**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 Chyenne Schmidt at 774.6007 ext. 11 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 Hazel Willis at 774.6007 ext. 11.

Tuesday, July 8, 2014 5:30 PM at FJA Elementary School

306 Cedar Avenue, Flagstaff, AZ 86001

**AGENDA**

**I. Call To Order**

President John Doskicz called meeting to order at 5:36 p.m.

**II. Roll Call of Members**

Roll call: John Doskicz, Todd Firth and Melissa Bernasconi via phone.

**III. Presentations/Information/Reports**

* + 1. **President's Report**– John discusses the email meeting to approve the budget. Todd comments that it accomplished what they needed to. There was a delay on one of the emails. Chyenne comments that it was a sixteen minute meeting that would have taken just a few seconds in person but nobody had to come in. John said that it got the job done but in person meetings are the way to go. There is discussion on a different format, not a reply all, but the observers can still see what’s going on. Chyenne commented about a group discussion and we look into it for the next electronic meeting. John says that Kirsten Mellinger could not make this meeting but will be here for the August meeting and the board members could possibly vote on her as a new board member at the August meeting.
    2. **Director's Report –**Tom discusses the two vacancies; Music and Spanish. They are both part time positions. He has interviews set up and they should be filled soon. There is one full time position that we are trying to fill for the Sped director. There was an interview for the position today and one tomorrow. He states that he is very confident that it will be filled. There is discussion on the SPED director position and why it is hard to fill. There is also discussion about the salary and the details of the job. Tom says that he got an email about the Charter Board Advacacy Tour on August 29th. He encouraged and invited all of the board members to go. Tom states that he has already registered himself and they can let him know and he will register any board member who would like to go. He comments that he feels that it is a great opportunity to make connections and some guidance if needed in the future. It is August 29th at the Weatherford from 12:00 to 1:30 p.m. Tom discusses the building improvements around the campuses and what is going on with our tech improvements and upgrades. Both campuses are getting painted next week where needed, there is a new server at the cedar campus that will be a big improvement, new wireless routers installed, there will be a new gate that will have an access code, a new flag pole will be going up at the front of the school, Albert along with staff have been spreading rocks and mulch and planting new plants around the Cedar Campus. Todd comments about the new rock climbing wall. Tom passes out a packet. There is discussion on the preliminary AIMS scores, where we need to make improvements, what we did well on and what the plans are to improve for next year. There is a professional development planned for September 5. Gallileo has been used at our school for years and teachers would like to be able to use it more effectively. Melissa asks how we did compared to the other Flagstaff schools and Tom replies that no one is supposed to release that information yet, that this is preliminary not the final grade and this information stays in house for right now. Chyenne asks if this score is including all students, including SPED. Tom replies yes. Chyenne asks if there is past year’s scores available so we can track it. Tom replies yes. Tom asks if there are any questions.
    3. **Business Manager's Report –**Chyenne says for FYI, there is an annual audit on July 24. She says that it is easier to plan the audit in the summer that trying to do it during the school year. We will also get the report back sooner and be able to plan better. There is discussion on profit and loss, the forest fees and Children’s House that we were not expecting. Todd asks, for long term view, to look back on in the future, if we could put these items in a bullet format so it is easy to find and see. Chyenne says that we have spent a lot of money with Flag IT- Lots of upgrades, 10 new ipads with a docking station, a new server at the Cedar Campus, we are catching up on tech. John says that he is glad to see the tech, it has been brought up in past meeting from teachers and parents. Tom says that we heard from the teachers and we are making headway on tech.. Teachers each have their own computers or laptops, where before they were sharing. Todd asks if we need to adjust our insurance to cover all of our new equipment. Chyenne answers that we will contact insurance and see. We usually re-evaluate inventory in November. There is discussion on teachers being responsible for their electronics. Tom states that it is already in the policies and procedures. There is discussion on a presentation on July 31.

**IV.** **Call To The Public**No persons present for call to the public

**V.** **Consent Agenda**

John asks if there are any questions. John makes a motion to approve the minutes from June 10 and June 25, 2014. Todd seconds, all approve.

**VI.   Old Business**

**VII. New Business**

* + 1. Discuss with possible action approving the FJA Policies and Procedures. Tom handed out a packet of the updated policies and procedures. He thanks Todd for being helpful and finding things that were missed. Tom says that the language is cleaned up, it is cut and dry, no wiggle room and no ambiguity. He says that the lawyer was very helpful. This copy of the revised version. The board can look at it and approve it tonight or August 15 training with staff. Melissa says that she has some notes on the unrevised ones but cannot read them right now because she is driving. Tom says that he can email everyone the revised packet right after this meeting. Chyenne states that she would like to add a new section to the policies and procedures about private lessons that are held on campus; that they would have to be approved by Mr. Drumm. Todd asks if the structure has changed on the revised version. Tom answers no, the structure should be the same. Todd asks about the terms of jury duty, bereavement leave, is it more like FUSD? Three of five days and then they are on their own? Chyenne states that there are things we need to consider before we make ours more like FUSD. We still have to pay, we are smaller, FUSD may be able to comp that time for them where we may not be able to. Todd asks about the student discipline, section 7.19 Long-term suspension/expulsion. There is a brief discussion on that section with Todd and Tom. John makes a motion to table the approval of the policies and procedures. Todd seconds, all favor.
    2. Discuss with possible action approving the Final Budget for the 2014-2015 School Year. John makes a motion to approve the 2014-2015 School Year Budget. Todd seconds, all favor.

**VIII.** **Adjournment**

John makes a motion to adjourn the meeting at 6:27 p.m. Todd seconds, all favor.