



Arizona Board Meeting Minutes

Meeting Date: **10/15/2021**

Meeting Location: Meeting Virtual

Meeting called by	Todd Noel	Board Members: Todd Noel, Shannon Houston, Kyle Campbell, Irene Carroll, Shubham Pandey, Also Present: Ryan Meek
Type of meeting	AZ Board Meeting	
Facilitator	Todd Noel	
Note taker	Shannon Houston	

Agenda Items

Topic	Presenter	
<input type="checkbox"/> Welcome. Introductions.	Shubham Pandey	3:00 MST
<input type="checkbox"/> Last Board Meeting Minutes (8/3/21). Mrs. Carroll moved to approve the minutes, Mrs. Houston second the motion. All Board members voted to approve minutes and were approved.	Shubham Pandey	
<input type="checkbox"/> Superintendent, Shubham Pandey report. The AFR needs to be approved. PTAA applied for a startup grant last week. Startup grant is usually for a new school. If approved PTAA will be able to receive up to 250,000 per year. It was a different process than what PTAA is used to but we will have an update by next board meeting. If approved, we will know in December.	Shubham Pandey	
<input type="checkbox"/> AFR: Submitting financial statements in state approved format due each year for fiscal year ending June 30, 2021. Excel file with 10 tabs, summary of income and expenses and supporting	Ryan Meek	

	<p>schedules for Classroom funds (grants) for core programs. Requirement with report that once Board approves, signatures from Board members are required on cover page. Have up to 5 days to upload for submission. Called for any questions on the report. Mr. Pandey asked about other submissions due throughout a year. Summer proposed budget and final budget are due in July within 10 days of each other. October AFR, and December Financial Audits.</p> <p>Signature sheet will be signed and sent to next board member and scanned and sent around until each board member signs. Todd Noel made a motion to approve the AFR as presented. All board members voted to approve the 2021 AFR and it was approved.</p>	
<input type="checkbox"/>	<p>Mrs. Carroll moved to approve and update the PTAA board mission and vision statements, Mrs. Houston second the motion. All Board members voted to approve the motion and it was approved.</p>	<p>Irene Carroll</p>
<input type="checkbox"/>	<p>Irene Carroll made a motion to adjourn the meeting. Shannon Houston second the motion. All board members voted to approve the motion to adjourn.</p>	<p>Irene Carroll</p>

Action Items

Person Responsible/Deadline

- Shannon Houston – will send minutes to Board for approval and will sign and scan signature page to next board member and have completed by all members by Wednesday, October 20, 2021 for the 2021 AFR may be uploaded to the state.