**Vista College Prep Board Meeting Minutes**

Date: March 24, 2014

Location: Vista College Prep, 816 S. 6th Avenue, Phoenix, AZ 85003

Board Members Present: Charles Mitchell, Cassie Breecher, Irene Carroll, Katherine Cecala, and Dawn Kennedy

Board Members Absent: Kelly McManus, Chris Dang

Staff Present: Julia Meyerson

The meeting was called to order by Charles Mitchell, Chair, at 5:36 p.m.

**Agenda Item – Minutes and Agenda**

The board reviewed the minutes from the February 24, 2014 meeting. Ms. Cecala moved to approve minutes from last meeting; Ms. Kennedy seconded. Motion carried.

The board reviewed the agenda for today. Ms. Cecala moved to approve today's agenda; Ms. Kennedy seconded. Motion carried.

**Agenda Item – Upcoming Meetings/Events**

Ms. Meyerson reviewed the plans related to the Playground Build Day on March 28, 2014. Ms. Meyerson noted that while breakfast has been donated, lunch for about 200 people is still needed.

**Agenda Item – Call to the Public**

Mr. Mitchell made a call to the public. No one made a comment.

**Agenda Item – Executive Director’s report**

Ms. Meyerson reviewed the Executive Director's report. She discussed the current status of enrollment, recruitment of new students, and recruitment of new staff.

**Agenda Item – Academic Achievement Committee report**

Ms. Meyerson reviewed the academic dashboard including progress on literacy and math assessments; and strategies for continued improvement.

**Agenda Item – Finance Committee report**

Ms. Cecala presented the finance and operations dashboard. The board reviewed the bid responses for the auditor. Ms. Cecala moved to select Brett Backlund as the auditor. Ms. Carroll seconded the motion. Motion carried. Ms. Meyerson agreed to clarify with Brett Backlund about the comment in his letter that the audit fee is fully refundable.

**Agenda Item – Development Committee**

Ms. Kennedy discussed the plans for the next morning motivation on April 16, as well as a lunch dedicating the playground on April 23.

**Agenda Items – Other Business**

The board reviewed the 2014-15 school calendar. Ms. Cecala moved to approve the calendar as presented. Ms. Kennedy seconded the motion. Motion carried.

There being no further business to be transacted, Ms. Cecala moved to adjourn the meeting, Ms. Carroll seconded the motion, and the motion was approved. Mr. Mitchell adjourned the meeting at 6:28 p.m.

Dated and posted this 27th day of March, 2014.

Respectfully submitted,

Katherine Cecala, Treasurer

(for Kelly McManus, Secretary)