



Arizona Connections Academy (ACA) Board Meeting

Pursuant to A.R.S. § 38-431.02., notice is hereby given to the members of the ACA Board and the general public that the ACA Board will hold a meeting open to the public on:

Date and Time:

Friday, March 13, 2009 at 8:00 a.m. Arizona time

Held At:

Arizona Connections Academy
1017 South Gilbert Road, Suite 210
Mesa, AZ 85204

Notices of this meeting have been appropriately posted as required by A.R.S. § 38-431.02. Persons with a disability may request a reasonable accommodation by contacting Linda Harless at (480) 782-5842. Requests should be made as early as possible to arrange the accommodation; no later than twenty four (24) hours prior to the meeting.

BOARD AGENDA

- I. Call to Order – M. Wall
- II. Roll Call – M. Wall
- III. Routine Business
 - a. Approval of Agenda – M. Wall
- IV. Oral Report
 - a. Principal's Report (MSR attached) – L. Harless
 - b. Financial Report (attached) – T. Ochs
 - i. IRS Determination Letter – 501(c)3 (attached)
 - ii. Update on 2009-2010 Budget Development
- V. Consent Items
 - a. Approval of Minutes from the January 9, 2009 Meeting (attached)
 - b. Approval of Minutes from the January 16, 2009 Special Meeting (attached)
 - c. Approval of Legal Invoices (attached)
 - d. Approval of the 2009-2010 School Year State Specific Handbook (attached)
 - e. Approval of School Calendar (attached)
 - f. Approval of Revision to the 2008-2009 School Year State Specific Handbook - Early Graduation Policy (attached)
 - g. Approval of the High School Education Records Policy and Class Rank Policy (attached)
 - h. Approval of Audit Firm for the 2008-2009 School Year Annual Financial Audit (attached)
 - i. Approval of Renewal of Trademark Agreement with CA (attached)
- VI. Action Items
 - a. Approval of CA Invoices for January and February (attached) – E. Danielson
 - b. Approval of Funded Enrollment Target for the 2009-2010 School Year – T. Ochs/L. Harless
 - c. Approval of Student Outreach Plan for the 2009-2010 School Year (to follow) – S. Fancher
 - d. Approval of School Compensation Plan for the 2009-2010 School Year (attached) – L. Harless
 - e. Approval of a Board Designee to Work with CA on the Employee Handbook – H. Woodward

- VII. Information Items
 - a. Legislative Update – M. Revenaugh
 - b. National Charter School Conference – M. Revenaugh
 - c. Upcoming Board Approval and Review Items (attached) – H. Woodward
 - d. Upcoming LiveLesson® Sessions (attached) – H. Woodward

- VIII. Adjournment and Confirmation of Next Meeting – April 10, 2009 at 8:00 a.m.

CONSENT ITEMS

The Chair will ask members what items, if any, they want removed from the consent agenda for discussion. If any member asks that an item be moved, it will be moved to the Action Items. After any items have been removed, the Chair will read out the remaining consent items and ask for their adoption in one motion if there is no objection.

a. Approval of Minutes from the January 9, 2009 Meeting

PRESENTER IF MOVED TO ACTION ITEMS: Heather Woodward

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The minutes from the meeting of the Board of Directors are being presented for approval.

b. Approval of Minutes from the January 16, 2009 Special Meeting

PRESENTER IF MOVED TO ACTION ITEMS: Heather Woodward

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The minutes from the meeting of the Board of Directors are being presented for approval.

c. Approval of Legal Invoices

PRESENTER IF MOVED TO ACTION ITEMS: Heather Woodward

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Invoices for legal services rendered for the school is being presented for Board approval.

d. Approval of the 2009-2010 School Year State Specific Handbook

PRESENTER IF MOVED TO ACTION ITEMS: Steven Guttentag

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND : Each year as per the contract with the Board, the Board is required to review and approve the State Specific School Handbook. The memo attached to the State Specific Handbook outlines all changes made to the document since the Board approved the previous version. The Handbook has been reviewed by the Board designee, school Principal/Director and CA staff. Board approval of the final version is requested.

