**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.

Wednesday, February 3rd, 2021 4:30 PM The public can view/listen to the meeting via Zoom.

The Zoom link:

Join Zoom Meeting

<https://us02web.zoom.us/j/89862434497>

Meeting ID: 898 6243 4497

**Minutes**

**I. Call To Order**

Mr. Naleski called the meeting to order at 4:31 p.m.

**II. Roll Call of Members**

Mr. Naleski took roll.

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| **Mr. Naleski** | **Present** |
| **Mrs. Suda** | **Present** |
| **Mr. Leest** | **Absent** |
| **Dr. Hiebert** | **Present** |
| **Mr. Paine** | **Present** |
| **Mrs. Scott** | **Present** |

Additionally, Mr. Drumm, Mr. Vest and Mrs. Langan were present. Mr. Kavanagh(attorney) and members of the public 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 – N/A
   * 1. **Director’s Report -** The Executive Director will provide information to the Board.
        1. Academic Feature – We did close our safe space for two weeks due to a student testing positive. This past Monday, the safe space classes re-opened. As far as we know, we did not have any other student or teacher test positive. Dr. Hiebert asked if staff have been vaccinated? Mr. Drumm indicated that some have, but others have had difficulty getting scheduled and some are choosing not to get vaccinated. Additionally, our 7th and 8th graders participated in a Summer scholar program presentation. It was an introduction to our students regarding those things surrounding higher education. This was a great opportunity for our students to learn more and was presented by ASU. This was the first time that FJA has participated in this program. Our open houses were held last week. These are for prospective and existing parents via zoom. The teachers did a great job with the open houses being held via zoom. All of our middle school staff is participation in an 8-hour Mental Health program, Stronger as one taught by the county. The first training was a week and a half ago, and the second half will be this Friday.
        2. Enrollment Numbers – Mr. Drumm shared that our enrollment number is 315 total students. Our ADM number is 290.
     2. **Business Manager’s Report -** The Business Manager will give an update regarding any FJA financial matters.
        + 1. Profit & Loss Statement – Mrs. Langan reviewed the P&L with the Board. We have some expenses that coming up that were not anticipated, nor built into the budget. The first one is that we are having to purchase and new Student Information System with a costly price tag. Additionally, FJA has an HVAC company coming in to do some work on our HVAC system to clean, maintain, replace new filters and install Ionizers to help with air circulation and air quality.
          2. Balance Sheet – We currently have a net income of $26K. However, we have two payrolls running this month and other expenses that have not posted this month.

**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.)

1. Christine Westra – Christine is eager for the school to re-open. She stated that she is considering other school options due this matter. She also asked, now that teachers are being vaccinated is their consideration for moving the benchmarks so that we can re-open.

**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 6th, 2021

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| **Motion** | **Mr. Naleski Made a motion to approve the minutes as written** |
| **Seconded** | **Dr. Hiebert** |
| **Mr. Naleski** | **Aye** |
| **Mrs. Suda** | **Aye** |
| **Mr. Leest** | **Absent** |
| **Dr. Hiebert** | **Aye** |
| **Mr. Paine** | **Aye** |
| **Mrs. Scott** | **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 – Update on properties and financing. Mr. Naleski shared that we are looking at a property over by Warners Nursury. The owners wanted to do a lease and we asked if they would be willing to sell. They are willing to sell and FJA is working with a lender to secure financing. We have also asked a contractor to look at the property to provide an estimate on building costs. We are very early on in the process.

**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 the update on Community Covid-19 numbers along with update on FJA preparation for potential re-opening. – Mr. Drumm shared the latest benchmarks for Coconino County. All three benchmarks are still in substantial.
2. Discuss any updates on FJA re-opening plans. Mr. Drumm shared some of the updates that we have made/done at FJA to prepare for a potential re-opening. He also shared that we are preparing to send out another survey to determine which families would return to in person instruction. We need to determine how we meet the needs of all our students. Mr. Naleski asked whether we would also survey the staff. Mr. Vest shared that should we meet the benchmarks; we are ready to deploy our staff and not re-survey the staff. Ms. Scott shared that Basis has a return to school date and they are offering both in person and an on-line version as well. She suggested that we reach out to them to see what they are doing. She also stated that she also knows an administrator with the Catholic Church who has been in person. They stated they would be happy to discuss with admin what they are doing to keep kids safe. Mr. Drumm also shared that he heard a rumor today that FJA will be on-line next year. If you ever hear that, please share that that is not the case. That decision has not been made and the plan is to be in-person next year.
3. Review and or Discuss with possible action for approval of written Climate Action proposal. Mr. Vest shared the process that has been done to get to this point. He shared that Mr. Alex Wilson, a student at NAU, wrote the plan. He shared that this plan does align well with the City of Flagstaff’s plan. Mr. Vest encourages the Board to adopt this plan as written and be one of the first schools to have such a plan. Mrs. Suda asked how we would be able to measure this plan moving forward. Mr. Vest shared that that was not written in the plan, but rather how we can audit and get a grip on current usage. He shared that there are some goals that align with the City of Flagstaff. He shared that that would be something that we could add going forward. Great job to the Committee.

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| **Motion** | **Mr. Naleski made a motion to approve the plan as written** |
| **Seconded** | **Mr. Paine** |
| **Mr. Naleski** | **Aye** |
| **Mrs. Suda** | **Aye** |
| **Mr. Leest** | **Absent** |
| **Dr. Hiebert** | **Aye** |
| **Mr. Paine** | **Aye** |
| **Mrs. Scott** | **Aye** |

1. Review and or Discuss with possible action for approval of the 2021–2022 School Calendar. Mr. Drumm shared the calendar and answered any questions. The Committee does its best to align with FUSD calendar.

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| **Motion** | **Mr. Paine motioned to approve as written** |
| **Seconded** | **Mr. Naleski** |
| **Mr. Naleski** | **Aye** |
| **Mrs. Suda** | **Aye** |
| **Mr. Leest** | **Absent** |
| **Dr. Hiebert** | **Aye** |
| **Mr. Paine** | **Aye** |
| **Mrs. Scott** | **Aye** |

1. Discuss options with regards to Childrens house. As the Attorney representing FJA, Mr. Kavanagh explained how we arrived at this point of discussion. The Childrens House is a separate entity and would make sense for the two organizations operate together rather than separately. Mrs. Suda recommended that we vote to merge both Flagstaff Junior Academy and the Flagstaff Junior Academy’s Childrens House and moved to make some decisions at the March Meeting.
2. Executive Session: Legal Advice

**VIII. F.A.I.R. - Future Agenda Item Requests** ( Items requested by the Board Members to be placed on a future Agenda.)

1. Repeat of Letter (d & e) from above with possible action for update/approval. Revisit the criteria. March 3rd, may be a special board meeting to discusss and have a vote.
2. Place the plan out on the website, published with links and narrative…
3. Childrens House discussion, the recommendation. ADHS, Licensing. More details.
4. Policy of Social media for both staff and Board Members. – April Agenda
5. Teacher Salary/Contracts.
6. Write letter to Seth Brown, for board to sign.

**IX.** **Adjournment**

Mr. Naleski adjourned the meeting at 7:05 p.m.