

**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: Tuesday, January 10, 2017 at 6:00 p.m. MST  
Where: Pensar Academy, 7102 N. 58<sup>th</sup> Drive, Glendale, AZ 85301

**I. Opening**

- A. *Call to Order: Jason Klonoski (Call to Order at 6:13pm)*
- B. *Roll Call: Present: Klonoski, Zupetz, Garcia, Mercado (phone), Paddock.*
- C. *Adoption of Agenda: 1<sup>st</sup>-Klonoski, 2<sup>nd</sup>-Zupetz. Motion passes unanimously.*
- D. *Approval of Meeting Minutes: Postpone to next meeting. 1<sup>st</sup>-Zupetz, 2<sup>nd</sup>-Klonoski. Motion passes unanimously.*
- E. *Call for Public Comments: No public comments.*

**II. Director of Operations**

- A. Financial Report. Mercado would like clarification from Aspire Business Consultants as to the entries for a \$300 carryover of balance and a \$102,000 in long term liability. Clarification requested by next meeting. Report accepted.

**III. Director of Student Achievement Report**

- A. Student Enrollment Report. In the month of December, 1 student withdrew. Report accepted.
- B. Discipline Report. Report accepted.
- C. Report Cards. All reports up to date. Report accepted
- D. Professional Development. A three-day re-Boot Camp covering 12 topics was delivered to staff on campus and at West-Mec Start Center. Report accepted.
- E. Student Achievement Data. The mid-year Galileo Assessment was given to students. Report accepted.
- F. Personnel Handbook. The staff handbook was presented. Mercado verbalized that the handbook needs to be a procedural document supported by Board policies. Thereby, the handbook does not need formal approval. No opposition was presented. Board discussed sections 2.2 and 8.11. There were no objections to the Handbook left standing after this discussion.
- G. Curriculum. Targeted lesson plans have been created based on Galileo mid-year assessment. Report accepted.

- H. Culture. Parent and Student Culture Survey results were shared and will be posted on the school website. Report accepted.
- I. Grants. Title I and E-rate grants are moving forward. Report accepted.
- J. Teacher Evaluation System. Teachers will be evaluated in the classroom using the Charlotte Danielson Rubric. Report accepted.

**IV. *Director of Student Services Report***

- A. Community Partnerships. PA partnered with Our Lady of Perpetual Help (OLPH) to deliver Holiday Food Boxes/Gifts to 15 Pensar families. PA has partnered with Heart of the City to participate in an urban gardening project. Report accepted.
- B. Special Education Program. All students are receiving the services outlined in their most current IEP's. Report accepted.
- C. English Language Learner Program. All teachers have been trained in the ILLP Process. Report accepted.

**V. *Action Items***

- A. Business: No action items.
- B. Academics: Teacher Evaluation System Board Approval: 1<sup>st</sup> Klonoski, 2<sup>nd</sup> Mercado. Motion passes unanimously.
- C. Governance: Board will continue to look to expand the Board with members that have expertise in the fields of law, human resources, and technology. Zupetz will contact ASBCS to ensure that the make-up of the Board maintains full compliance with the Charter.

**VI. *Adjourn:*** 1<sup>st</sup>- Klonoski, 2<sup>nd</sup>- Zupetz. Motion passes unanimously. Meeting adjourned at 7:37pm.

*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](mailto:garcia@pensaracademy.org) for the conference phone number and access code.*