

Flagstaff Montessori
Regular Governing Board Meeting
Address: 850 N Locust St. Flagstaff, Arizona 86001
Date: Tuesday, May 9th at 6:00 PM
Location: B3 Classroom

Google Meet joining info
Video call link: <https://meet.google.com/rux-vkxg-acd>
Or dial: (US) +1 414-439-0590 PIN: 317 892 156#

Pursuant to Arizona Revised Statutes (A.R.S. 38-431.02) notice is hereby given to the members of the State Board for Charter Schools Governing Board, the Arizona State Board of Education, and the General Public, that the Governing Board of Flagstaff Montessori will hold a regular meeting open to the public as stated below at Flagstaff Montessori Switzer Campus at 850 N Locust St. Flagstaff, Arizona 86001. The Governing Board reserves the right to change the order of any items on the agenda, with the exception of any public hearing. One or more members of the Governing Board may participate in the meeting by telephonic communications. If noted on the agenda below, the Board may go into Executive Session, which will not be open to the public. However, all Board decisions will be made in an open public meeting. Persons with a disability may request reasonable accommodations by contacting the school at (928) 226-1212. Requests should be made as early as possible to allow time to arrange the accommodation.

Dated and posted: Monday, April 10, 2023 at 4:00pm

Public Comment: The Governing Board values input from teachers, parents, and students at its meetings. Agenda Item: "Public Comment" provides an opportunity for the Board to receive information or inquiries regarding items not on the agenda. The Arizona Open Meeting law permits the public to ask questions about non-agenda items, but the Board may not discuss or take action on an item not on the posted agenda. "Public Comment" regularly occurs at the end of each regular Board meeting. In order to address the Board during the Public Comment, community members should complete a Public Comment form and give it to the Secretary of the Board prior to the start of the meeting.

Public Comment on Agenda Items: Input from members of the public on an issue under discussion will be considered at the conclusion of the Board's deliberation of each agenda item and before a vote is taken on that item. Visitors who wish to address the Board on an item that is on the agenda should complete a Public Comment form and give the form to the Secretary to the Board before the vote on that item so that the Board knows you wish to express an opinion on that agenda item.

Meeting Etiquette: Comments are limited to 3 minutes per item and 3 agenda items per meeting, including Public Comment. If you are with a group, please designate a spokesperson. Please turn off cell phones during the Board Meeting. Courteous behavior is expected, and inappropriate behavior with regard to the Board, Flagstaff Montessori staff, or other meeting attendees is subject to forfeiture of allotted time to speak.

MINUTES

1. **Call to Order** Ms. Beya Thayer called the meeting to order at 6:09pm.

2. Roll Call of Members

Members	
Dr. Sara Clancey	present
Dr. Kyler Kuehn	present
Dr. Anne Newland (via phone)	absent
Ms. Beya Thayer	present
Mr. Andy Vaughan	present

*Quorum Requirement met. .

Administrators in Attendance:

Whitney Owens

Others in Attendance:

Via Zoom:

Nicole Burkhardt

3. Approval of previous board meeting minutes

The board will review the 4/11/2023 board meeting minutes prepared by Sara Clancey, secretary of the board.

Presentation, discussion, and possible action to accept the previous board meeting minutes.

Motion to approve the minutes for April 11, 2023 as prepared by Sara Clancey.	Dr. Kyler Kuehn
Seconded	Mr. Andy Vaughan
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Dr. Anne Newland	aye
Ms. Beya Thayer	aye

Mr. Andy Vaughan	
Final Resolution:	Approved

4. Celebrations

Whitney Owens to present school celebrations

Presentation, discussion, no action needed:

Mr. V’s class presented the Phantom Tollbooth. The middle school students volunteered with United Way. The sixth grade students are going to Camp Colton and the middle schools are preparing for a river trip.

The school also had a ladies night and will be having an end of the year BBQ. Both of these events are sponsored by the family engagement committee. This will be held on Friday May 19th, 2023.

Whitney submitted a grant for \$200,000 through the AZ Governor’s office to address learning loss due to Covid.

Mark Gallo has created a go-fund me account for a chicken coop at the Middle School campus.

