



MINUTES of PUBLIC MEETING OF THE GOVERNING BOARD of LA TIERRA COMMUNITY SCHOOL

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of La Tierra Community School and to the general public that a public meeting of the Governing Board of La Tierra Community School was held.

Time: Wednesday, December 16th, 2020 at 5:10pm

Location: Meeting was held virtually via ZOOM due to COVID-19 pandemic. Meeting notice and school website provided instructions for attending virtually as well as obtaining assistance with virtual attendance.

Meeting Type: Regular Session

Members Present: Sierra Wilson, Matt Hart, Charles Mentken, Bee Sena

Members Absent: None

Staff Present: Rhetta Buller, Julie Jongsma

The following matters were discussed, considered, and decided at the meeting:

I. Opening Items

- A. Call to order - Sierra calls meeting to order at 5:17 pm
- B. Adoption of the agenda - Agenda approved without changes

Motion: Sierra	Second: Bee				Vote: 4-0-0
Sierra: Aye	Matt: Aye	Charles: Aye	Bee: Aye		4-0

- C. Approve Minutes from [11-18-20](#) - Minutes approved without changes

Motion: Sierra	Second: Matt				Vote: 4-0-0
Sierra: Aye	Matt: Aye	Charles: Aye	Bee: Aye		4-0

II. Information Items

- A. Director Reports
 - 1. Enrollment
 - 2. Student Achievement
 - 3. Maintenance
 - 4. Finance
 - 5. Personnel
 - 6. Compliance
 - 7. COVID-19 Response

Rhetta Buller and Julie Jongsma

Board and directors may discuss the state of affairs with regards to LTCS' response to COVID-19. May discuss finance, programs, policies, or guidelines related to the school's response to COVID-19.

Rhette (Academic Director): ADE sight visit took place on Monday, December 14th. Discussions with the ADE representative went well as she visited classrooms to observe teachers online classes, discussed Covid plans, and main academic and leadership priorities for the remainder of the year. Rhette discusses new covid plans.

Bee - Julie - Sierra - Rhette: Questions and discussion ensue regarding these new covid plans.

Julie (Operations Director): Presents information regarding enrollment (89.5 ADM - Kinders are only counted as half) , personnel, curriculum changes, charter compliance. One aide and one On Site Support staff member have given notice and will not return for the spring semester. Enrollment continues to be very fluid. Gain a few, lose a few with a general trend downward. Parents are transferring their children between schools frequently and based primarily on pandemic needs.

B. Board Report

Sierra Wilson

1. Planning/Board Calendar - review upcoming board work

Sierra (Board President): Policies are up on Policy Bridge. Staff surveys were sent to staff weeks ago but many have not been completed. Board will review data once they've all been submitted. Director mid-year check ins slated for early February. Sierra will ask Nancy Alexander (leadership consultant) to facilitate since this will be the first time the board will do this as a whole.

C. Finance Report

Julie Jongsma and Sierra Wilson

1. Budget Summary

Board review of monthly financial reports summary.

2. Covid-19 budget - Financial implications of COVID-19 including changes in funding, additional funding sources and budgetary needs

Sierra gives an overview of the budget. Due to change in funding formula for the Enrollment Stabilization Grant, LTCS will receive less money than anticipated. Sierra offers a perspective of financial issues state wide and how our issues are not unique. All schools were affected by this change. It is reasonable to hope that the state will find a way to make up for this shortfall with stimulus money in the spring semester but it would be unwise to plan for it. Sierra would like to increase tax credit donations solicitation (they are low this year). Directors are working on marketing strategy for spring. Enrollment is key to our budget. Conservative annual budget as well as cash reserves will enable LTCS to continue operations without excessive hardship despite funding challenges this year.

Julie offers perspective about budget issues. She is concerned about low enrollment. She plans to push tax credit donations at parent nights in January.

Matt (Board Member) asks clarifying question regarding budget and staffing changes.

III. Public Comments (Members of the Governing Body shall not discuss or take legal action on matters raised during and open call to the public unless the matters are properly noticed for discussion and legal action)

No public comment

IV. Action Items (Matters on which the Governing Body may take legal action during the meeting)

A. Approve second term for board member Matt Hart, Sierra Wilson

Board approves second term for Matt Hart

Motion: Sierra	Second: Bee				Vote: 4-0-0
----------------	-------------	--	--	--	-------------

Sierra: Aye	Matt: Aye	Charles: Aye	Bee: Aye		4-0
-------------	-----------	--------------	----------	--	-----

- B. Approve [Addendum to LTCS Roadmap to Reopening](#) Rhetta Buller and Julie Jongsma
 RELEVANT INFORMATION: Directors present LTCS Hybrid Learning Plan as an addendum to the LTCS Roadmap for reopening. A Copy of this document is available in the LTCS Office (124 N. Virginia St, Prescott, AZ 86301) Monday to Thursday from 7:45 am to 3:45 pm. Digital copies are available by following the link in this agenda or emailing board@latierracommunityschool.org or rbuller@latierracommunityschool.org.

Rhetta discusses the proposed LTCS Hybrid Learning Plan. The model combines in-person learning with coordinated online experiences. It would reduce student density by having some students in the physical building while some are in distance learning models. This model introduces physical distancing and density reduction as key strategies to further reduce exposure within our community, while at the same time providing in-person interaction between students and teachers about half of the time.

