

FRANKLIN PHONETIC SCHOOL

6116 EAST HIGHWAY 69
PRESCOTT VALLEY, ARIZONA 86314

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Franklin Phonetic School –
Board Meeting Agenda
Tuesday, October 29, 2019 @ 3:30

Call to Order

Approval of prior meeting minutes from September 26, 2019
& October 15, 2019

New Business:

- Financial Report for Prescott Valley and Sunnyslope
- Homeless Education Policy
- Student Redo Policy

Old Business:

- Sunnyslope Campus Update
- Prescott Valley Campus Update

Adjourn meeting

Next Meeting:

Franklin Phonetic School-Board Meeting Minutes
September 26, 2019

Meeting at: Franklin Phonetic Primary School, 6116 E. Hwy 69, Prescott Valley, AZ 86314

Call to order:

3:37

Present: Becky Fitch, Kelly Hawley, Melanie Arcuri, Tom Franklin, Cindy Franklin

Phone Participation: Alison Alva, Audrey Wright, Traci Lira

Not Present: Neil Wright, Christina Gabaldon

Approval of the prior minutes:

Motion to approve prior minutes made by Kelly Hawley, seconded by Audrey Wright, and passed unanimously.

New Business:

Financial Report got Prescott Valley and Sunnyslope

Both schools are still combined to streamline the upcoming audit which is due by November 15, 2019. Once the audit is complete, the finances will be separated. The amount is low at the moment due to paying ½ of the audit for both schools and not many grants coming in this month. Motion to accept the financial reports for both schools made by Becky Fitch, seconded by Melanie Arcuri, and passed unanimously.

Discussion and possible approval for purchasing Google Chrome OS management console licenses for Chrome Books

These licenses are necessary in order to be able to use the Chrome Books for state testing purposes. This one time cost allows for more flexibility for classroom use. All newer Chromebooks require this OS. Motion to approve the purchase of Google Chrome operating system management console licenses for our chrome books was made by Audrey Wright, seconded by Kelly Hawley, and passed unanimously.

Approval of K-3 MOWR budgets for Prescott Valley and Sunnyslope campuses

Motion to approve the MOWR budgets made by Tom Franklin, seconded by Melanie Arcuri, and passed unanimously.

Old Business:

Sunnyslope update

Enrollment is steady. The students are rehearsing for the grammar play. The kitchen earned an A.

Prescott Valley update

Our new bus went on its first run with cross country. The students loved it. We were able to get the fence up around the vans and the bus. PTA raised \$8,000 from the walk-a-thon. \$1800 of that was from sponsors but the rest was from the students. We had the Chick fil A cow walk around. We had enough prizes donated so that every class could get at least one prize. The PTA has now been discussing how best to use their funds. One idea has been to put turf on the Jr. High playground where the sand is. The cheapest bid so far is \$20,000. Cindy Franklin said the plans are to have real grass on our new property. That would become the field for practice for the sports groups. PTA still was thinking it might helpful to have the turf as well. It is not a permanent structure. They are wondering if the school can put any money toward the expense. At this time, it is not in the budget. But the school would help with fundraising to raise more money. It was discussed to try and get sponsors whose names could be put on a banner, in our newsletter, on our website, and on our Facebook page. The sponsors could possibly purchase a 3'x5' plot. Everything is complete for the OCR requirements. The last step is to train the staff which Becky Fitch is getting set up. We were 100% in compliance with our SPED audit.

Next meeting:

October 29, 2019 @3:30

Adjourn:

Motion to adjourn at 4:23 by Kelly Hawley, seconded by Melanie Arcura, and passed unanimously.

Franklin Phonetic School-Emergency Board Meeting Minutes

October 15, 2019

Meeting at: Franklin Phonetic Primary School, 6116 E. Hwy 69, Prescott Valley, AZ 86314

Call to order:

3:28

Present: Becky Fitch, Melanie Arcuri, Christina Gabaldon

Phone Participation: Alison Alva, Audrey Wright, Tom Franklin, Cindy Franklin, Neil Wright,

Not Present: Kelly Hawley, Traci Lira

New Business:

Approval of AFR reports for both Sunnyslope and Prescott Valley campuses

Motion to approve the AFR Reports for both Sunnyslope and Prescott Valley campuses made by Becky Fitch, seconded by Christina Gabaldon, and passed unanimously.

Adjourn:

Motion to adjourn at 3:38 made by Christina Gabaldon, seconded by Melanie Arcura, and passed unanimously.

