



Public Meeting of the Board of Directors of La Tierra Community School - 20 March 2024

Minutes

La Tierra Community School
Mar 20, 2024 at 5:30 PM MST
@ 123 N. Virginia St, Prescott AZ, 86301 - 6th Grade Room

Attendance

Present:

Members: Anne Boettcher, Matt Hart, Julie Jongsma, Dawn Klaiber, Kathryn Montoya (remote), Bee Sena, Christine Vollstedt

Absent:

Members: Charles Mentken

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.

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 @ 5:33pm. Charles may join virtually during the meeting.

B. Adoption of Agenda (Presenters: Anne Boettcher)

Anne motions, Bee seconds, all vote in favor.

☑ [Approval of Agenda](#)

C. Approval of Minutes - 21 February 2024 and 27 February 2024 (Presenters: Anne Boettcher, Charles Mentken)

Anne motions to approve February 21, 2024 minutes, Bee seconds, all vote in favor.

Anne motions February 27, 2024 minutes, Kathryn seconds, all vote in favor.

[LTCS BOD Public Notices - Online](#)

☑ [Approval of Minutes](#)

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)

1. Enrollment

Should have better estimate for 2024/2025 enrollment projections at next board meeting.

a. 2023-2024

Kindergarten: 13

1st: 14

2nd: 16

3rd: 20

4th: 23

5th: 15

6th: 17

7th: 14

8th: 6

FTE: 138/131FTE

2. Maintenance

Still waiting for roofing company to come and install new vent in boys bathroom. Have started getting bids for summer jobs for concrete repair, painting and wood chips/sand.

a. Status of La Tierra 23-24 Payments

No new payments this month.

Total charges currently at @2,387.00

3. Personnel

Posting for open classroom position this week. Have an interview scheduled for Tuesday for classroom teacher for 2024-25.

4. Marketing

Kindergarten banners taken down at Spring Break. Will put up set of banners once more in June.

Attended SciTech Fest on March 2nd. Handed out about 175 giveaways and brochures.

5. Compliance
6. Health and Safety
7. Upcoming Events

Reading Night "Camp Read-A-Lot is March 27
Earth Day April 20

B. Academic Coordinator Report (Presenters: Dawn Klaiber)

Dawn gave information about ADE Title II funding that has gone down for this year based on larger than predicted need from last school year and smaller federal allocation. Projections for coming school year have not yet been made available but should follow the same trend. Kristi is aware and should be able to plan for 24/25 budget planning.

1. Student Achievement

AzSci testing for grades 5 and 8 began 3/19 and is scheduled through the end of the week, make-ups are scheduled for next week.

AASA testing for grades 3-8 begins April 1 and is scheduled through April 15, make-ups will be completed as needed through April 25.

2. Instructional Oversight

3. Funding and Compliance

ESEA FY24 grant revisions are in process.

ESEA FY25 grant allocations just came out, and are in process

CRDC Survey completed 3/18

C. Board Report

1. Surveys launched 18 March 2024 and end date 28 March 2024

(Presenters: Julie Jongsma, Anne Boettcher)

Anne clarifies updates to review procedure for this year. Surveys will be analyzed and reviewed in April.

2. Finalized Assessment Process (Presenters: Julie Jongsma, Dawn Klaiber, Anne Boettcher)

Dawn expands on current process. Year starts with goals for both herself and Julie.

Mid year review of surveys will happen in early April with Anne. Both Julie and Dawn will write self evaluations that take beginning of year goals, surveys and feedback into consideration. In May they will work on creating new goals for the coming school year. This should be the process moving forward so that there is continuity year to year.

3. Potential New Board Members (Presenters: Anne Boettcher)

Some interest has been expressed by parents in the community but few responses have come back after initial outreach. A few additional parents were identified for outreach about potential board membership or committee work.

4. Fundraising Committee (Presenters: Christine Vollstedt, Kathryn Montoya)

Kathryn and Christine are planning for a meeting before the next board meeting to discuss options and explore opportunities for community collaboration.

5. Next Board Meeting: Wednesday 17 April 2024

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

Spring break pushed monthly finance meeting out a week beyond normal. Julie and Bee will meet with Kristi on Thursday 3/21. Kristi will prepare a series of potential budgets for review and discussion ahead of the April board meeting.

1. Monthly Financial Report

 [LaTierra Feb24 Reports.pdf](#)

2. 2024-2025 Budget Drivers

a. Fees for After Care and Full Day Kindergarten

Anne motions to approve, Bee seconds, all vote in favor.

 [LTCS fee policy.pdf](#)

 [Approve Fee Structure](#)

b. Technology Update

Discussion ensues around interactive whiteboards and where they might be present at PUSD schools. Possibility for reaching out to district IT department for any suggestions or guidance. First board would tentatively be placed in the 3rd grade classroom.

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.

1:1 technology helps give more independence to students for individual research projects. Priority for increase of 15 devices would be helpful in upper grade classrooms.

New cellphone policy was recently introduced requiring students to place their phones in a single place in the classroom. Policy came as a result of widespread phone use, especially in upper grades. Students previously being asked to keep their devices in their backpacks outside of the classroom were taking their phones out during bathroom breaks and using them in the bathrooms. Concern is brought up around security of devices, considering their high dollar value and potential issues around personal property. Issues around testing validation with phones present and parental controls and their differences between individual students were also brought up.

IV. Discussion Items

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

A. Potential for After School Clubs (Presenters: Kathryn Montoya)

Questions around historical offerings and how to bring those back are brought up by Kathryn. Requirements for outside facilitators would include current/valid fingerprint clearance card, costs (club would need to be self sustaining), and goals/outcomes for individual club(s). No set policies currently exist around formation and running of clubs. Question about need and number of students who would participate is also brought up.

B. Potential for Friday Program (Presenters: Julie Jongsma)

Potential options were brought up with new aide who is working on her teaching certificate. Program could be developed during the summer months and allow for a part time position to turn into a full time position. Hours for development could all be completed in June to remain in the fiscal year 2023/2024. No pricepoint as of now but further development and structure may be forthcoming. Budget would need to be set to evaluate sustainability of a Friday program but wouldn't impact overall budget for school. Ages of kids and ratios of adults would also need to factor into budgeting and planning. Bee & Kathryn will work to form a task force to explore options and structure for a potential Friday Program. Current goal is to create a task force by April meeting and get additional parent and teacher input with a potential survey going out before the end of April.

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

Anne will notice a short meeting for Monday March 25th to vote on renewal of the first (3 month) CD account at One AZ that could potentially auto-renew on March 28th. Kathryn requests future discussion around rates, terms, and options for future Certificate of Deposits. Review bylaws to potentially create opportunity for better access to CD options with larger banks. Research on language of bylaws for other AZ charter schools to also be reviewed. Review pricing for work with architect on potential design fees, engineering, and permitting fees. Discussion around general costs of moving or creating a new facility.

V. Adjournment

Anne moves to adjourn meeting at 6:40.

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]