**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, May 6th, 2020 4:30 PM at FJA Elementary School – Kristin Patterson’s classroom where the public can view/listen to the meeting via Zoom

306 W Cedar Avenue, Flagstaff, AZ 86001

**Minutes**

**I. Call To Order**

Mr. Naleski called the meeting to order at 4:30 p.m.

**II. Roll Call of Members**

Mr. Naleski took roll.

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| Mr. Naleski | Present |
| Mrs. Suda | Present |
| Dr. Hiebert | Present |
| Mr. Leest | Present |
| Mr. Paine | Present |
| Mrs. O’Donnell | Present |

Additionally, Mr. Drumm, Mr. Vest and Mrs. Langan were present. Ms. Patterson and Mrs. Conway also joined to present their Teacher Grant Proposal.

**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 specific to add. Mrs. Suda suggested that a meeting be scheduled soon.
   * 1. **Director’s Report -** The Executive Director will provide information to the Board.
        1. FJA Academic Feature – Wanted to first state that he hopes everyone is doing well during the closure. Mr. Drumm shared an update on the 4th and 8th grade promotions and K graduations that will be happening in May. If the board would Like to participate, please let Mr. Drumm know and he will send out the invites. The 8th graders will be celebrated by recognizing the students on Facebook with a picture and write up for those families who would like to participate. For the safety and health of our students and families, we did not want to bring everyone together. We are working on gathering information from families on how the distance learning is going should the same thing happen next year. We want to be prepared as much as possible.
        2. Update on enrollment numbers for the fall – Mr. Drumm shared that as of the end of April our projected ADM is 314 with total number of students is 344. We will begin to call families in the next few weeks to ensure that families are attending. Mrs. Suda asked about last year at this time. Mr. Drum shared that last year we were at 303 ADM however, the first day of school was 277 ADM. Mr. Paine asked about any issues that came out of the recent board decision regarding non-renewal contract. Mr. Drumm has addressed some questions that came up from staff members as well as some families.
        3. Update on School Closures – Mr. Drumm and Mr. Vest spoke about the distance learning as well as comments from the Board on the possibility of the school closures in the fall and how we prepare for this. A suggestion was made to survey the parents of our students on the success or downfalls of distance learning.
        4. Teacher Grant proposal, Kristine Patterson & Jennifer Conway – Ms. Patterson and Mrs. Conway shared that they were here to answer any questions on their proposal. Mr. Paine asked what is the purpose of having the composting in the classroom? Ms. Patterson shared that it was primarily for the snack collection through out the day. Mr. Paine also asked about collection and usage during the summer? Ms. Patterson said that they would need to work out a schedule. We have families that rotate through the summer to water the garden, etc. Dr. Hiebert said that he was very happy to see the proposal and said that it is also important to add manure to the mix. He would be happy to donate some horse manure! Mrs. O’Donnell asked about the on-going cost from year to year. The only cost would be the cost of continual education through willow bend which is about $150/class. Mr. Drumm shared how he liked the fact that the proposal aligned with the state standards as well as our climate change program. These are important aspects of the education provided by FJA. Mr. Naleski asked a clarification question regarding whether it just was for the Cedar campus. Mrs. Conway shared that it was currently, but the Bonito campus has already reached out to an organization for composting and participating in a community garden.
     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 around 92% of income and expenses. Mrs. Langan shared that she will soon be moving line items around to the appropriate expenses. We have held off on ordering supplies until we have a better idea of what will be needed in the coming months. Mrs. Langan will be working on finalizing the Grant funding in May as well. It will be time to begin to put together the budget for FY21 and we will need to schedule meetings in June to propose and approve.
          2. Balance Sheet – We have 4 more payrolls to run along with the prop 301/stipend payroll. We are currently sitting at a net income of $122K. We have 2 more equalization payments coming in June.

**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. N/A

**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 March 11th, 2020

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| Motion | Mr. Naleski Moved to approve the minutes dated 3.11.2020 |
| Second | Mr. Paine |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Dr. Hiebert | Aye |
| Mr. Leest | Aye |
| Mr. Paine | Aye |
| Mrs. O’Donnell | Aye |

1. Approval of Minutes dated April 1st, 2020

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| Motion | Mr. Naleski Moved to approve the minutes dated 4.1.2020 |
| Second | Mrs. Suda |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Dr. Hiebert | abstain |
| Mr. Leest | Aye |
| Mr. Paine | Aye |
| Mrs. O’Donnell | 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 – Mr. Naleski asked about the lease from FUSD. Mr. Drumm shared that he should hear back from Mr. Kuhn after the next FUSD board meeting.

**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 with possible action for approval the Teacher Grant Proposal.

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| Motion | Mr. Naleski Made a motion to approve the compost proposal submitted by Ms. Patterson and Mrs. Conway for the Teachers Grant |
| Second | Mrs. Suda |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Mr. Paine | Aye |
| Mrs. O’Donnell | Aye |
| Mr. Leest | Aye |
| Dr. Hiebert | Aye |

1. Executive Session – Moved into Executive Session 5:35 p.m.

Administrative Contracts

* Moved out of Executive Session at 5:46 p.m.

1. Review and or Discuss with possible action for approval Administrative Contracts.

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| Motion | Mr. Naleski Made a motion to approve the administrative contracts that it would match the teacher’s contracts stating a stipulation that if the state does not support the increase that would also apply to the Administration Contracts. |
| Second | Dr. Hiebert |
| Mr. Naleski | Aye |
| Mrs. Suda | Shared that she still supports these increases but please note that other businesses are not giving increases this year.  Aye |
| Dr. Hiebert | Aye |
| Suzy O’Donnell | Aye |
| Glenn Leest | Aye |
| Mike Paine | Aye |

Moved back into Executive Session at 6:04 p.m.

Executive Director Evaluation

* Moved out of Executive Session at 6:52 p.m.

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

1. Discussion of previous Personnel issue

**IX.** **Adjournment**

Mr. Naleski Adjourned the meeting at 6:58 p.m.