

February 6, 2018

**ARCHWAY CLASSICAL ACADEMY-GLENDALE****Board of Directors****Unapproved Minutes**

Date: February 6, 2018

Time: 10:30 a.m.

Location: Great Hearts Quayle Campus

A meeting of the Great Hearts Academies-Archway Classical Academy-Glendale Board of Directors was held at Great Hearts Quayle Campus, 3102 N. 56th Street, Suite 300, Phoenix AZ 85018, pursuant to A.R.S. 38-431.02, notice having been duly given.

**I. Call to Order**

Andrew Ellison called the meeting to order at 10:36 a.m. Mr. Ellison asked Mr. Brandon Crowe to lead the meeting today, due to attending telephonically. Mr. Crowe presided over meeting. The following directors/administrators were present/absent:

<b>Directors</b>	<b>Office</b>	<b>Present</b>	<b>Absent</b>	<b>Notes</b>
Andrew Ellison	President	X		By phone
Kate McClendon	Vice President	X		By phone
Julie Tinlin	Secretary	X		
Tess Clark	Director	X		
Kathleen Shea	Director	X		By phone.
Brandon Crowe	Director	X		
Shannon Richards	Director	X		
<b>Administration/Guests</b>				

February 6, 2018

Jack Kersting	Headmaster, Archway Glendale	X		
Jennifer Bradshaw	School Accounting Manager, GH	X		
Kim Harvin	Sr. Accountant, GH	X		
Elvia Barbosa	Sr. Accountant, GH	X		
Cathy Sparks	Director of Academy Giving, ACG and GPA	X		

## II. Call to the Public

Mr. Crowe made a call to the public at 10:36 a.m. No public was present.	
--	--

## III. Approval of Consent Agenda

Approval of the Minutes from the November 7, 2017 meeting.	Ms. Tinlin made a motion that the board approves the consent agenda. Mr. Ellison seconded, all in favor, none opposed, the motion carried at 10:37 a.m.
--	---

## IV. Headmaster's Report

Mr. Kersting presented the headmaster's report. The KPI's are green and good. The red area indicates absent faculty and cleaning company. Many teachers have been gone for various reasons. This is also hard on the budget. The cleaning company is inefficient, and the night crew is inconsistent, the teachers spend a great amount of time cleaning. He is working with the project manager with no results and paying for bad service. He is looking for help and	
---	--

February 6, 2018

<p>answers. Mr. Kersting is making progress in hiring, he has one more lead to hire.</p>		
--	--	--

**V. Approval of the 2018-19 School Year Calendar with corrections.**

		<p>Ms. Tinlin moved that the Board approve the 2018-19 School Year Calendar, seconded by Ms. Clark, all in favor, none opposed, motion carried at 10:48 a.m.</p>
--	--	--

**VI. Approval to Change the Mission Statement of the Academy**

<p>“The mission of the Archway Classical Academy Glendale is to cultivate the minds and hearts of students through the pursuit of Truth, Goodness, and Beauty.”</p>		<p>Mr. Ellison moved that the board approve to change the Archway Classical Academy Glendale mission to: “The mission of the Archway Classical Academy Glendale is to cultivate the minds and hearts of students through the pursuit of Truth, Goodness, and Beauty.” Seconded by Ms. Clark, all in favor, none opposed, the motion carried at 10:50 a.m.</p>
---	--	---

**VII. Financial Report**

<p>Ms. Barbosa presented an updated Forecasted Statements for Activities. Ms. Barbosa reviewed the year to date financial highlights and forecast. The ADM is up 19. The instruction/administrative expenses are up due to salary &amp; wages, (substitutes) and textbooks. The balance sheet shows</p>		
---	--	--

February 6, 2018

a 5 to 1 ratio to cover liabilities. The cash flow is 87 days, up from 73 days last year. The cleaning expenses are more than budgeted. The 3 covenants are met.		
--	--	--

**VIII. Development Report**

<p>Ms. Sparks presented the development report. The school is at \$180,000 in one time gifts and 101% of the community investment goal. Mr. Kersting was great in calling families. They are at 80% of tax credit goal, a little ahead of last year. Ms. Sparks is working on a new campaign this year for the week of Valentine's Day with contests and lots of energy. There is great teacher morale. One of the contests includes a teacher smooching a pig.</p>		
---	--	--

A big thank you to Ms. Sparks and all her hard work.

**IX. Possible Executive Session**

None		
------	--	--

**X. Leave Executive Session**

None		
------	--	--

**XI. Possible Motions from Executive Session**

None		
------	--	--

February 6, 2018

## **XII. Announcements/Adjournment**

<b>Next Board Meeting:</b> Monday, May 7, 2018 at 4:00 p.m. at Glendale Campus. Subject to change	Mr. Crowe adjourned the meeting at 11:05 a.m.
---	---

---

Submitted by Julie Tinlin, Secretary

-Gena McFarland, Scribe-