Notice of Meeting of Board of Directors

Pursuant to A.R.S. § 38-431.02, notice is hereby given to members of the Board of Directors of Archway Classical Academy-Arete and to the general public that the Board of Directors will hold a meeting open to the public on **Tuesday**, **June 19**, **2018 at 10:00 a.m.** The meeting will be held telephonically, all public members are able to join and participate in the entire call by calling **641-715-3580**, **and entering conference code 852213#**. Public members are also welcome to participate by attending the meeting in person at the Coliseum Conference Room on the second floor of the **Cicero Campus**, **7205 N Pima Rd Scottsdale**, **AZ 85250**.

Additional documentation relating to public meeting agenda items may be obtained at least 24 hours in advance of the meeting by contacting Gena McFarland at (502) 644-2580. Persons with a disability may request a reasonable accommodation by contacting Gena McFarland at (502) 644-2580 at least 48 hours in advance of the meeting to allow time to arrange for the accommodation

AGENDA

- 1. Call to Order
- 2. Call to the Public

In compliance with the Open Meeting Law, the Board of Directors will neither discuss nor take action on issues raised during the call to the public that are not specifically identified on the agenda. At the conclusion of an open call to the public, members of the Board of Directors may, however, respond to criticism made by those who have addressed the Board, ask staff to review a matter, or ask that a matter be placed on a future agenda.

3. Approval of Consent Agenda

Any member of the public or member of the board of directors may request that a consent agenda item be removed from the consent agenda and discussed separately.

Approval of the Minutes from the February 5, 2018 Meeting Approval of the Minutes from the Executive Session February 5, 2018

- 4. Approval of the Proposed Annual Budget for School Year 2018-2019
- 5. Announcements/Adjournment

Members of the Board of Directors will attend the meeting either in person or by telephone conference call. The Board reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specific time.

Dated and posted this Archway Classical Academy-Arete	day of	_ 2018, at	a.m. / p.m.
Signature			

Print name _____

Minutes February 5, 2018 ARCHWAY CLASSICAL ACADEMY - ARETE

Board of Directors

Unapproved Minutes

Date: February 5, 2018

Time: 10:00 a.m.

Location: Great Hearts Quayle Campus

A meeting of the Great Hearts Academies- Archway Classical Academy - Arete 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 10:06 a.m. The following directors/administrators were present/absent:

Directors	Office	Present	Absent	Notes
David Denton	President	Х		
Marilyn Papke	Vice President		Х	
Leanne Fawcett	Secretary	Х		
Lois Yates	Director	X		
Bayo Atolagbe	Director		Х	
Administration/Guests				
Neil Gillingham	Headmaster, Archway Arete	Х		
Michele Wilson	Director of Academy Giving, Archway Arete and Arete Prep	Х		
Jennifer Bradshaw	Manager of School Accounting, GH	Х		

Minutes February 5, 2018

Gracie Rose	Academy Accountant, GH	Х	
Robert Wagner	Superintendent for AZ schools	Х	

II. Call to the Public

Mr. Denton made a call to the public at 10:06 a.m. No public	
was present.	

III. Approval of Consent Agenda

Approval of the Minutes from the November 7, 2018 Meeting		Ms. Yates moved that the Board approve the consent agenda, Ms. Fawcett seconded, all in favor, none opposed, motion carried at 10:07 a.m.
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IV. Headmaster's Report

Mr. Gillingham presented the headmaster's report. The color system on the KPI's looks good. The yellow is in cash on hand, but it is better and growing close to 77 days cash on hand. A concern comes from a 4^{th} grade lead leaving in December. The new teacher is off to a great start. The goal is to maximize each student's academic growth. The leadership	
team meets every week to track the progress. Mr. Gillingham indicated that the resources he has for AZ Merit preparation do not align with the AZ Merit test. He looks at the kids that did not pass AZ Merit last year and gives to teachers' spreadsheets and also flags them with other tests. The effort is to close the curriculum gaps for AZ Merit testing and	
monitor with testing. The school hosted Katy McPherson. She was well received by faculty and parents.	

