**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, May 14th, 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 5:34 p.m.

**II. Roll Call of Members**

Dr. Mellinger took roll. Mr. Firth, Mr. Leest, Dr. Eadens, Mrs. Suda, Mr. Naleski and Dr. Hiebert were all 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 new to report. Dr. Mellinger did ask how Teacher Appreciation Week went? Mr. Drumm and Mrs. Langan shared that the week went well and the teachers were grateful for all that was done to show appreciation. Dr. Mellinger asked where we were at with the teacher grant proposals? Dr. Hiebert shared that he could work on the proposals and a suggestion was made that we add it to the June meeting.
	* 1. **Director’s Report -** The Executive Director will provide information to the Board.
			1. FJA Academic Feature – Mr. Drumm shared some information about the elementary science fair. The whole idea is to get our students excited about science. Mrs. Cernohous is the organizer at the Cedar campus. We collaborate with Flagstaff High school students to come and judge the projects. Mr. Drumm also shared that our 7th and 8th graders also collaborated with our elementary students by teaching some of the science lessons. Our middle school had approximately 40 students attend the Catalina island field trip. Additionally, we had 13 7th and 8th grade students attend the Washington D.C. trip through the Close Up Foundations. This is always a valuable trip. We also have the 6th grade GCY trips happening right now. This is a science intensive focus along with team building activities. These trips help to close out our year successfully. Thursday May 30th, will be our final academic assembly along with 8th grade graduation. Here at the elementary campus we will be focusing on International day this Friday. We also have the 4th grade promotion held at Fort Tuthill coming up next week. Dr. Mellinger shared that the 4th grade promotion is a great event and speaks to what FJA is all about and recommends that info about the event is added to the website.
			2. Update on enrollment numbers for the fall – Mr. Drumm shared that the projected enrollment numbers for next year is around 300 students. That number fluctuates and we will have a much clearer number at the June board meeting.
			3. Shindig update – Mr. Drumm first wanted to thank all of those that were able to attend, donate as well as assist in set up and collecting donation items. He shared that it seemed like we had the greatest showing this year and we raised just over $9,000. This is the largest amount that has been raised thus far and will be used to have pay for new outdoor signage at the middle school as well as contribute to a new playground structure at the elementary campus.
		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 year we should be at approximately 92% in both income and expenses. Our total income in around 86.9% and total expenses are at around 85.4%. We will be ordering supplies this month along with end of the year expenses and items such as salaries will be moved to the appropriate expense accounts within title I and Prop 301.
				2. Balance Sheet – We currently are at just over $48K on a budget of $7850 on net income
				3. Update on new Auditor – We will be hiring a new Auditor this year. After reaching out to 5 different auditors on the approved list we received a quote from 2 that were able to take on new clients. We have chosen to go with Lorenzo, PLLC who 20 years’ experience and has performed over 600 charter school audits. This firm is based out of Gilbert. Mrs. Langan will be working closely with them to begin this process.

**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 April 9th, 2019 -

Dr. Mellinger – Seconded the motion

Dr. Eadens - Aye

Dr. Hiebert -Aye

Mr. Firth - Aye

Mr. Naleski – Made a motion to approve the minutes

Mr. Leest - Aye

Mrs. Suda - 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 – Potential property – Parent Survey – Mr. Drumm shared that he would like to look at a potential property. Mr. Drumm stated that this particular property is considerably less than what we have looked at thus far. Mr. Naleski shared that on this property only .78 acre is buildable. The rest could be used for a parking lot, etc. Mr. Naleski shared that he and Mr. Drumm have been emailing back and forth and suggested that we put out a survey to parents to see if parents would move with the school. Mr. Firth said that this property would have great access to outdoor activities. Some shared that they were concerned with the power lines, but several Members were interested in at least looking at the property. Mr. Naleski also shared that he has done some research on getting a commercial appraisal on the elementary campus, but they were all based out of Phoenix and it would be costly. Dr. Eadens asked if anyone had information on the projected growth of Flagstaff. Mr. Naleski and Mrs. Suda shared that there will be a census done next year. Mr. Drumm asked that a Board Members send either a questions or feedback on the parent survey by June 1st, he and Mr. Naleski will meet to come up with a rough draft.

**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. Review and or discuss Board Roles, responsibilities and needs. – Dr. Mellinger shared that the two responsibilities of the board are fiduciary responsibilities and academic oversight. We have a couple of board members leaving and will have available seats. Although we are a charter school, we do receive public funding. FJA is unique that we place a good focus on character as well as academics. The board is responsible for oversight and not the day to day running of the school. The administration will come to us with recommendations when needed but are ultimately responsible for running the school. This discussion was for potential new board members information and no vote was necessary.

Dr. Mellinger

Dr. Eadens

Dr. Hiebert

Mr. Firth

Mr. Naleski

Mr. Leest

Mrs. Suda

1. Review and or discuss with possible action for approval of the Student Proclamation proposal on climate change. Seth Brown is a 7th grader at our middle school campus. He presented his belief on climate change and the need for this proclamation. He shared that if we pass the resolution tonight, we will be the first school in Arizona to do this. Dr. Mellinger shared that the resolution and other information regarding climate change was sent out. Dr. Hiebert asked how is Climate change addressed in the classroom? Mr. Drumm shared that Mr. Sarnoski’s class has been learning about a class action lawsuit regarding Climate Change and went down to the courthouse in flagstaff to help educate the citizens in flagstaff. Dr. Eadens asked where the wording came from on the Resolution? This was created from a compilation of friends and families of Mr. Brown. Dr. Mellinger shared that if we are the adopt this resolution that it would have to become a focus of the school and a committee would need to be formed and meet on a regular basis to ensure we continue that focus. Dr. Eadens thinks this is a great cause and suggests that we continue to move forward and have our legal council read over. Dr. Mellinger agrees; however, we need to make certain that we are following through and that it is not just a piece of paper. Dr. Eadens suggests that we also get info from the teachers to see what we are already doing in this area. Dr. Hiebert suggested that this should be part of our field trips as well.

Dr. Mellinger – Aye

Dr. Eadens – Seconded the motion

Dr. Hiebert - Aye

Mr. Firth - Aye

Mr. Naleski – made a motion that we support the resolution pending legal council and science teachers input.

Mr. Leest - Aye

Mrs. Suda - Aye

1. Review and or discuss with possible action for approval of the new 6th grade Teacher contract. Mr. Drumm shared that one of our 6th grade teachers is relocating to Tucson. We are grateful to have had her. In the process of losing this teacher, we are happy to have found a great replacement in Lauren Mitchell. She has been interested in a full-time classroom teaching position, but until recently had not had an opening. She has been a great asset to our school and will be a great addition to our 6th grade teacher. We are looking for a replacement of someone to take over the Drama program. It will be a stipend.

Dr. Mellinger - Aye

Dr. Eadens – Seconded the motion

Dr. Hiebert - Aye

Mr. Firth – Made a motion to approve the contract

Mr. Naleski - Aye

Mr. Leest - Aye

Mrs. Suda - Aye

**VIII.** **Adjournment**

Dr. Mellinger adjourned the meeting at 7:24 p.m.