

**Flagstaff Montessori  
Regular Governing Board Meeting  
Address: 850 N Locust St. Flagstaff, Arizona 86001  
Date: Tuesday, January 9, 2024 at 6:00pm  
Location: B3 Classroom  
Google Meet joining info:**

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

**1. Call to Order: Ms. Beya called the meeting to order at 6:17pm**

**2. Roll Call of Members**

Dr. Sara Clancey took role

<b>Members</b>	
Dr. Sara Clancey	present
Dr. Kyler Kuehn	present
Ms. Beya Thayer	present
Mr. Andy Vaughan	present

\*Quorum Requirement met. .

*Administrators in Attendance:*

Whitney Owens

*Others in Attendance*

Steve Holloway

Mary Oatman

James Gross

Al Stiggy

Metta Kuehn

*Via Zoom:*

Claudina Douglas

Mark Gallo

Al Hanes

Katherine Pribil

Nate Whitecomb

Patrick Mower

Laura Lynn

### 3. Approval of previous board meeting minutes

The board will review the 12/12/2023 board meeting minutes prepared by Sara Clancey. Presentation, discussion, and possible action to accept the previous board meeting minutes.

Motion to approve the minutes from 12/12/2023	Dr. <b>Kyler Kuehn</b>
Seconded	Ms. <b>Beya Thayer</b>
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	approved

### 4. Celebrations and General Updates

Whitney Owens will present celebrations and general updates.

Presentation and discussion. No action needed

- Winter break was rejuvenating for all staff and students
- Jonathon Wolff is going to come to the schools to provide feedback and debriefing to the teachers and staff.
- The MSF Middle School is working with The Boys and Girls Club to provide after school programming.
- MSF is also creating a partnership with Willow Bend Environmental Education Center

### 5. Easement Proposal

Real Estate Broker, Brandon Richards and/or their business partner will present on the proposed easement and answer any questions from the Board.

Presentation, discussion, and possible action:

Steve Holloway presented information about the easement proposal. He explained that the proposal of the easement is for primary access to the property being developed. The partners would like to pay the Switzer campus \$50,000 (or equivalent) as determined by the school. The parcel is owned currently by a title company. The development is zoned for single family homes. Access to the property is the first step in developing the parcel. Steve reported that to his knowledge this may be the only possibility for primary access. Steve wasn't able to provide a specific number of homes that would be built. It is a 10 acre parcel with some slope, meaning possibly 36 residences. The empty lot on Locust St. will be used as a 2nd access point. Steve is not aware of discussions with the Catholic Church who owns the lot adjacent to the eastern border of the parcel. The easement is required to be 70 ft in width. Steve offered to take the concern of how the school would protect itself legally if drainage issues arise in the future. Also, he is going to take back the concern that the offer of \$50,000 may only offset the expense of a new playground. Steve also offered to bring back a conceptual traffic study.

Beya Thayer asked that Steve bring responses to the concerns raised by the board and community to our next meeting in February. Board members inquired about when it is appropriate to hold an executive session to discuss the easement proposal.

6. Public Comment:

- James Gross: would like the board to consider how the increased traffic would interrupt the peacefulness of the neighborhood. He also wants the board to consider the 4+ years of construction that will be interrupting the school day. He does not support this project. He feels in the long run this is not a benefit to the school or the neighborhood. He requests that the board votes no.
- Metta Kuehn: Shared a petition signed by 27 students from the Switzer Mesa Montessori School. The students are against the idea of losing playground space and they don't want the development to happen.
- Al Siggy: He shared that the playground would lose a lot of space. He is also concerned about the type of housing that might be developed.
- Mary Oatman: She also has a lot of concerns about traffic. With the new apartments coming in and you aren't able to turn left onto Forest. She is also concerned about what type of housing might be eventually built. She also wants to preserve nature and space for animals. She is against it.
- Laura Lynn: She would like to know the fire department access to the parcel. She is concerned that if there are only 2 places for access that there is a high potential for fire danger.
- Michelle Desrosreis: They have lived in this neighborhood for over 20 years and have seen all of the development. She is concerned about the traffic and housing. She is also concerned that residents will be affected by the construction and eventual adding of new housing. She is also concerned about the lack of fire access and destruction of the forest space. She hopes that the money being offered to Montessori doesn't cloud their judgment.
- Al Henes: He wants to reiterate what Michelle shared.
- Nicole Burkhardt : She was listening to gather information from the presenter and hear the concerns from the community.

**6. Financial Updates**

Claudina Douglas, Whitney Owens, and Andy Vaughan will share financial updates including the revised budget.

Presentation and discussion, and possible action:

Claudina Douglas presented the revised FY24 budget based upon ADM (Average Daily Membership). The state revenue was adjusted down and the federal revenue was adjusted up. The revised budget was adjusted to reflect a lower ADM that was predicted. However, the total revenue is greater than expected creating a net income of \$96,553.

Motion to approve the revised FY24 budget.	Dr. Sara Clancey
Seconded	Mr. Andy Vaughan

Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	approved

**7. Switzer Mesa Safety Door Update:**

Whitney Owens will provide an update on the safety door for the Switzer Mesa Campus. Presentation, discussion, and possible action.

Whitney Owens shared that the school will try to get three bids on the door, but this has been difficult because contractors don't reply to requests for quotes. With the positive net income, the school would like to move forward with replacing the front door. They are also considering adding a handicap accessible door.

**8. Middle School Field Trips:**

Mark Gallo will present on planned field trips for the middle school.

Presentation, discussion, and possible action:

Mark Gallo presented that Grand Canyon Youth is working with the middle school to plan an upper San Juan river trip April 23-26 if they need to add a second trip it would be on April 10-13. The middle school students fundraise for these trips.

Motion to approve the Grand Canyon Youth river trip for the middle school students for April 23-26 and possibly April 10-13.	Ms. Beya Thayer
Seconded	Dr. Sara Clancey
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	approved

**9. Sixth Grade Camp Colton:**

Whitney Owens will present the dates for sixth graders to attend Camp Colton.

Presentation, discussion, and possible action:

Whitney Owens presented that the sixth grade students will be going to Camp Colton from April 29-May 2nd.

Motion to approve the Camp Colton trip for the sixth grade students from April 29-May 2nd.	Dr. Sara Clancey
Seconded	Dr. Kyler Kuehn
Dr. Sara Clancey	aye
Dr. Kyler Kuehn	aye
Ms. Beya Thayer	aye
Mr. Andy Vaughan	aye
Final Resolution:	approved

### 10. Update on New Board Member Applications

Whitney Owens will provide an update on the new board member applications.

Presentation and discussion:

Whitney Owens presented the applicants for the school board.

### 11. Review of HOS Evaluation:

Whitney Owens will present on progress toward goals and the Board will plan for the half year evaluation.

Presentation and discussion:

Whitney Owens shared the goals that were set for the HOS and reviewed the progress for each one. An executive session will be scheduled for the March board meeting to review the HOS evaluation.

### 12. Social Media Update

Whitney Owens will present a social media update

Presentation, discussion, no action needed:

- Ashley is going to reach out to local businesses to create a raffle to increase the number of social media followers.
- The board would like the administration to consider paying to boost the social media presence of MSF.

### 13. Enrollment Update

Whitney Owens will present an enrollment update

Presentation, discussion, no action needed:

- Enrollment is at 175.5 students.

### 14. Date and Time of the Next Board Meeting:

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

The next board meeting will be held on February 13, 2024 at 6:00pm.

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

No members of the public were present for this portion of the meeting.

### 16. Adjournment Ms. Beya Thayer adjourned the meeting at 8:21pm.

