

**Meeting Minutes for La Tierra Community School  
Governing Board Monthly Meeting  
Wednesday, Feb. 17th, 2016 @ 3:30pm**

**Board Members Present: Russell Erickson, Julie Baker, Sierra Wilson**  
**Staff Members Present: Anna Barnum, Dawn Klaiber**  
**Community Member: Frank Vander Horst**

**I. Call to Order:** *Call to order by Russell at 3:42*

**II. Consent Agenda** - Approval of the January Meeting Minutes (see attached documents):  
*Minutes approved, one minor spelling correction made*

**III. Community Forum/Public Participation:** Frank Vander Horst, E-Rate Manager from the Yavapai County Education Service Agency.

- *Frank has been consulting with us regarding our internet network and getting our network up to speed so that we are able to take the state mandated standardized testing online as required by the state.*
- *E-Rate helps schools to optimize internet and also helps to support financially*
- *Funding is based on our free and reduced lunch percentage- E-Rate would be able to fund 80% of our technology costs based on the percentage of free and reduced at LTCS*
- *We can be refunded what we pay and E-Rate will send a check or we could pay only the 20% throughout the year*
- *We are currently paying for a bandwidth of 100 but only have the capacity to receive a bandwidth of 20*
- *Deadline to get funding starting July 1 applications are due April 1*
- *Billing could be quarterly or all at once*
- *E-Rate program has been operating since 1998*
- *We would get \$150 per student, this number is adjusted each year based on our enrollment*
- *We cannot spend the money on PCs or Chromebooks, or software- it is for the hardware that brings the broadband into the school (equipment or maintenance of the equipment)*
- *Contracts are good for 3 years, funding is good for 5 years.*
- *Companies bid for our business, we evaluate companies to choose who wins the bid.*
- *Next year may be a wash for our technology budget but in the future it should shave monies in our budget*

**IV. Action Items:**

1. Vote on E-rate proposal and contract for next school year.
  - a. *vote initiated by Russell 3 yes 0 no (Brian McVickers not present)*
2. Approve updated 2015-16 calendar (with added snow day) and review proposed 2016-17 school year calendar.

- a. *each year we have to guesstimate when state testing is- this is adjusted on the calendar as we know the dates*
- b. *we have had two snow days- April 29th has been added as a make up snow day with this added day we are still within our state mandated hours*
- c. *2015-2016 calendar had enough minutes that we do not need to add two school days*
- d. *100th day is adjusted to be February 25*
- e. *all members approved updated 2015-2016 calendar (3-0)*
- f. *2016-2017 calendar will be presented to staff and then brought to the board for the March meeting - or special session will be called to approve*

**V. January Financial Report** (See attached documents): Presented by Russ

- *Our spending should be at about 58% for this time of the school year- at this point we are on track for most items*
- *Russell presented ideas to decrease the number of unimmunized students and to hold families accountable*
- *What would it take to fund full day kindergarten- check with Kristy to find out what this would look like*

**VI. Director's Report:**

1. Kindergarten Information Nights
  - a. *enrollment packets and flyers were sent out to all preschools in the area- schools were grateful for this information, they had not been receiving this information from other schools*
  - b. *the first two kindergarten information nights went well and we have received a couple of enrollment packets so far*
  - c. *open enrollment deadline is on February 19 for kindergarten*
  - d. *Mary will create and send an informational flyer to families*
2. Charter Education Festival
  - a. *We are registered for a booth and stage performance at the Yavapai County Education Festival on March 1 at Yavapai Community College*
3. Prop 123 - Election on May 17, 2016
  - a. *State owes us money*
  - b. *If this passes we would get \$18,000 in June*
  - c. *Voters will have to approve this- hopefully this is written in a way that encourages a 'yes' vote*
  - d. *As staff and board members we can only encourage people to get out and vote*

**VII. New Business/Future Agenda Items:**

1. New attendance policy
  - a. *Beth would like to add this to our handbook for our school. We would like to propose one and have the board vote it into action.*
2. Grade Level configurations (proposed 7th grade for 2016-2017)
  - a. *Right now there are four students who will be entering 7th grade*
  - b. *Staff met to discuss this possibility last week*

- c. *Decision needs to be made sooner rather than later so we can start promoting it*
  - d. *Most other charters in the area are k-8 schools, we may be missing out on some families because we do not offer a middle school*
  - e. *Grade level configuration is dependent on what our enrollment looks like next year*
  - f. *We need a plan to move forward with 7th grade- between March and August we can get together and organize committees to find out exactly what needs to happen to successfully implement 7th grade*
  - g. *By next meeting: we will have a baseline of re-enrollment*
3. *Move Board Meeting Start time to 3:45 plan on being here at 3:45 next week, will vote then*

**VIII. Follow-up/Old Business:**

- 1. *Review staff survey results and complete Director/Principal evaluation. This evaluation will be moved to March once Brian is back, confidentiality piece with the staff is important*
  - a. *send Anna what you would like to follow-up on so she can include it on the agenda*
  - b. *get minutes out 8 days after last meeting and send agenda one week before meeting*
  - c. *move follow-up/old business to the beginning of the meeting so it is not brushed over- we need accountability*
  - d. *Include committee report*

**IX. Motion to Adjourn:** *Motion to adjourn by Julie, seconded by Russell*