



### 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 5, 2010 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 – A. Coe
- II. Roll Call – A. Coe
- III. Public Comment

The Board welcomes participation by the members of the public both in-person and telephonically. To address an item on the agenda, before the scheduled start of the meeting, an individual must write their name and a short description of the agenda item on which they wish to comment on the card provided and submit this to the Chair, along with any materials they want to have distributed to Board. Individuals who wish to address the Board telephonically must contact the school principal by phone or by email at least twenty four (24) hours before the scheduled start of the Board meeting. If the individual wants to provide any written materials to the Board, these should be emailed to the School Principal at least twenty four (24) hours before the scheduled start of the meeting.

The total time for any individual to present, either in person or via telephone, on an item on the agenda shall not exceed three (3) minutes, unless the Board grants additional time. However, in compliance with Board policy and the Arizona Open Meeting Laws, the Board is not permitted to discuss or take action on non-agenda items.

Individuals desiring to make a formal presentation to the Board on an item not on the agenda but desiring it be placed on the agenda must provide notice and written submissions detailing the subject of the presentation to the School Principal at least fourteen (14) days prior to the meeting, Any such presentations shall not exceed fifteen (15) minutes in duration, unless otherwise permitted by the Chair.

To view the Board Public Comment Policy, visit the school's "About Us" page at [www.connectionsacademy.com](http://www.connectionsacademy.com)

- IV. Routine Business
  - a. Approval of Agenda – A. Coe
- V. Oral Report
  - a. Principal's Report (MSR) – L. Harless
  - b. Financial Report (attached) – T. Ochs
    - i. Draft 2010-2011 Budget Status

- VI. Audit Committee, Committee of the Entire Board
  - a. Approval of Audit Firm for the 2009-2010 School Year Annual Financial Audit (attached) – T. Ochs
  
- VII. Consent Items
  - a. Approval of Minutes from the January 8, 2010 Meeting (attached)
  - b. Approval of Legal Invoice (attached)
  - c. Approval of Staffing Report (to follow)
  - d. Ratification of Memorandum of Understanding for Funding Source – ‘Race to the Top’ (attached)
  - e. Approval of Offering Summer School to Students (attached)
  - f. Approval of Revision to the 2010-2011 General Handbook (attached)
  
- VIII. Action Items
  - a. Ratification of CA Invoice for January (attached) – E. Danielson
  - b. Approval of Graduation Expenditure (attached) – L. Harless
  - c. Approval of Student Outreach Plan for the 2010-2011 School Year (to follow) – S. Fancher
  
- IX. Information Items
  - a. Legislative Update – M. Revenaugh
  - b. Renewal of Professional Services Agreement – H. Woodward
  - c. EMO Evaluation Discussion – H. Woodward
  
- X. Adjournment and Confirmation of Next Meeting – April 9, 2010 at 8:00 a.m.

## AUDIT COMMITTEE ITEM

### a. Approval of Audit Firm for the 2009-2010 School Year Annual Financial Audit

**PRESENTER:** 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, 2010, for fees estimated to be \$18,400 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 2008-2009 school year and last year's fees were estimated to be \$17,200 for the audit of the financial statements and \$800 for the preparation of the information returns. Board approval to engage this firm as per the terms of the engagement letter is requested.

## 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 8, 2010 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 Legal Invoice**

**PRESENTER IF MOVED TO ACTION ITEMS:** Heather Woodward

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The invoice for legal services rendered for the school is being presented for Board approval.

**c. Approval of Staffing Report**

**PRESENTER IF MOVED TO ACTION ITEMS:** Linda Harless

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The staffing report as provided with the Board materials outlines several candidates that the Principal is recommending for hire. The staffing report includes the candidate's name, area for hire, compensation rate, bonus potential and start date and is being presented to approval. The Staffing Report also provides information on departing employees, the reasons for their departure, as well as any employees receiving promotions for Board review and approval.

**d. Ratification of Memorandum of Understanding for Funding Source 'Race to the Top'**

**PRESENTER IF MOVED TO ACTION ITEMS:** Linda Harless

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The school has identified a funding source available and the Board is requesting to ratify entering into a memorandum of understanding to establish the school's intent to seek the funding source.

**e. Approval of Offering Summer School to Students**

**PRESENTER IF MOVED TO ACTION ITEMS:** Ted Ochs

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Last year the Board authorized National Connections Academy, a private school program run by Connections Academy to work with the school's leader to review the enrolled students that could benefit from taking Summer School courses through National Connections Academy. The memo outlines the benefits of the program and seeks Board approval for the school leader to work with National Connections Academy to communicate the details about the summer school opportunity to the school's students and families.

**f. Approval of Revision to the 2010-2011 General School Handbook**

**PRESENTER IF MOVED TO ACTION ITEMS:** Linda Harless

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** At the last meeting, the Board approved the 2010-2011 General School Handbook. The Board is requested to approve the revision of the technology portion of the handbook which reverts the language back to the current 2009-2010 handbook language. More thorough explanation is included in the Board package for review.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**ACTION ITEMS**

**a. Ratification of CA Invoice for January**

**PRESENTER:** Elizabeth Danielson

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Dr. Danielson will review the ratification of the invoice as payment has been made to Connections Academy in accordance with the Board of Directors' prior approval and direction concerning the advancing of funds for payment of CA invoice by the Treasurer. Dr. Danielson will review the support for payment of the invoice. Ratification of this payment is being requested.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**b. Approval of Graduation Expenditure**

**PRESENTER:** Linda Harless

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Enclosed in the Board materials is an outline of the school's graduation plans and projected budget allocation for the event. Board review and approval is requested.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**c. Approval of Student Outreach Plan for the 2010-2011 School Year**

**PRESENTER:** Susan Fancher

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Ms. Fancher will review in detail the 2010-2011 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 2010-2011 school year budget. Board approval of the Outreach Plan will be requested at the meeting.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_