

CICERO PREPARATORY ACADEMY

Board of Directors

Unapproved Minutes

Date: February 6, 2018

Time: 9:45 a.m.

Location: Great Hearts Quayle Campus

A meeting of the Great Hearts Academies- Cicero Preparatory Academy 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

David Denton called the meeting to order at 9:45 a.m. The following directors/administrators were present/absent:

Directors	Office	Present	Absent	Notes
David Denton		X		
Matthew Vlahovich		X		
Zach Weisse		X		
Administration/Other				
Dr. Mark Discher	Headmaster, Cicero Prep	X		
Connie Malkin	Office manager, Cicero Prep	X		
Jennifer Bradshaw	School Accounting Manager, GH	X		
Elvia Barbosa	Senior Accountant, GH	X		

Emily Levkowitz	Director of Academy Giving, Archway Cicero/Cicero Prep	X		
Carrie Siegel-Benell	Director of Development, GH	X		

II. Call to the Public

Mr. Denton made a call to the public at 9:45 a.m. No public was present.		
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III. Approval of Consent Agenda

Approval of the Minutes from the November 7, 2017 Meeting	Mr. Vlahovich made a motion that the board approves the consent agenda. Mr. Weisse seconded, all in favor, none opposed, the motion carried at 9:46 a.m.
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IV. Headmaster's Report

Dr. Discher presented the headmaster report. Dr. Discher is using US Test Prep and delighted with the process and results. There is quick turn around on the data. The Assistant Headmaster oversees the process and assists the teachers, who have access to their students' data. Dr. Discher is in a hiring process through this growth phase. He is working on the 8 th grade for culture building and in an effort to keep students in Prep school. There are family Prep presentations in the classrooms with much enthusiasm. Some students leave looking for a more mature athletics programs. The highest grade right now is 10 th grade.	
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V. Approval to Change Mission Statement of the Academy

<p>“The mission of Cicero Preparatory Academy is to cultivate the minds and hearts of students through the pursuit of Truth, Goodness, and Beauty.”</p>	<p>Mr. Vlahovich moved that the board approve Cicero Preparatory Academy change its mission statement to: “The mission of Cicero Preparatory Academy is to cultivate the minds and hearts of students through the pursuit of Truth, Goodness, and Beauty.” Seconded by Mr. Weisse, all in favor, none opposed, motion carried at 9:59 a.m.</p>
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VI. Financial Report

<p>Ms. Barbosa reviewed the year to date financial highlights and forecast. The school has a ratio of 2 to 1 covering liabilities. Cash on hand is 26 days. She reviewed the Athletics budget. The expenses are up. In spring the tax credit should cover it. The school decided not to do golf tournament fundraiser and focus on tax credit. Ms. Barbosa discussed variances in the forecast. The headmaster is pleased with the forecast, works with the staff to remain a “lean machine.”</p>	
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VII. Development Report

<p>Ms. Siegel-Benell introduced the new Director of Academy Giving for Cicero community, Emily Levkowitz. Cicero Prep is at 97% of community investment goal with \$691 per student and 54% of families participating. The school has received 81% of 2017 tax credit drive goal. The director will follow up with phone calls and letters and increase visibility. There will be a heavy push in February before filing deadline in April. Hope to look at data and determine when money is donated</p>	
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VIII. Possible Executive Session

None		
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IX. Leave Executive Session

None		
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X. Possible Motions from Executive Session

None		
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XI. Announcements/Adjournment

Next Board Meeting: Thursday, May 3, 2018 at 4:45 p.m. at the Cicero Campus. Subject to change.		Mr. Denton adjourned at 10:12 a.m.
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Submitted by Zach Weisse, Secretary

-Gena McFarland, Scribe-