



Public Meeting of the Board of Directors of La Tierra Community School - 18 October 2023

Minutes

La Tierra Community School
Oct 18, 2023 at 5:30 PM MST
@ 123 N. Virginia St, Prescott AZ, 86301 - 6th Grade Room

Attendance

Absent:

Members: Anne Boettcher, Julie Jongsma, Dawn Klaiber, Charles Mentken, Kathryn Montoya, Bee Sena, Christine Vollstedt

NOTICE TO THE PUBLIC - 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.

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*Board members and public may attend virtually upon prior request. Please contact Julie Jongsma by calling the school office or emailing julie@latierracommunityschool.org as soon as possible and 24 hours prior to start of meeting for assistance attending virtually.

[ONLY ADD IF YOU ARE HAVING VIDEO CONFERENCING OPTION - To join the video meeting, click this link: <https://meet.google.com/kbr-vtrb-dmv> Otherwise, to join by phone, dial +1 262-682-3955 and enter this PIN: 751 678 908#]

- Members of the Governing Board will attend either in person or by telephone or video conference call.
- The Governing Board may consider any item on this agenda in any order and at any time during the meeting.
- A copy of the agenda for the meeting will be available at the LTCS Office (located at 134 N. Virginia St., Prescott, Arizona 86301) during regular work hours and on the school website at www.latierracommunityschool.org at least twenty-four (24) hours in advance of the meeting.
- Copies of agendas and supplementary documentation relative to public meetings are available from the LTCS Office during normal work hours 24 hours prior to meeting and on the evening of the meeting.
- Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Julie Jongsma at 928-445-5100 prior to the meeting. Requests should be made as early as possible to arrange the accommodations.

I. Opening Items

A. Call to Order (Presenters: Anne Boettcher)

Anne calls meeting to order at 5:35 PM

B. Action Item: Adoption of Agenda (Presenters: Anne Boettcher)

☑ [Approval of Agenda](#)

Motion:

Motion moved by Anne Boettcher and motion seconded by Bee Sena.

- C. Action Item: Approval of Minutes - Approve 20 September 2023 meeting minutes. (Presenters: Anne Boettcher)

Approve minutes from 20 September 2023

[LTCS BOD Public Notices - Online](#)

 [Public Meeting of the Board of Directors of La Tierra Community School - 09-20-2023 Minutes.pdf](#)

 [Approve Minutes](#)

Motion:

Anne moves to approve minutes from 9/20 meeting

Motion moved by Anne Boettcher and motion seconded by Bee Sena.

II. Information Items

Items to be heard only; the Governing Body will not propose, discuss, or take legal action during the meeting unless the specific matter is properly noticed for legal action

- A. Director Report (Presenters: Julie Jongsma)

Have have lost three students at break and have two new students enrolled. Parent who was coordinating fundraising is no longer with the school. We need to find a new coordinator.

Anne asks clarifying question regarding enrollment and funding.

Christine asks for clarification regarding student funding.

1. Enrollment

- a. 2023-2024

Kindergarten: 15

1st: 14

2nd: 17

3rd: 19

4th: 20

5th: 16

6th:17

7th: 15

8th: 6

FTE: 131.5

2. Maintenance

- a. Status of La Tierra 23-24 Payments

3. Personnel

5th grade lead teacher Marley Olson had medical issues resurface and is unable to complete the school year. Her last day was October 6th. Due to time constraints and the lack of candidates available from the spring hiring of 3rd and 5th grade teachers I

consulted the leadership team on the option of moving Liz Loeber from STEM/Outdoor Ed into the 5th grade lead teacher position. Liz has impressed every member of the leadership team with her skills and leadership in every class. When she was hired she had expressed her desire to move into a classroom in the future as that was her long term goal. The decision was unanimous amongst the leadership team to move her into the open position. Thurman O'Herlihy who had worked for a half a year with Mr. Dave during the 2019-2020 school year and had filled in as a substitute for STEM was hired to fill the vacant STEM/Outdoor Ed position. Liz trained Thurman on the STEM position for a week during the week of September 25th. She was then able to sit in on SLC's with the 5th grade students and spent the week prior to fall break in the classroom with Marley to be up to speed with the 5th grade class. Thurman began his first week as the STEM/Outdoor Ed teacher the week prior to fall break. Currently scheduling interviews for an additional parapro who will be assigned to 4th-8th grade and will work with SPED students and pull outs in the classrooms.

4. Marketing

Some Facebook posts completed. Awaiting list of photo approvals to be able to complete further facebook postings. Nothing further at this time.

a. Fundraising

2 Sponsorship banners have been sold and are on display in front of the school. The tax credit donation thermometer is completed and in front of the school as well. Chipotle fundraiser raised \$296.

5. Compliance

Annual Audit completed the week prior to fall break. Should receive final report before November board meeting

6. Health and Safety

4 positive COVID cases the week of September 25th. Teachers instructed on proper air filtration system use in the classrooms. New HEPA filters purchased and installed.

7. Upcoming Events

Fall Festival to be held October 26th from 430-630.

B. Academic Coordinator Report (Presenters: Dawn Klaiber)

1. Student Achievement

2. Instructional Oversight

First formal observations have been completed.

Nancy will be here on Friday to help review staff professional development plans. Friday October 27 is our EL Foundations training, most book materials have been ordered and arrived.

Bee asks Dawn about the EL resources. Dawn is very feeling very positive regarding the resources and training. Dawn gives an overview of one teacher that has been using the resources and fourth grade has been

using the resources for a number of years. A number of other grades are using elements of the resources and they feel very positive.

3. Funding and Compliance

ESEA Grants Cycle 4 monitoring- virtual site visit December 14
Project AWARE trainings have been completed and assurances submitted
MOWR Literacy Plan and Beginning of the Year Data submitted. Awaiting approval.

C. Board Report (Presenters: Anne Boettcher)

1. Upcoming meeting

November Board Meeting: 15 November 2023

2. Action Item: Approval of Christine Vollstedt joining board pending state review and approval

 [Approval of Board Member](#)

Tabled until November meeting.

D. Finance Report (Presenters: Julie Jongsma, Bee Sena)

1. Monthly Financial Report

 [LaTierra Sept23 Reports.pdf](#)

2. Action Item: Current Financial Status and Transfer of Funds to a Certificate of Deposit

 [Approval of transfer of funds to a certificate of deposit](#)

Tabled until November meeting

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.

IV. Discussion Items

Matters about which the Governing Body may engage in discussion but will take no action during the meeting

A. Fall Festival - Board Participation (Presenters: Kathryn Montoya)

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

Update discipline policies

V. Adjournment

Anne moves to adjourn meeting at 6:10 PM.

CERTIFICATION OF POSTING NOTICE - Date and Time of Posting

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]