Minutes February 5, 2018

V. Approval to change the mission statement of the Academy

10:21 a.m.	"The mission of Archway Classical Academy Arete is to cultivate the minds and hearts of students through the pursuit of Truth, Goodness, and Beauty."	Ms. Yates moved that the Board approve that Archway Classical Academy Arete change the mission statement to: "The mission of Archway Classical Academy Arete is to cultivate the minds and hearts of students through the pursuit of Truth, Goodness, and Beauty," seconded by Ms. Fawcett, all in favor, none opposed, motion carried at 10:21 a.m.
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VI. Financial Report

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VII. Development Report

Ms. Wilson presented the Development report. Archway			
Arete has reached 97% of its community investment goal.			
This is a 7% increase. They are at 71% of tax credit goal.			
Letters are going out and contests in classrooms to get the			
numbers up. The school hosted Giving Day in November.			
They may not do that again because it shares with national			
giving day. They may get more donors in October. The team			
welcomed Heritage Society for a game day with grandparents.			
The team is available at registration and works with office			
managers. There are more full time kindergarteners. She			
concentrates on family participation.			

Minutes February 5, 2018

VIII. Possible Executive Session

	Ms. Yates moves that the box enter Executive Session, and invite Mr. Gillingham and M Wagner, seconded by Ms. Fawcett, all in favor, none opposed, motion carried at 10:38 a.m.	
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IX. Leave Executive Session

		Ms. Yates moved that the board leave Executive Session, seconded by Ms. Fawcett, all in favor, none opposed, motion carried at 10:46 a.m.
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X. Possible Motions from Executive Session

None		
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XI. Announcements/Adjournment

Next Board Meeting: Tuesday, May 1, 2018 at 4:00 p.m. on	Mr. Denton adjourned the
the Arete Campus. Subject to change.	meeting at 10:48 a.m.

Submitted by Leanne Fawcett, Secretary

-Gena McFarland, Scribe-

GREAT HEARTS ACADEMIES – Archway Arete HEADMASTER SITE BOARD REPORT

Year End Enrollment Data for 2017 – 2018

Grade	ADM	ADA	Head Count	Waitlist
Kinder	75.40	71.58	88	132
1 st	85.94	82.84	86	115
2 nd	86.89	82.70	87	69
3 rd	84.55	80.79	85	67
4 th	82.92	79.53	83	49
5 th	86.26	82.48	87	57
6 th				
7 th				
8 th				
9 th				
10 th				
11 th				
12th				
TOTAL	83.66	79.99	516	489

State of the School

- The thematic goal for 17-19 was to maximize student academic growth. While not every subject is measurable at each grade level, our objective, standardized tests indicate that we have done well relative to this goal. For example, our AzMERIT scores--grades 3-5, in English and math--saw an improvement in our pass rates at 9% and 14% respectively. Historically our pass rates have always put us in the top 10% in the state and this years' scores will help solidify our reputation as providing excellent instruction in our K-5 classrooms.
- The thematic goal 18-19 is to create a culture of respect and dignified obedience. After a year of focusing on data and academic growth, we want to reinvest in our school culture. While not as easily quantifiable, it has always been a point of great pride for our academy. There are six areas of foci relative to this goal for the coming year:
 - Create common expectations in **shared spaces** (e.g., the playground).
 - Start and end the school day strongly.
 - Create consistent classroom procedures to ensure well-ordered learning environments.
 - o Maintain a beautiful campus (e.g. clean classrooms, lunchrooms, etc.).
 - Teach and model **good manners**.
 - Build habits of **self-respect** in our students.

