**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, August 5th, 2020 4:30 PM The public can view/listen to the meeting via Zoom.

The Zoom link:

Join Zoom Meeting

<https://us02web.zoom.us/j/88288511669?pwd=c2dwRHZvWGdhS3phZ3JCeVlJMXhSUT09>

Meeting ID: 882 8851 1669

Passcode: d63wYx

**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 | Present |
| Mr. Paine | Present |
| Dr. Hiebert | Present |
| Mrs. O’Donnell | Absent |

Mr. Drumm, Mr. Vest and Mrs. Langan were also 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 – N/A
        2. Enrollment numbers for the fall. – Mr. Drumm shared the current projected enrollment for the fall. Our projected ADM number is 317. Most schools in Flagstaff are beginning the school with an on-line format, but we have seen a lot more movement than in years past.
     2. **Business Manager’s Report -** The Business Manager will give an update regarding any FJA financial matters.
        + 1. Profit and Loss – Mrs. Langan reviewed the EOY P&L for FY20 and shared that the auditors will be here this next week. Should there be any necessary changes she will send out another P&L to the Board or review again at the next meeting. She also reviewed the current FY21 P&L sharing that primarily Payrolls are the only items that have been posted. The first of the State Equalization Payments posted on August 3rd and we will receive those monthly until June where we will receive one at the beginning of the month and the final one will be paid out on June 30th, 2020.
          2. Balance Sheet – The current net income is just over $100K with July expenses still needing to be posted along with another payroll running this week.

**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 June 24th, 2020

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| Motion | Mr. Naleski made a motion to approve the minutes dated June 24th, 2020 |
| Second | Mr. Paine |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Mr. Leest | Aye |
| Dr. Hiebert | Aye |
| Mr. Paine | Aye |
| Mrs. O’Donnell | Absent |

1. Approval of Minutes dated July 21st, 2020

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| --- | --- |
| Motion | Mr. Naleski made a motion to approve the minutes dated July 21st, 2020 |
| Second | Mr. Paine |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Mr. Leest | Aye |
| Dr. Hiebert | Aye |
| Mr. Paine | Aye |
| Mrs. O’Donnell | Absent |

**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 shared that rates are really great right now should we come across a location.

**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 Discuss the Contingency plans that were sent out to parents and staff.

Mr. Naleski asked what, if any, communication has been received from Parents regarding the Contingency Plan. Mr. Drumm shared that we have had some concerns that have been addressed. Most parents have either not commented or have shared positive feedback. Mrs. Suda had sent a list of questions to Mr. Drumm and Mr. Naleski regarding the re-opening plan related to meeting the State requirements for hours and how will attendance be tracked. Mr. Drumm shared that tracking attendance will happen through the new Learning Management System. How will we move between Scenarios? Mr. Drumm shared that Governor Ducey has stated in his Executive Order that the requirements to return to schools will be forthcoming. The Distance Learning Plan needs to be submitted to the State by August 14th. Mr. Drumm shared that he intends to submit it prior to that. Mr. Drumm has been in communication with our Benchmark Testing organization ATI to determine if the Galileo program will be able to be proctored through the SchoolsPLP. This will be utilized through SchoolsPLP, our new Learning Management System, so we will be able to continue to provide those benchmark testing to our students. Mr. Vest shared how FJA plans to address the Social and Emotional needs of the Students. This will be addressed at some upcoming Staff Training meetings, additionally our School Counselor is putting together some relevant supporting information. Our PBIS committee is working hard to address this as well by providing an expectation matrix for Distance Learning. Mr. Paine asked how FJA would maintain teaching expectations across the classroom/distance learning. Mr. Drumm shared that in the spring both he and Mr. Vest would participate on the zoom calls. Mr. Vest added that the LMS is more comprehensive and the requirements for both teachers and students are more rigorous. Mr. Drumm reviewed the re-opening plan with the Board and encouraged the board to address any potential needs. Mr. Drumm shared details on the new Learning Management System named SchoolsPLP which is comprehensive and will allow for our students to access one system. Other programs used can be integrated into Schools PLP when needed by the Teachers and individualized to suit their classroom needs. The program is very intuitive to use. We have several upcoming trainings for teachers and staff to help with the transition in proper use of the new LMS.

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

**IX.** **Adjournment**

Mr. Naleski adjourned the meeting at 7:00 p.m.