



Public Meeting of the Board of Directors of La Tierra Community School - 15 May 2024

Minutes

La Tierra Community School
Wednesday, May 15, 2024 at 5:30 PM MST
@ 123 N. Virginia St, Prescott AZ, 86301 - 6th Grade Room

Attendance

Absent:

Members: Anne Boettcher, Matt Hart, 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.

*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 at 6:32 p.m.

Motion:

Anne calls meeting to order at 6:32 p.m.

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

Anne moves to adopt agenda.

Motion:

- C. Action Item: Approval of Minutes (Presenters: Anne Boettcher, Charles Mentken)

Approve minutes from 29 April 2024
[LTCS BOD Public Notices - Online](#)

Motion:

Anne moves to approve minutes

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)

- 1. Enrollment

- a. 2023-2024

- Kindergarten: 13
 - 1st: 14
 - 2nd: 16
 - 3rd: 20
 - 4th: 23
 - 5th: 15
 - 6th: 17
 - 7th: 14
 - 8th: 6
 - FTE: 132

- b. 2024-2025 Projections

- Kindergarten: 12
 - 1st: 15
 - 2nd: 12
 - 3rd: 12
 - 4th: 20
 - 5th: 23
 - 6th: 15
 - 7th: 14
 - 8th: 13
 - FTE: 130

- 2. Maintenance

- a. Status of La Tierra 22-23 Payments

- New payments of \$388. and \$159. for plumbing issues. Total this year at \$3,467.

3. Personnel including 2024-2025 Job Descriptions

Currently conducting interviews for Title 1 position, STEM position, front office and 4th grade.

See Job Description Folder for Title 1, Operations Manager, School Director, Middle and Elementary School Coordinators, Front Office

- a. Action Item: Approval of School Director 2024-2025 Job Description

 [School Director Job Description 2024.pdf](#)

Motion:

Anne moves to approve school director position

Motion moved by Anne Boettcher and motion seconded by Charles Mentken. All members vote aye.

- b. Action Item: Approve School Organization Chart

 [org chart 2024.pdf](#)

Motion:

Anne moves to approve school organization chart

All members vote aye.

Motion:

Anne moves to approve school organization chart

All members vote aye

4. Marketing

Banners scheduled to go back up from beginning of June through mid-July

- a. ERAU Marketing Class Recommendations (Presenters: Julie Jongsma, Anne Boettcher)

Reports and Power Points Saved in Folder on OnBoard

Anne gives overview of insights of ERAU marketing recommendations

5. Compliance

Annual audit part one scheduled for June 5th and 6th.

6. Health and Safety

7. Upcoming Events

Portfolio Presentations: May 15-17

Passages: May 22

Field day/last day of school: May 23

Teacher work week: May 28-31
Summer hours start June 3

B. Academic Coordinator Report (Presenters: Dawn Klaiber)

1. Student Achievement

AZELLA results were published
End of year Dibels and Galileo testing will be completed by 5/16
AASA and AZSci results will be posted in June

2. Instructional Oversight

Teacher Evaluations will be completed this week

3. Funding and Compliance

FY25 Grants are substantively approved
Working on completing and closing out FY24 grants

C. Board Report (Presenters: Anne Boettcher)

Ann gives overview of board position changes and needs.

1. Board Meeting with Staff

2. 2024-2025 Board Positions

3. Upcoming meeting

August Board Meeting 19 June 2024

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

Board discusses draft 2024-25 SY budget.

1. Monthly Financial Report

 [LaTierra April24 Reports.pdf](#)

2. Facilities Update

3. Draft 2024-2025 Budget

 [budgetFY25 Worksheet.xlsx](#)

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. After School Program (Presenters: Bee Sena, Julie Jongsma)

Bee gives overview of current after school program and potential changes

B. Friday Programming (Presenters: Julie Jongsma)

Board discusses Friday programming ideas

C. 2024-2025 Board Focus

Anne offers a variety of key ideas that we should be focusing on for next year such as marketing, rebranding, etc.

D. Future Agenda Items

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

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VI. Adjournment

Anne adjourns the meeting at 6:39 P.M.

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]