

La Tierra Community School
Monthly Meeting of the Board of Directors Minutes Monday, December 17, 2012
Present: Danny Brown, Jamie Bjune, Chuck Dorsey, Dan Boyce, Jordana DeZeeuw
Spencer
Staff: Jennifer Roderick, Laura Prosseda
Meeting called to order – 4:36pm (, seconded by Dan B)

- I. Community Forum – No One Present
- II. Community Celebrations and Presentations – No One Present
- III. Approval of consent agenda
 - a. Motion to approve – Dan B
 - b. Second – Jordana D
 - c. Approved unanimously
- IV. Financial Report
 - a. Danny Brown contacted ADI to specialize our financial reports even further. Kudos to ADI for changing our reports for this board meeting!
 - b. Receipts are not being turned into ADI quickly enough for them to be able keep a current total of expenses for the financial report. Laura is responsible for submitting receipts to ADI after a purchase. Laura's goal is to be turning in receipts on a weekly basis.
 - c. The enrollment cap associated with LTCS' charter has not been lifted yet; it is currently set at 47 students. Currently LTCS is being funded on this number of students. We will be reimbursed for funds if the enrollment cap increase is approved. The projected reimbursement amount would get us caught up on all expenses. Jennifer R has provided all documentation requested from ASBCS and we were supposed to be notified about ASBCS' decision by Friday December 14th, 2012, however we have not heard anything yet. Danny Brown requested that LTCS does not spend money on anything other than essential overhead (Rent, Utilities and Salaries) and that all other spending ceases.
- V. Director's Report (Jennifer Roderick)
 - a. Procurement policy – Application for exemption from this policy was submitted. The state decided to halt all Procurement Policy Exemption applications until further notice. This means that LTCS, until further notice, must procure bids on any purchase over \$5,000.
 - b. 501c3 Status – Jennifer has completed and processed the application and has filed tax returns, which means that LTCS will have a tax-exempt status any day now.
 - c. Board wanted Jennifer to turn in curriculum for 7th and 8th grade for an extension of our charter by December 14th 2012, however, given the enrollment cap issue, Jennifer decided to hold off on a request until next month. Jennifer will submit the appropriate application materials by the January deadline, which will put us on the agenda for April.
 - d. The LTCS Corporate Board met to make Jennifer the charter holder and also decided to keep Anita Fernandez as a member of the board.

- e. Strategic Planning – LTCS sent our letters to a number of parents inviting them to be involved in the process. The letters went out last week and we have heard back from a few of those parents. Jennifer will be meeting with the facilitator of that session, Maggie Garvey, tomorrow to prepare a survey to go out to participants to begin the strategic planning process. Maggie will also come to LTCS to meet with everyone involved to hold an information session.
- f. Galileo – data has come in from the first benchmark assessment given to students. That data will inform where each student needs support. Jennifer loves the program and the data that it generates.
- g. Community Celebrations – Muffin Mondays have been a blast and are becoming more organized. This Thursday evening December 20th will be the Celebration of Learning from 5pm-7pm. There was a nice community gathering this morning, which included a moment of silence to send good intentions out to all those in need, and to be thankful for everything we have. This was partially in response of the tragedy that happened at the elementary school in Connecticut last week. Jordana thanks Jennifer for her sensitive response to this event and the concerns she received from parents. If there will be any rehearsed lockdowns at LTCS, it is requested that parents are notified so that they can choose not to have their children participate if they didn't want to. The governing board will take a look at LTCS' lockdown procedure to

VI. Old Business

- a. Strategic Planning – session set for Wednesday January 30th from 1:30pm-7:30pm. Danny B would like to add this on the agenda for next month's meeting to preempt the session. Both Jordana and Chuck will be out of town on the day of strategic planning and will not attend.

VII. Executive Session Pursuant to ARS 38-431.02(B)

- a. Motion to go into Executive Session – Dan B
- b. Second – Jordana
- c. Approved Unanimously

Open Session resumes at 6:15pm

VIII. New Business

- a. Governing Board Chairperson Election
 - i. Dan B moves to approve Danny Brown as the chair of the board.
 - ii. Jamie B seconds
 - iii. Approved Unanimously
- b. FY12 Audit Findings
 - i. Jordana moves to approve the Audit as written
 - ii. Jamie B seconds
 - iii. Approved Unanimously

IX. General Updates

X. Motion to Adjourn (6:18pm)

- a. Dan B moves
- b. Jordana