



MINUTES OF COMBINED PUBLIC MEETING AND EXECUTIVE SESSION OF THE BOARD OF DIRECTORS 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 the Board of Directors of La Tierra Community School will hold a meeting open to the public. As indicated in the agenda, pursuant to [A.R.S. § 38-431.03\(A\)](#)1. the Board of Directors of La Tierra Community School retained option to vote to go into executive session, which would not be open to the public, to discuss certain matters. Board did not enter executive session at this meeting.

Time: Wednesday, June 15, 2022 5:10pm

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

Meeting Type: Regular Session

Members Present: Anne Boettcher, Sierra Wilson, Matt Hart, Bee Sena

Members Absent: Charles Mentken

Staff Present: Julie Jongsma, Rhetta Buller

The following matters were discussed and decided:

Agenda items are in bold below.

I. Opening Items

Sierra Wilson

A. **Call to order:** 5:16 pm

Present: Sierra Wilson, Ann Boettcher, Matt Hart, Bee Sena, Julie Jongsma, and Rhetta Buller

Absent: Charles Mentken

B. **Adoption of the agenda** (Discussion of items is not in order)

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

C. **Approve Minutes from 5/18/2022 and 6/8/2022.**

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

II. Information Items

A. **Director Reports**

Rhetta Buller and Julie Jongsma

1. **Enrollment**

Julie reported that for 2022-2023 school year:

- Kindergarten has 9,
- 1st has 16,
- 2nd has 16,
- 3rd has 23
- 4th has 10 ,
- 5th has 11,
- 6th has 20,
- 7th has 7
- Total Headcount: 112 FTE: 107.5

Enrollment is expected to go up more over the summer based on past history.

2. Student Achievement

Rhette reported that the student achievement benchmark analysis and the standardized testing comparison of last spring to this spring were emailed to the board.

- Re: Benchmark testing - not a lot of growth, but not surprising considering all that was going on at the end of year when the testing happened.
- Re: Standardized testing... growth (measured as % of students passing) was shown in ELA in 4th, 5th, 7th and in Math in 3rd, 4th, 5th.

3. Maintenance

Julie reported that the A/C unit repair is in progress – repair folks coming Friday.

4. **Finance** - reviewed during discussion items.

5. Personnel

Julie reported that the 2nd grade teaching position has been accepted by Sarah Greene. Selection process for 3rd grade in process. 7th grade - Sam Westphal will be taking this position, Art teacher - currently interviewing

6. Compliance -

Julie reported that the request to add Dawn Klaiber as additional charter representative was submitted, being reviewed.

Rhette reported that she has finished all other compliance related requirements needed to date.

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.

No discussion

Other things mentioned by Julie:

- The end-of-year Passages Ceremony was held at the Adult Center on Rosser. ~320 people. Positive feedback. Will likely hold it there again in the future.
- The marketing banners are up around town and will be 'til mid-July.

Other things mentioned by Rhette:

- We did get the \$40,000 school sustainability grant for the Math/STEM interventionist position.

- If we are re-identified for the School Improvement Program again, there is another grant we would become eligible to apply for this fall.
- Still waiting to hear on the SPED grant. (Has been submitted, expected to be approved.)
- Another grant waiting to hear on is the one that funds our school counselor position. It's a 3year grant - we did not get it in year 1, but we did get it for year 2 and 3. We are currently going into year 3. It is typically re-approved so long as we meet the requirements of the grant, so we expect we should get re-approved.

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, introduce interested potential board members.

Sierra reported that we are currently done with the board calendar. We need to elect new officers in July or August and re-do the board calendar for next school year. No training is planned at this time. On radar though is to do training on the new board tracking / document organization software.

Re: Board Recruitment: we have had interest expressed by a new person for joining board (also possibly their spouse who has a little more time). We are currently waiting for their resume. Will likely come to a meeting in the near future. Either this person or their spouse would be good to have on the board because they are well connected in the community. Time may be an issue (less so for spouse).

Re: board activities this past month: We have Just finished the director's evaluation. Next month we will be looking at the growth plans for Julie & Dawn. We also need to discuss new officer positions/structure next month. Sierra asked the board to think about the chair position as currently no one has time. Sierra suggested that we consider possibly splitting the duties between multiple people.

