____

Ayes: : _____ 3 _____ Opposed: _____ 0 _____
This motion passed unanimously.

- Approval of Mitch Horlick as an Authorized Representative (approved at last meeting)

Motion: _____ Erin Albert _____ Second: _____

Ayes: : _____ 3 _____ Opposed: _____ 0 _____
The motion passed unanimously.

- Approval of Charter Support Partners, LLC (new administrative services company)

Motion: _____ Erin Albert _____ Second: _____ Paul Mendoza _____

Ayes: : _____ 3 _____ Opposed: _____ 0 _____
The motion passed unanimously.

Item 7: Public Comments on Non-Agenda Items

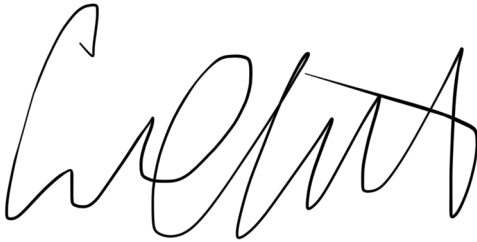
None

Item 8: Adjournment 6:31 p.m. MST

Motion: Erin Albert Second: Laura Hatton

Ayes: 3 Opposed: 0

The motion passed unanimously.

A handwritten signature in black ink, appearing to be 'Laura Hatton', written in a cursive style.