

Armadillo Technical Institute

Board of Directors Meeting

October 13, 2021

5:00 pm

MINUTES

- Call to Order: Tom called the meeting to order at 5:04 pm
- In Attendance: Tom Sramek, Jr. Jesse Biesanz, Steve Utt, Courtney Bucolo, Kim DeCosta, Summer Brandon, Jen Brinson, Mindi Terilli
- Accentuate the Positive:
 - Tom, Daughter is now enrolled at ATI, a very positive change.
 - Summer, Katie is authorized to drive kids to school. New onsite Therapist Brayton will be a great addition.
 - Courtney, only one month until she can move back home.
 - Mindi, Happy Birthday Summer!
- Citizen Comments: No citizens present.
- Teacher Representative Report: Mindi: Number one, we have super, great new kids with good skills. Brayton is a great fit for ATI kids. Donations are providing free yearbooks to ATI students. Students are working on creating the yearbook.
- Executive Director Report: Summer: New Office Ninja, Stephanie Gaffney. Enrollment at 67, 10 below average, but continuing to get new students. Our students have good ideas for inviting new students to ATI, Enrollment is still a big deal. .
Accreditation upcoming on 11/17/21. Review may be simpler this year, no doubt that ATI will be fine in accreditation. Also working on rolling out slowly the new mission that the Board adopted in August. **We work together to equip people to accomplish their goals through community, equity, adaptability, and creativity.** It has really hit home, students understand it, we will continue to add on and it's a really good fit.
Summer and two staff were trained on laser cutting tool, and new glow forge tool for making signs and things for school. An exciting plus from High School Success Funding.
- Fundraising Report: Nothing to report
- Consent Agenda
 1. Approval of Agenda
 2. Approval to Approve Board Minutes for September 2021 on Nov 10, 2021.
- Action Items

Summer, OSBA Sample Charter Policies, Drafts in Drive Folder - all policies modeled on Sample Policy and Eagle Ridge Charter High School. Tom suggested that the Board review & approve.

- **DFA Investment of Funds Policy**
 - Tom asked if the Board could get a thumbnail sketch of investments, if we have any. Kim, We don't have investments other than the property that we own. We have reserve funds in a Savings acct. If there are any carryover funds in any year, they are moved to savings acct.
 - Summer, If ARPA funds come in, if we were to receive them, then we would invest.
 - Steve Utt motioned to Approve DFA Investment of Funds Policy, Courtney Bucolo seconded, Motion Passed, none opposed..
- **EB Safety Program Policy**
 - Jesse Biesanz motioned to Approve EB Safety Program Policy, Courtney Bucolo seconded, Motion Passed, none opposed..
- **EBB Integrated Pest Management Plan**
 - Tom advised the Board to review the Policy Document in Drive and vote in November.
- **Staff - HIV, AIDS and HBV Policy**
 - Steve Utt motioned to Approve Staff - HIV, AIDS and HBV Policy, Courtney Bucolo seconded, Motion Passed, none opposed..
- **GBK.KGG Prohibited Use, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems Policy**
 - Courtney Bucolo motioned to Approve Tobacco Free Environment Policy, Jesse Biesanz seconded, Motion Approved, none opposed.
- **GCDA.GDDA Use of Tobacco Products, Alcohol, Drugs or Inhalant Delivery Systems**
 - Courtney Bucolo motioned to Approve Use of Tobacco Products, Alcohol, Drugs or Inhalant Delivery Systems Policy, Courtney Bucolo seconded, Motion Passed, none opposed..
- **GCDA.GDDA Criminal Records Checks/Fingerprinting Policy**
 - Jesse Biesanz motioned to Approve Criminal Records Checks/Fingerprinting Policy, Courtney Bucolo seconded, Motion Passed none opposed.
- Information and Discussion
 - Building plans & process
 - Summer, Short update, City of Phoenix and Ausland Group still talking. For the City, parking is the main concern. Church on corner possible parking option - need to contact. Tom, has the site plan been approved? Summer, before we can get into detailed design, the City has to complete a feasibility assessment, and approve conceptual design. Once the City approves that, then we can go to the RFD process to secure our design and building permit process. Summer, the time frame is planned for all summer and into Fall 2021.
 - Audit update
 - Kim, last minute, as usual. We do as asked, but because we are small, and the District Audit is at the same time, we get ours just in time to submit to the State by the end of December. The Audit summary is on the last page, it would be good for the Board to review this page.

- Summer, December will be Kim's last meeting in this role. Kim, Yes, transition plan in place, Kim and Summer have been meeting regularly. Kim will be available after December.
 - ESSER III Plan
 - Tom, what is an ESSER III Plan? Summer, Money from Federal and State, partly in response to COVID. ESSER I used to purchase Chromebooks. ESSER II is about \$49,000, can be used for facilities, our Storage container will be paid for by ESSER II, must be spent by the end of 2022. ESSER III is to address learning lags, estimate \$150,000 allowable use over two years, to 2024. Can be used for instructional aid, tutors, Chromebooks, anything to enhance learning impacted by COVID. Maybe add staff capacity and water bottle filling stations.
 - Draft policy approval - charter required policies.
 - Summer, There are more policies to be approved, to be announced in November.

Tom, Do we know when the schedule will change? Summer, November 9th is the second term. All students will attend all days, with some exceptions for specific kids. Parents have been notified.
- Next Board Meeting November 10, 2021 - online
 - Summer, Accreditation notes for Board, things to be reviewed prior to accreditation.
 - Board by laws, Ethics are a good start. Budget approvals, governance, input. Board should evaluate Summer.
- Tom adjourned the meeting at 6:16 pm.