

Graysmark Schools Corporation
Meeting Minutes
Tuesday, September 11, 2018

- Call to Order
 - Tanya Graysmark called to order the regular meeting of the Graysmark Schools Corporation Board at 5:00pm at HAS in Maricopa,
- Roll Call
 - Tanya conducted a roll call. The following persons were present: Tanya Graysmark, Angela Vital and Charles Graysmark (via Facetime)
- Approval of minutes from last meeting
 - Tanya read the minutes from the last meeting; the minutes were approved as read.

Open Issues (items to discuss, report on & possibly settle & inform board of today)

- A. Finance
Reviewed payroll, receipts and checking account. IRS plan is still taking a long time – still a work in progress, Tim is hoping by September to have something in writing. Suite is completed- waiting for tenant to lease out. CSC did not fill out appropriate paperwork, so our payment went to them first for August and September – have paperwork being sent to Tanya and ADE so October payment should be direct deposited into account – back to typical payment schedule. Will have auditor come out in October for FY18 audit. Working with new accountant to get finances organized. Audit paperwork is ready in Dropbox.
- B. Assessments – Finished Azella with two students. Both passed
- C. Data Analysis- Reviewing Galileo scores for pre-assessment
- D. Curriculum Update– All levels for students are in place – will discuss any movement as a team and make sure students are working at their level.
- E. School Improvement/Updates- Still September (preschool to move asap). Open discussion for voluntary surrender of public charter and reverting school back to private status. Move to new site will allow for 4 classrooms for elementary within 4-year build out. Q & A for voluntary surrender, Angela reads aloud agreement sent from ADE. **Tanya motions to approve voluntary surrender & termination agreement, Angela seconds, motions passes.**
- F. Financial Update/Review Budget/Spending Audit
Reviewed finances above. CSC paid in full. Payments to IRS each month start in October – installment agreement in place. 915 sent to ADE and payback of audit funds coming in October ADE payment.
Parent Concerns- N/A

- G. Office Review –Ready for move-in and set up call and schedule for ADH when we get official Certificate of Occupancy and fire marshall stamp of approval! October move in date will know more next week.
- H. ADE Updates- Angela has been working with Finance and keeping updated on all the items due the first of the year. Hot topics and newsletters seem to be getting her the info necessary to make deadline dates.
- I. Before/After School Report- na
- J. SPED report- Angela turned in Annual ESS data Submission by August 22 Deadline.
- K. Board Recruitment/Updates –
No updates
- L. Fingerprint Card Update
No staff in need of fingerprint card updates for next few months.
- M. Employee Reviews- all teachers registered for edWeb and taking reading class through ADE this year.
- N. Enrollment Report- 42 students enrolled so far
- O. Fundraiser Updates – See fundraiser binder – plant sales are going well this September!
- P. Advertising Update- see binder and charts. Word of Mouth continues to be our best advertising. Will have open house at new site after October Break
- Q. Building/New Site Updates – opening in October! 140 families on waitlist!
New building – on Schedule – Mid-October
- R. Performance Management Plan
NA
- S. Professional Development- Tanya continues to work with staff on a few accommodations for students and modifications to homework.
- T. Educational Leader/Community Leader- working with parents for volunteer opportunities, getting them training and paperwork in order. Reading with students – stations are going well.
- W. Technology – use plant sale funds to order another bulb when funds available.
- X. Other Business – Review of field trips for this year and park trips!

Tanya adjourned the meeting at 6:10pm.

Minutes submitted by: secretary, Tanya Graysmark

Minutes approved by: member, Charles Graysmark