**NOTICE AND AGENDA OF REGULAR PUBLIC MEETING AND EXECUTIVE SESSION**

**OF THE GOVERNING BOARD OF**

**FLAGSTAFF JUNIOR ACADEMY & CHILDREN’S HOUSE**

**NOTICE**

Pursuant to A.R.S. 38-431.02, notice is hereby given to the general public that the Governing Board of Flagstaff Junior Academy & Children’s House will convene a meeting open to the public at the time, date and place indicated. Information regarding agenda items may be reviewed in the office of the Executive Director. The Board may vote to convene in Executive Session, which will not be open to the public, to discuss certain matters, as indicated on the agenda. These matters are marked by an asterisk (\*).The Governing Board of the Flagstaff Junior Academy & Children’s House may, by motion, recess into executive session to receive legal advice from the Board’s attorney(s) on any item contained in this agenda, pursuant to A.R.S. 38-431.03(A)(3), at any time during the meeting. The Governing Board may consider any item below in any order and at any time during the meeting. One or more members of the Governing Board may appear telephonically.

If any disabled person needs any type of accommodation, please notify Lori Langan at 774.6007 ext. 202 at least seventy-two (72) hours prior to the time scheduled for the meeting. Copies of the Board packet of information (except for any documents which are to be considered in an executive session) are available by contacting Lori Langan at 774.6007 ext. 202.

Tuesday, January 15th, 2019 5:30 PM at FJA Elementary School

306 W Cedar Avenue, Flagstaff, AZ 86001

**Minutes**

**I. Call To Order**

Dr. Mellinger called the meeting to order at 5:33 p.m.

**II. Roll Call of Members**

Dr. Mellinger took roll. Mr. Firth, Dr. Eadens, Dr. Hiebert, Mr. Naleski and Mrs. Suda were present. Additionally, Mr. Drumm, Ms. Lanzetta and Mrs. Langan were present.

**III. Presentations/Information/Reports**

* + 1. **President’s Report** - The President will provide information to the Board regarding matters pertaining to the FJA Board.

1. Academic Culture – Nothing current to present.
   * 1. **Director’s Report -** The Executive Director will provide information to the Board.
        1. FJA Academic Feature – Mr. Drumm shared that the middle school had its quarterly honor roll assembly this week. To be on the honor roll, the students had to have all A’s and B’s. There were 56 Students on honor roll. This was a positive assembly. We are seeing a change in student attitudes for the better. Students were really excited with lots of cheering, etc. He shared that he has received great feedback from students and staff.
        2. Enrollment #’s - Mr. Drumm shared that our total enrollment is 319 with an ADM of 287.5
        3. Update on AD hiring process – Mr. Drumm shared an update. We have eight committee members. The job posting will close at the end of January. We currently have a solid number of applications and a good pool of candidates to pull from. We will have a full update in February. The committee will meet early February to determine the candidate that will receive a formal interview.
        4. Review of data from last year’s “C” Letter grade - Mr. Drumm shared the comparison between FY17 and FY18 Letter Grade reports and asked the board members to review. We made the most growth in the math scores as well as the category showing ELA growth. Dr. Mellinger asked if the interventions that we are doing having an effect? Mr. Drumm believes that they are having an effect and that is demonstrated in the increase of points scored to give us a “B” on the FY18 report. Mr. Drumm shared that we have measurements in place for Specific students but don’t have a consistent measurement in place to keep track of those that don’t fall in that “specific students” category. We do utilize 6-minute fluency which does have a measurement process. However, we recognize there is a need for more consistent measurement with our tutoring kiddos. A suggestion was made to have a standard across the board.
        5. Truly Nolan Information – Mr. Drumm shared that unfortunately the Bonito building has had a significant mice problem over the past few years. Mr. Drumm had reached out to FUSD district and they came several times and did what they were able to do, however the methods used were not effective. With concern for the health and safety of student and staff, Truly Nolan was called in to provide a quote. They did the extermination over the holidays. The extermination included spraying and sealing the campus along with clean up. So far, it appears to have been successful.
        6. Shindig Update – The Shindig is Scheduled for April 19th, 2019. We are hoping to raise money to put towards an upgraded playground structure at the elementary campus and an improved outdoor sign at the middle school campus. Tickets will go on sale March 1st, 2019. We are asking for help from the Board as well as FJA families to collect donations for the event. Please reach out to Ms. Patterson at [kristinpatterson@fjacademy.com](mailto:kristinpatterson@fjacademy.com) to provide support.
        7. Ron Hiebert’s grant proposal – Dr. Hiebert shared a grant proposal that would be for teachers to apply for when we have had a gain on investments. He shared a program that he has been involved in previously that was very successful. This is just a proposal. Dr. Mellinger and Dr. Eadens both shared that they agree that this is a great idea and really could spark some excitement. Dr. Eadens suggested that the grant be more outreaching to the community. Mr. Drumm shared that he feels that it would be a good idea to create a rubric or scoring system with some of these ideas. Many agreed. Mr. Drumm questioned if this is something that should be waited on until we begin making money on the investments. Most agreed that we should move forward with this but wouldn’t be available until we do begin making gains on the investments.
     2. **Business Manager’s Report -** The Business Manager will give an update regarding any FJA financial matters.
        + 1. Profit and Loss - Mrs. Langan shared that at this point in the school year we are using a guideline of approximately 58% of both income and expenses. We have had a push with AZ Tax Credit Donations for a few upcoming field trips but are hopeful that with Dr. Eadens message that went out tonight we will be receiving more. On February 15th our intents to continue forms are due with their activity fees for next school year. We are expecting a large check for the IDEA Basic grant which will help to offset some of the expenses. We are at 50.9% of our Income Goal and 50.4% of our Expense goal.
          2. Balance Sheet – We currently are sitting at a net income of over $17K which is 224.2% of goal. However, we have a payroll running this week which will bring that down quite a bit. A question was raised again about the MMA account with Wells Fargo. I am still waiting on some final numbers from them. A suggestion was made that we move more money into the CD account with Charles Schwab. We will discuss again at next months meeting.

