

GEORGE GERVIN PREP ACADEMY GOVERNING BOARD
2801 E. Southern Ave
Phoenix, AZ 85042

MISSION

George Gervin Prep Academy is a charter school that aspires to create an elite learning community that eliminates academic barriers while enveloping the students, parents and faculty in an atmosphere of academic creativity and motivation that prepares students for success today and into the future.

PUBLIC BOARD MEETING
Minutes_ REVISED
Thursday October 24, 2019
5:30 PM

Pursuant to A.R.S. 38-431.02, notice is hereby given that the members of the Governing Board of George Gervin Preparatory Academy and to the General Public that the Board will hold a meeting on Thursday October 24, 2019 at 5:30 pm in Classroom 133 the George Gervin Prep Academy in Phoenix, Arizona. A copy of the agenda and background material provided to Board Members (with the exception of material related to possible Executive Session) is available for public inspection at the Administrative Office located at 2801 E. Southern Ave. Phoenix, Arizona, which is open to the public Monday - Friday 7:30 am to 4:00 pm. Such notices will indicate the date, time, and place of the meeting, and will include information concerning the manner in which the public may obtain an agenda for the meeting. For further information or questions, please contact the Administrative Assistant at 480-219-2121.

The Governing Board may go into Executive Session, which will not be open to the public pursuant to ARS 38-431.03 to discuss certain matters, which are marked by an asterisk (*).

Items on the Agenda may be considered out of order at the Chair's discretion.

If any disabled person needs any type of accommodation, please notify Mrs. Gloria Baker, Office Manager at (480) 219-2121 at least seventy-two (72) hours prior to the time scheduled for the meeting.

Members Present:

- Eddie Tiggs, Chairman
- Reggie Dye
- Edward Lumpkin
- Norman Darkwa
- Herb Jackson
- Michael Williams (via telephone)

Members Absent:

- Darlene Little
- Audrey Bell-Jenkins (E)



Staff Members Present:

- None

Meeting was called to order at 5:40P

Call to Public:

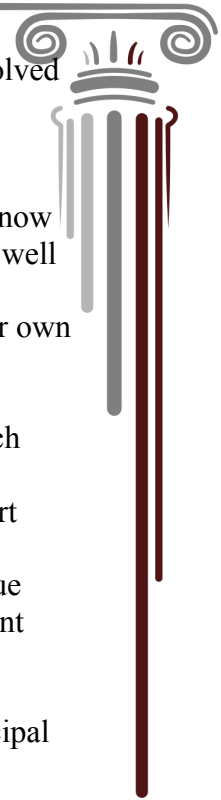
- None present

Approval of Minutes:

- Mr. Jackson moved to approve the Sept 25, 2019 Minutes; seconded by Mr. Lumpkin.
Approved with Ayes-6, Nays-0

Principal's Report:

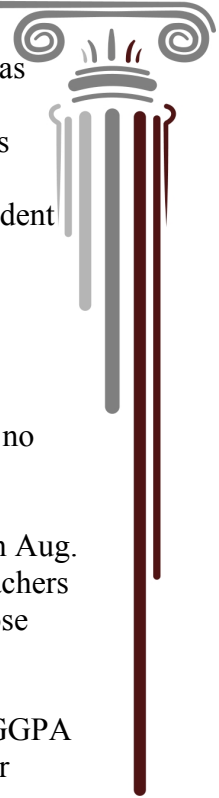
- Chairman Tiggs read the Principal's Report in its entirety on behalf of Milinda Crawford, Principal, who was not able to attend.
- Chairman Tiggs and other board members expressed concern that they hadn't received an earlier reminder of the Texas Roadhouse fundraiser prior to the day before the event. Everyone agreed that board members would need prior notice in order to be able to support these types of activities.
- Current enrollment
 - Is listed as 199 with 41 open spaces. Chairman Tiggs noted that the school holds approximately 500 students, with a break-even enrollment level of approximately 250 students, so there is space for more than 41.
 - It appears the 41 openings is the number required to bring each current class to a full size of 25 students, with the exception of Kindergarten, which has a full class size of 40.
- Marketing –
 - Regarding the suggestion for use of a billboard as part of GGPA marketing efforts, the board needs to better understand the suggestion, its cost and potential effectiveness and potential alternatives before proceeding.
- Alarm Re-code –
 - Board members agree with the suggestion that the alarm be re-coded each time an employee with the code becomes no longer employed by GGPA.
 - There was a question whether everyone uses the same code or if individual codes were used. This question could not be answered by those present.
- Mr. Darkwa can provide assistance for moving requested furniture items if he is told the dates and times the help is needed.



- Mr. Lumpkin, as Chairman of the Finance and Audit Committee, needed to be involved with the 10/18 financial audit and needs to be involved with future financial audits.
- Teacher Accountability –
 - The board recognizes the efforts being made to drive and improve teacher accountability. It needs to understand whether teachers are being effective now instead of what's being doing to make them more effective in the future, as well as how that effectiveness is being determined.
 - There was discussion about whether Ms. Crawford should come up with her own program recommendation or use RACI.
 - Chairman Tiggs recommended that the Teacher Accountability Rubric be incorporated into a RACI so teachers record their efforts and progress, which would be reviewed by Principal Crawford with the teachers.
- Mr. Jackson moved, and seconded by Mr. Lumpkin, to accept the Principal's Report pending actions on the discussion items:
 - Locks and codes are changed when employees leave, employees have unique access codes (possibly using the last four digits of their SSN), and the current alarm system can accommodate unique codes or investigate one that will.
 - The current security camera be repaired to functioning order.
 - The Accountability Rubric be incorporated into a RACI for review by principal and teachers.
- Motion was approved with Ayes-5, Nays-1.

