

CENTER FOR ACADEMIC SUCCESS, INC.
BOARD OF DIRECTORS MEETING
Minutes

DATE/TIME: November 21, 2011 – Meeting called to order 9:20 a.m.

LOCATION: 900 Carmelita Drive
Sierra Vista, Arizona 85635

Members Present

Doris Tolbert
Hank Huisiking
Robert Yancey
Diane McDaniel

Members Absent

Dr. Karen Nicodemus

Staff Present

Vada Phelps
Dr. Don Derrick
Michelle Hughes
Steve Huff
Marcela Munguia
Dr. Linda Denno

Staff Absent

Mary Tieman

Meeting Called to Order by Doris Tolbert, President

Pledge of Allegiance

Roll Call for Quorum – Roll Call Taken by Vada Phelps, - Quorum Present

Call to the Public and Conflict of Interest

Doris Tolbert
President

“If such a conflict does arise, I will declare that conflict before the board and refrain from discussing and voting on matters in which I have a conflict.”

INTRODUCTION OF GUESTS – none present

A. Approval of Agenda for Meeting

Motion to Approve:

Seconded:

Approved:

Diane McDaniel
Hank Huisiking
Unanimously

B. Approval of October 17, 2011

Motion to Approve:

Seconded:

Approved:

Hank Huisiking
Diane McDaniel
Unanimously

C. Action Item – Approve/Disapprove - October 2011 Expenditures:

Motion to Approve:

Diane McDaniel

Seconded:

Robert Yancey

Approved:

Unanimously

D. Action Item – School Reports/Food Service – Dr. Don Derrick:

Dr. Derrick reported that the food services were in the black and when the most recent reimbursement is received the program will be \$218,000 to the good.

Dr. Denno reported on the No Child Left Behind waiver that will be requested by the State.

E. Superintendent’s Report:

Dr. Derrick report about our Professional Learning Communities Project, which was explained at the Charter School Conference. He had a hand out of how the plan works for CAS.

Principal’s Reports:

Marcela and Steve stated that they had nothing to report in addition to the written report.

F. Executive Director’s Report:

Vada had a report from Anne Casey Foundation about 4th grade readers and copies of our 3rd and 4th grade AIMS for reading.

Vada reported that since we did not have a 1.5 or greater debt ratio, we will have to contact the bond holders to borrow money for the addition we desire in Douglas. She will be having a phone conversation with Bruce Kelly on how to proceed.

The yearly audit was given to the Board Members and a brief explanation. Michelle was given a round of applause for her excellent work from her and her department.

G. President’s Report/Comments:

Doris report on the Charter School Conference and what she had learned. Hank stated that from the conference she thought we needed to look at a web site that we could “toot” our horn on. Diane state she learned a lot from the legal presentation. Everyone feel the event was well worth the time as everyone learned a lot and everyone had a good time.

The meeting for December was cancelled as it is a very busy time. Next meeting in January 2012.

ADJOURNMENT