**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. 305 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. 305.

Wednesday, October 6th, 2021 4:30 PM: The meeting will be held in person at the Cedar Campus 306 W Cedar Ave. Flagstaff, Az 86001. Or you can join the meeting via Zoom at the following link…

Join Zoom Meeting

<https://us02web.zoom.us/j/87673630514>

Meeting ID: 876 7363 0514

**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 | Absent |
| Mrs. Scott | Present |
| Ms. Smith | Present |
| Mrs. Jorgensen | Absent |
| Mrs. Saltzburg | Present |
| Mrs. Neff | Present |

Additionally, Dr. Morrison, Ms. Patterson, Mrs. Langan 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 regarding school matters.
2. Discussion regarding Monthly written report and other school business. Dr. Morrison reviewed the report and answered questions from the board.
   * 1. **Business Manager’s Report -** The Business Manager will give an update regarding any FJA financial matters.
3. Update on Financials/upcoming expenditures – Mrs. Langan reviewed these items with the board.

**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. None

**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 09/01/2021

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| Mr. Naleski | Motioned to approve the Minutes dated 9/01/2021 |
| Mrs. Scott | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Absent |
| Mrs. Scott | Aye |
| Ms. Smith | Aye |
| Mrs. Jorgensen | Absent |
| Mrs. Saltzburg | Aye |
| Mrs. Neff | Aye |

1. Approval of Minutes dated 09/27/2021

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| Mr. Naleski | Motioned to approve the Minutes dated 9/27/2021 |
| Mrs. Saltzburg | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Absent |
| Mrs. Scott | Aye |
| Ms. Smith | Aye |
| Mrs. Jorgensen | Absent |
| Mrs. Saltzburg | Aye |
| Mrs. Neff | 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. 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. Discussion with possible action for approval of the FY21 AFR, Charter Schools Annual Financial Report – Mrs. Langan reviewed the plan with the Board

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| Mr. Naleski | Motioned to approve with the minor correction to include the addition of debt services retired of $26,489 for the FY, page 10 line 3 under long term and short term debt. |
| Mrs. Scott | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Absent |
| Mrs. Scott | Aye |
| Ms. Smith | Aye |
| Mrs. Jorgensen | Absent |
| Mrs. Saltzburg | Aye |
| Mrs. Neff | Aye |

1. Discussion with possible action for approval of the representative recommended modifications to the Charles Schwab accounts. – The recommendations were reviewed with the board.

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| Mrs. Scott | Motioned to make the recommended changes of moving to a risk level of 42(40%/60% allocation) on the Schwab Cash/CD/Money Market account and moving to a risk level of 61(70%/30% allocation) on the Schwab Endowment Account. |
| Mr. Naleski | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Absent |
| Mrs. Scott | Aye |
| Ms. Smith | Aye |
| Mrs. Jorgensen | Absent |
| Mrs. Saltzburg | Aye |
| Mrs. Neff | Aye |

1. Discussion with possible action regarding the School Opening Plan for the 21/22 school year – Dr. Morrison suggested that we add to the Plan that we approve multiple at home test brands.

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| Mr. Naleski | Motioned to approve the addition of Multiple at home test brands in addition to the BinaxNow to the School Opening Plan for the 21/22 School Year |
| Mrs. Neff | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Absent |
| Mrs. Scott | Aye |
| Ms. Smith | Aye |
| Mrs. Jorgensen | Absent |
| Mrs. Saltzburg | Aye |
| Mrs. Neff | Aye |

1. Discussion with possible action for approval of the Executive Director Goals. – Dr. Morrison reviewed the goals with the Board.

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| Mr. Naleski | Motioned to approve the FY22 Executive Director Goals as written. |
| Mrs. Smith | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Absent |
| Mrs. Scott | Aye |
| Ms. Smith | Aye |
| Mrs. Jorgensen | Absent |
| Mrs. Saltzburg | Aye |
| Mrs. Neff | Aye |

1. Discussion with possible action for approval of the Kinder scholarship’s requirements. – Dr. Morrison reviewed the recommendation with the Board.

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| Mrs. Neff | Motioned to approve with the addition a set priority date to be determined by Administration. |
| Mr. Naleski | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Absent |
| Mrs. Scott | Aye |
| Ms. Smith | Aye |
| Mrs. Jorgensen | Absent |
| Mrs. Saltzburg | Aye |
| Mrs. Neff | Aye |

1. Discussion with possible action for approval of the recommended Substitute pay. – Dr. Morrison shared that it had been a while since the pay had been increased. It will keep FJA more competitive as it has been a struggle to grow our sub list.

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| Mrs. Smith | Motioned to approve the recommendation as written so as to keep FJA competitive with other school offerings and attract more substitutes. |
| Mrs. Saltzburg | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Absent |
| Mrs. Scott | Aye |
| Ms. Smith | Aye |
| Mrs. Jorgensen | Absent |
| Mrs. Saltzburg | Aye |
| Mrs. Neff | Aye |

1. Discussion with possible action for approval of the Staff Covid Leave policy to include Substitute and pay. Funding Source: ESSER III Grant. – Dr. Morrison reviewed the policy to the Board.

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| Ms. Smith | Motioned to approve the proposed policy with the change in the language by removing the language of “Child” to “Dependants. |
| Mr. Naleski | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Absent |
| Mrs. Scott | Aye |
| Ms. Smith | Aye |
| Mrs. Jorgensen | Absent |
| Mrs. Saltzburg | Aye |
| Mrs. Neff | Aye |

1. Discussion with possible action to approve the following resignations.

* Office Manager – Cassie Wilson: effective date 10/22/2021
* Bonito Classroom Aide – Maravilla Guiles: effective date 10/3/2021

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| Mrs. Scott | Motioned to accept the letters of resignation |
| Mr. Naleski | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Absent |
| Mrs. Scott | Aye |
| Ms. Smith | Aye |
| Mrs. Jorgensen | Absent |
| Mrs. Saltzburg | Aye |
| Mrs. Neff | Aye |

1. Discussion with possible action to approve the following new hires.

* Office Manager – Jeanne Hink: effective date 9/15/2021

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| Mr. Naleski | Motioned |
| Ms. Smith | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Absent |
| Mrs. Scott | Aye |
| Ms. Smith | Aye |
| Mrs. Jorgensen | Absent |
| Mrs. Saltzburg | Aye |
| Mrs. Neff | Aye |

**VIII. Announcements/Upcoming Events**

1. Fall break: October 11th, through October 15th, 2021
2. Early Dismissal: Parent Teacher Conferences: October 20th & 21st
3. Jog a thon: October 27th, 2021
4. Cedar Campus: Mystery History – October 29th, 2021
5. Bonito Campus: Spirit Week: October 25th through the 29th, 2021

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

1. Review the New Hire Salary Guide
2. Audit update and approval
3. Prop 301 Plan
4. Administrator Evaluation Framework
5. Teacher Evaluation Framework

**X.** **Adjournment**

Mr. Naleski adjourned the meeting at 6:23 p.m.