Superintendent Report

- Chairman Tiggs read the Superintendent Report in its entirety on behalf of Barbara Hawkins, Superintendent, who was not able to attend.
- Academics –
 - GGPA is appealing the errors made by the Arizona Department of Education (ADE). We have the data to support our position.
 - Mr. Lumpkin noted that the board needs more notice about potentially catastrophic issues, like this one that has the potential to close GGPA's doors. It was a surprise at the last Board Meeting. Other members agreed.
 - In the future, the GGPA operating model will include a Principal, Assistant Principal and Academic Coach.
 - There was concern expressed about whether the budget can support the Academic Coach.
 - Chairman Tiggs believes the budget can support the position through increasing the number of students enrolled (the desired method) or reducing other costs. If an Academic Coach can help attract more students, the investment would be worth it.
- Financial –
 - Mr. Jackson inquired whether GGPA has a fundraiser and suggested that George Gervin reach out to the Phoenix Suns organization to make the case for donations to GGPA.



- Members agreed that this was an interesting and good idea. There was discussion about the right timing for taking this action.
- Chairman Tiggs will discuss with Superintendent and Special Events Committee Chair.
- Mr. Jackson moved, and seconded by Mr. Darkwa, to accept the Superintendent Report subject to discussions.
- Motion was approved, Ayes-6, Nays-0

Finance & Audit Committee Report

- Mr. Lumpkin, the Committee Chair, presented the report.
- Our Income Statement deficit is temporary and due to timing of payments. There's no need for alarm at this point in time.
- Account 6113, AZ-Substitutes, is above budget due to some teacher departures and having to use substitutes until they were replaced. Most of this expense occurred in Aug.
 - Another contributor to this expense overage is approximately \$1,400 for teachers being paid to be with kids after school. There was a question of whether those costs should be included in Account 6330, AZ-Other Professional Services.
 - Chairman Tiggs will take up with Superintendent.
 - There was discussion about Exempt employees, what that means and why GGPA is paying them additionally for after school programs. Is the language "other duties as assigned" in teacher contracts?
 - For 2020-2021 school year, all teachers need to understand their Exempt status and what that means and entails.
 - Mr. Lumpkin came early to the meeting to observe what happens after the final bell rings and saw that there were approximately 20 students in the after school program, which is free to families.
 - It may be possible to apply for a grant to cover GGPA after school programs and associated costs.
- Mr. Jackson moved, and seconded by Mr. Darkwa, to ensure staff contracts have, or amend them if necessary, to include the language about "other duties as assigned" and seek funding for after school programs.
 - Motion was approved, Ayes-6, Nays-0

Program/Planning Committee Report

- Ms. Little, the Committee Chair, was not present and did not submit a report.
- This is Ms. Little's third straight absence. Chairman Tiggs will contact her to let her know about board attendance policies and inquire whether she wishes to remain as a board member.

Nominating Committee Report

- Mr. Williams, the Committee Chair, presented the report.
- Two candidates were submitted and recommended for consideration and their resumes included in the board packet:

- Mr. Edward L. Jones, III who has an extensive background in behavioral and mental health counselling was recommended by Chairman Tiggs and seconded by Mr. Jackson.
- Ms. Chenita Young, who has grant writing experience, was recommended by Mr. Lumpkin and seconded by Mr. Jackson.
- Mr. Jackson moved, and seconded by Mr. Darkwa, to have Board packets and additional information sent to the candidates.
- Upon receipt of all necessary documents, the candidates will be invited to the board meeting.
- Motion was approved, Ayes-6, Nays-0.

Special Events Report

- Ms. Jenkins, the Committee Chair, was on a return flight from a business trip and could not attend. She did submit a report, which was read in its entirety by Chairman Tiggs.
- Ms. Jenkins is working on a partnership with University of Arizona Family Resource Center for their Holiday Event and Christmas Angels event and would like to have teachers start to identify children who may be eligible for Christmas Angels (i.e., those whose families may be experiencing some financial hardships).
- She will learn more at an upcoming meeting and will share more details soon.

Procurement Report

- Mr. Darkwa was asked by Chairman Tiggs if he would be able to take on the responsibility of Procurement Committee Chair. Mr. Darkwa is unable to at this time, but will consider after November. Chairman Tiggs will take on the responsibility now.
- The board is still waiting for information on the Gifted Learning Program from Maverick Education that is past due. It is now promised by November.
- GGPA has one estimate from Anthony's Plumbing and awaiting two others to repair the fountain leak and other plumbing repairs.
 - Mr. Lumpkin suggested that the board obtain a list of all things needing repair.
- Mr. Darkwa moved, and seconded by Mr. Jackson, that we terminate our relationship with Maverick Education if the information is not provided by the new November timeframe and to review their contract for termination language to ensure we act within our agreement.
- Motion was approved, Ayes-6, Nays-0.

Other Business

- Mr. Lumpkin informed the board about the One Step at A Time Parent/Student Symposium, scheduled for Nov 23, 2019 from 9A-4P, and the planned agenda.
- Chairman Tiggs recommended Mr. Lumpkin connect with Ms. Crawford to determine how best to market this event.

Meeting adjourned at 7:25 PM

Next Scheduled Board Meeting: November 21, 2019 at 5:30 pm