**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 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.

Tuesday, November 10, 2015 5:30 PM at FJA Elementary School Campus

306 W Cedar Ave, Flagstaff, AZ 86001

**Minutes**

**I. Call To Order**

Mr. Firth Called the meeting to order at 5:32 p.m.

**II. Roll Call of Members**

Mr. Firth called roll and the following members are present…Heidi Henderson. Additionally those present were Mr. Drumm, Ms. Lanzetta and Ms. Langan and Ms. Martinet.

**III. Presentations/Information/Reports**

* + 1. **President’s Report** - The President will provide information to the Board regarding matters pertaining to the FJA Board. – Mr. Firth had nothing to report
    2. **Director’s Report -** The Executive Director will provide information to the Board.
       1. Enrollment update- we are holding steady, slightly up from last month. We are on pace to have good numbers for the upcoming 100th day reporting. Mr. Firth asked if this is related to the work that was done over the summer. Mr. Drumm is not sure but can say that we are doing a better job of communicating with the FJA families. He indicated that we have worked hard to keep up the communication. Mr. Firth asked is we communicate the enrollment numbers to the teachers? Ms. Lanzetta shared that last year it was addressed with the teachers that we were short on enrollments and this year we haven’t had to do that. Mr. Drumm shared that we are maxed out in most of our 3rd, 4th and 5th. We actually only have 1 spot in our 3rd grade. Additionally we are maxed out in our Children’s House. It would be a good idea to share our success with the teachers.
       2. Shindig Information – It is still early but Mr. Drumm wanted to share info about the Shindig which is scheduled for Friday February 19th, 2016. Ms. Patterson is heading up the committee. We are open it up to parents to help out with this committee since we have lost a couple of staff members who were integral to the success of previous. The Shindig will be at the Coconino Center for the Arts. Last year we had approximately 100 people attend. There are lots of expenses related to this event but we are looking to increase each year. Mr. Firth offered to do the Emceeing again. Ms. Henderson may be willing to be on the committee as well.
       3. Grand Canyon Youth Trips – Stephanie Jackson, one of our classroom aides, is putting together some additional GCY trips. We have over 60 kids sign up to go. We have 3 trips planned for the spring. They have been doing lots of fundraising because it is about $500.00 per students. She is committed to raising about $30K. One of which is there is a yard sale this weekend. The students are responsible/encouraged to work at fundraising. We will see how things go, but we might try to get the ACF grant for the GCY trips rather than for camp colton. Mr. Firth asked whether some of the funds could be used to purchase some of the camping supplies that we have been speaking about. Mr. Drumm shared that the current fundraising is being used to fund the student’s fee to participate in these events. Mr. Drumm shared that we are working on another grant through Wal-mart that will provide many of those items. We should know more in a couple of months.
       4. Architect Update – Mr. Drumm shared that he made contact with 2 architects here in town. Gave them both our needs and wants list and if they could come up with a cost estimation. It is a lot more complex than I thought. He has asked them both to submit something. We are waiting for that info. Mr. Firth shared that he might have a commercial builder contact. He also thought that he is a parent of FJA. Mr. Drumm shared that the last couple of months has been a huge eye opener and educational process.
       5. FJA Middle School Building – Mr. Drumm shared with the middle school staff that FUSD has sent out a survey for the Marshall elementary school if there is enough interest they would open up a middle school next year. They are looking at housing their middle school at in the building. Mr. Drumm contacted Bob Kuntz and he shared that we would know a.s.a.p. He also shared that there is a statute that schools who lease from another have priority. We are actively working to find a new home. We may need to re-visit finding a temporary location for the middle school. Mr. Firth suggested that we start leaning on him to sign a lease for next year sooner rather than later. Mr. Drumm suggested that we reach out to Mr. Doskicz as he was instrumental in relocating the middle school previously. Ms. Henderson suggested that we reach out to our legal counsel. Mr. Firth asked if Ms. Lanzetta knew which teachers we here when we had to move the last time? Ms. Lanzetta shared that she thought it was both Matt’s. Mr. Firth thinks that it might be a good idea to create a check list of things that would need to be done should a temporary location be necessary.
       6. AzMerit data – Ms. Lanzetta put together this spread sheet comparing overall scores for FJA and the state. We will be mailing out the AZ Merit individual results before the Thanksgiving holiday. Math is an area where we need development and that is where we have a big focus. We have purchased a new curriculum and we are providing additional professional development for the teachers. Ms. Lanzetta shared that the teachers have communicated that they think the new curriculum has helped the students and they are seeing a difference.
       7. Jog-a-thon update: We netted around $4,500.
    3. **Business Manager’s Report -** The Business Manager will give an update regarding any FJA financial matters.
       1. Profit and Loss – We are looking strong in our overall numbers. Some expense categories may be over in budget but when they roll up they are still under budget. Mr. Firth asked details around some business expenses. Ms. Langan opened the expense and shared what the expenses were. We determined that some of the items needed to be moved to another category to reduce the expense.
       2. Balance sheets – Over all still strong. Net Income was over $88K for the year.

**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 October 13th, 2015. – Unable to approve minutes due to not having Quorum. Approval will be placed on the next Agenda.

**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. No Old Business to discuss

**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. No New Business to discuss

**VIII.** **Adjournment**

Mr. Firth moves to adjourn the meeting at 6:26 p.m. and Ms. Henderson seconded the motion.