Franklin Phonetic Primary School, Inc.
Income Statement
For the Four Months Ending October 31, 2019

	Current Month
Revenues	
Earnings on Investments	0.00
Cont/Donations Private	800.00
Refund of Prior Year Expenses	0.00
Miscellaneous Revenue	109,040.00
State Equalization Assistance	204,420.95
State Equalization Assistance	53,119.95
Rental Income SS	1,000.00
Prop 301 - 1011	0.00
Prop 301 - 1011	685.49
Prop 301 - 1012	0.00
Prop 301 - 1012	1,370.98
Prop 301 - 1013	0.00
Prop 301 - 1013	1,370.98
Gifted Education	200.00
Title III	0.00
IDEA Basic	6,000.00
IDEA Basic	0.00
IDEA-Pre School	100.00
IDEA-Pre School	0.00
Pre-School Grant	10,702.63
Paid Lunches	1,011.00
CNP-National School Lunch Prog	18,969.49
CNP-National School Lunch Prog	5,307.90
Fund Raisers	1,265.00
Fund Raisers	0.00
Extracurricular Activities Fee	1,194.88
Extracurricular Activities Fee	0.00
Total Revenues	<u>416,559.25</u>
Cost of Sales	
Total Cost of Sales	<u>0.00</u>

Franklin Phonetic Primary School, Inc.
Income Statement
For the Four Months Ending October 31, 2019

Current Month

Gross Profit 416,559.25

Expenses	75,507.18
Teachers - Certified	20,730.70
Teachers - Certified	1,103.60
Substitute Teachers	0.00
Other - Non-Certified	0.00
Other - Non-Certified	370.06
Employee Insurance	16,183.52
Social Security	0.00
Social Security	0.00
Medicare	0.00
Medicare	0.00
Retirement Plan	17,750.62
Retirement Plan	0.00
Long-Term Disability	274.59
Long-Term Disability	0.00
Workers Compensation Insurance	3,097.20
Miscellaneous Purchased Servic	8,561.50
Miscellaneous Purchased Servic	540.83
Telephone & Postage	80.00
Telephone & Postage	0.00
Internet Services	353.33
Internet Services	0.00
Continuing Education	0.00
Continuing Education	0.00
Supplies	366.87
Supplies	0.00
Curriculum Supplies	754.97
Curriculum Supplies	0.00
Books, Periodicals, & Inst. Ai	0.00
Books, Periodicals, & Inst. Ai	0.00
Textbooks	0.00
Dues & Fees	35.00

**Franklin Phonetic Primary School, Inc.
Income Statement
For the Four Months Ending October 31, 2019**

	Current Month
Miscellaneous Expense	0.00
Miscellaneous Expense	0.00
Miscellaneous Purchased Servic	117.72
Miscellaneous Purchased Servic	1,772.10
Continuing Education	0.00
Continuing Education	0.00
Supplies	363.80
Supplies	0.00
Dues & Fees	0.00
Dues & Fees	0.00
Travel & Conferences	0.00
Travel & Conferences	89.92
Other - Non-Certified	20,033.70
Other - Non-Certified	3,884.58
Social Security	0.00
Social Security	0.00
Medicare	0.00
Medicare	0.00
Retirement Plan	0.00
Retirement Plan	0.00
Long-Term Disability	0.00
Long-Term Disability	0.00
Miscellaneous Purchased Servic	0.00
Miscellaneous Purchased Servic	800.00
Repair and Maintenance - Equip	120.75
Repair and Maintenance - Equip	0.00
Repair and Maintenance - Equip	0.00
Furniture & Equipment Rental	14.04
Furniture & Equipment Rental	602.55
Telephone & Postage	1,947.47
Telephone & Postage	0.00
Internet Services	0.00
Advertising	0.00
Supplies	1,433.28
Supplies	0.00
Dues & Fees	0.00
Travel & Conferences	0.00

Franklin Phonetic Primary School, Inc.
 Income Statement
 For the Four Months Ending October 31, 2019

	Current Month
Miscellaneous Expense	0.00
Miscellaneous Expense	0.00
Legal Services	0.00
Financial Services	0.00
Financial Services	0.00
Other - Non-Certified	0.00
Water/Sewer	0.00
Water/Sewer	323.11
Cleaning & Disposal Services	416.66
Cleaning & Disposal Services	0.00
Lawn Care	325.00
Security Services	396.27
Security Services	0.00
Repair and Maintenance - Build	407.18
Repair and Maintenance - Build	0.00
Repair and Maintenance - Equip	0.00
Repair and Maintenance - Equip	0.00
Land and Building Rental	730.00
P/C Insurance	13,707.77
Supplies	0.00
Natural Gas/Propane	404.86
Natural Gas/Propane	0.00
Electricity	0.00
Electricity	3,287.37
Dues & Fees	0.00
Amortization Expense	0.00
Interest	0.00
Teachers - Non-Certified	150.00
Social Security	0.00
Medicare	0.00
Retirement Plan	0.00
Long-Term Disability	0.00
Contracted Counselor/Therapist	0.00
Repair and Maintenance - Equip	1,179.81
Gasoline	0.00
Gasoline	0.00