State of the School

- We have 9 teachers departing this year. We honored their service at our last staff meeting of the school year, and sent a note of farewell from each teacher in our final family newsletter. Conversely, I am happy to report that we are fully hired for the 18-19 school year. New hires include: 6 assistants, 2 leads, and 1 specialist. 4 of our teaching apprentices have also moved into lead teacher roles.
- Dean of Students Stephanie Kaye has been accepted into the Headmaster College! Mrs. Kaye will continue her role as Dean and music teacher while beginning classes in the fall.
- Congratulations to Cassie Mason and Jarod Posner on graduating from the University of Dallas with a master's degree in classical education. Archway Arete will once again help fund this program for French teacher Salwa Gebara beginning in the 18-19 school year.
- After two years of excellent service, PSO vice president, Chandra Chriswisser, is happy to hand over the reins to the next volunteer. We are grateful for leadership. Taking her place is our new PSO vice president: Courtney Everhart. Mrs. Everhart has been with us since we opened and has been a valuable member of our PSO every year. Her son is entering 4th grade next year and her daughter is off to our Prep school.
- Under the leadership of Dean of Academics Cassie Mason, Archway Arete is launching our first summer school remediation program. This program is four weeks long and focuses on math and English. There are four modules, one week each, corresponding to grades 1-4. The classroom lead teacher alongside the dean determines which subjects and which modules the child needs after reviewing objective data. (For example, a third grade student could benefit from modules 1, 2, and 3 in math, and modules 2 and 3 in English.)
- There are seven students being retained at grade-level next year. The determination is made using objective test data, classroom performance, and attendance, while also taking into consideration the social and emotional impact of another year in the same grade. Conversations begin with families in January and the final decision is made as a team in May.
- Archway Arete welcomed 90 new kindergarten families and a couple dozen 1-5th grade families at our Kindergarten Orientation and New Family Orientation respectively in the fourth quarter. Families learned more about our curriculum and culture and had an opportunity to ask questions of our teachers and leadership team. Kindergarten students also did intake testing to help families identify skills to work on over the summer, and to help our kindergarten teachers with section placement.

Summary Statements of Activities

June 2018 School Board Package		YTD as of Apr-2018 Actuals		YTD as of Apr-2018 Budget	\$	A v B Variance	A v B % Variance	YTD as of Apr-2017 Actuals
Enrollment (ADM)		533		516		17	3%	526
Revenue								
Federal and State	\$	2,668,893	\$	2,596,873	\$	72,020	3% \$	2,601,789
Student Fees		235,443		214,660		20,783	10%	195,570
Comm Investment, Tax Credits & Philanthropy		279,523		296,413		(16,890)	(6%)	293,300
Total Revenue		3,183,859		3,107,946		75,913	2%	3,090,659
Expense								
Instructional		1,526,267		1,489,260		(37,007)	(2%)	1,486,368
Special Education		281,834		263,540		(18,294)	(7%)	267,860
Extra Curricular: Athletics		5,868		5,134		(734)	(14%)	7,042
Extra Curricular: Non-Athletics		85,060		101,413		16,353	16%	52,425
Support Services: Facilities		580,264		550,565		(29 <i>,</i> 699)	(5%)	587,127
Support Services: Other Non-Instructional		117,899		118,026		127	0%	97,787
Support Services: Administration		667,775		623,314		(44,461)	(7%)	611,754
Interest Expense		-		-		-	0%	3,333
Depreciation & Amortization		40,694		49,444		8,750	18%	54,572
Total Operating Expense		3,305,661		3,200,696		(104,965)	(3%)	3,168,268
Net Operating Income (Loss)		(121,802)		(92,750)		(29,052)	(31%)	(77,609)
		(4%)						(3%)
Other Income						(4,000)	(222)	
Other Income		2,000		3,000		(1,000)	(33%)	1,740
Total Other Income		2,000		3,000		(1,000)	(33%)	1,740
Other Expense								
Other Expense		-		-		-	0%	-
Total Other Expense		-		-		-	0%	-
Change in Net Assets	\$	(119,802)	\$	(89,750)	\$	(30,052)	(33%) \$	(75,869)
		(4%)						(2%)
Cash Adjustments:								
Depreciation & Amortization		40,694		49,444		(8,750)	(18%)	54,572
Leasehold Improvements		(5,300)		(10,000)		4,700	47%	-
Furniture, Fixtures and Equipment		-		(5,000)		5,000	100%	(8,228)
Technology (Hardware/Software)		-		(9 <i>,</i> 350)		9,350	100%	(15,505)
Change in Net Cash	\$	(84,408)	\$	(64,656)	\$	(19,752)	(31%) \$	(45,030)
		(3%)						(1%)
Per Student Revenue	\$	5,977	\$	6,023	\$	(47)	(1%) \$	5,876
	•		•		-			
Per Student Operating Expense		6,205		6,203		(2)	(0%)	6,023

