



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, May 19, 2021 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, Charles Mentken, Matt Hart

Members Absent: Bee Sena

Staff Present: Rhetta Buller, Julie Jongsma,

Guests Present: Anne Boetcher

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

I. Opening Items

A. Call to order

Sierra calls meeting to order at 5:12

B. Agenda adopted as written.

Motion: Sierra	Second: Matt				3-0-0
Sierra: Aye	Matt: Aye	Charles: Aye	Bee: Absent		3-0

C. Approve Minutes from 4-28-19 without revision.

Motion: Sierra	Second: Matt				3-0-0
Sierra: Aye	Matt: Aye	Charles: Aye	Bee: Absent		3-0

II. Information Items

A. Director Reports

Rhetta Buller and Julie Jongsma

1. Enrollment

Board discussion of enrollment trends

2. Student Achievement

3. Maintenance

4. Finance

5. Personnel

6. Compliance

7. COVID-19 Response (Discussion Item)

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.

Julie offers an overview of current enrollment and enrollments for next year. Sierra asks for clarification of some of the enrollment numbers. No significant maintenance issues that need to be addressed over the summer. Julie gives an overview of personnel positions that have been filled and need to be filled. Julie offers an overview of charter board compliance. Marketing plan is going well. Open house has been very well attended. Julie gives an overview of end of school events. Matt asks Julie about the effectiveness of the marketing plan and Julie feels that based on the amount of tours taking place it seems to reflect the success of the marketing plan.

Rhette offers an overview of state testing and when we will have access to the data. Rhette gives an overview of current grants, completion levels, submissions and approvals. Sierra asks clarifying questions regarding sending AzMerit testing data to parents. Julie and Rhette offer details on when scores can be expected and when they will be sent out.

Sierra asks Rhette about professional development and data training. Rhette offers details about current needs assessment taking place and how this is shaping future professional development training. Julie offers some information regarding some virtual training for staff and leadership regarding social/emotional training.

Matt asks clarifying questions about data and its effects on school next year. Rhette offers details about how the state will be communicating and using data from this year.

Sierra asks Rhette about Teacher Work Week. Rhette offers details about what week will look like. There will be data analysis, math curriculum alignment, teacher classroom prep for summer. Sierra reminds leadership of the need to make sure teachers are aware of school policies. Julie details that this will take place before the beginning of the school year.

B. Board Report

Sierra Wilson

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 offers an overview regarding director surveys. We will look at those when we have all the surveys. It does not make sense to throw Ann into the Board President position right away. So Sierra will be mentoring Ann over the next few months. Trainings still challenging to find and schedule. Ms. Watterson at ACSA is still available but since ASCA has moved away from in-house training, Sierra has instead chosen to arrange a few training events with Lynne Adams and Mac Woods at Osborne Maledon as part of the policy revision process. Board will participate in Fiduciary Responsibility and Open Meeting Law for Charter Boards trainings with Mac and/or Lynne before summer's end.

Matt asks about training and the corporate board. Sierra offers details regarding what may be taking place in the future with the corporate board.

C. Finance Report (Discussion Item)

Julie Jongsma and Sierra Wilson

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. Budget draft review. Board will review updated draft budget for FY 2022

Sierra brings up monthly financial reports and gives overview of numbers. Grants have supported our cash balance. Sierra goes over how some of the federal funds are being dispersed and used to support a variety of school needs. Sierra goes over the draft budget worksheet for next year, which is probably what we will be voting on next month.

Julie offers details about some potential changes to the draft budget, specifically looking at staff health insurance. Sierra asks questions regarding special teachers and insurance. Julie offers details about how they are dealing with this need of having all staff with health insurance.

Sierra asks about new math position. Rhette offers details about the new math teacher position, how it will work.

Matt asks questions about facilities situation. Julie offers details about current situation. Sierra feels that we should continue to seek out facilities options.

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 participation.

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

- A. Policies and Documents: Discuss and consider options with regards to policies and governing documents. Board will review scope of work proposal from Mac Woods, Osborn Maledon.

Sierra gives an overview of scope of work proposal from Osborn Maledon which will include:

- Amended and Restated Articles of Incorporation
- Amended and Restated Bylaws
- Governance Policy Packet
- One 2-hour training on fiduciary duties and OML

Firm will provide the above scope of work for an agreed upon price of \$4,000 (plus ACC filing and publication fees).

Matt asks clarifying questions.

Board approves scope of work and all members agree to proceed with the process (Sierra will follow up with Mac and provide all necessary documents to board prior to June 16th work session with Mr. Woods).

Motion: Sierra	Second: Matt				3-0-0
Sierra: Aye	Matt: Aye	Charles: Aye	Bee: Absent		3 - 0

- B. Board Membership: Board considered approval of new board members as well as renewal of membership for those whose terms are up for renewal.
 1. Sierra 4th term approval (3rd term was up in March) - No vote as Sierra must abstain and there is no quorum without her vote. Tabled until June 13th special session.
 2. Anne Boetcher new member

Sierra welcomes Anne and gives a brief overview of her qualifications.

- Ms. Boetcher is an LTCS parent and is currently the Director of Undergraduate Research Institute and Honors Program at Embry-Riddle Aeronautical University, Prescott, AZ, 2014-present.
- Her governance experience includes (not limited to) service on the National Council on Undergraduate Research in the following capacities: Councilor, Undergraduate Research Program; Director Division (2007-present); Secretary (2010-2012); Chair and E-Board Representative (2013-2016); President-Elect (2016-2017); President (2017-2018); Immediate Past-President (2018-2019); President Emeritus (2019-present). Most recent service on Nominations Vetting Committee (Chair), Vision and External Development Sub-Committee (Chair), Executive Officer Search Committee (Co-Chair), and Faculty Workload Taskforce (Member).

Sierra moves to vote to approve Anne Boettcher to board pending fingerprint clearance.

Motion: Sierra	Second: Charles				3-0-0
Sierra: Aye	Matt: Aye	Charles: Aye	Bee: Absent		3 - 0

3. Tiana Costello new member - Tabled

C. Officer Elections: Board will appoint Chair and Treasurer.

PRESIDENT

Tabled - No quorum (Sierra must abstain).

TREASURER

Tabled - No quorum (Charles must abstain).

V. Information Items

A. Future Agenda Items

Rhette asks to put on agenda a community donation.

Matt asks to discuss facilities

B. Meeting Dates

1. Regular Session - June 30th, 5:10 P.M.
2. Special Session (may be combined) - 6/16/2021 - 5:10 P.M.
 - a) Directors Summative Evaluation
 - b) Policies and Documents Revision (with legal counsel)
 - c) New Member Onboarding
 - d) Budget

VI. Adjournment

Sierra moves to adjourn the meeting at 6:24

Motion: Sierra	Second: Matt				3-0-0
Sierra: Aye	Matt: Aye	Charles: Aye	Bee: Absent		3 - 0

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 24th day of May, 2021 by 5:00 pm (see website for specific time).

By Sierra Wilson, Board President