5. Second Read Policy Update-Policy JFABDA-Admission of Students in Foster Care

Whitney Owens will present the ASBA guidance to update Policy JABDA. This is the second read.

Presentation, discussion, and possible action:

Whitney reported that this is the second time that it has been presented to the MSF school board.

Motion to adopt revised policy JFABDA-Admission of Students in Foster Care	Mr. Andy Vaughan
Seconded	Ms. Beya Thayer
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Dr. Anne Newland	absent
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	Approved

6. Middle School River Trip Approval for Overnight Trip

Whitney Owens will present the dates for the overnight river trip for possible approval by the Governing Board.

Presentation, discussion, and possible action

Motion to approve the middle school overnight river trip from May 23rd, 2023-May 26th, 2023	Dr. Sara Clancey
Second	Dr. Kyler Kuehn
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Dr. Anne Newland	absent
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	approved

7. Middle School River Trip Fee Approval for Tax Credit Use

Whitney Owens to present the activity fee for middle school students to attend the river trip, and the use of tax credit money to pay all or part of the fee.

Presentation, discussion, and possible action:

The middle schoolers will be going on a river trip. The fee is \$200/student. Tax credit money may be used to help offset the cost of this fee so long as the Governing Board approves the fee and authorizes administration to waive all or part of the fee if it causes economic hardship for a student.

Motion to approve the \$200 fee to cover student costs to attend the middle school river trip, and approve the use of the tax credit and authorize the administration to waive all or part of the fee if it causes economic hardship.	Dr. Sara Clancey
Seconded	Mr. Andy Vaughan
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Dr. Anne Newland	absent
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	approved

7. HOS Evaluation Tool

Whitney Owens will share the ASBA Superintendent Evaluation Tool as a possible option for the HOS evaluation.

Presentation, discussion, and possible action:

Whitney explained that the ASBA created a superintendent evaluation tool. She also explained that the board may consider using this tool for the HOS evaluation. The process for using this tool extends through the school year. It was suggested that if the tool is approved at today's meeting, then at the next MSF board meeting a schedule for evaluation be created.

Motion to use the ASBA Superintendent Evaluation Tool for the FY24 School Year	Ms. Beya Thayer
Seconded	Mr. Andy Vaughan
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Dr. Anne Newland	absent
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	approved

8. Enrollment Update

Whitney Owens will present an enrollment update

Presentation, discussion, no action needed

There are 157 enrolled students right now. The projected enrollment for next year is 168.5.

9. Review of Executive Session Requirements

Whitney Owens will present a review of the requirements for executive session as outlined in open meeting law.

Discussion, no action needed:

Whitney Owens presented the requirements for moving into the executive session.

10. Executive Session-Personnel Matter- Head of School Salary Discussion

The Governing Board and Whitney Owens will discuss Head of School salary options for FY24. No action will be taken during this executive session.

Reconvene Public Session at 7:08pm.

11. HOS Salary

The Board will re-enter into public session for the consideration of the Head of School salary contract for FY24. This includes a one month contract for June and a FY24 contract.

Discussion and possible action.

Kyler Kuehn asked about Whitney Owens vacation days and other benefits.

Motion to approve June 2023 salary and FY24 salary for Whitney Owens as discussed in executive session	Ms. Beya Thayer
Seconded	Dr. Kyler Kuehn
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Dr. Anne Newland	absent
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	Approved.

12. Date and Time of Summer Board Meetings

The Governing Board and Whitney Owens will discuss dates for summer board meetings.

Discussion and possible action to set the date and time of the next board meeting(s).

The proposed budget is due 7/5/23 and the adopted budget is due 7/15/23. The adopted budget must be adopted 10-12 calendar days from the proposed budget date. The proposed budget will be presented on June 13, 2023 , with the next board meeting held on June 23, 2023 to adopt the budget.

Motion to hold the next board meeting on June 13, 2023 and to move the July Board meeting to June 23, 2023 at 9:00am.	Dr. Sara Clancey
Seconded	Mr. Andy Vaughan
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Dr. Anne Newland	absent
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	Approved.

13. Public Comment (3 mins per/person, total of 30 mins time allotment)

No other participants are present.

14. Adjournment

The meeting was adjourned at 7:21pm.