**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, December 1st, 2021 4:30 PM: The meeting will be held via Zoom at the following link…

Join Zoom Meeting

<https://us02web.zoom.us/j/81027224519>

Meeting ID: 810 2722 4519

**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 | Joined at 4:33 p.m. |
| Mrs. Scott | Present |
| Mrs. Jorgensen | Joined at 4:35 p.m. |
| Mrs. Saltzburg | Present |
| Ms. Smith | Present |
| Mrs. Neff | Present |

Additionally, Dr. Morrison, Ms. Patterson, Mrs. Langan and Mr. Camberg from Fester & Chapman 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 addressed questions from the board.
   * 1. **Business Manager’s Report -** The Business Manager will give an update regarding any FJA financial matters.
3. Presentation from Fester & Chapman – Audit FY21 – Mr. Camberg reviewed the Financial Audit and Legal Compliance Questionnaire with the Board.
4. Update on Financials/upcoming expenditures – Mrs. Langan reviewed the financials with the board and addressed questions from 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. No one on the call from the public

**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 11/03/2021

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| Mr. Naleski | Motioned to approve the minutes dated 11/3/2021 |
| Ms. Smith | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Mrs. Scott | Aye |
| Mrs. Jorgensen | Aye |
| Mrs. Saltzburg | Aye |
| Ms. Smith | 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. Discuss Long Term Building Projects – Mrs. Langan shared some information that she learned while attending the Arizona Charter Schools Association. She was able to make some good contacts and gain resources that can help us move forward in our search.

**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.)

Discussion with possible action regarding the School Opening Plan for the 21/22 school year – Some questions were raised about receiving Covid vaccine records. Should a positive case arise, this helps to determine whether a student will need to quarantine. No changes to the plan. No vote needed. However, Now that vaccines are available for students a suggestion was made to resurvey families regarding attitudes towards masking.

1. a suggestion was made to survey the families regarding the future of the mask mandate.

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

1. Discussion with possible action for approval of the CPA Engagement Letter.

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| Mr. Naleski | Motioned to approve the CPA Engagement Letter. |
| Mrs. Suda | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Mrs. Scott | Aye |
| Mrs. Jorgensen | Aye |
| Mrs. Saltzburg | Aye |
| Ms. Smith | Aye |
| Mrs. Neff | Aye |

1. Discussion with possible action for acceptance of the FY21 Audit.

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| Mr. Naleski | Motioned to accept the FY21 Audit |
| Mrs. Scott | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Mrs. Scott | Aye |
| Mrs. Jorgensen | Aye |
| Mrs. Saltzburg | Aye |
| Ms. Smith | Aye |
| Mrs. Neff | Aye |

1. Discussion with possible action for approval of extending the Director Evaluation past March 1st.

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| Mr. Naleski | Motioned to approve extending the Director Evaluation past March 1st as written in the P&Ps |
| Mrs. Saltzburg | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Mrs. Scott | Aye |
| Mrs. Jorgensen | Aye |
| Mrs. Saltzburg | Aye |
| Ms. Smith | Aye |
| Mrs. Neff | Aye |

1. Discussion with possible action for approval of the Classroom Site fund Plan for the 2021-2022 School Year.

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| Mr. Naleski | Motioned to approve the Classroom Site fund Plan for the 2021-2022 School Year |
| Mrs. Saltzburg | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Mrs. Scott | Aye |
| Mrs. Jorgensen | Aye |
| Mrs. Saltzburg | Aye |
| Ms. Smith | Aye |
| Mrs. Neff | Aye |

1. Discussion with possible action for approval of the Classroom Aide Salary Schedule.

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| Mr. Naleski | Motioned to approve the Classroom Aide Salary Schedule |
| Mrs. Scott | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Mrs. Scott | Aye |
| Mrs. Jorgensen | Aye |
| Mrs. Saltzburg | Aye |
| Ms. Smith | Aye |
| Mrs. Neff | Aye |

1. Discussion with possible action for approval of the Classroom Aide increases to match the Salary Schedule effective Jan 1st, 2022.

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| --- | --- |
| Mr. Naleski | Motioned to approve the aide increases |
| Ms. Smith | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Mrs. Scott | Aye |
| Mrs. Jorgensen | Aye |
| Mrs. Saltzburg | Aye |
| Ms. Smith | Aye |
| Mrs. Neff | Aye |

1. Resignations:

Laryneth Hildalgo: Effective 12/17/2021 – NAU student who is studying to be a HS Spanish Teacher. She is a very hard worker, she needs to focus on her education. Teachers and students really enjoy her.

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| Mr. Naleski | Motioned to approve the resignation |
| Mrs. Neff | Seconded |
| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Mrs. Scott | Aye |
| Mrs. Jorgensen | Aye |
| Mrs. Saltzburg | Aye |
| Ms. Smith | Aye |
| Mrs. Neff | Aye |

**VIII. Announcements/Upcoming Events**

1. Winter Art Showcase: December 15th, 2021 at 5:30 p.m.
2. CCESA Governing Board Training: December 8th, 2021 4:00 p.m.
3. Winter Break: December 20 - December 31st, 2021. Wishing you and yours a blessed Holiday Season!
4. First day back to school after winter break: January 3rd, 2022.

**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 – Early part of next year

**X.** **Adjournment**

Mr. Naleski adjourned the meeting at 6:21 p.m.