

Graysmark Schools Corporation
Meeting Minutes
Tuesday, August 13, 2013

- 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, Anita Romero, 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. Budget/Financial Review/Update/AZCSP-
Reviewed payroll voucher reports, receipts and AP forms, board reviewed adopted budget again. Board reviewed all AZCSP planned purchases. Tanya moves to approve AZCSP proposed purchases, Anita seconds and board approves. Purchases for AZCSP proposed purchases are approved.
- B. Accounting/Audit Review/Legal-
Review of tax voucher forms and bank statements. No outstanding checks reported. Inventory Report Submitted by Judy for review. Judy worked all summer inventorying all items from classrooms and office and verified locations and tagged all items for teacher check out system. Inventory Report submitted August 5, 2013.
- C. Curriculum Update –
Continue to work on AG curriculum. Anita will be attending Master Gardener Class to complete her training. Tanya will implement and work through K curriculum and create a common core K curriculum that will be sustainable and accessible for teachers to use as a guide to create standard based assessments.
- D. Assessments – Reviewed data from AIMS scores and are moving forward with Action Plans and Tutoring. Full Day Kinder and implementation of rigorous testing schedule. Will review with teachers weekly.
- E. PD review-
Educational Summit (July 25-26) went well. Teachers learned a lot. Training Requests by teachers have been submitted and board will review and decide on training and dates that will work for PD for this year.

- F. Office review-
Office staff back in full swing. Report Card glitches with school master. Angela is going to training in Prescott and will help make a decision on changes and implementation of the change.
- G. ADE updates-
Letter Grade from AIMS scores is impeding our ability to expand. Students and teachers are required to focus all efforts on testing materials. Justin from AZ Charter School Association is helping guide our instruction to test preparedness. Will introduce teachers/students to Galileo and AIMS test prep material.
- H. After School Report
SUSTAIN Camp was successful. Students were happy to be back at school. Anita worked one on one with struggling students and we offered help and guidance to parents on homework, tutoring outside of school and the importance of reading at home each day.
- I. SPED report-
Tanya motions to approve Cenpatico for our SLP, Anita seconds and board approves. Working with Vera to work through files and get speech files reviewed and speech services to begin. Vera will work through compensatory services that need to be done this year due to illness of Brooke.
- J. Board Recruitment/Updates –
Continue to look. Need accountant and attorney experience. Board is reviewing pieces of our manual – review, update and refresh! Our first section is – Segregation of financial duties – simplified!
- K. Fingerprint Card Update
New hires have been added to our spreadsheet and all paperwork verified – staff is ready to go!
- L. Employee Reviews- New Hires
Craigslis for teachers, aides and future staff help. Craigslis recruiting went well. Hired 3-4 teacher and K teacher but she decided not to stay – Tanya will teach Kinder as we continue to recruit to find best fit. Hired possible fit but will work with teacher to see if she has commitment level we need. Temp to permanent situation.
- M. Enrollment Report-
See enrollment sheet – above where we thought – 1-2 is full and wait list is started.
- N. Fundraiser Updates –
Angela and Danielle will begin to work on Penny Drive for August. Report on final count by end of September.
- O. Advertising Update-
Judy has been talking with Star Cart and InMaricopa to continue our ad campaign. We continue to work with Dein Advertising and the placemat ad at Sunrise Café.
- P. Building/New Site Updates

Continue to be on hold. Land in holding pattern. Looking at various investors (Wells Fargo, and others Cindy is reaching out to). Will continue to move forward. Open to all ideas and creative ways to continue to grow.

- Q. Performance Management Plan
Tanya continues to manage PMP and make appropriate updates.
- R. ASBCS-
No new news.
- S. Educational Leader/Community Leader-
AIMS Action Plans, before school program, after school program, educational training for families, volunteer help (continue to recruit interested parents), lunch help program in Kinder will be implemented and we will report on this next month.
- T. Technology –
Judy reports we have everything we need for the PARCC exam. SmartBoards are working well, have a few glitches that need working out – Miss Judy is coming in early to get the board updated and reconfigured.
- U. Grants Update - AZCSP Update/Review-
Wrote technology grant – approved for 16K. Will continue to work on finalizing the paperwork and drawing down funds for continue tech improvement to school. AZCSP funds are in a holding pattern. Waiting on draw down approval.
- V. Any other business –
Aqua-ponics Geoff came and delivered a tank for the 5-6 class. Will work on getting it prepped. Straw bail gardening research is still ongoing, Tanya has great pictures of plants. Open House was a success (8/3). August 5th was our first day of school – busy, hectic but a great success! Nice to be back in the swing of things.

Tanya adjourned the meeting at 6:35pm.

Minutes submitted by: secretary, Tanya Graysmark

Minutes approved by: member, Anita Romero