



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,, 2020 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: Rhette Buller, Julie Jongsma, Dave McNelly, Dawn Klaiber, Teri Lynn Stout, Logan Smit, Denise Bennett , Heather Sheetz

Guests Present: Parents: Joe Dueck, Pat and Heather Beary, Isaiah Keeme, Kristin Fisher.

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

I. Opening Items

- A. Call to order - Sierra calls meeting to order at 5:10 pm
- B. Adoption of the agenda - Agenda approved without changes

Sierra calls for adoption of agenda.

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

- C. Approve Minutes from [1-15-21](#), [1-20-21](#), [2-3-21](#), and [2-17-21](#) - Minutes approved without changes

Sierra calls for approval of last month's minutes.

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 (Discussion Item)
Board and directors may discuss enrollment trends
 - 2. Student Achievement
 - 3. Maintenance
 - 4. Finance
 - 5. Personnel

6. Compliance - Annual audit draft received
7. COVID-19 Response (Discussion Item)

Julie(operations director) gives overview of student enrollment and staff needs. Have lost two aides and one OSS support staff. Still need to hire janitor and SPED aide. Enrollment is at 84 FTE (89 students).

Rhette (academics director) gives an overview of benchmark testing data and upcoming state testing. Rhette also discusses teaching training in using data to drive instruction. Rhette offer overview of state and federal grants. Rhette gives overview of recent integration of on campus classes.

B. Board Report

1. Planning/Board Calendar - review upcoming board work
2. Training - review training needs and upcoming training schedules
3. Recruitment/Board composition - review composition and recruitment needs

Sierra gives board report focusing on annual obligations of the board. Board director oversight on track with next steps being spring parent and staff surveys, introduced the beginning of looking at next year's budget. Strategic planning is coming this summer. Training is still a work in progress. Sierra will provide AZ Open Meeting Law training tonight. Next year's budget will have more funds for training. Recruitment continues to be challenging, will be looking at tools to support the process of recruiting new board members.

C. Finance Report (Discussion Item)

1. Budget Summary
Board will review monthly financial reports summary. Board Discussion may follow.
2. Covid-19 budget - Financial implications of COVID-19 including changes in funding, additional funding sources and budgetary needs. Board discussion may follow.
3. FY22 Budget preliminary discussion. Board will discuss multi scenario budget projections.

Sierra gives an overview of school budget and finance meeting discussion.

Cash on hand as of 1/31/2020:	\$132,410
ADM:	86
Days Liquidity:	53 (ASBCS requires >30)
Projected Ending Cash Balance:	\$133,686 (will increase after ESSER II is funded)

With the release of ESSER II funds, FY21 budget is balanced. There is no longer a shortfall. LTCS will receive 175,000 in ESSER funds which can be spent on a broader range of expenses such as staff pay. Accountant, directors, and board president will begin drafting budget at March finance meeting. Will provide board with multi scenario budget projections at March board meeting. Projections will include broad range to accommodate enrollment uncertainty (**low** - current enrollment, **comfortable** - to proceed without staffing changes or using cash reserves or ESSER II funds to cover staffing, **ideal** - goal enrollment).

III. Public comments

Sierra gives overview of school policy regarding having the public speak at a board meeting and directs the public to school policy manual available on website. Sierra reads policy regarding public speaking during a board meeting.

Parent Pat Beary gives perspective regarding the school plan to re-open classes indicating desire to remain in distance learning.

Joe Dueck offers perspective regarding the school plan to re-open classes indicating desire to bring children back to campus as soon as possible.

IV. Action Items

- A. Revised Hybrid Learning Model - Board will review [Revised Hybrid Learning Model](#), [Hybrid Learning Details](#), [ADHS Benchmarks for School Reopening](#), [Comparisons for Current and Proposed Hybrid Model](#), [CDC Recommendations for Hybrid Learning](#), and [2020/2021 In Person Daily Schedule](#).

Sierra introduces the discussion regarding the hybrid learning model. Sierra gives an overview of current hybrid plans, and future hybrid plans. Sierra wants to bring students back to campus as soon as possible having provided for safety first. Does not feel this criteria has been met and wants board to do due diligence and ensure adequate mitigation strategies are in place and have been reviewed by the board prior to approval of revised plan (which brings all students back to campus before next board meeting).

