

AMERICAN LEGACY ACADEMY

Governing Board Meeting Minutes

Date: July 26, 2026

Time: 6:30 p.m. (Virtual Meeting via Google Meet)

Governing Board Members Present

- Karen Smith, President
- Dr. Alana Kuhlman, Vice President
- Dr. Marissa Archer
- Elizabeth Dolle
- Shasta Merz

Governing Board Members Absent

- Jamie Giovale
- Michelle Pahl

Board President Karen Smith called the meeting to order at **6:30 p.m.**

A roll call was conducted, and a quorum was established.

1. Call to Order

President Karen Smith called the meeting to order at **6:30 p.m.** A roll call confirmed that a quorum of the Governing Board was present.

2. Approval of Prior Meeting Minutes

The Governing Board reviewed the minutes from the previous Governing Board meetings.

Following review, the minutes were approved as presented.

3. Call to the Public

President Smith invited members of the public to address the Governing Board.

No members of the public requested to speak.

4. Adoption of the 2026–2027 School Calendar

The Governing Board reviewed the proposed 2026–2027 School Calendar, including instructional days, professional development days, holidays, parent-teacher conferences, and teacher workdays.

Board members discussed the school's anticipated opening date and the need to have a contingency plan should the school be unable to obtain a **suitable building** that would allow students to begin school on **August 10, 2026**.

Motion

Dr. Alana Kuhlman moved:

"I move that in the event we are unable to obtain a **suitable building** by **July 27, 2026**, that would allow us to open on **August 10, 2026**, we adopt this calendar with the following dates:

- **Start Date:** August 17, 2026
- **September 14, 2026** – Half day for students; Half-day Professional Development
- **October 8, 2026** – Half day for students; Half-day Professional Development
- **November 23, 2026** – Half day for everyone
- **March 11, 2027** – Half day for students; Half-day Parent-Teacher Conferences
- **March 12, 2027** – Half day for students; Half-day Parent-Teacher Conferences"

Second: Dr. Marissa Archer

Roll Call Vote

Board Member	Vote
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Karen Smith	Aye
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Dr. Alana Kuhlman	Aye
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Dr. Marissa Archer	Aye
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Elizabeth Dolle	Aye
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Shasta Merz	Aye
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Absent

- Jamie Giovale

- Michelle Pahl

Motion Passed (5–0).

The Governing Board approved the contingency calendar to be implemented only if American Legacy Academy is unable to secure a **suitable building** by **July 27, 2026**, that would allow the school to open on **August 10, 2026**.

5. School Administrator Report

President Karen Smith provided updates regarding the school's readiness for opening.

Enrollment Update

Enrollment continues to increase as additional families complete the registration process. Staff continue to process enrollment documents and conduct community outreach to ensure strong enrollment for the inaugural school year.

Staffing Update

The majority of instructional and support staff positions have been filled. Recruitment efforts continue for remaining positions, and staff onboarding and professional development are scheduled prior to the start of school.

Facility Readiness Update

The Board received an update regarding facility preparations, including classroom readiness, furniture delivery, technology installation, and occupancy efforts. Administration continues working diligently to prepare the campus for opening.

Arizona Charter Schools Program (AZCSP) Grant Update

Administration provided an update on the progress of the Arizona Charter Schools Program grant, including preparations for the Capacity Interview and completion of required grant documentation.

Operational Readiness Update

Administration reported that operational systems, policies, student information systems, enrollment procedures, and staff training continue to progress according to schedule in preparation for opening the school.

The Governing Board thanked the administration and staff for their continued dedication and hard work.

6. Adjournment

There being no further business before the Governing Board, a motion was made to adjourn the meeting.

Motion: Shasta Merz

Second: Elizabeth Dolle

Roll Call Vote

Board Member	Vote
Karen Smith	Aye
Dr. Alana Kuhlman	Aye
Dr. Marissa Archer	Aye
Elizabeth Dolle	Aye
Shasta Merz	Aye

Absent

- Jamie Giovale
- Michelle Pahl

Motion Passed (5-0).

7President Karen Smith adjourned the meeting at **7:48 p.m.**

Respectfully Submitted,

Signed by:

X

Elizabeth Dolle

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7/27/2026

Elizabeth Dolle
Board Member

Signed by:

X

Mary Karen Smith

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7/27/2026

Mary Karen Smith
Board President