



Combined Public Meeting and Executive Session of the Board of Directors of La Tierra Community School - 17 April 2024 Minutes

La Tierra Community School
Apr 17, 2024 at 5:30 PM MST
@ 123 N. Virginia St, Prescott AZ, 86301 - 6th Grade Room

Attendance

Present:

Members: Anne Boettcher, Matt Hart, Charles Mentken, Kathryn Montoya, Bee Sena

Absent:

Members: Julie Jongsma, Dawn Klaiber, 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.

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 moves to open meeting at 5:31 P.M.

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

Anne moves to adopt agenda.

Motion:

Motion:

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

Approve minutes from 20 March 2024 and 25 March 2024

[LTCS BOD Public Notices - Online](#)

Anne moves to approve minutes from March 20th and March 25th.

Motion:

- II. Action Item: Executive Session: Pursuant to A.R.S. § 38-431.03 Subsection (A), paragraphs [1] the Board of Directors of La Tierra Community School may vote to go into executive session, which will not be open to the public, to discuss personnel issues (Presenters: Anne Boettcher)

Executive Session: § 38-431.03 Subsection (A), paragraphs [1] the Board of Directors of La Tierra Community School may vote to go into executive session, which will not be open to the public, to discuss personnel issues

NOTE: No votes can occur in executive sessions. Separate confidential minutes to be provided to all present as well as subjects session within 72 hours of meeting. Confidential minutes are kept in a folder in director's office and Auditor will check them. Employees have been notified in advance and given the opportunity to request the meeting be held in public. They do not have the right to enter a closed session unless invited by board. But they can request you hold it in public thereby waiving their right to confidentiality. See [Notification Form](#) to be provided prior to executive session. This can also be printed from PolicyBridge.

Anne moves to move into executive session at 5:33.

Motion:

- III. Action Item: Approval of Action Plan as Discussed in Executive Session

Anne moves to move out of executive session at 6:23.

Motion:

- IV. 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 Enrollment

Kindergarten: 13
1st: 14
2nd: 16
3rd: 20
4th: 23
5th: 15
6th:17
7th: 14
8th: 6
FTE: 131.5

b. 2024-2025 Projections

Kindergarten: 9
1st: 15
2nd: 12
3rd: 12
4th: 19
5th: 21
6th:16
7th: 14
8th: 13
FTE: 126.5

2. Maintenance

a. Status of La Tierra 23-24 Payments

We had a new vent installed in the boys upstairs bathroom due to leaking.
Total cost was 533.00.
Total payments at this time is \$2920.00

3. Personnel

We have interviewed and are hoping to hire a new 4th grade teacher. Ava Fry has 1 year experience and came highly recommended from her peers. She will be letting us know by Friday if she will be accepting the position.
8th grade position is posted on Indeed as of 4/11/24

4. Marketing

Will be placing banners back up in June. Nothing current.
We will be hearing the presentations from the marketing students at ERAU on 4/25/24.

5. Compliance

6. Health and Safety

7. Upcoming Events

April 18: LTCS Talent Show
April 20: Earth Day
All grade camping trips: April 20-May 8
COL: May 9

B. Academic Coordinator Report (Presenters: Dawn Klaiber)

1. Student Achievement

AASA window closes Friday April 26, all classes have completed their assessments, we are completing make-up testing before the close of the window.
End of year benchmarks will be scheduled for early May.

2. Instructional Oversight

3. Funding and Compliance

FY25 grants are due May 1

- C. Board Report (Presenters: Anne Boettcher)

1. Board Meeting with Staff

2. Upcoming meetings

May Board Meeting 15 May 2024

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

1. Monthly Financial Report

 [LaTierra March24 Reports.pdf](#)

2. CD Renewal Update

3. Draft 2024-2025 Budget

 [budgetFY25 Worksheet.xlsx](#)

- a. Programming Needs

Conscious Discipline Training: \$16,879

- b. Facility Needs

Office flooring

Concrete work

New wall construction to divide a classroom

Construction to dead space at end of bottom floor hallway

Landscaping - front of school

- c. Staffing Needs

Title 1 change from aide to teacher

Enrichment program

SPED needs

Office help

- V. 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.

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VI. Discussion Items

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

A. School Goals (Presenters: Dawn Klaiber)

The integrated action plan is required when accepting federal funds through the ESEA grants program. The process was greatly simplified for Arizona LEAs for the upcoming grant cycle. All schools were asked to reflect on the following guiding questions and rate their progress according to a rubric with the scale of: 0- Not Yet Begun, 1- Beginning Implementation, 2- Beyond Initial Implementation, 3- Deeply Embedded.

Our Process: As the new IAP directions were rolled out, I participated in a training webinar, and collaborated with Nancy Alexander to better understand the new process. Nancy and I then led a work time with the leadership team to analyze data points and assess our school using the guiding questions rubric. Based off these results we developed draft goals. I then led a session with the teaching staff on a Friday similar to what the leadership team had done in order to gather input from staff members. The leadership team helped guide small groups through the questions on the rubric followed by discussion. This input led to another work/planning time with the staff, leadership team, and Nancy as well as updated action steps within our IAP. The board and public are now welcome to contribute ideas and desired outcomes to what the staff has developed.

Our IAP will be submitted along with our FY25 ESEA grants in the next week. This is a fluid and working document that intends to provide direction and support to schools. It can be updated and/or amended throughout the year as action steps are met or new action steps are needed.

 [FY25 Integrated Action Plan.pdf](#)

B. After School Program (Presenters: Bee Sena)

C. Friday Programming (Presenters: Julie Jongsma)

D. Fundraising

1. School Van - Explore Donors

E. 2024-2025 Handbook Revisions

F. Future Agenda Items

VII. Adjournment

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]