

FRANKLIN PHONETIC SCHOOL

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Prescott Valley, Arizona 86314

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FRANKLIN PHONETIC SCHOOL, INC.

BOARD MEETING AGENDA

Thursday April 3rd, 2023 at 3:45pm

Zoom meeting Audio or Video

Phone # 305-224-1968

Meeting ID # 915 6420 7279

Passcode # 119896

Call to Order

- Approval of Prior Board meeting minutes from February 9th, 2023.
- Approval of Financial Report from March 1 thru March 27th, 2023

New Business

- Teacher Contract Approval for 2023-24 School Year
- Revised PV Mission & Vision Statement
- PV Child Find Policies

Old Business

- Prescott Valley Campus Update
- Big 5 Building update

Set Next Meeting

Meeting Adjourned

Franklin Phonetic School-Board Meeting Minutes
Thursday, February 9, 2023

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

Call to order: 3:45 p.m.

On Phone: Kristen Goode, Cindy Franklin, Tom Franklin
Melanie Arcuri, Clydene Dechert, Audrey Wright, Alison Alva, Lane Burkitt,
Neil Wright, Dusti Lewis-Richter

Absent: Leo Condos

Guest: Mr. Amant

Approval of prior meeting minutes: Motion to approve prior meeting minutes was made by Clydene Dechert, seconded by Tom Franklin and passed unanimously.

New Business:

- **Financial Report(s):** February school safety grant was paid from October. A motion to accept the monthly financial report was made by Clydene Dechert, seconded by Tom Franklin and passed unanimously.
- **2023-2024 School Calendar:** The 2023-2024 school year will begin on 8/3/23 so that our school is on the same calendar as both the Humboldt and Prescott School districts. The last day for the 2023-2024 school year will be 5/21/2024. A motion was made to accept the 2023-2024 calendar by Tom Franklin, seconded by Clydene Dechert and passed unanimously.
- **Approve Certified Teacher Resignation:** Mr. Amant submitted his request to resign at the beginning of January. The new teacher will be training with Mr. Amant for two weeks prior to spring break and then start teaching the week after spring break. A motion to approve the certified teacher resignation without penalty of Mr. Amant was made by Lane Burkitt, seconded by Tom Franklin and unanimously passed.

Old Business:

- **Prescott Valley Campus Update:** It is planned that classroom floors will be waxed during the summer.

- **Big 5 Building Update:** The contractor has generously offered to donate his time due to the remodel being over budget. The bleachers were received last week. Pictures are being taken for the bond people and will be taken next week. Hopefully we will be getting the certificate of occupancy before spring break and the building can be used for P.E. Classrooms will not be moved in yet. Sewing and art will be moved into the building. Home Economics will be staying in the auditorium due to architect mistake. The current art room will be turned into offices.

Next meeting: Thursday, March 30, 2023 at 3:45 p.m.

Adjourn: Motion to adjourn at 4:10 p.m. was made by Alison Alva, seconded by Clydene Dechert and passed unanimously.

**Franklin Phonetic Primary School, Inc.
PV Income Statement March 1st thru March 27th, 2023**

	Current Month	
Revenues		
Cont/Donations Private	328.00	
Miscellaneous Revenue	0.00	
Miscellaneous Revenue	0.00	
State Equalization Assistance	252,105.99	
Prop 301 - 1011	0.00	
Prop 301 - 1012	0.00	
Prop 301 - 1013	0.00	
Prop 202-Instructional Improve	0.00	
Prop 123	0.00	
Title 1	13,500.00	
Title 2	1,460.00	
Title III	0.00	
IDEA Basic	8,500.00	
IDEA Preschool	190.00	
School Saftey Program	15,604.72	*** January thru March 10th, 2023
SEI Budget Comprehensive	1,165.00	
Dyslexia Traning Grant	1,000.00	***February & March 2023
Paid Lunches	409.85	
Fund Raisers	0.00	
Extracurricular Activities Fee	120.00	***Soccer Fee's
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Total Revenues	294,383.56	
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Cost of Sales		
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Total Cost of Sales	0.00	
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Gross Profit	294,383.56	
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Expenses		
Teachers - Certified	100,667.05	
Substitute Teachers	4,790.02	
Other - Non-Certified	0.00	
Employee Insurance	2,474.93	

