



Public Meeting of the Board of Directors of La Tierra Community School Minutes

La Tierra Community School
Apr 19, 2023 at 5:30 PM MST

@ 123 N. Virginia St, Prescott AZ, 86301 - 5th Grade Room

Attendance

Present:

Members: Anne Boettcher, Matt Hart, Julie Jongsma, Dawn Klaiber, Charles Mentken, Bee/Kathryn Sena/Montoya, Sierra Wilson

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.

- 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, Charles Mentken)
- B. Adoption of Agenda (Presenters: Anne Boettcher, Charles Mentken)

Motion:

Agenda adopted without changes.

Motion moved by Anne Boettcher and motion seconded by Charles Mentken.

Motion approved 6-0

- C. Approval of Minutes - Approve 3/15/2023 meeting minutes. (Presenters: Anne Boettcher, Charles Mentken)

Approve minutes from 15 March, 2023

[Permanent Website Link](#)

Motion:

Minutes approved without changes.

Motion moved by Anne Boettcher and motion seconded by Charles Mentken.

Motion approved 6-0

- 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

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- A. Director Report (Presenters: Julie Jongsma)

1. Enrollment

a. Current

Current enrollment is 127.5 FTE*

*Full Time Enrollment (Lower than actual enrollment because Kindergarteners count as half of a student for state reimbursement).

b. 2023-2024 Projections

Re-enrollment is 130 FTE*

*Full Time Enrollment (Lower than actual enrollment because Kindergarteners count as half of a student for state reimbursement).

2. Maintenance

a. Status of La Tierra 22-23 Payments

Getting close to annual deductible for repairs.

3. Personnel

Staffing Changes:

2nd, 3rd, 5th, and STEM teachers are not returning.

Mr. Dave will return to full time teaching next year. He will either teach 2nd or 3rd grade.

Marly Olson hired to teacher 5th grade next year. She taught 10 years at Tucson Montessori and taught 4 years at Mountain Oak, and 5 years at Coyote Springs (6th grade). She was up for HUSD's teacher of the year last year. She is very excited to be coming back to a small school.

Still searching for one full time teacher, art teacher, STEM teacher, and PE teacher. Depending on budget, Julie would like Art, STEM, and PE to be standalone positions with PE teacher also leading aftercare and Friday School if it is offered.

4. Health and Safety

Student injury on playground.

5. Compliance

Request to ASBCS to add 8th grade not approved. Julie revised and resubmitted on 17th.

ACC has been updated to reflect new board members.

Julie requests board consider adopting policy to address Jake's Law. Sierra makes note that such a policy has been provided to the board by the Arizona School Boards Association as part of one of the fall policy advisories but since it required further investigation and was optional, it was pushed back for time. Will add to agenda in May.

LTCS will have a booth at Earth Day celebration downtown.

Will place add in Prescott Courier

Community Event - LTCS talent show and potluck 4/27.

Other News:

5/8 classes will be camping the week of May 1st.

Spring Celebrations of Learning will be on May 11th.

B. Academic Coordinator Report (Presenters: Dawn Klaiber)

1. Student Achievement

Dibbles final benchmark almost done and will be submitted for MOWR (Move On When Reading).

Galileo final benchmark will be complete soon.

COL and Portfolio presentations coming up.

2. Instructional Oversight

Teaching staff evaluations are complete and summative conferences are coming up.

3. Funding and Compliance

IDEA Grant - finishing up.

Title I, II, IV grants submitted.

IAP (Integrated Action Plan) needs funding tags added and will be submitted after those are complete.

SRSA Reap Grant submitted.

ARPA - support for AZ LEA's ("Governor's Grant). Competitive state grant submitted. If approved, funding must be spent by June. Dawn has identified where this funding will go: staffing and technology.

Another competitive state grant aimed at helping schools address the pandemic learning loss is available and Dawn attended the seminar. She will to apply for funding for Imagine Learning EL curriculum with a digital component. She met with Imagine Learning and talked with staff about submitting grant for that curriculum. Due in a few weeks.

C. Board Report (Discussion Item) (Presenters: Anne Boettcher, Charles Mentken)

1. Planning Board Schedule/Calendar

Nominations for officers in May meeting. A
Sierra will finish her annual term as Secretary in June and will be retiring from the board June 31st, 2023.

2. Fundraising and Events

Board discussion of foundations that would support fundraising including digital parent communication tools such as signupgenius.com and more digital payment options. Kathryn asks if Julie has initiated Square payment method yet. She has not but will do it. Sierra reviews different ways using Signupgenius could support staff efficiency, reduce burnout, and increase parent volunteer participation and parent communication. Board discussion of prospects for fundraising next year and will continue to discuss and prioritize at upcoming meetings.

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

1. Monthly Financial Report

No financial concerns from finance meeting.
Kristy suggests diversifying bank accounts so we have two for an added protection.
Julie will recommend opening a second account at the May or June meeting.

