

SPECIAL MEETING MINUTES

Notice of Public Meeting of the Board of Directors of Pensar Academy, Inc.

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Pensar Academy and to the general public that the board will hold a special meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

ALL AGENDA ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING REPORTS AND ACTION ITEMS

When: Monday, February 6, 2017 at 6:00 p.m. MST
Where: Pensar Academy, 7102 N. 58th Drive, Glendale, AZ 85301

I. Opening

- A. *Call to Order*: Mr. Klonoski calls to order at 6:10pm.
- B. *Roll Call*: Present: Ms. Zupetz, Mrs. Garcia, Mrs. Shields (Mercado), Mr. Klonoski.
Absent: None. Other attendees: Mrs. Paddock.
- C. *Adoption of Agenda*: Motion to approve: Klonoski. 2nd: Zupetz. Motion passes unanimously.
- D. *Approval of Meeting Minutes*: Motion to postpone to next regular Board Meeting on 2/21/17: Klonoski. 2nd: Garcia. Motion passes unanimously.
- E. *Call for Public Comments*: Mrs. Paddock stated that she did not receive an invitation to this meeting and found out this morning about the meeting. Mr. Klonoski stated that all Board Meetings are posted on the website in compliance with open meeting law.

II. At this time, the Governing Board will consider voting to recess the special meeting in order to convene to executive session for the following purposes: Mr. Klonoski moves the meeting into Executive Session at 6:14pm.

- A. In accordance with A.R.S. §38-431.03(A)(1) for the purpose of personnel, reporting structure, employee evaluations, and salary.
- B. In accordance with A.R.S. §38-431.03(A)(7) for discussions regarding negotiations for the purchase, sale or lease of real property.

III. Reconvene to Public Session: Out of Executive Session on 8:26pm.

IV. Action Items

- A. Business:
 - 1. The Governing Board will vote on an Organizational Chart and Reporting Structure. Motion to approve the Organizational Chart with edits: Mr. Klonoski, 2nd: Mrs. Shields (Mercado). Motion passes unanimously. Mrs. Paddock will contact representatives from AZCSP

and Walton Family Foundation to transfer role to a different Pensar Academy Representative.

2. The Governing Board voted on the Personnel Handbook. Mr. Klonoski moves to approve Handbook. Mrs. Garcia amends the motion to approve the Handbook now with pending amendments to be made by the next Board Meeting. Motion to approve the Personnel Handbook: Mr. Klonoski. 2nd: Mrs. Garcia. Approval: Mrs. Garcia, Mr. Klonoski, Ms. Zupetz. Disapproval: Mrs. Shields (Mercado). Motion passes 3-1. The updates to the Personnel Handbook will be completed by 2/21/17.
3. The Governing Board did not vote on the Administrative Employee Evaluation System. The Employee Evaluation System will be revamped by the Principal (Ms. Zupetz) and submitted for consideration on 2/21/2017.
4. The Governing Board voted on the Inventory Control Policy. Motion to approve: Mrs. Garcia. 2nd: Mrs. Shields. (Mercado). Motion passes unanimously.

B. Academics: None.

C. Governance: The Governing Board will explore leasing and rental options for the upcoming school year and make determination by 3/1/17.

- V. **Adjourn:** Motion to adjourn at 8:40: Mr. Klonoski. 2nd: Mrs. Shields (Mercado). Motion passes unanimously.

If you are in need of translation services or a person with a disability seeking reasonable accommodation in order to access the Board meeting, please contact Ms. Sandra Zupetz at (602) 427-7193 at least 24 hours prior to meeting, whenever possible. Conference Call: Please email Gerry Garcia at garcia@pensaracademy.org for the conference phone number and access code.