**IV.** **Call To The Public** (Comments regarding matters over which the Board has authority are welcome from the public at this time. A time limit of 3 minutes per person is required due to time constraints. The Board may not discuss or take action on matters raised during the call to the public that are not specifically identified on the agenda. The only action the Board may take as a result of public comment is limited to directing staff to study the matter or scheduling the matter for further consideration at a later Board meeting.)

**V.** **Consent Agenda** (All items listed hereunder are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the consent agenda and will be discussed separately.)

1. Approval of Minutes dated December 11th, 2018 – Dr. Mellinger asked if any one had any questions and if the board members had a chance to review. All were good and ready to move to a vote.

Dr. Mellinger – motioned to approve the Minutes dated December 11th, 2018

Dr. Eadens - Seconded

Mr. Firth - Aye

Mr. Leest – absent

Mr. Naleski -Aye

Mrs. Suda - Aye

Dr. Hiebert - Aye

**VI. Old Business (**Action items are ready for the Board to take adoptive, approval, or other appropriate action on a matter scheduled for action. Items cannot be placed on the agenda after the public posting or advertisement is made.)

1. Discuss long term building projects – Nothing new to report. Mrs. Suda asked about the FJA middle school lease. Mr. Drumm spoke to Mr. Kuhn with FUSD a couple of months ago and was asked to follow up with him after the new year. Mr. Drumm will reach out to Mr. Kuhn again soon.

**VII. New Business (** Action items are ready for the Board to take adoptive, approval, or other appropriate action on a matter scheduled for action. Items cannot be placed on the agenda after the public posting or advertisement is made. No action during Executive Session.)

1. Discuss and or review with possible action for approval additional teacher Stipend of up to 1%. – The recommendation was to revisit this in June. Not voted on tonight.

Dr. Mellinger

Dr. Eadens

Mr. Firth

Mr. Leest – absent

Mr. Naleski

Mrs. Suda

Dr. Hiebert

1. Discuss and or review with possible action for approval FY2018 Annual audited Financials. – No further discussion was needed, ready to move to a vote.

Dr. Mellinger - Aye

Dr. Eadens – Seconded the motion

Mr. Firth - Aye

Mr. Leest – absent

Mr. Naleski – Made a motion to approve the FY18 annual audited report.

Mrs. Suda - Aye

Dr. Hiebert - Aye

1. Executive Session: N/A

**VIII.** **Adjournment**

Dr. Mellinger adjourned the meeting at 7:40 p.m.