

# Academy Adventures Midtown School Governing Board Meeting Minutes

3025 N. Winstel Blvd., Tucson, AZ 85716

October 28, 2020 – 11:30 AM

## 1. Call to Order, Role Call

The meeting was called to order at 11:44 AM by Cathy Rex  
Members Present via Zoom: John T. Penczar, Cathy Rex  
Member Absent: Carol Towner, Nikki Pitman  
Public: Angela Towner, David DeConcini, Gary Best & Earl Doran

## 2. Approval of Meeting Minutes from August 13, 2020

***Motion by Ms. Cathy Rex/second by Mr. John Penczar - The Board unanimously voted to approve the minutes.***

*Nay Votes – 0; Yay Votes: John Penczar & Cathy Rex*

## 3. Personnel Changes

There have been some changes to staffing. Patricia Campbell, who has been with the school since the first year, is no longer Principal and is focusing solely on teaching grades 3-5. This will allow her to focus more on students' needs. The additional administrative duties were proving to be too difficult to manage in this Distance Learning model and teaching was suffering. Mr. John Penczar is working closely with her to help get the students back on track. In addition, he will take over as Principal.

Ms. Rex suggested that since 301 monies cannot be used for the principal, maybe some of those funds could be used. Mr. Penczar clarified that even with principal duties, Mrs. Campbell always had teaching duties. The use of the 301 monies is ultimately up to the Ed Ahead Board.

***No Action Needed***

## 4. Removal of Board Member

Ms. Nikki Pitman has not attended nor responded to a Board Meeting in over a year. She has been contacted multiple times, in multiple ways (email, phone, letter) and although verbally acknowledged she was resigning, never officially sent in a resignation letter.

Mr. Penczar suggests that the Board votes to remove Ms. Pitman from the Board due to non-response to the several attempts made. Even without Ms. Pitman the Board is in compliance with the current number of active Board Members.

***Motion by Mr. John Penczar/Seconded by Ms. Cathy Rex - The Board unanimously voted to remove Ms. Pitman from the Board and look for a replacement when safe to do so.***

*Nay Votes – 0; Yay Votes: John Penczar & Cathy Rex*

## 5. Enrollment Updated

Ms. Angela Towner gave the Board an update on Enrollment. Currently there are 31 students enrolled with a new student beginning tomorrow. 32 students is what we ended the year with last year in May. The current FTE is 29.5

The breakdown of students in each level are as follows:

Kindergarten: 3

1<sup>st</sup> Grade: 5 (the new student tomorrow will make it 6)

2<sup>nd</sup> Grade: 6

3<sup>rd</sup> Grade: 7

4<sup>th</sup> Grade: 6

5<sup>th</sup> Grade: 2

We currently have 5 Special Education students, 3 of which are also Speech. We have a total of 8 EL students.

Since September, we have enrolled 5 students: 2 Kindergarteners, 1-4<sup>th</sup> grader, 1-2<sup>nd</sup> Grader and 1-1<sup>st</sup> grader.

We have applied for the Enrollment Stabilization Grant (ESG) and will know mid-November sometime what compensation we will get. We are down about 14 students from our 40<sup>th</sup> day last year, which is what the ESG will be based on. Up to \$500 per student of the ESG can be used for teacher compensation/payroll.

***No Action Needed***

## **6. Distance Learning and Moving toward Hybrid Learning**

New chromebooks were purchased through the ESSER grant for each child to assist with Distance Learning. They were ordered early summer but not received until the first week of September. They were set up and distributed by mid-September to all students.

Currently we are providing Distance Learning with Support Services, meaning we are allowing children who need a safe space to do their distance learning during school hours (8AM-2:15 PM) a place to be. We average 5-12 students, depending on the day.

Mrs. Gilbert (K-2 teacher) and her husband created barriers to put in the rooms to ensure proper distancing and safety protocols by keeping a 6ft and a barrier between all students. They will be making more to allow for more students if needed.

At this time, we do not plan to implement an in-person hybrid program. We will continue to provide Distance Learning with Support Services until we feel it is safe. We are increasing the space for Support Services to allow more students to participate if they choose, but most of our families are preferring to keep their children at home.

When the benchmarks set by DHS appear to be stable and safe for students to return, will the Board want final approval? How does the Board want to proceed.

Ms. Rex stated that the understanding of the Board is that school will not begin before November 11<sup>th</sup>, and most likely not begin before Winter Break. She feels that meets the requirements of the Board being informed at this time.

Ms. Rex inquired about how the school planned to handle some of the regular traditions such as tamale making. Parent involvement is still very important and so are the traditions. The staff has decided that we will continue the traditions of Taco Tuesday, Tamales, Lasagna and Cookie Decorating...just differently! Families will be able to sign up for Kits that they can pick up and take home to make the Tacos, Tamales, Lasagna and decorate cookies. There will be sign-up sheets and staff will make and post videos on how to execute the recipes. The biggest difference will be instead of making tamales, we will provide ingredients and recipes to make a Tamale Pie.

We continue to offer Title I Family Art and STEM classes every week on Tuesday and Thursday at 6:00 PM. Attendance is low, so we are looking into surveying our parents to see if there are better days/times so that we can get more participation.

***No Action Needed***

## 7. Policies, Procedures and Content

Ms. Penczar discussed how policies are set. The Superintendent or Designee writes the policy as needed and then provides policy to the Board to approve. In the past, Mr. Penczar has been able to write policies as needed.

This is being brought up based on the recent Title Audit. They requested a Travel Policy and, in the past, never had a travel policy since it has never been an issue, being such a small organization. The Superintendent would decide based on the budget. However, to use Federal Funds, policy and procedures are required so a board Travel Policy with as much latitude as possible was written and submitted. The auditor felt it was too vague, but Mr. Penczar informed her that it is up to our Board to set policies, not her.

***Motion by Mr. John Penczar/Seconded by Ms. Cathy Rex - The Board unanimously voted to adopt the Travel Policy as is.***

*Nay Votes – 0; Yay Votes: John Penczar & Cathy Rex*

***Motion by Mr. John Penczar/Seconded by Ms. Cathy Rex - The Board unanimously voted that moving forward, if a policy is requested or there is a need for a policy, the Board gives authorization to develop and utilize the policy and to notify the Board of the existence of the policy via email. If the policy pertains directly to the Superintendent, then the Board would be required to approve the policy before it is established.***

*Nay Votes – 0; Yay Votes: John Penczar & Cathy Rex*

## 8. Review ESSER & ESG Grants and Effect on Educational Program

We have applied and received federal grants. These federal grants are part of the Covid response and give us latitude on how the money is used. These are not part of the Title Grants, so supplanting does not apply.

By using the grants for covering some expenses such as the computers, PPE, etc., it allows us to use extra money for program. They are helping to fill the gaps in funding since enrollment is low.

***No Action Needed***

## 9. Set up Next Board Meeting

Set for November 24, 2020 @ 11:30 AM.

## 10. Call for Public Comment

No public comment.

## 11. Adjournment

***Motion by Mr. Jack Penczar/second by Ms. Cathy Rex - The Board unanimously voted to adjourn at 12:34 PM.***

*Nay Votes – 0; Yay Votes: Jack Penczar & Cathy Rex*