

**SPECIAL BOARD MEETING**  
**MINUTES**  
**CROWN CHARTER SCHOOL BOARD MEETING**

School Year 2016-2017

**The regular Board Meeting was called to order on July 8, 2016 at 4:00 p.m.  
Mr. Shade- President; Mr. Runyan – VP/Treasurer; Gary Roach – Member  
Victor Ramirez - member**

Roll was called: A quorum was present.

Mr. Shade welcomed everyone to the meeting. The public was invited to fill out a card and speak on an o they topics they wished to address. No one wished to speak at this time.

**Old business:** The previous minutes were present to the Board and Mr. Victor Ramirez moved to adopt the minutes. It was seconded by Gary Roach and passed unanimously.

**Item #1: Review Quarterly Report:** Mr. Runyan presented the quarterly financials to the Board. Members reviewed the report and Mr. Ramirez moved to accept the quarterly financials as presented. It was seconded by Gary Roach and it passed unanimously.

**Item #2: Year End Financials:** Mr. Shade and Mr. Runyan presented the year end financials. The members looked over the financials and there was some discussion. Mr. Roach moved to accept the year end financials as presented. It was seconded by Victor Ramirez. The motion passed unanimously.

**Item #3: Adopt the 2016-2017 Budget:** Mr. Shade presented the Proposed budget for adoption. There was discussion. Frank Yanez was present and answered the questions regarding the budget to the satisfaction of all members. All members were in agreement with the budget expenditures. Mr. Ramirez moved that the budget be adopted as presented. It was seconded by Gary Roach and the budget was adopted unanimously.

**Item #4: Advertising Plan:** Mr. Shade presented a new advertising plan along with the maps of the general area that he believed the school should reach out to. Local areas that surround the school were being focused upon. The plan is to assist with student enrollment for the new school year. All members consented to the new advertising campaign.

**Item #5: Computer Upgrade:** Ms. TC Crownover was asked to give update on computer or paper based assessments for the upcoming school year for AzMerit Standardized testing. Mrs. Ramirez reported that the school computers were not tech-ready according to the assessment provided by the assessment unit at the Arizona Department of Education. Paper based testing will be given again for the upcoming school year. Preparing the computers for any new assessment presented by the Department of Education is priority. Mr. Roach moved that computers be analyzed for necessary improvements. The motion was seconded by Mr. Shade. The motion passed unanimously.

**Reports:** Ms. Janis Ramirez reported on the enrollment and the plans for students back to school orientation day.