

# ARIZONA GOODWILL EDUCATION SERVICES

## Regular Meeting Minutes

Wednesday, July 6, 2022 at 9:00 a.m. MST

### Remote via WebEx

#### INSTRUCTIONS

##### Join from the meeting link

<https://goodwillaz.webex.com/goodwillaz/j.php?MTID=m23d4dc7f9db2d90e081b0e5888811a0a>

##### Join by meeting number

Meeting number (access code): 2457 351 7862

Meeting password: wbP29NyErv3

##### Join by phone

+1-415-655-0001 US Toll

Global call-in numbers

##### Join from a video system or application

Dial 24573517862@goodwillaz.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

### **Members Present**

Timothy O'Neal

Akshai Patel

Jonae Harrison

Sentari Minor

Caroline McGroder

Vanessa Garcia Hall

Bryan Davey

### **Other Attendees/Guests**

Jackie Halleen, Executive Director/Board Officer (left meeting at 11:22 a.m.)

Georgia Harris, Official Charter Representative

Mona Stone

Susan Barnes (left the meeting at 10:56 a.m.)

Rachelle Durham

Kara Kaplan

Lynne Adams

Andrew Encisco

Alexis Rico

Bev Johnson

Katrina Thurman

Julia Coulombe

## AGENDA

1. **Call to Order and Roll Call of Board Members Present.** Mr. Akshai Patel called the AGES Governing Board Meeting to order at 9:01 a.m. All board members were present.
2. **Open Call.** There was no public comment made.
3. **Consent Agenda – Potential Action**
  - a. Approval of Board Regular Minutes – June 9, 2022 – Mr. O’Neal moved to **approve** the Consent Agenda as presented, seconded by Ms. Harrison. The Motion passed unanimously (Ayes: Mr. Patel, Mr. O’Neal and Ms. Harrison).
4. **Budget Adoption – \*Public Hearing, Discussion and Action**

No members of the public provided comments on the preliminary budget. Public hearing closed at 9:04 a.m.

Discussion: Ms. Harrison requested clarification on the term “AOI,” which was not defined in the budget form.

  - a. Approval to adopt budget-Preliminary Budget – Ms. Harrison moved to **approve** and adopt the Budget as presented and preliminarily approved at the June 9, 2022 board meeting, seconded by Mr. O’Neal. The Motion passed unanimously (Ayes: Mr. Patel, Mr. O’Neal and Ms. Harrison).
5. **Addition of Board Members – Discussion and Potential Action**
  - a. Approval of Sentari Minor as a new member of the charter holder governing board.
  - b. Approval of Caroline McGroder as a new member of the charter holder governing board.
  - c. Approval of Vanessa Garcia as a new member of the charter holder governing board.
  - d. Approval of Bryan Davey as a new member of the charter holder governing board.

Mr. O’Neal moved to **approve** the addition of Sentari Minor, Caroline McGroder, Vanessa Garcia, and Bryan Davey to the Arizona Goodwill Education Services Board, seconded by Ms. Harrison. The Motion passed unanimously (Ayes: Mr. Patel, Mr. O’Neal and Ms. Harrison).

These new board members were present at the meeting, and so upon being approved, they took place in the discussion and decisions following this motion.
6. **Approval of Submitting a Charter Holder Governance Request to ASBCS – Discussion and Potential Action.**
  - a. Approval of submitting a Charter Holder Governance Request to ASBCS to add Sentari Minor as a new member of the charter holder governing board and board chair. – Mr. O’Neal moved to **approve** Sentari Minor to serve as board chair, seconded by Ms. Harrison. The Motion passed unanimously (Ayes: Mr. Patel, Mr. O’Neal, Ms. Harrison, Ms. McGroder, Ms. Garcia and Mr. Davey).
  - b. Approval of submitting a Charter Holder Governance Request to ASBCS to add Caroline McGroder as a new member of the charter holder governing board.
  - c. Approval of submitting a Charter Holder Governance Request to ASBCS to add Vanessa Garcia as a new member of the charter holder governing board.

- d. Approval of submitting a Charter Holder Governance Request to ASBCS to add Bryan Davey as a new member of the charter holder governing board.

Mr. O’Neal moved to **approve** the submission of a Charter Holder Governance Request to ASBCS to add Sentari Minor, Caroline McGroder, Vanessa Garcia, and Bryan Davey as new members of the charter holder governing board, seconded by Ms. Harrison. The Motion passed unanimously (Ayes: Mr. Patel, Mr. O’Neal, Ms. Harrison, Mr. Minor, Ms. McGroder, Ms. Garcia and Mr. Davey).

