**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 online and/or in the office of the Executive Director.

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 attorney(s) may participate in person, by telephone, or virtually.

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 by other technological means. If any disabled person needs any type of accommodation, please notify Kristin Patterson at 774.6007 ext. 201 at least seventy-two (72) hours prior to the time scheduled for the meeting.

**Wednesday February 1, 2022—5:30 PM**

**MINUTES**

Join Zoom Meeting   
<https://us02web.zoom.us/j/83910724551?pwd=TmFaVGp6c1ZTSDJlNko3aVlVOUp0Zz09>

Meeting ID: 839 1072 4551   
Passcode: 768290

**I. Call To Order**

Mr. Naleski called the meeting to order at 5:38 p.m.

**II. Roll Call of Members**

Mr. Naleski took roll.

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| Mr. Naleski | Present |
| Ms. Smith | Present |
| Mrs. Suda | Present |
| Mrs. Neff | Present |
| Mr. DuPrez | Present |
| Ms. Shaw | Present, Joined at 5:59 p.m. |
| Mrs. Saltzburg | Absent |

Additionally, Dr. Carissa Morrison, Ms. Kristin Patterson, and Ms. Cassie Wilson 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- President requested to provide updates on the state of our building progress during the building projects agenda item.
    2. **Director’s Report—**The Executive Director will provide information to the Board regarding school matters- Dr. Morrison shared that open houses for prospective students and families went well. Dr. Morrison discussed snow days and the calendar amendment submitted to the Arizona State Board for Charter Schools that would allow us to end our school year as planned on June 2. Dr. Morrison provided an update on her meeting with the Superintendent of FUSD, Mr. Mike Penca, about our lease renewal. Mr. Penca offered a lease for 9 months and with option for month-to-month renewal until June 30, 2024. Mr. Penca is hopeful that FUSD won’t begin on the building until after the 2024 school year. FJA needs to find a property by August 2024. Dr. Morrison planned to notify staff at our All Staff meeting on Friday, February 3 about the conditions of lease for SY 2023-2024.
    3. **Financial Report—**The Interim Business Manager will provide information to the Board regarding financial matters- Ms. Wilson provided the financial update and was available for questions from the board. Mr. Naleski thanked Ms. Wilson for the great job she is doing as Interim Business Manager.

**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. Call to the Public- No public present.

**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 1/4/2o23
        2. Approval of new hire: Classroom Aide Lauren Andrews

Mr. Naleski motioned to approve the consent agenda items as written. Mrs. Suda seconded the motion to approve the consent agendas items as written.

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| Mr. Naleski | Aye |
| Mrs. Suda | Aye |
| Ms. Smith | Aye |
| Mrs. Neff | Aye |
| Mr. DuPrez | Aye |
| Ms. Shaw | Aye |
| Mrs. Saltzburg | 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.)

Discuss Long Term Building Projects- Mr. Naleski shared that FJA is under deadline to find a property. Mr. Naleski is working with Charter School Capital to explore funding options and plans to schedule a meeting with Charter School Development Corporation to discuss funding a building starting from the ground up. FJA has a commercial real estate agent, Susan Weitzman, who has been looking at properties for us and works pro bono. We have been looking for over a decade at options. Mr. Naleski mentioned that a previous survey of FJA families showed a desire to stay in the Flagstaff NW city corridor. There are a couple of properties that are currently of interest that Mr. Naleski wants to visit. Ms. Patterson provided information about potentially adding a classroom for our fifth-grade students to the Cedar campus. Mr. Naleski encouraged the board to think about FJA’s ten- and twenty-year plan. Mr. DuPrez offered to attend the staff meeting on February 3 to support staff.

**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 regarding SY2022-2023 FJA’s Safe Return to In-Person Learning Plan- No action taken.
2. Discussion with possible action regarding SY2023-2024 Activity Fees- Dr. Morrison recommended an increase in fees to help offset the cost of field trips and activities. Dr. Morrison said that 45-65 percent of our families pay their activity fee and last year we collected 75 percent of our activity fees. Dr. Morrison thanked Mr. Naleski and Mrs. Neff for recording a message encouraging families to make tax credit donations to FJA.

Mr. Naleski motioned to increase the activity fee by $25 at Bonito and Cedar and to cap the amount paid by families at $400. Mrs. Neff seconded the motion to increase the activity fee by $25 at Bonito and Cedar and to cap the amount paid by families at $400.

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| Mr. Naleski | Aye |
| Mrs. Neff | Aye |
| Ms. Smith | Aye |
| Mrs. Suda | Aye |
| Mr. DuPrez | Aye |
| Ms. Shaw | Aye |
| Mrs. Saltzburg | Absent |

1. Discussion with possible action regarding SY2023-2024 Before and AfterCare Hourly Rates- Dr. Morrison recommended that FJA finish cycle of the school year at the current rate before raising Before and Aftercare costs next year. Ms. Smith stated that it makes sense to raise costs since the costs to offer the service have increased. Ms. Shaw suggested raising the hourly amount for one student to $5.50. The board discussed potential scholarships for Before and After care. The board did not act but will revisit the agenda item next meeting.
2. Discussion with possible action regarding FJA’s investment portfolio with WT Wealth Management- After discussion, the board agreed to empower WT Wealth Management to continue to act within our current risk profile.
3. Discussion with possible action regarding FJA’s Governing Board Revised By-Laws-No action taken.

**VIII. Announcements/Upcoming Events**

1. Feb. 9th—PTG Parents’ Night Out at Bonito Campus
2. Feb. 10th—Intent to Continue Forms Due
3. Feb. 15th and 16th—Parent/Teacher Conferences, Early Dismissal
4. Feb. 20th—Presidents’ Day, No School
5. Feb. 22nd to Feb. 24th—8th Graders at Catalina Island Marine Institute
6. Mar. 1st—First-Round Lottery for New Students Begins

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

1. Renewal of Bonito Lease (Mar)
2. 2023-2024 SY Calendar (Mar)
3. Executive Director Evaluation (Mar)
4. 2023-2024 Teacher New Hire Starting Salary Guide (Mar/Apr)
5. 2023-2024 Returning Teacher Contracts (Mar/Apr)
6. Executive Director Contract (Mar/Apr)
7. Assistant Director Contract (Mar/Apr)
8. Support Staff Paid Leave (Apr)
9. Approve Full-Time Business Manager (Apr/May)

The board also requested the addition of the following items to the FAIR agenda for next meeting:

* SY2023-2024 Before and Aftercare Hourly Rates (Mar)
* Board Appointments (Apr/May)
* Annual Meeting (May)

Dr. Morrison will provide self-evaluation to Mr. Naleski on Feb. 17 and Mr. Naleski will share evaluation with the board by Feb 24.

**X.** **Adjournment**

President adjourned the meeting at 7:46 p.m.