

La Tierra Community School
Regular Monthly Meeting of the Board of Director Minutes
Thursday, February 20th, 2014

Present: Linde Lisbona, Russ Erickson, Kari Hull

Staff: Jennifer Roderick

Public: Ramona Melvin

Meeting called to order: 4:41 pm

- I. Call to Order - Motion: Russ Erickson, Seconded: Kari Hull, Approved: 3-0-0.
- II. Consent Agenda
 1. Russ Erickson moved to approve the consent agenda with the removal of Claudina Douglas from the Financial Report and to approve the Thursday, January 23, 2014 governing board meeting minutes. Seconded: Linde Lisbona. Approved: 3-0-0.
- I. Community Celebrations and Presentations: None
- II. Community Forum and Participation
 - Ms. Ramona Melvin introduced herself as the President of the PCC (Parent Community Crew) and stated her intentions of being at the board meeting as a "fly on the wall" in order to gain insight into the governance aspect of LTCS. She shared that she has been working with Mr. Orr on a Catalina Island trip (or California trip for their marine biology expedition). She spoke about PCC supporting the fundraising for the 5th and 6th grade class under her leadership and how she feels honored to be the President of her child's school parent group. She shared that she would love to inspire a student store. Ms. Melvin told the board that PCC is supporting the Youth Art Fundraiser and that she has her fingers crossed about 7th grade next year. The director assured her that the grade configurations for next year include the addition of 7th grade and that we are enrolling for 7th grade for the 2015 school year. Mr. Erickson exclaimed that Liberty Charter in Prescott Valley has a connection to Catalina Island and that they have taken their students on trips there. He suggested that she share this information with Mr. Orr and look into how they prepared for, funded and structured their trip.
- I. Financial Report presented by Jennifer Roderick
 - Discussed that LTCS is working with ADI to discover some significant discrepancies in their services to LTCS
 - LTCS has transitioned to a 5th account specialist - provided by ADI Business Solutions - this fiscal year.
 - The Board charged Mrs. Roderick with looking into who other charters use as their business managers/account specialists. The goal is to communicate with other business managers who work with Arizona Public Charter Schools to discover quotes for their business, whether or not they are currently taking on clients and to discover the process of change over.

- Discussion of how to contact and bring in large monetary donations to support the LTCS Maintenance and Operations budget as we complete this school year and move into the FY15 year without the support of the AZCSP grant.
- Ms. Melvin chimed in that she would be willing to solicit large donations.
- The board prefers for Jennifer is to find money, draft a letter to community stakeholders potentially interested in LTCS and reach out to investors
- Ms. Melvin said she could discover names and numbers of potential investors and share these with LTCS administration.
- Looking forward we need to develop a tight budget for FY15 that hopes to maintain a 60% ratio of salaries and benefits to the over all M&O.

As a board and administration we need to be proactive about the potential for entering into negotiations with a new accounting firm/business manager while considering:

- Can new accountant take us on this fiscal year and would this be a benefit or detriment to the schools fiscal organization?
- Mrs. Roderick needs to sincerely solicit help from ADI in understanding our cash position with clarity in order to discover the reality of what challenges LTCS is facing with the FY14 budget for the remainder of the year.
- It is the director's responsibility to gain a clear picture of the budget in order to present that to the board. Working with ADI, this should be possible. There has been a significant amount of turnover. Every time we have received a new account specialist, there has been extra work, a significant amount of duplicate work and problems have arisen. Are there other challenges that ADI is facing? Perhaps with restructuring in ADI and ADE that is hindering this clarity this year?

I. New Business

1. Lease Agreement for 124 N Virginia Street, Prescott, AZ 86301 was reviewed. It includes the additional rent of the home adjacent to the school building that will be used for offices and a workroom for the 2015 school year. Kari Hull moved to accept the lease agreement amendment as written and also proposed that we add an additional amendment with an option of leasing with the option to purchase. Seconded -Linde Lisbona. All in favor 3-0-0.

2. Due Diligence Information for American Charter Development, LLC - Review and Discussion - tabled

I. Financial Report presented by Jennifer Roderick.

- Title Title II and I grant weresubmitted by 1/30/14. Application has been submitted. This will be the first year La Tierra will receive those funds.
- Kari Hull requested that ADI provide a "snapshot" of cash flow in order to demonstrate actual numbers in the restricted funds and unrestricted funds accounts for LTCS. The Board is interested in the big picture; Linde Lisbona, board member, will work with Mrs. Roderick on the minute details of the Financial Report and review the entirety of the monthly Financial Reports.

I. Director's Report was reviewed and there were no questions.

II. General Announcements: None

III. Linde Lisbona motioned to Adjourn. Seconded: Kari Hull. Approved: 3-0-0.

Meeting adjourned 6:17pm