

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

Tuesday, May 15, 2012 at 4:30 PM at Cedar Campus
306 W. Cedar Avenue Flagstaff, AZ 86001

Those in attendance: John Duskicz, Sean Sullivan, Jeff Maurer, Melissa Bernasconi, Dulcie Ambrose,
Franklin Hoover, Hazel Willis, Becky Forsythe, Dan Ruch and several FJA Staff.

I. Call To Order

John called the meeting to order at 4:33pm.

II. Roll Call of Members

Roll taken. John, Jeff, Sean, Tony and Melissa present.

III. Call To The

Deanna Hatley asked if the board had received the email she had sent. John states that the email has been received and was forwarded to other board members.

IV. Presentations/Information/Reports

President's Report – John Duskicz introduced Franklin Hoover as new legal counsel. John noted that he will seek legal advice regarding addressing to parents who signed the petition regarding Sean's involvement in the board. John stated he will be adding a future agenda item regarding the incident of missing medications last September and he has received the report from Dulcie. John states that he and some other members attended board training. Due to the presence of a quorum, Sean stepped out for the morning session. John states the meeting was informative, discussing items such as open meeting law and school governance.

Director's Report – Dulcie Ambrose gave current 2012-2013 statistics on enrollment with the stated openings as 8 between 1st and 4th grade and 30 in 7th and 8th grade. Dulcie was very appreciative to the PTG that hosted the Teacher Appreciation luncheon. Dulcie noted some upcoming important dates: Grandparents Day/Book Fair with a door decorating contest and dedication of the grant funded shade structure; Confidentiality Training, for staff, to take place this Friday, May 18; results of the awesome job the middle school did in the Math Olympics; Mr. Cola's class is on a camping trip to Clear Creek and a visit to Out of Africa; Grand Canyon bike trip; Kindergarten Graduation at the Cedar Campus and 8th Grade Graduation at Heart Prairie Lodge. Dulcie asked if any changes to teacher contracts, regarding items from FJA Policies and Procedures, needed board approval of which Franklin Hoover stated it does not need board approval. Dulcie discussed making changes to the salary schedule, with a post masters degree included. Dulcie asked that another future board agenda include a Tardy/Absence Policy of which will be created with Franklin's assistance. Dulcie concluded with Jeremy Nelson's summer program running from the first part of June to end of July.

Business Manager's Report – Becky Forsythe gave a recap of the April budget and included: additional pay period of May 25th, 2012 for ASRS contribution reimbursement; acknowledgment of received dashboards to be integrated next board meeting and change of budget, for FY2013, meeting to either June 27th or 28th.

Teacher Report – Dan Ruch gave an awesome presentation regarding the SPED department, how they integrate students without a stigma, accommodations and developing IEP's. Dan also spoke of Britton Shepardson's math Olympics.

V. Consent Agenda (All items listed hereunder are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the consent agenda and will be discussed separately.)

5.1 Approval of Minutes dated March 6th 2012, April 17th, 2012 and May 1st, 2012.

5.2 Approval of FJA April 2012 expense vouchers.

5.3 Approval of Children's House April 2012 expense vouchers.

5.4 Approval of FJA Payroll cash requirements April 2012.

Sean moved to approve items 5.1 with the expectation of minutes dated March 6th, 2012 and May 1st, 2012, 5.2, 5.3 and 5.4. As presented.

John seconded.

No Discussion.

A vote was taken with all in favor. Motion Carried.

VI. Old Business

Action items are ready for the Board to take adoptive, approval, or other appropriate action on a matter scheduled for action. Items cannot be placed on the agenda after the public posting or advertisement is made.

6.1 Discuss requesting corporation members to vote for incoming Board of Directors. Discussion included but was not limited to voting in members verses appointment; creating a spreadsheet of needs; creating an interview process; diversity of board members regarding advertising and recruitment of new members; establishing a board of 7-10 voting members and revision of the bylaws to be placed on a future agenda.

VII. New Business (Action items are ready for the Board to take adoptive, approval, or other appropriate action on a matter scheduled for action. Items cannot be placed on the agenda after the public posting or advertisement is made. No action during Executive Session.)

7.1 Discuss with possible action teacher contract offerings for 2012-2013.

- A. Bax, Stevi
- B. Clark, Matt
- C. Cola, Anthony
- D. Conway, Jennifer
- E. Creighton, Lindsay
- F. Crook, Marie
- G. Dornan, Barbara
- H. Heilman, Marty
- I. Lanzetta, Gina
- J. Larson, Amy
- K. Laughlin, Cassandra
- L. Little, Cody
- M. McQuaid, Eliza
- N. McQuiad, Jake
- O. O'Reilly, J.D.
- P. Patterson, Kristin
- Q. Ross, Neil
- R. Ruch, Dan
- S. Sarnoski, Matt
- T. Shepardson, Britton
- U. Thomas, Wilson

Dulcie gave a review of each teacher, stating that there is a combined total of 123 years of teaching experience. The discussion included making Britton Shepardson's contract a separate executive session agenda item. Contracts will be delivered this week with a 10 day time frame for a signature and return to Dulcie. There was a lengthy discussion regarding the interview process, who was involved in each team and how a decision was made. Included in this discussion was Neil Ross and his qualifications in regards to the Spanish Teacher/Coordinator position. Sean was inquiring about lead teacher qualifications and who will teach History and Geography. Dulcie's response was that if the enrollment stays as it is in the middle school, that curriculum will be divided between the 3, 7th and 8th grade teachers.

John moved to approve teacher contracts A through U with the exception of; M- Eliza McQuaid who was approved at a \$14 hourly rate; O- J.D. O'Reilly who was previously approved as an hourly employee and T-Britton Shepardson whose contract will be a future Executive Session item.

Jeff Seconded.

No discussion.

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

7.2 Discuss with possible action Assistant Executive Director Job Description.

A lengthy discussion took place regarding changes to the Assistant Executive Director Job Description. Changes would be made by Franklin Hoover and a revised copy will be sent back to the school.

John made a motion to table this agenda item with no action.

Sean seconded.

No discussion.

A vote was taken will all in favor. Motion carried.

7.3 Discuss with possible action Flagstaff Junior Academy's HIV in school setting policy and updated language concerning such policy given by the Arizona Department of Education.

The HIV policy presented was drafted from the Arizona Department of Education website and is used as their model. Franklin discussed changes and condensing into a small policy.

John made a motion to table this agenda item with no action.

Sean seconded.

No discussion.

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

7.4 Discuss with possible action Flagstaff Junior Academy's field trip activities at Vertical Relief to avoid any violation of the Financial Policies and Procedures.

Franklin started the discussion with asking John to remove himself from the room. A discussion was brief regarding any concern with field trip to Vertical Relief and conflict with any Financial Policies and Procedures. There were no concerns from any board members or Franklin.

Tony made a motion to continue allowing Flagstaff Junior Academy field trip to Vertical Relief.

Jeff seconded.

No discussion.

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

VIII. Adjournment

John moved to adjourn meeting at 6:38pm.

Sean seconded.

No discussion.

A vote was taken with all in favor. Motion carried. Meeting Adjourned.