**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, April 5, 2023—5:30 PM**

**MINUTES**

Join Zoom Meeting  
<https://us02web.zoom.us/j/84491637218?pwd=ZDFmZmpTYjA4YXRmT1pySW5wRnk1UT09>

Meeting ID: 844 9163 7218  
Passcode: 082730

**I. Call To Order**

Mr. Naleski called the meeting to order at 5:35 p.m.

**II. Roll Call of Members**

Mr. Naleski took the roll.

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

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- n/a
    2. **Director’s Report—**The Executive Director will provide information to the Board regarding school matters- Dr. Morrison shared that FJA is participating in the Building Resilient Youth in Schools grant through Coconino County Education Service Agency and is excited that there might be an opportunity through the grant to fund a full-time counselor. She is also exploring the possibility with CCESA to fund a part-time nurse at FJA. Dr. Morrison expressed a desire to move fifth graders back to the Cedar campus which will allow us to align our grade configuration with other elementary schools in Flagstaff. It will benefit FJA from a budget standpoint as well. Intents to Return were implemented this year to start hiring conversations with staff before contracts are offered. Dr. Morrison and Ms. Patterson have started brainstorming ideas for the Bonito master schedule for the 2023-2024 SY.
    3. **Financial Report—**The Interim Business Manager will provide information to the Board regarding financial matters- Ms. Wilson shared that we are in the process of applying for grants for 2024 and working on the 2024 budget. We are revising the 2023 budget to better reflect what we spend.

**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 3/23/2023-

Mr. Naleski motioned to approve the consent agenda item as written. Ms. Shaw seconded the motion to approve the consent agenda item as written.

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

Discuss Long Term Building Projects- Mr. Naleski presented the timeline for meetings held with individuals for building projects. FJA is working with an architect, Adam Siros with APMI, to create space projections based on having fifth grade at the Cedar campus. Mr. Siros has created approximations on acreage that would meet needs to maximize our potential but components are itemized so that we can subtract to fit our needs. Mr. Naleski completed a pre-application meeting with the City of Flagstaff to confirm that we have approval to add an additional classroom to the Cedar campus. We are looking into purchasing land and potential option to lease the Summit Center from Northern Arizona Healthcare. Ms. Smith thanked Mr. Naleski for his efforts to move building projects forward.

2023-2024 SY Before and Aftercare Rates- Ms. Wilson sent a projection for the proposed suggested rates for running Before and Aftercare. Ms. Wilson’s and Dr. Morrison’s recommendation is to raise rates to $5.50 per hour per single child and raise to $4.00 per hour for additional siblings. The current pricing is $4.00 per single child and $3.00 per additional sibling. The board suggested preparing something for a sliding scale, scholarship, or reduced options to support families who need assistance for Before and Aftercare. Ms. Wilson said she would work on a sliding scale for the board to approve. Dr. Morrison stated that we currently work with families on pricing, but the sliding scale will help formalize the process.

Mr. Naleski motioned to approve and Before and Aftercare rate of $5.50 per child per hour and $4.00 per hour for additional siblings with a formalized sliding scale and an intention to keep Before and Aftercare rates the same for three years. Mr. DuPrez seconded the motion to approve and Before and Aftercare rate of $5.50 per child per hour and $4.00 per hour for additional siblings with a formalized sliding scale and an intention to keep Before and Aftercare rates the same for three years.

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

**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 the renewal of speech/language therapy services with Tina Nation, MS, CCC-SLP for 2023-2024 SY

Mr. Naleski motioned to renew speech/language therapy services with Tina Nation, MS, CCC-SLP for 2023-2024 SY. Ms. Smith seconded motioned to renew speech/language therapy services with Tina Nation, MS, CCC-SLP for 2023-2024 SY.

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

1. Discussion with possible action regarding the renewal of occupational therapy services with Northland Rural Therapy Associates for 2023-2024 SY.

Mr. Naleski motioned to renew occupational therapy services with Northland Rural Therapy Associates for 2023-2024 SY. Ms. Shaw seconded the motion to renew occupational therapy services with Northland Rural Therapy Associates for 2023-2024 SY.

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

1. Discussion with possible action regarding FY23 Professional Staff Retention Bonuses and FY24 Professional Staff Salaries/Contracts- The Leadership Team discussed offering potential raises based on budget earlier this year and they suggested instead building in bonuses at the end of the year if we could afford it at. The board has an option to approve a flat rate or a percentage rate for bonuses.

Mrs. Suda motioned to approve a flat rate thank you bonus of $1,000 for salaried employees and $500 bonus for hourly employees. Mrs. Saltzburg seconded the motion to approve a flat rate thank you bonus of $1,000 for salaried employees and $500 bonus for hourly employees.

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

Dr. Morrison shared that the proposed teacher salary raise could be a percent raise of 1%, 2%, 3%. In the last few years, raises have been between 2%-3%. Mrs. Suda expressed a desire to offer a 3% raise because of inflation.

Ms. Smith motioned to approve a 3% raise for professional staff. Mr. Naleski seconded the motion to approve a 3% raise for professional staff.

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

1. Discussion with possible action regarding Assistant Director’s Contract. The Governing Board may vote to enter into Executive Session pursuant to A.R.S. 38-431.03 (A)(1)

Mr. Naleski motioned to enter Executive Session at 7:35 p.m. to discuss the Assistant Director’s Contract and Executive Director’s Contract.

Mrs. Neff motioned to make the Assistant Director’s benefits package equivalent to the Executive Director’s benefits package, for the raise to match the staff raises—3%, and to have the contract length be for two years. Ms. Smith seconded to make the Assistant Director’s benefits package equivalent to the Executive Director’s benefits package, for the raise to match the staff raises—3%, and to have the contract length be for two years.

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

1. Discussion with possible action regarding Executive Director’s Contract. The Governing Board may vote to enter into Executive Session pursuant to A.R.S. 38-431.03 (A)(1)

Ms. Neff motioned to approve a two-year contract for the Executive Director and a raise to match the staff’s raise—3%. Ms. Smith seconded the motion to approve a two-year contract for the Executive Director and a raise to match the staff’s raise—3%.

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

Mr. Naleski motioned to exit executive session at 8:00 p.m.

1. Discussion with possible action regarding Recruitment of New Board Members-The board has two seats open starting in August. Dr. Morrison and Ms. Wilson are planning to post the application on our website and Facebook.

**VIII. Announcements/Upcoming Events**

1. April—State Testing
2. Apr. 21st—Full-Day Friday, Snow Make-Up
3. Apr. 23rd through Apr. 26th—7th Grade Catalina Trip
4. May 3rd—FJA Governing Board Meeting
5. May 3rd through May 5th—8th Grade Catalina Trip
6. May 14th through May 18th—Close Up Washington, D.C. Trip
7. May 15th through May 18th—6th Grade Camp Colton Trip
8. May 29th—Memorial Day, No School
9. Jun 1st—8th Grade Promotion, 6:00 p.m.
10. Jun 2nd—Last Day of School, Early Dismissal

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

1. FY24 New Teacher Starting Salary Schedule (May)
2. Budget Revision (May)
3. Recruitment of New Board Members (May)
4. Support Staff Paid Leave (May)
5. Approve Full-Time Business Manager (May)

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

* Sliding scale for before and aftercare (May)
* FY 2024 Budget Proposal (June)
* FY 2024 Budget Adoption (June)

**X.** **Adjournment**

Mr. Naleski adjourned the meeting at 8:15 p.m.