



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 held a meeting open to the public. As indicated in the agenda, pursuant to A.R.S. § 38-431.03(A)7 the Board of Directors of La Tierra Community School voted to go into executive session to discuss certain matters.

Time: Wednesday, December 21, 2022 at 5:15pm

Location: Meeting was held virtually. Link for public to join included on agenda as well as on website with instructions for help with joining.

Members Present: Anne Boettcher, Matt Hart, Charles Mentken, Bee Sena, Sierra Wilson, Kathryn Montoya (membership pending receipt of DPS fingerprint card and approval from AZ State Board for Charter Schools. Will abstain from voting until membership is approved by ASBCS)

Members Absent: None

Staff Present: Julie Jongsma, Dawn Klaiber

Meeting Type: Combined Regular and Executive Session

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

I. Opening Items (Charles Mentken and Anne Boettcher)

- A. Call to order
- B. Adoption of agenda

Motion: Anne	Second: Charles				Motion Passed
Anne: Aye	Sierra: Aye	Charles: Aye	Matt: Aye	Bee: Aye	

- C. Minutes from 16 November 2022, 30 November 2022, 13 December 2022 approved with corrections of typos.

Motion: Anne	Second: Charles				Motion Passed
Anne: Aye	Sierra: Aye	Charles: Aye	Matt: Aye	Bee: Aye	

II. Information Items

- A. Director Report (Julie Jongsma)

- 1. Enrollment is at 128 students. 123.5 FTE. No change from last month. 3 new students scheduled to start January 9th.

K-9	3rd-22	6th-21
1st-20	4th-13	7th-9
2nd-21	5th-13	

2. Maintenance - nothing new.
3. Finance - no requests from the director.
4. Personnel - SPED Director, Cyndi Reynolds, has requested additional staffing to accommodate caseload. Would like the 2nd/3rd grade aide to move full time to 2nd grade. Julie has offered the position of a part time 3rd grade aide to a person recommended by Cyndi. This staffing change will have minimal impact on the budget.
5. Compliance - Audit approved by the Charter Board on November 22nd. No issues in the operational dashboard and the school received a financial performance rating of "good standing".
6. Health and Safety - Many families have been sick. Nearly 20 kids out every day with Flu, COVID, RSV, and more.
7. Marketing - Sadie has all edits and will be updating the website. Kindergarten banners will go back up January 9th for 6 weeks.
8. Celebrations of Learning event went well and had high family attendance (80 attendees).

B. Academic Coordinator Report (Dawn Klaiber)

1. Student Achievement - First few weeks of December, students have been working through 2nd benchmark assessment for Galileo. Majority of classes 100% of students have completed assessments. Most classes showing positive growth. Spring testing windows will be in February - ELL students to take spring progress AZALEA assessment. After that there will be no more placement testing in the fall and it will be only in the spring from here on out. Dawn has started district test coordinator trainings and she'll be ready for that in March.
2. Evaluation Process - Teacher evaluations. Observation #1 has been completed. Pre-observation conferences held, observation time spent in classrooms, and then post observation briefings completed.
3. Sierra asks for an update regarding state reporting
 - a) Dawn anticipates we'll have the same amount of funds as last cycle for School Safety Grants.
 - b) School Sustainability Grant was a one time grant (being used to fund SPED teacher). So we'll need to plan to fund that position from a different source in next year's budget.
 - c) Dawn is still investigating potential 301 money expenditures and will provide board with update this spring.

C. Board Report (Charles Mentken and Anne Boettcher)

1. Planning Board Schedule/Calendar -
 - a) Board will finish up lease negotiations and hopefully have time to refocus on strategic planning this spring.
 - b) Board communication - Charles and Anne are working on newsletter/update emails for families and staff.

D. Finance Report (Bee Sena)

1. FY23 Update - Bee recaps monthly financial reports from accountant. Finances in good standing with no concerns.
2. Audit - Has been accepted by AZ State Board for Charter School and school is in good standing.

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. Executive Session - Draft Preliminary Lease Terms

Anne moves, pursuant to A.R.S. § 38-431.03(A)7, to enter executive session for discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property.

Board enters closed session at 5:45 pm. Julie and Dawn invited to join.

Board exits at 6:44 pm.

V. Action Items

A. Approve Audit - Board reviews and approves audit with nothing contested.

Motion: Anne	Second: Charles				Motion Passed
Anne: Aye	Sierra: Aye	Charles: Aye	Matt: Aye	Bee: Aye	

B. Approve Preliminary Lease Terms discussed in Executive Session.
Board approves terms to be provided to Bill Feldmeier (landlord).

Motion: Anne	Second: Charles				Motion Passed
Anne: Aye	Sierra: Aye	Charles: Aye	Matt: Aye	Bee: Aye	

C. Legal Representation - Board approves engagement letter with Law Office of Kristin Henry for the purpose of negotiating lease terms and drafting new lease agreement.

Motion: Anne	Second: Charles				Motion Passed
Anne: Aye	Sierra: Aye	Charles: Aye	Matt: Aye	Bee: Aye	

VI. Information Items

A. Future Agenda Items - Staff, Board, Public requests for future board discussion or consideration.

1. Discussion regarding staff and parent surveys, salary schedule, lease negotiations, sharing of financial projections, Arizona Open Meeting Law review.

B. Meeting Dates - January 18th 5:15 pm.

VII. Adjournment - Meeting adjourned by Anne Boettcher at 6:50 pm

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).

Office:

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

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

Website:

Dated this 21st day of December, 2022 at 8:00 pm (specific time of posting listed on web page).

By Sierra Wilson, Secretary