**7. Approval of the Removal of Members No Longer on the Board. Discussion and Potential Action.**

- a. Approval of removing Edward Oxford as a member of the charter holder governing board.
- b. Approval of removing Victoria Jones as a member of the charter holder governing board.

Mr. O’Neal moved to **approve** the removal of Edward Oxford and Victoria Jones from the Arizona Goodwill Education Services Board, seconded by Mr. Davey. The Motion passed unanimously (Ayes: Mr. Patel, Mr. O’Neal, Ms. Harrison, Mr. Minor, Ms. McGroder, Ms. Garcia and Mr. Davey).

**8. Approval of Submitting a Charter Holder Governance Request to ASBCS – Discussion and Potential Action.**

- a. Approval of submitting a Charter Holder Governance Request to ASBCS to remove Edward Oxford as a member of the charter holder governing board.
- b. Approval of submitting a Charter Holder Governance Request to ASBCS to remove Victoria Jones as a member of the charter holder governing board.

Mr. O’Neal moved to **approve** the submission of a Charter Holder Governance Request to ASBCS to remove Edward Oxford and Victoria Jones as a member of the charter holder governing board, seconded by Mr. Davey. The Motion passed unanimously (Ayes: Mr. Patel, Mr. O’Neal, Ms. Harrison, Mr. Minor, Ms. McGroder, Ms. Garcia and Mr. Davey).

**9. Approval of School Name Change – Discussion and Potential Action.**

- a. Approval of submitting a School Name Change Amendment Request to ASBCS to change the School name from The Excel Center-Encanto to The Excel Center-Papago.

Discussion: Mr. O’Neal gave a brief history on the naming of the Encanto site. This motion is related to the location change.

Mr. Davey moved to **approve** the submission of a School Name Change Amendment Request to ASBCS to change the School name from The Excel Center-Encanto to The Excel Center-Papago, seconded by Ms. Harrison. The Motion passed unanimously (Ayes: Mr. Patel, Mr. O’Neal, Ms. Harrison, Mr. Minor, Ms. McGroder, Ms. Garcia and Mr. Davey).

#### **10. Approval of Mission Statement Change – Discussion and Potential Action.**

Approval of submitting a Charter Mission Amendment Request to ASBCS to change the mission statement from “The mission of TEC-Encanto is to provide adults the opportunity and support to earn a high school diploma and post-secondary education while developing career paths that offer greater employment and growth opportunities. Our school will serve at-risk students who have experienced challenges in traditional academic settings, by finding ways to "meet students where they are" in their education. This is done by providing a flexible structure and supportive relationships, to help students manage work, life, and family concerns, as they achieve their educational goals.” to “The mission of The Excel Center is to provide adults the opportunity and support to earn a high school diploma and post-secondary education while developing career paths that offer greater employment and growth opportunities. Our school will serve at-risk students who have experienced challenges in traditional academic settings, by finding ways to "meet students where they are" in their education. This is done by providing a flexible structure and supportive relationships, to help students manage work, life, and family concerns, as they achieve their educational goals.”

Discussion: Mr. Davey and Mr. Patel discussed the need to develop a shorter mission statement to be used for the School at a later date, not as the official mission statement, but for “marketing” the school and its mission. Ms. Adams provided additional information about the need for the official mission statement set forth above for regulatory purposes.

Mr. Davey move to **approve** the submission of a Charter Mission Amendment Request to ASBCS to change the mission statement as presented with the exception of the typo that will be removed prior to submission as discussed, seconded by Sentari Minor. The Motion passed unanimously (Ayes: Mr. Patel, Mr. O’Neal, Ms. Harrison, Mr. Minor, Ms. McGroder, Ms. Garcia and Mr. Davey).

#### **11. Consideration of Employee Lease Agreement and Services Agreement with Goodwill of Northern and Central Arizona – Discussion and Potential Action.**

Discussion: Mr. O’Neal and Mr. Minor recused themselves from discussion and voting on this item because of a conflict of interest, per statutory requirements.

Ms. Harrison noted some items that she would like to see in future versions of these agreements, and Ms. Adams provided some clarification regarding provisions of the Services Agreement. There was additional discussion regarding the financial provisions of the Services Agreement. In response to a question from Mr. Patel, Mr. O’Neal noted that GCNA has provided operational funding for AGES prior to the beginning of its charter contract. Ms. Barnes provided additional clarification regarding the financial provisions of both agreements.

Ms. Harrison moved to **approve** the Employee Lease Agreement and Services Agreement with Goodwill of Northern and Central Arizona as presented, seconded by Mr. Davey. The Motion passed unanimously (Ayes: Mr. Patel, Ms. Harrison, Ms. McGroder, Ms. Garcia and Mr. Davey; Recused: Mr. O’Neal and Mr. Minor).

