

**La Tierra Community School**  
**Regular Monthly Meeting of the Governing Board**  
**Wednesday, March 23rd, 2016 @3:45pm**

**Board Members Present: Russell Erikson, Julie Baker, Sierra Wilson, Brian McVickers,**  
**Staff Members Present: Anna Barnum, Dawn Klaiber, Beth Cottle, Sunshine Wiesner**

MEETING MINUTES:

I. Call to Order: Meeting called to order by Brian McVickers at 3:45

II. Consent Agenda: Approve current agenda and [February meeting minutes](#)

- Agenda approved. No amendments to February minutes

III. Community Forum/Public Participation:

1. Sunshine Wiesner - 5th/6th grade Mexico Fieldwork update
  - a. Leave April 10- 2 drivers, Amy Davis and Valerie Wiesner, all students will fit in the two cars with parent chaperones and either Ms. Mima or Sunshine
  - b. 5 Students not attending for various reasons
  - c. Monday-Tuesday Spanish immersion
  - d. Wednesday- orphanage in the afternoon after the students' regular school day, tentatively in the morning visit a local animal shelter
  - e. Thursday- the center will be giving information on human impact on the marine environment- afternoon will be beach clean-up
  - f. Friday- travel back to Prescott, estimated travel time is about 6-7 hours
  - g. Big pieces are in place, small pieces are going to come together in the next two weeks.
  - h. All funds are raised minus an unexpected \$50 fee per individual- this is manageable and some last minute fundraisers are in the works.
  - i. Idea from Julie- put a note in the local newspaper about the trip to get donations for the orphanage
  - j. Bill Feyerabend who writes for Esperanza- a local spanish newspaper is going to write a follow-up article about the trip.
2. Jasmine Castigliano - Potential board member candidate
  - a. Shared personal background information and experience: 3 kids, 20 years as a teacher, currently does at home tutoring for students with special needs, owns a brain integration therapy business in town, literacy advocate at local schools
  - b. Heard about La Tierra Community School from Beth and Sierra
  - c. Has a life mission to advocate for children

- d. Other strengths to bring to board: educating teachers about how trauma affects the brain, discipline ideas, promoting life skill applications (community garden), service learning projects schoolwide
- e. Motion to add Jasmine as a board member by Russell, seconded by Sierra
- f. Brian will let her know this week

#### IV. Updates/Follow up on Old Business:

- 1. E-rate application is in process
  - a. Full speed ahead, deadline is April 1, as a school we do not do much now that the paperwork is filled out
  - b. Bids will begin coming in and we will make a decision about who to get our services from

#### V. Financial Report (See attached documents):

- 1. Updated cash flow based on state recalculations
  - a. In October we lost a student who accounted for 2 students in funding, the state has continued paying us for that student and will now require us to return the funds. Which significantly impacts our budget
  - b. State is transitioning their computer system which possibly caused the oversight. Our school will be transitioning to this new system on April 12.
  - c. Open the possibility of getting a loan, we are waiting to find out if prop 123 passes, if it does the state will pay us an estimated \$18,000
- 2. Kindergarten - funding full day vs. half day
  - a. Students currently pay about \$150 per month for full day kindergarten, this equals out to about \$29,000 for the year when the class is at capacity
  - b. From the state we are currently paid ½ the amount for each kindergarten student
  - c. More number crunching is needed but overall we would like to move forward with funding the full day if financially possible.

#### VI. Director's Report:

- 1. Enrollment information- Re-enrollment and open enrollment numbers- see action items for enrollment information
- 2. Move on When Reading Initiative and AZMerit Update-
  - a. New state legislation- states students in 3rd grade will be held back if they score "falls far below" on the AZMerit test. The "falls far below" number has not been set by the state yet.
  - b. Teachers and administration has been closely monitoring students throughout the year to catch at risk students.
  - c. At risk students have been receiving title one services throughout the year.
  - d. K-2 teachers want to see students at grade level reading before they are promoted to the next grade level allowing for more success once they get to third grade.
- 3. Building Design and Master Plan for LTCS - Helios Education Foundation

- a. Helios is a corporation whose mission closely aligns with that of LTCS
- b. They give money based on 6-7 criteria all of which we meet, Anna has contacted them to solicit funds to build our community school. The woman that contacted us back is going to send our proposal forward.
- c. Anna met with Deb Charlap, she wants to be a part of helping our school have a sustainable design- will do a graphic rendering of what our "perfect school will look like. She has connections with ECOSA and has been in touch with the instructor of Prescott College's Architectural Design class who will work on designs for our school.
- d. We need people to come together on a Friday to share and collaborate on ideas so that Deb can make a rendering asap.
- e. Our current curb appeal is detrimental to our school- we need to start making it look better now and we should start shopping local landscape companies to find out what they are willing to do with us.
- f. Make a top 5-10 list of what we want to do to our school to make it beautiful and make those things happen. Sierra will e-mail staff and board to get the top 10 ideas from this group.

VII. Committee Report: If you have something to contribute from your committee please e-mail the group.

Marketing/Recruitment - Brian and Russ

Beautification - Sierra and Beth

Grants/Fundraising: Julie and Anna

VIII. Action Items:

1. Approve 2016-2017 Calendar
  - a. We would like to get this out sooner rather than later. The calendar takes into account minutes required and includes room for snow days.
  - b. Still need to talk to staff about celebration days (Celebration of Learning, Passages etc.)
  - c. Breaks and other dates align with PUSD's calendar
  - d. Motion to approve calendar made by Sierra, Julie seconds the motion. All members vote yay!
2. Discussion on grade level configurations for 2016-17 school year (based on staffing and enrollment).
  - a. We have current enrollment numbers and several pending applications throughout the grade levels
  - b. The office is making calls to current families that have not re-enrolled yet
  - c. Open enrollment technically closes on March 25 but we will be able to continue accepting applications until we are full.
  - d. Staff recommendation is to accept the two 7th grade applicants and cap the 7th grade class at 2. The two students would fit in well with the students who will be moving into 6th grade both academically and socially/emotionally

- e. With a combined 5-7th grade class Rhetta (in the office) could help design and implement math and expedition content to lessen the load on Sunshine (current 5-6th grade teacher)
- f. Students could still apply for 7th grade and would be placed on a waiting list pending numbers since enrollment is still open.
- g. Standards for middle grades are similar and align well to build expeditions that would fit all grades.
- h. We want to keep the staff we have so we will find creative ways to use the current staff.
- i. We would need at least 10 new students schoolwide to hire another teacher.
- j. Motion to move on with the 5/6/7 grade level configuration, capping the 7th grade level at 2 students made by Russell seconded by Sierra. (this can be reevaluated if numbers change within the next month)

IX. New Business/Future Agenda Items:

- 1. 2015-16 Revised budget - must be completed at April Board Meeting
  - a. Beth applied for a grant through APS to get an energy audit.

X. Motion to adjourn:

- Motion made by Sierra, seconded by Julie at 5:41