Statement of Financial Position

For the Period Ended,

	Apr-2018	Apr-2017	Jun-2017
Current assets:			
Cash	863,311	684,208	674,772
Due from government	-	-	11,571
Other receivables	-	6,451	14,062
Prepaid Expenses	2,984	5,234	81,894
Total current assets	866,295	695,893	782,299
Property and equipment:			
Leasehold improvements	42,042	36,742	36,742
Furniture, fixtures and equipment	265,639	265,639	265,639
Less accumulated depreciation	(204,342)	(152,654)	(163,647)
	103,339	149,727	138,734
Deposits	100	100	100
Total assets	\$ 969,734	\$ 845,720	\$ 921,133
Current liabilities:			
Accounts payable	691	1,904	4,093
Accrued payroll and related	120,680	37,076	2,398
Deferred revenue	36,132	37,185	36,132
Due to related party	50,231	49,482	8,493
Deposits held for others	96,576	95,762	84,787
Total current liabilities	304,310	221,409	135,903
Net assets	665,424	624,311	785,230
Total liabilities and net assets	\$ 969,734	\$ 845,720	\$ 921,133

Statement of Cash Flows

For the Period Ended,

	Apr-2018		A	Apr-2017	
Cash flows from operating activities:					
Changes in net assets	\$	(119,805)	\$	(75,872)	
Adjustment to reconcile change in net assets to net cash					
provided by operating activities:					
Depreciation and amortization		40,694		54,572	
Changes in:					
Due from government		11,571		21,696	
Other receivables		14,062		93,548	
Due from related party		41,738		10,630	
Prepaid expenses		78,909		92,941	
Accounts payable		(3,402)		(95,659)	
Accrued payroll and related		118,282		1,758	
Deposits held for others		11,789		15,202	
Net cash provided by operating activities		193,838		118,816	
Cash flows from investing activities:					
Payments for property and equipment		(5,299)		(23,734)	
Net cash used in investing activities		(5,299)		(23,734)	
Net increase in cash		188,539		95,082	
Cash, beginning of the period		674,772		589,126	
Cash, end of the period	\$	863,311	\$	684,208	

	Days Cash		
Balance	on Hand		
\$ 859,292	77		
851,952	76		
857,281	77		
812,563	73		
731,735	66		
677,891	61		
624,926	56		
475,478	43		
608,193	54		
603,284	54		
570,025	51		
663,413	62		
650,640	60		
675,268	63		
	\$ 859,292 851,952 857,281 812,563 731,735 677,891 624,926 475,478 608,193 603,284 570,025 663,413 650,640		

Forecasted Statements of Activities

June 2018 School Board Package

	FY18 FY18 Forecast Budget		Forecast vs Budget Variance		FY19 Budget			19 Budget vs 18 Forecast Variance		
		FUIECasi		Buuget		Variance		Бийдег		Variance
Enrollment <i>(ADM)</i>		533		516		17		522		(11)
Revenue										
Federal and State	\$	3,563,185	86% \$	3,447,512	86% \$	115,673	\$	3,711,323	86% \$	148,138
Student Fees		257,283	6%	236,500	6%	20,783		297,586	7%	40,303
Comm Investment, Tax Credits & Philanthropy		310,691	8%	329,800	8%	(19,109)		316,920	7%	6,229
Total Revenue		4,131,159	100%	4,013,812	100%	117,347		4,325,829	100%	194,670
Expense										
Instructional		1,905,839		1,869,626		(36,213)		2,027,577		(121,738)
Special Education		331,233		314,188		(17,045)		369,764		(38,531)
Extra Curricular: Athletics		6,089		6,160		71		21,093		(15,004)
Extra Curricular: Non-Athletics		90,989		102,417		11,428		113,575		(22,586)
Support Services: Facilities		713,145		660,500		(52,645)		738,132		(24,987)
Support services: Other Non-Instructional		134,712		137,824		3,112		148,116		(13,404)
Support services: Administration		843,199		791,687		(51,512)		804,098		39,101
Depreciation & Amortization		48,060		59,128		11,068		46,825		1,235
Total Operating Expense		4,073,266	99%	3,941,530	98%	(131,736)		4,269,180	99%	(195,914)
Net Operating Income		57,893	1%	72,282	2%	(14,389)		56,649	1%	(1,244)
Other Income										
Other Income		2,000		3,600		(1,600)		3,252		1,252
Total Other Income		2,000		3,600		(1,600)		3,252		1,252
Other Expense										
Other Expense		-		-		-		-		-
Total Other Expense		-		-		-		-		-
Change in Net Assets	\$	59,893	1% \$	75,882	2% \$	(15,989)	\$	59,901	1% \$	8
Cash Adjustments:										
Depreciation & Amortization		48,060		59,128		11,068		46,825		1,235
Leasehold Improvements		(5,300)		(10,000)		4,700		(20,052)		(14,752)
Furniture, Fixtures and Equipment		-		(5,000)		5,000		-		-
Technology (Hardware/Software)		-		(9,350)		9,350		(6,600)		(6,600)
Change in Net Cash	\$	102,653	2% \$	110,660	3% \$	14,129	\$	80,074	2% \$	(20,109)
Per Student Revenue		7,755		7,779		(24)		8,287		532
Per Student Operating Expense		7,646		7,639		(8)		8,179		(532)
Per Student Instructional Expense		3,578		3,623		46		3,884		(307)
Per Student Facilities Expense		1,339		1,280		(59)		1,414		(75)
Per Student Administrative Expense		1,583		1,534		(49)		1,540		42

