**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, September 2nd, 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/81699483014>

Meeting ID: 816 9948 3014

**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. Mrs. Suda, Dr. Hiebert, Mr. Leest, Mr. Paine and Mrs. O’Donnell were present.

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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, Mrs. Langan and Mr. Bereson 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 – Mr. Drumm shared an update on our Distance Learning Program. We are using the SchoolsPLP platform, aka Buzz and within Buzz we use Zoom meetings. The teachers are still learning the system and are having to train their students as well. We are trying to find a balance between the students being on Zoom and still using the Buzz systems. We are hearing a mixture of feedback from parents on how things are going. We are still trying to find the right amount of screen time between the two(Zoom & Buzz). We are trying not to make too many changes because that can cause frustration amongst our families. Mr. Drumm asked if anyone had any recommendations or ideas to share. Mr. Paine shared his experience with his own family. He suggested that we need to cater to the unknown. Mr. Vest shared that there is a heightened level of stress with families, students and staff members. This is something that we need to keep monitoring. Mr. Vest shared that he feels everyone is doing the best that they can. Mr. Paine shared that he feels we need to say thank you to our teachers daily and that we know that this is not what they signed up for. Mr. Naleski shared that the amount of time that teachers/aides are making contact via outreach phone calls with students have been impressive and appreciated.
			2. Enrollment numbers for the fall. – Mr. Drumm shared that our current enrollment is an ADM of 293.5
			3. Flagstaff IT Presentation/Overview – Mr. Drumm Introduced Dave Bereson. We have contracted with Flagstaff IT now for around 6 years. Flagstaff IT has been invited to this meeting tonight to present to the FJA Board of what kind of services are being provided to us. Mr. Bereson shared that Flagstaff IT meets with FJA a couple of times a year and speaks frequently with Mr. Drumm. Mr. Bereson shared that our Server is 6 years old and the useful life cycle of a server is around 6 years. The recommendation has been made about the need to replace the server next year. Flagstaff IT provides some of the following services such as On-site Support, Help Desk, user Management, life cycle management and many other things for FJA. FJA will need to look into a new Student Information System(SIS) in the near future and Flagstaff IT has some recommendations with the direction we could go.
		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 current School Year P&L with the Board. We currently should be around 25% of both income and expenses. Mrs. Langan shared information regarding some of the grant funding that has been awarded as well as some additional grants that have been applied for to help get us through this school year with the added expenses that were not known or included with the FY21 budget.
				2. Balance Sheet – Mrs. Langan reviewed the Balance sheet with the Board. FJA currently has a net income of just over $37K.

**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 August 5th, 2020

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| Motion | Mr. Naleski motioned to approve the minutes dated August 5th, 2020 |
| Second | Mr. Paine |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Dr. Hiebert | Aye |
| Mr. Leest | Aye |
| Mr. Paine | Aye |
| Mrs. O’Donnell | Abstain |

**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 –
2. Review and or discuss with possible action for approval of FJA’s re-opening plan – moving to the next board meeting scheduled for September 17th, 2020

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| Mr. Naleski | N/A |
| Mrs. Suda | N/A |
| Dr. Hiebert | N/A |
| Mr. Leest | N/A |
| Mr. Paine | N/A |
| Mrs. O’Donnell | N/A |

**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 Arizona Department of Health Services Public Health Benchmarks released 8/6/20. – Mr. Drumm shared the PPT sent out by Gov. Ducey’s office the beginning of August. There are benchmark ratings for returning to in person school. Mr. Paine asked about the number of safe schools’ students currently. Mr. Drumm shared that we have around 10 students per campus. Mr. Naleski asked how many teachers are working from the campus’. Most staff at Cedar are working from the campus and at Bonito about 5 to 6 teachers that are regularly working from the campus. The others are working between home and campus. Mr. Drumm also shared the Coconino County Website Covid-19 data. Mrs. Suda shared that there is a delay in reporting data. Mrs. Suda shared that we need to come up with our own criteria and continue to keep an eye on what is happening in our community. Mr. Vest shared that he and Mr. Drumm are meeting weekly to work on a re-opening plan. Mr. Paine recommended that we do survey’s sooner rather than later as October 19th, 2020 is not that far away. Mr. Drumm shared that there are two factors, in his mind, that could impact teacher’s decisions. One is NAU and the state of Arizona. As we see more and more schools across the country that are opening in person, it will be interesting to see what happens. To get a good assessment of parents and teachers it may not be realistic to open back up in October. Mr. Paine asked what would happen if other schools opened in October, but we did not? He suggested that we do not want to be that school. Mrs. O’Donnell shared that she felt that we would lose students. Parents are ready to send their kids back to school. It could be risky either way. Mr. Drumm shared that he and Mr. Vest will move forward with Surveying the Staff to get a pulse of their readiness to return to in person school. Mr. Vest also shared that we need to establish metrics to follow. The board has requested the survey to be back by the 16th of September and meet again as a board on the 17th of September. At that meeting the board can review the survey and further discuss the re-opening plan to include re-opening of the Childrens’ House. Mrs. Suda wanted to openly state that this is a public meeting and that all teachers and public are welcome to attend. This information was not discussed in Executive Session
2. Review and or Discuss with possible action for approval new year Attorney Contract. – Mr. Drumm shared that we have been working with Mangum, Wall and Stoops. We have a good partnership/relationship and propose that we approve the new contract.

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| Motion | Mr. Paine moved to approve the Attorney Contract for the new year. |
| Second | Mrs. O’Donnell |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Dr. Hiebert | Absent – Left meeting early |
| Mr. Leest | Absent – Left meeting early |
| Mr. Paine | Aye |
| Mrs. O’Donnell | Aye |

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

1. Review Survey Results
2. Review/approve the re-opening plan with criteria recommended by Administration
3. Review/approve the possible action of re-opening date.
4. Review of the parent Survey to go out by the 18th of September
5. Review/approve re-opening plan for the Childrens’ House

**IX.** **Adjournment**

Mr. Naleski adjourned the meeting at 7:36 p.m.