

February 8, 2018

ARCHWAY TRIVIUM WEST**Board of Directors****Unapproved Minutes**

Date: February 8, 2018

Time: 9:45 a.m.

Location: Great Hearts Quayle Campus

A meeting of the Great Hearts Academies-Archway Trivium West Board of Directors was held at Great Hearts Quayle Campus, 3102 N. 56th Street, Suite 300, Phoenix AZ 85018, pursuant to A.R.S. 38-431.02, notice having been duly given.

I. Call to Order

Mr. Ellison called the meeting to order at 9:50 a.m. The following directors/administrators were present/absent:

Directors	Office	Present	Absent	Notes
Andrew Ellison	President	X		
Tom Doebler	Vice President	X		
Heather Washburn	Secretary	X		
Kristin Darby	Director	X		
Heidi Vasiloff	Director	X		
Administration				
Jamee Twardeck	Headmaster, Archway Trivium West	X		
Jennifer Bradshaw	Manager School Accounting, GH	X		
Michelle Lehrer	Academy Accountant, GH	X		

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Annan Hong	Director of Academy Giving, Archway Trivium West		X	
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II. Call to the Public

Mr. Ellison made a call to the public at 9:51 a.m. No public was present.	
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III. Approval of Consent Agenda

Approval of the Minutes from the November 9, 2017 meeting	Ms. Washburn made a motion that the board approves the consent agenda. Mr. Doebler seconded, all in favor, none opposed, the motion carried at 9:52 a.m.
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IV. Headmaster’s Report

<p>Ms. Twardeck presented the headmaster’s report. The Trivium 5K run was a highlight for the faculty and families. In regard to AZ Merit test prep, she agrees with Ms. Washburn, Galileo results are better to use than MAP testing. They target which students are low and use group tutoring. The teachers know who is struggling and where. Unit tests are used as well. They also target student culture growth for children to be on task and processing. Margie Clause has aligned the school on Phonics/Spalding for better Spalding instructional techniques. The students now have to practice words more. There has also been communication with parents regarding the techniques. There was a homework survey and the 5th grade parents indicated a huge increase from 4th grade. There is good communication to the parents. The teachers are more comfortable with observations and feedback. Now the observations are shorter with more interaction with the teacher. Ms. Twardeck also feels more connected to the students. The board commented on the great</p>	
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<p>report. In regard to the section Evidence of Distinctive Impact, show the school's measures of success, the little things that make a difference at your school, interactions, the impact on the heart and minds of the school (magic moments.)</p>		
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V. Review and Approval of the 2018-19 School Year Calendar

		<p>Mr. Doebler moved that the board approve the Archway Classical Academy Trivium West 2018-19 School Year Calendar, Ms. Darby seconded, all in favor, none opposed, motion carried at 10:08 a.m.</p>
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VI. Approval to Change the Number of Instructional Days to 173 days, Effective July 1, 2018

		<p>Ms. Vasiloff moved that the board approve to change the number of Instructional Days to 173 days for Archway Classical Academy Trivium West Effective July 1, 2018. Ms. Darby seconded, all in favor, none opposed, motion carried at 10:09 a.m.</p>
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VII. Approval to Change Mission Statement of the Academy

<p>“The mission of the Archway Classical Academy Trivium West is to cultivate the minds and hearts of students through the pursuit of Truth, Goodness, and Beauty.”</p>		<p>Ms. Washburn moved that the board approve to change the mission for Archway Classical Academy Trivium West to “The mission of the Archway Classical Academy Trivium West is to cultivate the minds and hearts of students through the pursuit of Truth, Goodness, and Beauty.” Mr. Doebler seconded, all in favor, none opposed, motion carried at 10:10 a.m.</p>
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VIII. Financial Report

<p>Ms. Lehrer provided updated Summary Statements of Activities and Bond Covenant calculations. She reviewed the year to date financial highlights and forecast. The ADM is up 16 students. There is a 1 to 1 ratio covering liabilities and 144 days cash on hand.</p>		
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IX. Development Report

<p>Ms. Twardeck presented the development report. They have reached 107% of community investment goal. There a matching gift up to \$5,000, reached it for \$10,000. Tax Credit drive has been launched. The goal was adjusted and lowered by a formula from lead office and development. The data is more accurate</p>		
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X. Possible Executive Session

<p>None.</p>		
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XI. Leave Executive Session

None		
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XII. Possible Motions from Executive Session

None		
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XIII. Announcements/Adjournment

Next Board Meeting: Wednesday, May 16, 2018 at 4:45 p.m. on the Trivium campus. Subject to change.		Mr. Ellison adjourned the meeting at 10:19 a.m.
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Submitted by Board Secretary, Heather Washburn

-Gena McFarland, Scribe-