Bond Covenant Calculation

June 2018 School Board Package

June	2018 School Board Package			
		 FY 19 Budget	 FY 18 Forecast	 FY 17 Actuals
Fund	Balance/Net Asset Covenant (Unrestricted Fund Balance not less than 5% of Operating Expense + Base Rent):			
(A)	General Fund Unrestricted Balance	\$ 905,023	\$ 845,122	\$ 785,229
	Total Expense Less:	4,269,183	4,073,265	3,928,017
	Depreciation	(46,825)	(48,060)	(65,565)
	Base Rent	(548,484)	(532,163)	(513,270)
(B)	Fiscal Year Operating Expenses	 3,673,874	 3,493,042	 3,349,182
(C)	Base Rent Payment Obligation	548,484	532,163	513,270
	Sum of (B) and (C)	 4,222,358	 4,025,205	 3,862,452
(D)	5% of the sum of above lines (B) and (C)	211,118	201,260	193,123
	In Compliance?	Yes	Yes	Yes
	Effective Date	06/30/16	06/30/16	06/30/16
Liquio	lity Covenant (Days Cash on Hand equal to at least 45 days):			
(A)	Unrestricted Cash & Investments	\$ 857,499	\$ 777,425	\$ 674,772
(B)	Fiscal Year Operating Expenses	3,673,874	3,493,042	3,349,182
(C)	Line (A) divided by line (B)	0.23	0.22	0.20
(D)	Days Cash on Hand [line (C) multiplied by 365]	 85	 81	 74
	In Compliance?	Yes	Yes	Yes
	Effective Date	06/30/16	06/30/16	06/30/16
Cover	rage Ratio (Coverage Ratio of not less than 1.10):			
(A)	Gross Revenues	\$ 4,329,081	\$ 4,133,159	\$ 4,113,063
(B)	Fiscal Year Operating Expenses	 3,673,874	 3,493,042	 3,349,182
(C)	Net Income Available for Debt Service [line (A) minus by line (B)]	655,207	640,117	763,881
(D)	Base Rent	548,484	532,163	513,270
(E)	Coverage Ratio [line (C) divided by line (D)]	 1.19	 1.20	 1.49
	In Compliance?	Yes	Yes	Yes
	Effective Date	06/30/16	06/30/16	06/30/16





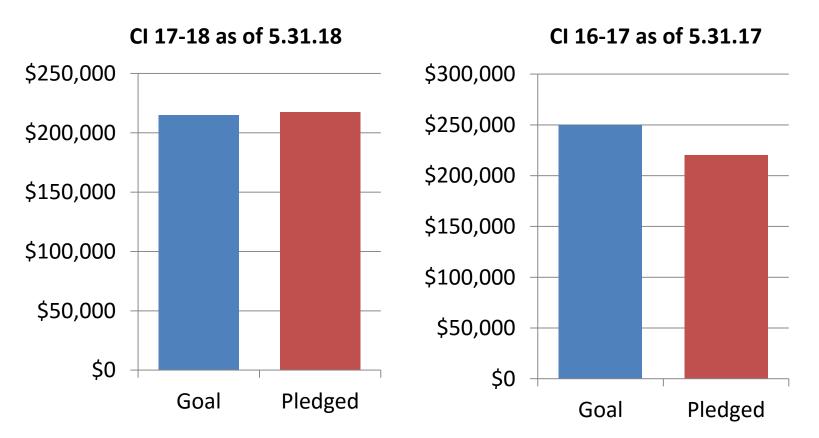
Community Investment Campaign Report

	Cl 17-18 as of 5.31.18	CI 16-17 as of 5.31.17
Goal:	\$215,000	\$250,124
Pledged:	\$217,575	\$220,561
% of Goal Pledged:	101%	88%
Amount Received:	\$190,890	\$189,376
Number of Donors:	184	198
Per Student Amount:	\$422	\$438
Family Participation:	46%	49%