**Franklin Phonetic Primary School, Inc.
Income Statement
For the Four Months Ending October 31, 2019**

	Current Month
Miscellaneous Purchased Servic	0.00
Teachers - Certified	3,021.04
Teachers - Certified	1,250.92
Social Security	0.00
Medicare	0.00
Retirement Plan	0.00
Long-Term Disability	0.00
Teachers - Certified	655.50
Teachers - Certified	1,449.30
Social Security	0.00
Medicare	0.00
Retirement Plan	0.00
Long-Term Disability	0.00
Teacher Aides	37,662.21
Teacher Aides	18,860.21
Social Security	0.00
Social Security	0.00
Medicare	0.00
Medicare	0.00
State Retirement	0.00
Retirement Plan	0.00
Long-Term Disability	0.00
Long-Term Disability	0.00
Continuing Education	0.00
Teachers - Certified	11,712.10
Teachers - Certified	5,407.68
Miscellaneous Purchased Servic	32.06
Continuing Education	0.00
Contracted Counselor/Therapist	140.00
Teachers - Non-Certified	3,667.68
Teachers - Non-Certified	4,667.68
Contracted Counselor/Therapist	0.00
Contracted Counselor/Therapist	5,327.00
Miscellaneous Purchased Servic	0.00
Teachers - Non-Certified	252.00
Teachers - Non-Certified	3,546.56

Franklin Phonetic Primary School, Inc.
 Income Statement
 For the Four Months Ending October 31, 2019

	Current Month
Social Security	0.00
Medicare	0.00
Supplies	239.00
Teachers - Non-Certified	0.00
Teachers - Certified	0.00
Continuing Education	0.00
Field Trips	0.00
Other Food	4,840.57
Other Food	1,393.29
Dues & Fees	285.00
Travel	0.00
Supplies	33.01
Supplies	0.00
Uniforms	0.00
Dues & Fees	1,500.00
Dues & Fees	0.00
Field Trips	100.00
Total Expenses	304,260.72
Net Income	\$ 112,298.53

FRANKLIN PHONETIC PRIMARY SCHOOL, INC. HOMELESS EDUCATION POLICY

Franklin Phonetic Primary School, Inc. ensures that barriers to the enrollment and retention of homeless children and youth will be removed so that students are immediately enrolled in school. Such barriers include immunization, residency, birth certificates, school records, other documentation, and guardianship. The school ensures that homeless children and youths will not be stigmatized or segregated on the basis of their status as homeless.

No transportation services are available for any child attending Franklin Phonetic Primary School. However, homeless children will be provided transportation if needed. The school does participate in the National Free Lunch Program. Steps will be taken to ensure that homeless children do not go hungry.

Franklin Phonetic Primary School, Inc. provides educational opportunities for children in grades Kindergarten through eight. No preschool services are provided.

This policy was adopted by the Franklin Phonetic Primary School Board on October 29, 2019, and will be in effect for the period of five years, subject to annual review. The school will incorporate this policy into the student handbook distributed to all parents at time of enrollment and/or at the beginning of each school year.

Cindy Franklin, Superintendent

Becky Fitch, Jr. High Principal

Christina Gabaldon, Homeless Liaison

Kelly Hawley, Staff Representative
Franklin Phonetic School Board

Traci Lira, Parent Representative
Franklin Phonetic School Board

Change to homework redo's due dates

Currently our handbook states (see attached)

CORRECTION OF SCHOOL WORK

Children who score below a "C" level may be required or eligible to re-do work for a higher grade. The following pages describe the school's grade improvement policies.

If a teacher feels that an assignment would qualify for this added service a permission form would be attached to the assignment. It is the responsibility of the parent's and student to take advantage of this service in a timely manner. **Corrected assignments must be returned to the teacher no longer than one week after they were graded.**

This has led to students still waiting until the last second to complete work and becoming overwhelmed with corrections. I would like to make the following addendum to the re-do policy currently listed in our student handbook:

In order to assist the students with math homework re-do's, the students will have the opportunity to do corrections the same day the assignment is due. The school will provide a staff member who can help the students with questions they may have. Students do not need to stay after school and can do their re-do's at home. All math homework corrections are due the next day in order to receive any credit. As always, if a student needs additional time, their guardian can write a letter explaining why they need more time and they can have up to a week to complete their corrections.