 [LaTierra March23 Reports.pdf](#)

 [LaTierra March23 PY Camparison.pdf](#)

2. FY23 Revised Budget

Since board adopted budget using the temporary templates (state asked schools to use them because they hadn't yet approved the budget by the school submission deadlines), revisions include using new state templates and accounting for increased enrollment.

 [budget23Revised \(3\).pdf](#)

 [RevisedBudgetFY23 Worksheet \(1\).pdf](#)

 [PayrollSummary23 \(1\).pdf](#)

3. FY24 Budget Draft - Detail in Discussion Items

Discussion tabled

 [Budget Projections FY24.pdf](#)

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 present.

IV. Discussion Items - Matters about which the Governing Body may engage in discussion but will take no action during the meeting.

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

A. Friday Daycare - Board and administrators will discussion possibility of adding Friday programming to students. (Presenters: Julie Jongsma, Dawn Klaiber)

Administrators suggest adding Friday programming for students.

Julie recommends 8 - 3:30, \$50 per day with sliding scale for free and reduced.

Anne asks about plans for programming. What will be offered?

Julie hopes it could be planned and executed through a Senior Project for a Prescott College student.

Matt suggests contacting department heads at Prescott College.

Bee suggests Americorps and PC students.

Sierra suggests partnering Nature Ninos and other organizations who are already providing programming.

Kathryn asks if it will be open to the community.

After discussion broad options and ideas, board is amenable to consideration and requests a detailed proposal at a future meeting.

B. Budget Planning - Board and administrators will discuss key drivers for FY24 budget. (Presenters: Julie Jongsma, Anne Boettcher, Charles Mentken, Dawn Klaiber, Bee Sena)

Board and administrators will discuss key drivers for FY24 budget.

1. Review 1st Draft Budget FY 24 (Presenters: Bee Sena)

Waiting for staffing changes - No draft ready yet. Anticipates changes in salaries will increase the staffing expenditure.

2. Facilities Planning - Board and staff will discuss future facilities needs and determine direction for board and administrator focus. (Presenters: Anne Boettcher, Charles Mentken, Matt Hart)

Board and staff discuss future facilities needs and determine direction for board and administrator focus.

Board discussion of options the school might pursue when lease expires in FY27. No concrete plans. This will be a long standing discussion item.

3. Technology Planning - Board will discuss current and projected technology needs. (Presenters: Dawn Klaiber)

Board will discuss current and projected technology needs.

We still have devices from 2017. Life cycle of the Chromebooks is typically 5 years.

Haven't seen failure to update yet but it could hapepen soon

Proposal:

Add 15 Chromebooks each year

(this would supply 8th grade students but would make sharing between lower grades problematic)

about \$3500

Add 5 each year. \$2125

ipads - fall 2020. 3 year care plan is expiring. Lifecycle is 5 years.

Need to replace office computer (Heather). Suggests purchasing new one for office/enrollment/attendance person \$700-\$1000

Teacher Computers - Fall 2020, 2021, and 2022. No need at this point. Start cycle 2024/2025. Start replacing 3 per year.

Grant for tech that has been submitted, and if approved, would bring in 10 iPads and 25 Chromebooks.
Need a line item for

4. ESSER Funding Gap - Board will discuss other options to fill: Tax Credit Fundraising, Governor Grant, other?

Board will discuss other options to fill: Tax Credit, Governor Grant, other? \$120K funding gap.
What can we fill this gap with?
Could use for Friday programming, after school clubs?

C. Charter Compliance - Questions and Example. Board will learn to use new tool for proactive review of charter compliance indicators. (Presenters: Sierra Wilson)

Proactive review of charter compliance indicators. [Quarterly Review Tool](#)

V. Action Items - Matters on which the Governing Body may take legal action during the meeting.

Matters on which the Governing Body may take legal action during the meeting.

A. Revised Budget FY23 - Board will consider revised budget for Fiscal Year 2023.

Board will consider revised budget for Fiscal Year 2023.

 [budget23Revised \(3\).pdf](#)

Motion:

Motion moved by Anne Boettcher and motion seconded by Sierra Wilson.

B. Policy Advisories - Board will consider adoption of Exhibit KB-EC and revisions to Policy JFABDA, Regulation JFABDA, and Exhibit JHD.

Board will review and consider revisions to and adoptions of the following policies, exhibits, and regulations:

- Policy — JFABDA — Admission of Students in Foster Care
- Regulation — JFABDA — Admission of Students in Foster Care
- Exhibit — JHD-EB — Exclusions and Exemptions from School Attendance
- (NEW) Exhibit — KB-EC — Parental Involvement in Education

 [CPAs2023Vol23No1.pdf](#)

Motion:

Motion moved by Anne Boettcher and motion seconded by Sierra Wilson.

VI. Information Items - The Governing Body will not propose, discuss, or take legal action during the meeting.

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

B. Meeting Dates

Standard

VII. Adjournment

7:34

Motion:

Motion moved by Anne Boettcher and motion seconded by Sierra Wilson.

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]