## **12. \*Assistant Superintendent's Report – Discussion**

- a. School Operations update – Curriculum, Teachers and Staff – Ms. Harris provided a summary of the School's curriculum and current staffing, including open positions and current enrollment information and staffing plans related to enrollment. Mr. Minor requested an org chart that includes who at GCNA will be supporting the School. Board members requested including the Assistant Superintendent's Report as a recurring agenda item for future meetings. Board members should send all subjects that they would like to be addressed during the Assistant Superintendent's Report to Mr. Minor and Ms. Harris for potential inclusion on a future agenda.
- b. School location status update – Ms. Harris and Ms. Halleen provided a school location update, including an update on construction delays and the search for a temporary site. GCNA will be looking at another possible location today and will update the board via email.

## **13. \*Approval of Instructional Days Amendment – Discussion and Potential Action.**

- Approval of Instructional Days Amendment Request to change the start date from August 8, 2022 to September 12, 2022 –

Discussion: Update to be sent to board via email after potential School location visit discussed in Agenda item 12b.

Ms. McGroder moved to conditionally **approve** the submission of an Instructional Days Amendment to ASBCS to change the start date from August 8, 2022 to September 12, 2022 if needed, seconded by Mr. Davey. The Motion passed unanimously (Ayes: Mr. Patel, Mr. O'Neal, Ms. Harrison, Mr. Minor, Ms. McGroder, Ms. Garcia and Mr. Davey). The Amendment will be submitted only if a temporary location cannot be found, and the start date therefore needs to be changed.

## **14. Consideration of Various Excel Center Policies – Discussion and Potential Action.**

Pursuant to A.R.S. § 38-431.03(A)(3) & (4), the Board may vote to go into Executive Session, which will not be open to the public, for legal advice and to consult with and instruct its attorneys regarding these agreements.

- a. Approval of Governing Board Policy
- b. Approval of Finances Policy
- c. Approval of USFRCS Policy for Accounting
- d. Approval of Procurement Policy
- e. Approval of School Administration Policy
- f. Approval of Employee Policy
- g. Approval of Special Education and Section 504 Policy
- h. Approval of Student Policy
- i. Approval of Community Relations Policy
- j. Approval of Title IX Policy
- k. Approval of Conflict of Interest Policy

Discussion: Ms. Adams provided information and background on the proposed policies. She will provide legal context for any new policies and changes to current policies as needed.

Ms. Harrison moved to **approve** the policies indicated in agenda items 14a-14k as presented, seconded by Ms. Garcia. The Motion passed unanimously (Ayes: Mr. Patel, Mr. O’Neal, Ms. Harrison, Mr. Minor, Ms. McGroder, Ms. Garcia and Mr. Davey).

**15. Approval of Submitting a Procurement Laws Exception Amendment Request and USFRCS Exception Amendment Request to ASBCS – Discussion and Potential Action.**

- a. Approval of submitting a Procurement Laws Exception Amendment Request and USFRCS Exception Amendment Request to ASBCS – Mr. Minor moved to **approve** the submission of a Procurement Laws Exception Amendment Request and USFRCS Exception Amendment Request to ASBCS, seconded by Ms. Harrison. Motion passed unanimously (Ayes: Mr. Patel, Mr. O’Neal, Ms. Harrison, Mr. Minor, Ms. McGroder, Ms. Garcia and Mr. Davey).

**16. Appointment of AGES Policy Representative – Discussion and Potential Action**

- a. Approval of Executive Director, Ms. Jackie Halleen, as Representative with consent to act on behalf of AGES for approval of additional policies regarding the daily operation and function of the Excel Center – Mr. Davey moved to **approve** the appointment of Executive Director, Ms. Jackie Halleen, as Representative with consent to act on behalf of AGES for approval of additional policies regarding the daily operation and function of the Excel Center, seconded by Mr. O’Neal. Motion passed unanimously (Ayes: Mr. Patel, Mr. O’Neal, Ms. Harrison, Mr. Minor, Ms. McGroder, Ms. Garcia and Mr. Davey).

**17. Dates and Times of Future Meetings**

- a. August 1, 2022 @ 10 a.m.

**18. Open Meeting Law Training – Discussion and Action**

- a. Open Meeting Law Training provided to all AGES Board Members by Ms. Lynne Adams – Ms. Adams provided training to board members. The presentation was included with the board packet.

**19. Adjournment of Board Meeting -** Mr. O’Neal moved to **adjourn the meeting**, seconded by Mr. Patel. Motion passed unanimously (Ayes: Mr. Patel, Mr. O’Neal, Ms. Harrison, Mr. Minor, Ms. McGroder, Ms. Garcia and Mr. Davey).