

**Candeo Peoria  
Governing Board Meeting  
9965 W. Calle Lejos, Peoria, AZ 85383 – Mrs. Pennelle’s Room  
Thursday, June 13, 2016 – 6:00pm**

**Draft Minutes**

1) Call to Order	Mark Milne called the meeting to order at 6:11pm
2) Roll Call	<u>Board Members Present:</u> Jim Updike, Mark Milne, and Darrell Rich <u>Board Members Absent:</u> Jaci Brown <u>Staff Members present:</u> Stephanie Musser and Doug Alf
3) Call to the Public	<p>A call to the public was made. The following public was present (until 7:30pm): Theresa Foulger</p> <p>The public comments included: Theresa introduced herself, and reviewed with the Board her significant background in working with ASU in developmental issues for excelling schools. She is currently doing research that involves the Deer Valley District. She expressed interest in an open Candeo Board position. The current members of the Board introduced themselves to her with brief backgrounds of their own.</p> <p>Brad Shafer was present, he has actively seeking a parent position on candeo governing board. He is currently working with the school on the continuous improvement plan.</p>
4) Old Business	<ul style="list-style-type: none"> <li>• <b>The minutes of board meetings 5/10/2016 and 5/12/2016 were unanimously approved</b> (Updike made the motion and Rich seconded the motion).</li> </ul>
5) Executive Director Report	<ul style="list-style-type: none"> <li>• At the previous Board Meeting, it was discussed that test scores would be available for the Board as a ranking. However, it was concluded that this year rankings would not be part of the process.</li> </ul>
6) Financial Report	<p>The board reviewed the financial report, which included the following:</p> <ul style="list-style-type: none"> <li>• Alf presented the board with Budget to Actual Comparisons and Balance Sheets for April 2016 and May 2016, as well as the specific disbursements for each month.</li> <li>• Milne questioned the disbursement to Peri Musser as a related party, and the discussion affirmed the work and project that disbursement entailed.</li> <li>• <b>The board unanimously approved the April 2016 and May 2016 disbursements</b> (Updike made the motion and Rich seconded the motion).</li> <li>• Doug Alf presented a revision of the 2015-2016 budget to reflect Prop. 123 funds. <b>The revised 2015-2016 budget was unanimously approved</b> (Updike made the motion and Barnes seconded the motion).</li> <li>• Doug Alf presented the proposed 2016/2017 annual budget for the Board's consideration, including the specific impact from a revenue basis of the new Prop. 123 funds. <b>The proposed 2016/2017 annual budget was unanimously approved</b> ( Rich made the motion and Updike seconded the motion).</li> </ul>
7) Presentation of Strategic Improvement Plan and Process	<ul style="list-style-type: none"> <li>• Dr. Musser presented an outline of the Continuous Improvement Process that Candeo is developing and implementing. She will present a more comprehensive version to the Board in the September Board Meeting. Darrell Rich asked that the committee which will be a part of the program include potentially the Student Body President and Vice-President, so that the students are represented in this improvement process</li> </ul>

8) Update on S&P Report and Rating	<ul style="list-style-type: none"> <li>• Doug Alf presented our newest Standard and Poor's rating, which based on our most recent financial performance improved from our original BB+ Stable to a BB+ Positive. In order to further improve our rating, S&amp;P requires that our facility costs are reduced below 20% of our revenues.</li> </ul>
9) Discussion of Board Vacancies	<ul style="list-style-type: none"> <li>• After general discussion regarding the need for the Board to fill all vacancies, <b>The Board Unanimously approved Teresa Foulger to fill a Teacher Board Member vacancy &amp; Brad Shafer</b> as a new Parent Board Members effective September 2016. The motion was Made by Darrell Rich seconded by Jim Updike followed by unanimous approval of the Board.</li> </ul>
10) End of Year Survey Results-Parent Survey	<ul style="list-style-type: none"> <li>• The end of year survey results were represented by Dr. Musser to be very positive and encouraging. Dr. Musser suggested that she would provide Board members with a link to the survey results so that each Board member could review the results for themselves. The link is to be provided by email to each Board member.</li> </ul>
11) Summary of Current Events, Future Meeting Dates, and items for future agendas	<ul style="list-style-type: none"> <li>• It was discussed that a formalized succession plan for Candeo leadership should be part of our future agenda items, and that Brad Schaffer, who has helped with the Strategic Improvement Plan, should be invited to participate in that discussion and planning.</li> <li>• It was noted that Dr. Musser's annual review is to be completed with the Board President by the end of June.</li> <li>• The next Board meeting was scheduled for July 12, 2016, and agreed to be a telephonic meeting.</li> </ul>
12) Adjournment	<ul style="list-style-type: none"> <li>• The board unanimously approved adjournment at 9:23 pm. (Updike made the motion and Rich seconded the motion)</li> </ul>