C. Finance (Discussion Item)

Julie Jongsma and Sierra Wilson

1. Budget Summary

Board will review monthly financial reports summary. Board discussion may follow.

The monthly budget and spending reports were reviewed. We have had a good year budget-wise. We should be able to get out of financial improvement status.

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

This item was not not discussed.

3. FY2023 Proposed Budget Review

FY2023 Budget - The budget we are looking at approving is based on 105 FTE enrolled students. We currently have 107 FTE enrolled students. Our enrollment will likely also go up over the summer. The 105 budget has us

more than breaking even next year (this would also be true with the 95 FTE budget, but it's even better with the 105 FTE budget).

Sierra clarifies budget process for newer members. The Proposed Budget Document once approved will need to be signed by the board so that it can be submitted to the State. The state then has an opportunity to review it and after we hear back from the State, then we will have to vote again on the final approved budget.

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 general public was present, therefore we had no comments.

IV. Executive Session -

A. Director Annual Evaluations - Board will review summative evaluations for Julie Jongsma and Rhetta Buller. The Board may go into closed session to discuss individual employee and performance

**Pursuant to [A.R.S. § 38-431.03\(A\)](#)1. The Board of Directors of La Tierra Community School may vote to go into executive session, which will not be open to the public, to discuss employment, assignment, appointment, promotion, demotion, dismissal, and or salary. **

The board decided NOT to go into executive session as no discussion was necessary. Board members have reviewed evaluation documents and have no questions. Directors do not wish to petition board for changes at this time.

Rhetta expressed thanks to the board for everything as this is her last board meeting. The board thanked Rhetta for her years of service and all that she accomplished and contributed to La Tierra.

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

A. Director Evaluations FY 2022.

The summative evaluations for the directors, written by the board committee, were emailed to the board members in advance of the meeting. The board committee also met with both Rhetta and Julie individually prior to the meeting.

The summative evaluation for RHETTE for FY 2022 was APPROVED as follows:

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

The summative evaluation for JULIE for FY 2022 was APPROVED as follows:

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

B. Approve Proposed Budget for FY 2023

The proposed budget document was emailed to the board in advance of the meeting and reviewed at this meeting. The FY23 Proposed Budget (budget based on 105 FTE) was APPROVED with no changes as follows:

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

VI. Information and Discussion items

A. End of year review - Teacher work week recap. School goals and action plan.

Julie:

At teacher work week, the staff reviewed things that were done throughout the year including special events, expeditions, conscience discipline, ways to make improvements, etc. They also discussed what we need to make next year's science focus successful.

Areas that would benefit from board support next year:

- Additional resources and support for the school's Science Focus
- Fundraising

Rhette:

Goals for next school year include taking teaching to the next level by continuing PLC work, shared teacher book studies continuing to meet once a week, focusing on math data in particular and on PLC's (Professional Learning Communities). Additionally, reviewing language arts curriculum and ELA's.

Areas that would benefit from board support next year:

- finding resources,
- finding more grant \$ for curriculum,
- finding connections in the community.

VII. Information Items

A. Future Agenda Items

- Approve final budget;
- What's happening with the AC;
- Facility discussions monthly until we decide on what we are going to do with the lease. Bill (property owner) is expecting a board decision by December.

B. Meeting Dates

Next mtg: 6/29/2022 (two weeks). This will be a quick meeting to approve the budget. Someone has to be physically on campus for this meeting. It was decided to all meet at the school but to have a zoom option available for those who cannot be physically present (some members will be out of state) Julie will for sure be on campus.

VIII. Adjournment

The motion to adjourn the meeting at 5:53 pm was APPROVED.

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

CERTIFICATION OF POSTING NOTICE

The undersigned hereby certifies that a copy of the attached notice was duly posted at the La Tierra Community School Office (124 N. Virginia St, Prescott, AZ 86301) on *[date and time]* in accordance with the statement filed by the *[name of public body]*.

Office:

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

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

Website:

Dated this 18th day of June, 2022 at 9:45 am (specific time of posting listed on web page).

By Bee Sena, member, and Sierra Wilson, Chairperson