

Minutes

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

Join Zoom Meeting – For Public Attendance

When: Wednesday, May 26, 2021 at 6:00p.m. MST

Link: <https://us02web.zoom.us/j/88301908776>

Meeting ID: 883 0190 8776

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Date: Wednesday, May 26, 2021
Time: 6:00 pm MST
Location: To be conducted via Zoom conference

Item 1: Call to Order / Roll Call

Erin Albert called the meeting to order at 6:04 pm. MST

Board Member	Present	Absent
Erin Albert - President	x	
Laura Hatton – Vice President/Treasurer	x	
Paul Mendoza – Secretary	x	

Item 2: Pledge of Allegiance

Erin recited the 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

Erin recited the 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

Second: Paul

Ayes: : 3

Opposed: _____

The motion passed unanimously.

- Public Comments on Agenda Items

No public comments

- Correspondence (*Travis*) – *None at this time*
- Approval of the Minutes



Motion: _____ Erin _____ Second: _____ Laura _____

Ayes: : _____ 3 _____ Opposed: _____ 0 _____

The motion passed unanimously.

- Financial Reports (*Travis or Max*) – *None at this time*

No new financial reports.

Item 5: Leadership Update

- Management Company
 - Property Update (*Doug*)
 - Doug, Glendale, lease has been signed and the earnest deposit of \$9500 has been made. The plan for renovation are in the process of being completed by the architect. They will be submitted to the city of Glendale for approval. That typically takes a few weeks. Once the plans are approved our contractor is ready to complete the work within 3 to 4 weeks on the outside.

Tucson, the lease is signed. ACD has completed the due diligence expect for the architect plans which have been submitted to the city. Once the plans are approved the contractor is ready to complete the project.

With both locations there's more demo than build out to open up the locations.

What's interesting about Tucson is that we are hoping to segregate one part of the suite as an enrollment center to meet with new families.

We would like both sites to be available for occupation by July 1st. The architects are backed up, however we feel fortunate that ACD has helped make our project a priority. All things considered we are moving in a good direction.

○ Funding Update (*Doug*)

Glendale – a bit more of a non-traditional structure with ACD. ACD will provide startup financing including the cost of the buildout. The lease is with a separate landlord. There will be an additional state intercept agreement for this location which must be approved by the dept of treasury.

We think the approval from the City of Glendale and Treasury will likely come in around the same time.

Tucson – the funding model fit ACD's traditional model rolling all costs into a lease payment and amortized over time. We expect that once we have the city of Tucson's approval funding will be made available through ACD since all the other paperwork has been formalized. We're probably still a few weeks out.

○ Student Enrollment / Marketing (*Robert*)

Rob – 10 students overall currently. Lead generation is picking up nicely but were working on converting those to enrollment. We've hired a grassroots employee to help knock on doors and meet with community-based organizations.

Radio buys and ads on Spotify in addition to some further social media push. Enrollment is behind at this point, but we are doing the work to push this in a positive direction.

Mitch has been doing yeomen's work on the enrollment push. If the board has any other thoughts

Erin mentioned that independent audio could be quoted by GCE with some more attractive rates due to their buying power.

We really need someone in Tucson to knock on doors like we have in Glendale.

Doug – met this week with Lotus corporation who reps six different radio stations. Erin – the best bang for the buck is the “drive time” radio ads.

○ Hiring Process / Update (*Travis, Tim*)

Travis – We've filed with the AZ paperwork to be setup as an employer taxes, Unemployment, etc.

Mitch, Executive Director and Hans

Grassroots enrollment team

Registrar

Special education

Teaching Positions

Tim – the spec ed teacher is great. 20 years of experience looking for a part time position. We've interviewed a number of teaching positions along with a relationship manager and registrar. We are continuing our search to nail down

Erin – what is the review process for materials within the curriculum. Is there anything that needs to be supplemented by the staff?

Tim – Brook Drooger and I were the planning committee. The LMS and curriculum were interviewed and had a demonstration. The team was brought in once the LMS and curriculum were narrowed down to vet the full process.

○ Compliance (*Robert*)

Travis – New school training sessions to discussion compliance and SE training for compliance.

Tracker that our team member Tim Cameron is helping build and track.

We will keep the board informed of compliance measures.

● Administrative Update

○ Success VLC visit update (*Tim*)

Tim – Mitch flew into Grand Rapids, MI. 2 intense days of training. This is the school we are modeling OSA after. They have 1700 students

Their philosophy as soon as a student enrolls you put a computer in his/her hand.

Review responsibilities of teachers and relationship managers. Among the centers they share the certified staff. Also, relationship managers are extremely important to the process to keep students engaged.

Reviewed the student messaging system, Pulse. They made point that once you get to 50 or more students the best advertising is word of mouth.

One item regarding the schedule. One class at a time to complete the course and build success. Success breeds success.

Laura – remembers that the one class at a time was a key component of our program.

Paul – like the approach to help with students who may not fit within the traditional model.

Item 6: Board Strategy and Planning

● Approval of School’s PLP (*Tim*)

Tim - Seeking the board’s approval for the approval of Schools PLP as the learning management system based on discussion revolving around the reasons for the recommendation. This will work in partnership with 2 CTE curricular offerings.

Erin -

Motion: _____ Erin _____

Second: _____ Laura _____

Ayes: : _____ 3 _____

Opposed: _____ 0 _____

The motion passed unanimously.

- Approval of PowerSchool Student Information System (*Tim or Travis*)

Tim – Seeking the board’s approval for the contract with PowerSchool for its Student Information System.

Motion: _____ Erin _____ Second: _____ Paul _____

Ayes: : _____ 3 _____ Opposed: _____ 0 _____

The motion passed unanimously.

- Approval of NWEA (*Tim*)

Tim – Seeking the board’s approval for the contract with NWEA. NWEA MAP is a growth model demonstrating a students’ academic progress.

Motion: _____ Erin _____ Second: _____ Laura _____

Ayes: : _____ 3 _____ Opposed: _____ 0 _____

The motion passed unanimously.

Item 7: Public Comments on Non-Agenda Items

No public in attendance.

Item 8: Adjournment at 6:50 pm.

Motion: _____ Erin _____ Second: Paul _____

Ayes: _____ 3 _____ Opposed: 0 _____

The motion passed unanimously.

Minutes of all board meetings are available after approval by the board at:

Online School of Arizona
Attn: Academy Director

Online School of Arizona has provided public notice of this meeting at its website as set forth above, all in accordance with the applicable requirements of the Arizona Open Meetings Act.

Date Posted: May 21, 2021 at 3pm MST