Community Investment Campaign Report



2017-18 Community Investment Campaign Report as of 5.31.18

Academy	Cl 17-18 Goal	Cl 17-18 Pledges and One-time Gifts	CI 17-18 % of Goal (Pledges/One -time Gifts)	CI 17-18 Received	CI 17-18 Non- Corporate Donor Participation % (i.e. 'Family Participation')	CI 17-18 Per Student Amount (Based on Pledges/One- time Gifts and Budgeted # of Students)
Veritas Prep	454,204	486,927	107%	441,981	57%	684
Archway Veritas	450,444	467,939	104%	436,428	64%	896
Chandler Prep	401,367	423,165	105%	384,041	60%	605
Archway Chandler	357,167	353,475	99%	327,292	60%	682
Arete Prep	264,307	276,553	105%	247,030	53%	495
Archway Arete	215,000	217,575	101%	190,890	44%	422
Scottsdale Prep	661,635	751,015	114%	668,210	72%	879
Archway Scottsdale	406,622	425,059	105%	396,301	67%	1,052
Glendale Prep	274,757	306,096	111%	248,821	66%	565
Archway Glendale	290,000	302,694	104%	256,408	57%	582
Anthem Prep	407,000	426,532	105%	388,906	64%	551
Trivium Prep	308,802	343,750	111%	296,381	47%	472
Archway Trivium West	217,584	221,090	102%	187,612	44%	426
North Phoenix Prep	197,160	167,284	85%	148,916	37%	450
Archway North Phoenix	409,200	390,549	95%	330,737	48%	498
Cicero Prep	334,630	304,143	91%	254,451	54%	680
Archway Cicero	392,941	399,538	102%	336,910	59%	765
Archway Trivium East	185,279	184,394	100%	154,772	44%	385
Lincoln Prep	147,013	156,103	106%	133,585	40%	427
Archway Lincoln	393,024	315,715	80%	266,990	45%	470
TOTAL:	\$6,768,136	\$6,919,596	102%	\$6,096,662	55%	\$6 0 1





Tax Credit Drive

	TC 2017 FINAL	TC 2016 FINAL
Goal:	\$75,000	\$69,668
Received:	\$72,693	\$72,815
% of Goal Received:	97%	104%
Number of Donors:	227	238
Per Student Amount:	\$135	\$137

2017 Tax Credit Drive Report FINAL

Academy	Tax Credit 2017 Goal	Tax Credit 2017 Received FINAL	Tax Credit 2017 % Goal Received (FINAL)	Tax Credit 2017 # of Donors FINAL	Tax Credit 2017 Per Student FINAL
Veritas Prep	144,502	144,618	100%	435	200
Archway Veritas	115,944	100,231	86%	305	186
Chandler Prep	181,776	180,036	99%	561	248
Archway Chandler	100,000	104,975	105%	325	196
Arete Prep	100,045	96,638	97%	304	173
Archway Arete	75,000	72,693	97%	227	135
Scottsdale Prep	210,000	226,934	108%	685	261
Archway Scottsdale	89,250	104,784	117%	318	257
Glendale Prep	124,922	125,013	100%	388	226
Archway Glendale	93,105	95,803	103%	294	177
Anthem Prep	132,100	132,053	100%	385	165
Trivium Prep	105,539	109,021	103%	338	147
Archway Trivium West	70,327	68,412	97%	223	126
North Phoenix Prep	69,831	69,026	99%	218	170
Archway North Phoenix	136,370	107,338	79%	341	128
Cicero Prep	81,695	79,278	97%	255	180
Archway Cicero	80,865	82,735	102%	253	157
Archway Trivium East	48,100	49,013	102%	156	98
Lincoln Prep	51,623	47,485	92%	155	127
Archway Lincoln	102,748	94,811	92%	278	141
Maryvale Prep	39,600	37,812	95%	166	76
Teleos Prep	43,931	33,587	76%	123	148 017
TOTAL:	\$2,197,273	\$2,162,345	98.41%	6,733	\$172