Cindy(Special Education Director offers perspective regarding the hybrid reopening plan.

Dave(2nd grade teacher) offers perspective regarding the hybrid reopening plan.

Sierra and Directors discuss mitigation efforts.

Charles(board member) asks clarifying question regarding school drop-off protocol.

Denise(Aide) offers perspective regarding hybrid reopening plan.

Bee(board member) asks clarifying questions regarding school cleaning protocols.

Julie(Operations Director) offers an overview of cleaning process.

Rhette(academic director) gives an overview of current teacher experience of cleaning classes.

Sierra asks for clarification on the lunch process.

Julie offers an explanation of the lunch process.

Bee asks teachers present if they have any concerns regarding the hybrid reopening model.

Matt(board member) asks clarifying question regarding continued use of on-site support.

Julie gives an overview of how on-site services would be phased out.

Matt asks clarifying questions regarding communication to parents.

Rhette and Julie offer an overview of the communication process.

Sierra asks clarification for why the hybrid opening plan was needed to be amended.

Rhette and Julie offer explanations of reopening rationale.

Bee asks directors for clarification regarding how they will manage parent concerns if school is unable to reopen based on the current timeline.

Julie offers an explanation on how they plan on meeting parent needs.

Cindy offers perspective on staffing effectiveness.

Julie answers Sierra questions regarding if there were teachers who were not coming back because of the reopening plan.

Sierra and Julie discuss the board needing information to effectively make decisions on voting items.

Matt offers perspective on reopening plan and information that is being presented from directors.

Sierra asks clarifying questions regarding how the plan is hybrid and not in person learning since all students will attend all days.

Julie offers an explanation of the difference between in-person and hybrid learning model - in this case it's the 2pm dismissal time and stipulation that any parent may choose to keep their kid in distance learning.

Logan(Teacher) offers perspective on reopening plans.

Board is asked to approve a revised Hybrid Plan for the remainder of the school year.

Motion: Bee	Second: Charles				Vote: 4-0-0
Sierra: Abstain	Matt: Aye	Charles: Aye	Bee: Aye		3-0-1

B. Five-Year Interval Review Compliance Report. Board will consider filing appeal with the Arizona State Board for Charter Schools.

Sierra presents information regarding a five year audit compliance report.

Board directs the directors to prepare an appeal to be submitted by Julie (charter representative).

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

Sierra asks if there are any changes to growth plans.

Board approves director spring growth plans without revision.

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

- C. Staff Representative Report - Board will revisit fall 2020 decision to terminate staff representation requirement at board meetings.

Sierra presents information about former program of staff representation at board meetings. Until fall of 2020, staff would come to board meetings to offer teacher perspectives and voice. Sierra feels that resumption of this program would be beneficial for staff and board.

Bee likes the idea. Charles agrees that this would be positive. Matt likes the idea.

Sierra will provide past board approved plan to board for review. Will revise and approve as a full board prior to the start of the next fiscal year.

No vote

V. Information and Discussion items

- A. Open Meeting Law - Sierra holds training for board and directors regarding Arizona’s Open Meeting Law.
- B. Succession Planning - Short and long term succession plans are overdue as prescribed in the LTCS Governing Board Annual Obligations Calendar (which has them being approved by the board in August). Sierra has postponed each month to allow directors time during a busy year. But with the addition of all students back on campus, she feels it is timely and necessary that this process be completed as soon as possible. Board reviews succession planning tool with directors. Directors will bring succession plans to board for review and consideration at March meeting.

VI. Information Items

- A. Future Agenda Items
 - 1. Matt requests discussion item to review AZ Community Foundation Grant submission
 - 2. Julie asks for discussion and possible action item for staff retirement plan
 - 3. Bee asks for discussion item for development of a data dashboard.
- B. Meeting Dates - No special meetings. Next regular meeting Wednesday, 2/24/21 at 5:10 pm.

VII. Adjournment

Meeting adjourned 7:23 pm

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

Minutes submitted by Charles Mentken and Sierra Wilson

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.

Office:

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

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

Website:

Dated this 27th day of February, 2021 by 11:00 am.

By Sierra Wilson, Board President