**Vista College Prep Governing Board Meeting Minutes**

**Date:** 8/19/14

**Location:** VCP, 812 S. 6th Ave, Phoenix, AZ 85003

**Time:** 5:30 – 7:30 p.m.

**Board members present:** Charles Mitchell, Cassie Breecher, Irene Carroll (phone), Katherine Cecala, Chris Dang, Dawn Kennedy

**Board members absent:** Kelly McManus

**Staff present:** Julia Meyerson

Charles Mitchell called the meeting to order at 5:55 p.m.

**Agenda Item** – Minutes/Upcoming Events

Mr. Mitchell reviewed the July 8, 2014 meeting’s minutes. Ms. Cecala moved to approve the minutes as presented, and Mr. Dang seconded the motion. The motion carried unanimously. Mr. Mitchell reviewed the August 5, 2014 meeting’s minutes. Ms. Cecala moved to approve the minutes as presented, and Ms. Kennedy seconded the motion. The motion carried unanimously.

Mr. Mitchell reviewed the agenda for the day’s meeting. Ms. Cecala moved to approve the minutes as presented, and Mr. Dang seconded the motion. The motion carried unanimously.

Ms. Meyerson announced the next board meeting will be on September 9, 2014.

**Agenda Item** – Call to the Public

There was no public comment.

**Agenda Item** – Executive Director Report

1. ED Report

Ms. Meyerson reported that school started on July 31. She reported that the incoming kindergartners took the Terra Nova tests. The Terra Nova tests do provide a percentage comparison to other schools nationally. The STEP Assessment is used for academic data.

Ms. Meyerson presented the Executive Director report including an update on Personnel, Academics, Fund Development, and Finances.

1. Facility Update

 Ms. Meyerson reported on the Long-Term Planning Analysis, and the status of the property.

**Agenda Item** – Academic Committee

Ms. Meyerson noted that the Academic Dashboard had not changed since the last board meeting.

**Agenda Item** – Finance Committee

Ms. Cecala and Ms. Meyerson presented the Finance and Operations Dashboard and the Financial Highlights. Ms. Meyerson discussed the AZCSP funds and the restrictions on their use.

**Agenda Item** – Development Committee

1. Ms. Kennedy and Ms. Meyerson discussed the status of grant requests.
2. The group discussed potential invitees for the next Morning Motivation in mid-October, or for other visits to the school.

**Agenda Item** – Other Business

Board members discussed the need to expand the Board and identified a few prospective board members.

There was no other business for the board to discuss.

There being no further business to be transacted, Ms. Kennedy moved to adjourn the meeting, Mr. Dang seconded the motion and the Board voted to adjourn. The meeting was adjourned at 7:18 p.m.

Dated and posted this 8th day of September 2014.

Respectfully submitted,

Katherine Cecala (for Kelly McManus, Secretary)