**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, February 13th, 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 5:41 p.m.

**II. Roll Call of Members**

Dr. Mellinger took roll. Todd Firth was present. Additionally, Mr. Drumm, Ms. Lanzetta and Ms. Langan were present. Sydney Tolchinsky joined around 6:00 p.m. and a few FJA staff members 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. – Dr. Mellinger asked a clarification question to Mr. Firth regarding who was going to create the questions on the Teacher Surveys. He confirmed this and that it would be a discussion for this fall.
    2. **Director’s Report -** The Executive Director will provide information to the Board.
       1. Enrollment numbers – 100th Day – Mr. Drumm shared that our total enrollment is 329 and our ADM is 299.
       2. Open Enrollment info – Mr. Drumm shared that we are in the midst of open enrollment. We had our open houses last week with good turnouts at both campuses. We have been tracking the current students with Intents and look good. The Intent to Continues will be due this coming Friday the 16th and we will begin the lottery the first week in March to fill any open spots. Both campuses look strong and we will provide a report at the March Board Meeting.
    3. **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 school year we should be at approximately 67% in both income and expenses. Our over all income is at 59.5% and our over all expenses is 54.6%. We have no particular line item(s) that are of concern.
         2. Balance Sheet – We have a current Net Income of over $122K. This number is very fluid right now as we have payrolls etc. that will be posting soon.

**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.)

Mr. Walsh: When looking at incoming salaries for SPED teachers, He would like the board to consider higher pay as SPED Teachers are required to have more certifications that a regular teacher. He shared that they are required to have Dual Certificates. He shared that a lot of school districts in the Valley maintain a separate pay scale. He would also like to request an extra person in the SPED department. He says that it takes 4 hours to create the Modification and Accommodations. He shares that he could choose not to do it and spend more time in the classroom. His way of helping the department is by bringing in Practicum students. He has worked with many Aides/Para pros and he wants to say that he believes Carrie Nicklason has been the best one thus far. He would like us to consider paying our aides through holidays and snow days, etc.

**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 January 9th, 2018 – Will need to be moved to next Month’s 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. Discuss long term building projects – Mr. Drumm shared that we are searching for a realtor who better meets our needs. Dr. Mellinger shared that the property next to the YMCA is up for sale. Mr. Drumm shared that we had not looked at that property. We have a parent that has expressed interest in working with us.

**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 Review with possible action for approval a New Teacher Salary Schedule or a New Hire Starting Salary Guide. – Mr. Drumm shared that after much discussion and research, we have decided to make a proposal to move away from a salary schedule and utilize a new Hire Placement Guide. This would be a tool to determine a new Hire teacher’s starting salary with FJA. This would be their first year’s salary. This would not be used for existing teachers. Raises for existing teachers would be determined each year by the Board of Directors before contracts are written. We would potentially ask for either a 1%, 2% or 3% increase for all teachers for each school year depending on fiscal health. This New Hire Teacher Placement Guide would follow a much simpler format. This is a change from the salary schedule that was presented in January. This gives the Board the ability to determine what the School can afford after reviewing factors such as enrollment numbers. Our goal is to increase salaries across the board and be more competitive with surrounding schools. Dr. Mellinger suggested that the ADE certified starting point needs to be higher than other schools. She suggested that we increase it by $500. Dr. Mellinger shared that she looked over the numbers and is in favor of moving forward with a 3% increase as well as a possibility of doing a 1% stipend after the 100th day next year. Mr. Firth agreed. Dr. Mellinger suggested that we create the criteria for the potential 100th day stipend. Dr. Mellinger would like to table this portion of the stipend topic to this fall. – The remaining discussion and voting will be moved to the Agenda for a Conference Call to vote.
2. Discuss with possible action for approval Board Training – Move to the Agenda for the Conference Call to vote.
3. Discuss and Review with possible action for approval new curriculum for 7th & 8th grade Sex Education. – Mr. Drumm shared that a couple of years ago the board approve the Healthy Relationships curriculum. We have received some very positive feedback from students, family and teachers. A Recommendation has been made that we add to the current curriculum with a 7th & 8th Grade Sex Education curriculum. Dr. Mellinger asked who would be teaching these classes. Sydney Tolchinsky shared that there would be educators from Northland Family Health Center that will be facilitating this training. The curriculum has been approved by the state which would be more age appropriate for 7th & 8th. Mr. Drumm asked where they currently teach this curriculum. She shared that they teach this curriculum in several Northern Arizona Schools. She shared that FUSD has their own curriculum. Sydney Tolchinsky shared that we will have a parent meeting before starting the curriculum so that parents can ask questions. Additionally, the parents will need to sign a permission slip. Move to the Agenda for the Conference call to vote.
4. Executive Session: Administrative Salaries – Will be moved to Next Month’s Agenda

Executive Director Evaluation – Will be moved to Next Month’s Agenda

**VIII.** **Adjournment**

Dr. Mellinger adjourned the meeting at 7:22 p.m.