Rhetta describes benchmarks for the process. LTCS would begin the Hybrid Learning Model by bringing our Kindergarten and First Grade students to campus first, while waiting to roll out the rest of the grades according to specific health benchmarks.

Julie offers perspective on what other school districts are doing regarding the second term of the school year.

Sierra raises concerns over staffing and physical distancing challenges presented by a hybrid model. What has changed since the initial roadmap was approved? How will these challenges be mitigated? Directors have already provided mitigation strategies for K-1. Sierra would like more information about mitigation strategies in the other grades. She is also concerned about the timing of this plan (with the community rate of spread being as high as it is) as well as the rushed presentation to the board. She would like more time to review and ask questions before approving such a significant change to the current roadmap.

Julie addresses Sierra's question regarding distancing concerns. Lower enrollment means we have smaller class sizes (all under 19), which would allow for better distancing in our small classrooms. Julie addresses staffing concerns. In this model, individual classes would attend physical school 2 days per week and virtual school 2 days per week. This would ensure those children who remain at home full time would still engage with their classmates and teacher as well as preventing the need for specific distance learning teachers (because classes would not be split). Directors have not formed the specific plan for how LTCS will address full time at home learning but feel there is sufficient time to create such a plan.

Directors discuss parent perspectives regarding hybrid plan. They feel it's important to end the semester ensuring there is a written plan in place for students to return to campus. Because certain health benchmarks would need to be met prior to bringing each group back, they feel they will have adequate time to plan mitigation strategies before they are needed.

Bee (Board Member) and Charles (Board Member) offer perspective on Hybrid plan. Both agree it would be wise to provide our parent community with a tangible plan for return to campus and believe there will be adequate time for directors to create mitigation strategies prior to each roll out. Bee asks directors for staff perspective.

Directors have not brought this plan before the full staff yet. They wished to get board approval first. Julie has spoken with some staff members so far and believes they would be amenable to such a plan.

Matt offers perspective on Hybrid Plan. He has concerns about the rushed presentation and timing of this change. He questions whether board approval at this meeting is necessary since many of the benchmarks will not be met for some time. Matt would like to wait to approve the roll out and take more time to consider such a significant change.

Directors assert that it is important to respond to parent concerns and provide them with a plan prior to the end of the semester.

Sierra moves to approve the LTCS Hybrid Learning Plan with the following changes and the requirement that, while directors may move forward with planning, *Phase 2 will remain in provisional status and shall not be implemented until approved by a future board vote:*

- Sentence “Research shows that.....transmit the virus” will be removed as per directors’ suggestion.
- Addendum will be split into two parts.
 - Phase 1: in which K-1 will begin following the hybrid plan with a revised start date of January 18th, 2021 (so long as health benchmarks are met).
 - Phase 2: in which the rest of the grades will begin following the hybrid plan - subject to further board discussion/revision and requiring additional board approval at a public meeting prior to implementation.

Motion: Sierra	Second: Bee				Vote: 4-0-0
Sierra: Aye	Matt: Aye	Charles: Aye	Bee: Aye		4-0

V. Information and Discussion Items

- A. Bylaws Revision Sierra Wilson
 Board discussion - Sierra goes over current bylaws and their current state. Will need to push back revision timeline. Currently, Sierra does not have time and the school does not have the budget for this (LTCS has signed agreement with Osborne Maledon for legal consultation). Will revisit in the spring. Possibly at April meeting.
- B. Facilities Julie Jongmsa
 Sierra discusses showing facility proposal from current landlord to financial advisor and ensuing discussion. Julie and Sierra assert that it will be impossible for LTCS to meet the terms and conditions of purchase proposed by our landlord. Given the current state of financial uncertainty due to the pandemic, LTCS board will discontinue facilities acquisition activities this time. This will not affect LTCS’ ability to remain in our facility at least for the duration of our lease, which ends summer 2022. Sierra discusses other potential facility options which may present themselves in the future. Bee asks clarifying questions regarding these facility options.
- C. Data Dashboard Bee
 Sena
 Bee presents feedback from board members and directors regarding the development of a Data Dashboard. She has not received responses from all board members and directors yet. Board members and directors are asked to come to the next meeting *possible special session* prepared to create draft dashboard.

VI. Information Items

- A. Future Agenda Items - Revisit Hybrid Roadmap and dashboard.
- B. Meeting Dates - January 20th, 2021 - Moved to 3rd Wednesday to accommodate Parent Info Nights.

VII. Adjournment: Meeting adjourned 6:37 pm

Motion: Sierra	Second: Bee				Vote: 4-0-0
Sierra: Aye	Matt: Aye	Charles: Aye	Bee: Aye		4-0

Minutes submitted by Charles Mentken and Sierra Wilson at 1:15 pm on 12/20/20.

CERTIFICATION OF POSTING NOTICE

The undersigned hereby certifies that a copy of the attached minutes were duly posted at the La Tierra Community School Office (124 N. Virginia St, Prescott, AZ 86301) and on the school's website (latierracommunityschool.org) in accordance with the statement filed by the Governing Board of La Tierra Community School.

Dated this _____ day of _____, 20____ at _____ [time]

By _____ [name and title of person signing the certification]