**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, October 16th, 2018 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 6:01 p.m.

**II. Roll Call of Members**

Dr. Mellinger took roll. Dr. Eadens, Mrs. Suda, and Mr. Hiebert were present. Additionally, Mr. Drumm, Ms. Lanzetta and Mrs. Langan were present. Mr. Adam Bruce was here from Roof Top Solar

**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 – Dr. Mellinger shared that she and Dr. Eadens have formed a sub committee to work on the Academic indicators for FJA. Mr. Drumm, Ms. Lanzetta, Dr. Mellinger and Dr. Eadens all answered some questions regarding Academic Indicator’s 1.2 and 1.2. For the most part they all felt that the school has achieved Effective on Academic Indicator 1.1: Culture of High Expectation. Dr. Mellinger shared that there was a slight disagreement on Academic Indicator 1.2 Curriculum and Instruction. One of the suggestions that came out of this was that going forward there should be an annual measurement of the standards with each teacher. Additionally, requesting that the teachers tie their lesson plans to the state standards requirement and write it on their weekly lesson plans. Ms. Lanzetta shared that this is currently done in math. Mr. Drumm also recommended that a check be made of the school’s curriculum to ensure that it still aligns with the state standards. Dr. Mellinger suggested that when working on improving scores, a specific goal is made towards the standards. Dr. Eadens shared that it would good to have a specific target/goal in mind. Dr. Mellinger shared that FJA does a great job of creating a positive behavioral environment but would like to see an increase in Academic Culture and is looking for suggestions on how to bolster that. Mr. Drumm shared that we have an honor roll assembly this Friday with some new elements that we have not previously had. This will help make it fun and it is cool to be recognized at this assembly.
2. FJA Letter Grade – Mr. Drumm shared that the letter grades have been issued and came out the beginning of October. The good news is that FJA has earned a “B”. He has shared with the Staff and will be sharing in the next Newsletter.
	* 1. **Director’s Report -** The Executive Director will provide information to the Board.
			1. FJA Academic Feature – Mr. Drumm shared that before fall break Stephanie Jackson took the 7th graders to A-1 mountain to help the NAU School of Forestry with a restoration project. Students were split into 5 different groups where they will be testing different effecs on the seedlings. We are hoping to make this a long-term study. All in all, students planted over 500 seedlings! The 7th graders are now looking at the container volumes, soil and plant mass, and pros and cons for the containers. We are hoping that our research will help influence the future decisions of the forest restoration project. Thank you to Ms. Jackson, and the 7th graders for your service! Dr. Mellinger suggested that this be part of the presentation during the open house in February!
			2. Enrollment #’s – Mr. Drumm shared that we currently have an ADM of 288. Our budget is based on 284.
		2. **Business Manager’s Report -** The Business Manager will give an update regarding any FJA financial matters.
			+ 1. Profit and Loss – At this point in the fiscal year, we should be at approximately at around 33% in both income and expenses. We are currently running at around 25.9% in total income and 24.6% in total Expenses. Keep in mind that we always run slightly behind in income due to no Equalization payment in July. We, however, will receive 2 payments in June of next year.
				2. Balance Sheet – The money from the Chase Accounts has been moved to the new MMA/CD with Charles Schwab. The Chase Accounts have been closed. We are sitting at a net income of over $36K.

**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 September 11th, 2018 –

Dr. Mellinger - Aye

Dr. Eadens – Made a motion to approve the minutes

Mr. Firth - absent

Mr. Leest - absent

Mrs. Suda - Aye

Mr. Naleski - absent

Mr. Hiebert - Seconded the motion

**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 – No updates

**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. Presentation by Rooftop Solar on options for installing solar electricity at the Cedar campus – Mr. Adam Bruce visited the Cedar campus a few weeks ago to give us an idea of the possibility of utilizing solar energy and possibly save us money in the process. The campus has a great roof for solar. Rooftop Solar has been around in Flagstaff for around 10 years. They have partnered with FALA, Trinity Heights as well as SFDA. Our school would be about the size of a large residential project. Each of our buildings would have their own meter. Total cost of the installation would be $46,446 and would include total installation etc. The 25-year savings would be $115,344 savings. Dr. Eadens suggested that we get more quotes from other companies as well. Mr. Drumm said that he would contact other companies and we would bring to future meetings. Dr. Mellinger suggested that we also research the condition of the roofs at Cedar.
2. Discuss and or Review with possible action for approval of FJA’s special education policies and procedures to be updated in accordance with the statutory changes. – Mr. Drumm shared that the Department of Education(DOE) is requiring the schools to change the language about students and who would qualify. We have been working with the School Psychologist and we have not been able to come to a consensus on the proper language that is adequate with the DOE. – We were hoping to bring a policy, but we have not gotten to that point and will need to table for a future meeting.
3. Executive Session:
	1. Personnel Update

**VIII.** **Adjournment**

Dr. Mellinger adjourned the meeting at 7:46 p.m.