e. Approval of School Calendar

PRESENTER IF MOVED TO ACTION ITEMS: Linda Harless

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The school calendar has been reviewed by the school's leadership team and Connections Academy and Board approval is requested.

f. Approval of Revision to the 2008-2009 School Year State Specific Handbook - Early Graduation Policy

PRESENTER IF MOVED TO ACTION ITEMS: Linda Harless

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The Early Graduation Policy has been drafted in accordance with state standards and Board approval of the policy is requested.

g. Approval of the High School Education Records Policy and Class Rank Policy

PRESENTER IF MOVED TO ACTION ITEMS: Linda Harless

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The High School Education Records Policy and Class Rank Policy have been drafted in accordance with state standards and Board approval of such policy is requested.

h. Approval of Audit Firm for the 2008-2009 School Year Annual Financial Audit

PRESENTER IF MOVED TO ACTION ITEMS: Ted Ochs

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Provided in the Board package for Board review and approval is the engagement letter from John C. Todd II, P.C. for the annual financial audit for the year ended June 30, 2009, for fees estimated to be \$17,200 for the audit of the financial statements, and \$800 for the preparation of the information returns. This is the same accounting firm engaged for the annual financial audit for the 2007-2008 school year and last year's fees were estimated to be \$16,000 for the audit of the financial statements and \$600 for the preparation of the information returns. Board approval to engage this firm as per the terms of the engagement letter is requested.

i. Approval of Renewal of Trademark Agreement with CA

PRESENTER IF MOVED TO ACTION ITEMS: Ted Ochs

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The Trademark Agreement is an exhibit to the Professional Services Agreement entered into between ACA and CA. The prior agreement with CA expired and renewal thereof is desired. The new agreement was provided to Quarles and Brady, Board Counsel, for review. The changes provided by the Board Counsel have been included and the final Trademark Agreement is included in the Board materials for the Board's review and consideration.

Motion:_____ **Second:**_____

Ayes:_____ **Nays:**_____

ACTION ITEMS

a. Approval of CA Invoices for January and February

PRESENTER: Elizabeth Danielson

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Danielson will review the invoices as they relate to the financial report reviewed earlier in the meeting. She will request approval of the invoice and authorization to make payment via wire based upon availability of funds.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

b. Approval of Funded Enrollment Target for the 2009-2010 School Year

PRESENTER: Ted Ochs/Linda Harless

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Mr. Ochs and Ms. Harless will review a proposed funded enrollment target of 1,000 students for the 2009-2010 school year with the Board, and seek Board approval thereof.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

c. Approval of Student Outreach Plan for the 2009-2010 School Year

PRESENTER: Susan Fancher

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Fancher will review in detail the 2009-2010 Outreach Plan included in the Board package with the Board, along with the budget allocated for implementation of the plan, and will seek Board approval of the Outreach Plan. The live and recorded LiveLesson® session offered by CA provided detailed information on the Outreach Plan. The Board will review and approve the budget allocation at a later time upon approval of the 2009-2010 school year budget. Board approval of the Outreach Plan will be requested at the meeting.

Motion: _____ Second: _____

Ayes: _____ Nays: _____

d. Approval of School Compensation Plan for the 2009-2010 School Year

PRESENTER IF MOVED TO ACTION ITEMS: Linda Harless

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: The School Compensation Plan for the 2009-2010 school year outlines base salaries and additional incentives for teachers. The School Compensation Plan has been reviewed and agreed to by the school leadership, and Board adoption of the School Compensation Plan for the 2009-2010 school year is requested.

e. Approval of Board Designee to Work with CA on the Employee Handbook

PRESENTER: Heather Woodward

RECOMMENDED ACTION: Consideration for Approval

BACKGROUND: Ms. Woodward will seek a Board designee to work with CA on revisions to the Employee Handbook which will be brought back to the Board for review and approval at an upcoming Meeting.

Motion: _____ Second: _____

Ayes: _____ Nays: _____