

**MINUTES OF REGULAR PUBLIC MEETING AND EXECUTIVE SESSION  
OF THE GOVERNING BOARD  
OF FLAGSTAFF JUNIOR ACADEMY & CHILDREN'S HOUSE**

Thursday, March 22, 2012 at 4:30 PM at Cedar Campus  
306 W. Cedar Avenue. Flagstaff, Az. 86004

Board members in attendance: John Doskicz, Jeff Maurer, Sean Sullivan and Tony Wolkowinsky. Also attending were Dulcie Ambrose, Hazel Willis, Becky Forsythe, Kimberly Johnson, and several FJA staff.

**I. Call To Order**

President called meeting to order at 4:36pm.

**II. Roll Call of Members**

President took roll with all in attendance.

**III. Call To The Public** No public comment.

**IV. Presentations/Information/Reports**

**Director's Report** - The Executive Director presented the attached report. She also spoke about a possible future donation of a school van from Findlay Motors, our marketing at the Flagstaff Airport, the PTG purchase order of a climbing structure for the Children's House, and Grandparent's day which is scheduled for May 18.

**Business Manager's Report** – Hazel Willis presented the financial report. See attached. She also informed the board of a bill before the Senate which could benefit schools with how they are able to appropriate tax credit money. There will be an increase to the classroom site fund money next year, amount TBD.

**President's Report** – John Doskicz informed the board of several future agenda items that will be before the board over the next several months.

**V. Consent Agenda**

- 5.1 Approval of Minutes dated November 15, 2011, January 10, January 27, January 31, February 21, March 6, 2012.
- 5.2 Approval of FJA January and February 2012 expense vouchers
- 5.3 Approval of Children's House January and February 2012 expense vouchers
- 5.4 Approval of FJA Payroll cash requirements January and February 2012
- 5.5 Approval of ED Reimbursements

John moved to approve the consent agenda with the exclusion of November 15, 2011 and March 6, 2012 minutes, along with correction to February 21, 2012 minutes 4.1.

Tony seconded.

Discussion to correct minutes of February 21, 2012. Also the board will need to have available executive minutes to approve at the next board meeting. Hazel answered board questions regarding the consent agenda.

**A vote was taken with all in favor. Motion carried.**

**VI. Old Business**

6.1 Discuss with possible action FJA Financial Policy.

Legal prepared a draft FJA Financial Policy for board review. Hazel felt it was a very good policy. She did question the addition of XXV asking for board clarification.

Jeff moved to approve FJA Financial Policy as presented.

Sean seconded.

No further discussion.

**A vote was taken with all in favor. Motion carried.**

6.2 Discuss with possible action FJA Continuous Improvement Plan

Hazel presented the CIP and gave a brief overview to the board. She also asked them to establish a committee to oversee the CIP for next year. She offered her contracted services to continue to write and process next year's CIP along with training for Gina Lanzetta.

**No action at this time.**

6.3 Discuss with possible action FMS move plan as presented by ED.

Dulcie presented her Development Plan to the board. A lengthy discussion was held regarding the proposed changes that will take place with the possible move. Tony Cola and Britton Shepardson were invited to discuss the plan with the board. Dulcie was asked by the board to begin working on class scheduling for grades 5-8. The hiring of a part-time contracted curriculum specialist for the middle school suggested in the plan. Hazel also suggested the hiring of a part-time Assistant ED with high school experience. The board agreed that an assistant was a great idea and asked Dulcie to start advertising. The ED and Board discussed implementing the lottery before the FMS lease is signed. FUSD has approved the lease and the Board does not anticipate any reason to refuse the offer.

**No action at this time.**

\*6.4 Discuss with possible action complaint from Kim Kalas dated 01/18/2012 and 02/08/2012. , Per A.R.S. 38-431.03 [A][1] Personnel.

John moved to move 6.4 to the end of the agenda.

Tony seconded.

No discussion.

**A vote was taken with all in favor. Motion carried.**

## VII. New Business

7.1 Discuss with possible action appointment of new board members.

The board appreciated meeting with two candidates. They discussed appointing one at this time, with a possible future appointment. They are still open to receiving applications.

John moved to appoint Melissa Bernasconi.

Tony seconded.

**A vote was taken with all in favor. Motion carried.**

7.2 Discuss with possible action FY13 School Calendar

John moved to approve the FY13 school calendar with amended Winter break.

Sean seconded.

The board agreed to amend the winter break to coincide with FUSD.

**A vote was taken with all in favor. Motion carried.**

7.3 Discuss with possible action changing FY12 School Calendar due to snow day on February 28 and March 19.

Tony moved to approve February 28 and March 19 as no school days due to weather.

Sean seconded.

The board discussed the need to make up one of the lost days. They asked Hazel to contact ADE regarding making up the date. If necessary the board will set a brief meeting to amend the calendar.

**A vote was taken with all in favor. Motion carried.**

7.4 Discuss with possible action refinancing Cedar Campus mortgage.

Hazel informed the board of her meetings with Wells Fargo, Chase and Sunwest Bank She recommended using Wells Fargo Bank for refinancing Cedar campus. The long term relationship we have had with Wells Fargo enables them to give us the better options.

John moved to authorize Hazel to proceed with the refinancing of the Cedar campus mortgage to a 10 year loan with Wells Fargo.

Sean seconded.

No further discussion.

**A vote was taken with all in favor. Motion carried.**

7.5 Discuss with possible action revised contract approval Emmanuelle Giumelli

The board discussed Emmanuelle's current contract and the addition of extra hours for students who have an educational need for counseling, but not be a special education student. They discussed changing some wording in the amended contract.

Tony moved this item be tabled for further review and clarification.

John seconded.

**A vote was taken with all in favor. Motion carried.**

**John moved to enter into Executive Session to discuss item 6.4 at 7:45pm.**

**Tony seconded.**

**A vote was taken with all in favor. Motion carried.**

The board exited out of Executive Session and returned into Open Session at

\*6.4 Discuss with possible action complaint from Kim Kalas dated 01/18/2012 and 02/08/2012 per A.R.S. 38-431.03 [A] [1] Personnel.

## VIII. Adjournment