



Painted Desert Montessori Academy

Board of Trustees

Board Meeting Minutes

Painted Desert Montessori Academy

07/15/2020 11:00 AM

Public Hearing and Regular Meeting of the Governing Board (Wednesday, July 15, 2020)
Generated by Maritza Kizzar on Thursday, July 16, 2020

Board Members present:

Angela Hansen, Board President

William Brown, Board Member

Others Present:

Cynthia Gonzalez, Executive Director

Maritza Kizzar, Secretary to the Board

Absent: N/A

1. Opening Meeting (Procedural)

Angela Hansen, Governing Board President called the Public Hearing to order at 11:06 AM Mountain Standard Time.

2. Public Hearing: Due to the virtual format of the meeting, a Call to the Public was not made.

3. Agenda:

***Approve PDMA Board Policies and Procedures (Discussion, Information, Action)**

The approval policy of Board Policies and procedures is being tabled until next board meeting.

***Approve addition of Board Member (Discussion, Information, Action)**

Presented by: William Brown, Board Member

William Brown shared that the current Board would like to add a 3rd Board Member as the Board currently has only two members. The Board would like to add a 3rd Board Member that is vested, has first hand knowledge of Painted Desert Montessori Academy and can contribute to the vision of the school.

Angela Hansen motioned to make Cynthia Gonzalez the third Board Member of the Painted Desert Montessori Academy Board effective immediately, second by William Brown

Yea: Angela Hansen, William Brown

Final Resolution: Motion Carries Unanimously



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***Approve the PDMA 2020-2021 School Year Budget (Discussion, Information, Action)**

Presented by: William Brown, Board Member

William Brown shared that the 2020-2021 school year budget had to be constructed from scratch as there was limited information from the previous year. The budget was based upon new methods of operation to include a Distance Learning Academy. The budget includes funding (PPP) which shows as a loan that will be forgiven shortly. The budget includes the PDMA Virtual Academy and was done in close cooperation with our Accountant and Bookkeeper. William shared that the budget created made all requirements for submission to the State but will still have to go through the state approval process.

Angela Hansen motioned to make the 2020-2021 PDMA school year budget as submitted with understanding that it may need to be modified based on feedback from the State of Arizona, second by Cynthia Gonzalez.

Yea: Angela Hansen, William Brown, Cynthia Gonzalez

Final Resolution: Motion Carries Unanimously

***Approve the PDMA Virtual Academy Distance Learning Plan to be submitted to AZ Charter (Discussion, Information, Action)**

Presented by: William Brown, Board Member and Cynthia Gonzalez, Board Member

William Brown shared that schools were shut down and remain closed during the Pandemic. Under AZ statutes, special approval is needed from the State in order to conduct distance learning. While a separate application is normally necessary, because of the Pandemic the State has opened up the opportunity to conduct distance learning under special dispensation for this school year only. The approval of the Distance Learning Plan comes by the submission of the plan and once submitted you are approved to implement a Distance Learning Program.

Cynthia Gonzalez shared that following the guidelines submitted by the Governor's latest Executive Order, seven guidelines were stated for us to follow in order to submit to the AZ State Board of Charter Schools. The guidelines are Attendance Tracking, detailed expectation of Teachers and other Staff working virtually, detailed plans on how the school will provide Distance Learning, detailed plans on how the school will meet the needs of Special Education and ELL Learners, detailed plans on how the school will provide social and emotional support to students, detailed plans on how the school will require students to demonstrate on going competency, and detailed plans on how the school will provide benchmark testing within the first 6 weeks of school. A proposal was put together based on the guidelines given and the Charter Holder or Charter Representative will receive the application and then we will be able to submit the application.

Angela Hansen motioned to approve the PDMA 2020-2021 Virtual Academy Distance Learning Plan to be submitted to the AZ Charter Board, second by William Brown.

Yea: Angela Hansen, William Brown, Cynthia Gonzalez

Final Resolution: Motion Carries Unanimously



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***Approve a monthly fee to charge Preschool families that would like to hold their spot until second semester (Discussion, Information, Action)**

Presented by: Cynthia Gonzalez, Board Member

Cynthia Gonzalez shared that current preschool families who are not comfortable returning to us in person at the start of the school year would like to know how their spot can be held. Cynthia shared the idea that a monthly fee be assessed to parents that would like to secure their spot and at the end of the first semester can reconvene the idea. The fee would be non-refundable.

Angela Hansen motioned to approve the monthly fee to charge preschool families that would like to hold their spot until the second semester, second by William Brown.

Yea: Angela Hansen, William Brown, Cynthia Gonzalez

Final Resolution: Motion Carries Unanimously

***Approve the purchase of Board Software to streamline meeting agenda and meeting minutes**

Presented by: Maritza Kizzar, Secretary to the Board and William Brown Board Member

I, Maritza Kizzar, shared that after researching different Board Software to help with streamlining minutes, agendas and policies and procedures have narrowed it down to two companies. Board Effect and BoardDocs. The biggest difference is that Board Docs allows us to link our website with our meeting agendas, minutes, policies and procedures which is important in showing the transparency of the Board.

William shared that while taking cost into consideration is important but so is making sure that we are compliant with the State.

Angela Hansen motioned to approve Board Software, Board Docs, second by Cynthia Gonzalez.

Yea: Angela Hansen, William Brown, Cynthia Gonzalez

Final Resolution: Motion Carries Unanimously

Adjournment (Action, Procedural)

Angela Hansen made a motion to adjourn at 11:54 A.M July 15, 2020 . Seconded by William Brown.

Yea: Angela Hansen, William Brown, Cynthia Gonzalez

Final Resolution: Motion Carries Unanimously



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The next board meeting will be scheduled at a later date.

Submitted by: Maritza Kizzar, Secretary to the Board 7/20/20