**Franklin Phonetic Primary School, Inc.
PV Income Statement March 1st thru March 27th, 2023**

	Current Month	
Social Security	11,776.53	
Retirement Plan	19,667.82	
Long-Term Disability	152.25	
Miscellaneous Purchased Servic	282.00	***Palmer Invest - (School Bus)
Telephone & Postage	0.00	
Continuing Education	0.00	
Supplies	0.00	
Curriculum Supplies	34.81	***Student Council Supplies
Books, Periodicals, & Inst. Ai	9.00	
Dues & Fees	149.58	***Amazon Prime Annual Dues
Miscellaneous Expense	0.00	
Miscellaneous Purchased Servic	0.00	
P/C Insurance	0.00	
Supplies	0.00	
Dues & Fees	0.00	
Travel & Conferences	0.00	
Other - Non-Certified	20,375.71	
Employee Insurance	1,925.09	
Workers Compensation Insurance	0.00	
Miscellaneous Purchased Servic	0.00	
Repair and Maintenance - Equip	0.00	
Furniture & Equipment Rental	0.00	
Telephone & Postage	182.15	
Internet Services	156.96	
Travel	0.00	
Supplies	503.67	***Cleaning Supplies
Dues & Fees	0.00	
Miscellaneous Expense	0.00	
Financial Services	0.00	
Other - Non-Certified	4,759.36	
Employee Insurance	0.00	
Miscellaneous Purchased Servic	0.00	
Water/Sewer	0.00	
Cleaning & Disposal Services	0.00	
Lawn Care	0.00	
Security Services	362.00	
Repair and Maintenance - Build	250.00	***Commerical Glass (One way Glass)

**Franklin Phonetic Primary School, Inc.
PV Income Statement March 1st thru March 27th, 2023**

	Current Month	
Repair and Maintenance - Equip	0.00	
Land and Building Rental	1,460.00	***February & March 2023
P/C Insurance	0.00	
Supplies	247.36	***Ace Hardware
Natural Gas/Propane	831.11	
Electricity	0.00	
Employee Insurance	0.00	
Miscellaneous Purchased Servic	0.00	
Repair and Maintenance - Equip	0.00	
Student Transportation Service	0.00	
Supplies	0.00	
Gasoline	1,419.92	
Teachers - Certified	7,123.54	
Teacher Aides	40,238.51	
Employee Insurance	0.00	
Continuing Education	0.00	
Instructional Aids	0.00	
Teachers - Certified	8,872.78	
Continuing Education	0.00	
Stipend - Title III	0.00	
Contracted Counselor/Therapist	0.00	
Teachers - Non-Certified	9,113.66	
Contracted Counselor/Therapist	9,860.00	
Miscellaneous Purchased Servic	3,000.00	***Website Design etc. February & March 2023
Supplies	0.00	
Teachers - Certified	0.00	
Employee Insurance	0.00	
Continuing Education	0.00	
Employee Insurance	815.12	
Continuing Education	0.00	
Teachers - Certified	3,077.40	
Other Food	974.25	***Café
Dues & Fees	0.00	
Supplies	56.76	***Music Supplies
Dues & Fees	0.00	
Field Trips	237.50	***4th grade Field Trip

Franklin Phonetic Primary School, Inc.
PV Income Statement March 1st thru March 27th, 2023

	<u>Current Month</u>
Total Expenses	<u>255,846.84</u>
Net Income	<u><u>\$ 38,536.72</u></u>

Mission statement: The mission at Franklin Phonetic School is to provide an exceptional standards-based education in a respectful, responsible, and safe environment that meets the needs of a diverse population through traditional instruction, current technology, and creative arts in a small school environment.

Vision Statement: Inspiring lifelong learning

CHILD FIND

Child Find will be advertised in the school newsletter, four times a year: at start of the year, 2nd quarter, 3rd quarter, and 4th quarter. This requirement will be the responsibility of the school newsletter staff personnel or business manager.

Child Find posters and pamphlets will be available to parents in the front office every school day. These Child Find posters and pamphlets are also available in the resource room at the school. This will be the responsibility of the secretary in the office and special education director in the resource room. ~~In Prescott Valley, the poster & pamphlets will also be available in the health aide's office. The health aide will also be responsible to keep these Child Find items available to parents.~~

All teachers and aides will receive an annual training on Child Find at the beginning of the school year. This training will be taught to the staff by the special education director.

All staff will be informed to send information about all Child Find Referrals to the special education director within 24 hours. All staff will be informed to give parent(s), special education director's contact information as well.

The special education director will follow up with parents using the Referral to Child Find page. This will also allow Franklin School to keep track of the referrals for Child Find.

REFERRAL TO CHILD FIND

Staff Referral Signature: _____ Date: _____

Child's Name _____ Age _____

Parent's Name _____

Parent's Phone# _____

Parent Concern _____

Director Contacted Parent on this Date _____

Referred to : _____

Verify the date of the next available Child Find:

Follow up of Child Find

Did _____'s Parent take their child to child find? YES NO

NO...Please check with parent on the next available child find date with local school: _____

YES..Do you need any other resource or assistance that we could offer you: