

Coconino County Accommodation Office Board Minutes

October 12, 2021

The Governing Board of the Coconino County Accommodation School District held a meeting in person and virtually, October 12, 2021, at the office of the Coconino County Superintendent of Schools which resides at 2384 N Steves Blvd., Flagstaff AZ 86004.

In Attendance:

Cheryl Mango-Paget, Board President, Dave Dirksen, Superintendent, Robin Pete, Ponderosa High School Principal, Jeanie Confer, Business Manager, John Phelps, Special Education Director, Erin Tutay, Ponderosa High School Executive Assistant and Mindy Mohler, Coconino County Education Service Agency Chief Deputy.

I. **CALL TO ORDER**

President Cheryl Mango-Paget called the meeting to order at 10:00 a.m.

II. **CALL TO THE PUBLIC**

No public was present and there were no public comments.

III. **CONSENT AGENDA**

A. Governing Board/County Superintendent of Schools summary of current issues:

Cheryl thanked Dave and staff on well thought out staff leadership meetings and the public health posters that were put up around the school to assist with COVID mitigation efforts. She reported that new ESSER III funds are available, and those grant plans are due to ADE by November 1, 2021. She said that those additional ESSER III funds will go towards connecting the schools with other stakeholders. Cheryl read a statement that said only 46% of adults have higher education. She thanked both Ponderosa and Tsé Yaató High Schools for working to make their schools the "school of choice" and helping students with their post-high school plans.

B. Written Reports:

1. Dave Dirksen, District Superintendent –Dave started that he finalized the service agreement with RTR Paving and Resurfacing LLC, which will assist with snow removal. He reported that he met with Jim Walker regarding Trust services. Dave said he really enjoyed the Teacher of the Year event. He said that Erin is working with Marvy from Yavapai County ESA on Title I. He said Impact Aid letters were sent on 10/1 to the Chapter Houses and 10/5 to parents/guardians welcoming them back for the new school year and reporting on the list of programs available to their students through the Impact Aid program and asking for feedback on what is going well and what can be done to make improvements.

2. Robin Pete, Ponderosa High School Principal –Robin stated that the current enrollment total for PHS is up to 57 students. She said at this point in quarter 2, PHS has not seen a huge influx of students. Quarter 1's theme was Community Celebration and Quarter 2 they will be focusing on Diversity. She said the students had their showcase followed up a lunch and that she is thinking about doing progress showcases every 3-4 weeks to keep students motivated. Terra Birds received a \$2,000 dollar grant to expand the student garden. Dr.

Walker was approved through CCC to provide dual credits for English 101. They have one, possibly two students interested in enrolling in this program. The high school completed their career interest surveys and for phase 2, the schools will be helping students make connections in their areas of interest. Dave thanked Robin and Traci for their post high school efforts in helping their students.

3. Traci Parker, Tse' Yaato' High School Principal – Traci was absent from this meeting, but Dave read off her report. He said that the ASVAB testing will happen October 21st. Dixie Tech presented their college programs to the TYHS students which was well received. If the Dixie Tech field trip is approved, students from TYHS will get to go and tour the campus.

4. Jeanie Confer, Business Manager – Jeanie stated that she has completed the FY21 AFR, which will be reviewed and hopefully approved during today's meeting. She said she has reconciled and rolled over FY21 funds to FY22 and that M&O funds were a bit lower than usual due to ADM, but that ADM is back up again. \$38,000 was received for Impact Aid for FY22. Revenue and Expenditures were on track for the time of year. Cheryl stated that Terra Birds might be able to use ESSER funds if the school applies for the new allocation. Jeanie stated that she also completed the School District Employee Report which reports on teacher experience and employee wages. Having a higher SDER score helps increase the base level support amount from the state. Lastly, Jeanie stated that there is a new report due to ADE that deals with the ESSER information. She said that up to this point in time, no report or instructions have been released on this new report, but the current due date is December.

5. John Phelps, Special Education Director – John reported that he just got back from his honeymoon and did not prepare a board report for this month. He did state that he can further clarify on a point made by Robin during her report. John stated that they were working on transition services, elite community services, advocacy skills and job training with the high school students. He said right now, these services were just for kids with an IEP. Lastly, he reported that there is an education fair coming up for their students.

C. Approval of September 14, 2021, Board Meeting Minutes: Cheryl approved the board meeting minutes as presented.

IV. **PRESENTATIONS**

There were no presentations given at this meeting.

V. **DISCUSSION ITEMS**

- A. Discussion on Jessica Tso as Substitute Teacher for Tsé Yaató High School – Dave stated that they would like to use Jessica Tso as a substitute during her non-contracted hours.
- B. Discussion on resignation of Coreen Rankin – Dave stated that Coreen is currently the Administrative Assistant/Registrar, and her final day will be October 29, 2021.
- C. Discussion on out of state travel to St. George, UT for educational field trips (i.e., Dixie Tech) – Dave stated that the TYHS students would travel to Dixie Tech to get a tour of their college campus.
- D. Discussion on Tsé Yaató High Schools sole source vendor: JC Flooring for custodial services – Dave reported that JC Flooring is the only company out in the Page area and has been provided custodial services to TYHS for many years.

- E. Discussion on FY21 Annual Financial Report (AFR) – Jeanie reviewed the AFR with the board and there were no additional questions.
- F. Discuss current COVID-19 numbers within Coconino County Schools and State of Arizona – Cheryl reported that the County is still seeing high transmission and positivity numbers. She said that both schools are doing a great job in trying to mitigate the virus and both schools should continue working with the different vaccine clinics to offer on site vaccine services throughout the year.
- G. Discuss change to November 2021 board meeting date from November 9th to November 10th at 10:00 a.m. – Robin stated that she will be assisting with implementing a test during that date and time and she would try to get away if she could, to attend the meeting. Other than that, there were no other scheduling issues.
- H. Discuss possible new-hire Marie Tso, to serve as the Admin. Assistant/Registrar for Tsé Yaató High School – Dave stated that Marie Tso comes from Page USD, and she has strong tech skills which will help TYHS immensely. If her application is accepted, she will be able to start a week or two prior to Coreen Rankin's final workday which will provide some time for cross training.
- I. Discuss IGA with CCC (Dual enrollment for English 101 – Dr. Walker) – Dave stated that PHS currently has one and possibly two students ready to enroll in this dual credit program and they are working to fund any students who would like to enroll in this program but cannot pay for it. The cost for this dual enrollment is \$75 dollars.
- J. Discussion of specific group to participate in doctoral study on relationship of anxiety to self-esteem among Mexican-Americans ages 14-17 – Robin stated that this program is only for females that are Mexican-American and between the ages of 14-17. She stated it will be a short survey and a parent/guardian will need to approve the student to participate.

VI. **ACTION ITEMS**

- A. Approval of Jessica Tso as substitute teacher for Tsé Yaató High School – Cheryl approved Jessica Tso to sub at Tsé Yaató High School.
- B. Approval of resignation of Coreen Rankin – Cheryl approved the resignation of Coreen Rankin.
- C. Approval of out of state travel to St. George, UT for educational field trips (i.e., Dixie Tech) – Cheryl approved TYHS students to attend the field trip to Dixie Tech.
- D. Approval of Tsé Yaató High Schools sole source vendor: JC Flooring for custodial services – Cheryl approved JC Flooring for custodial services.
- E. Approval of FY21 Annual Financial Report (AFR) – Cheryl approved the AFR.
- F. Approval of November board meeting date change from November 9, 2021, to November 10, 2021 at 10:00 a.m. – Cheryl approved the board meeting date change to November 10, 2021 at 10:00 a.m.
- G. Approval of new-hire, Marie Tso, to serve as the Admin. Assistant/Registrar for Tsé Yaató High School – Cheryl approved the hiring of Marie Tso.
- H. Approval of IGA with CCC for dual enrollment in English 101 with Dr. Walker – Cheryl approved the IGA with CCC for English 101 dual enrollment.

- I. Approval of doctoral study on relationship of anxiety to self-esteem among Mexican-Americans ages 14-17 – Cheryl approved the doctoral study.
- J. Approval of Payroll and Accounts Payable Vouchers – Cheryl approved the following vouchers -

FY2022:

2208	\$10,209.32	7	\$71,019.91
2209	\$34,764.61	8	\$71,256.62
2211	\$890.90		
2212	\$3,223.63		
2213	\$14,310.41		

K. FUTURE AGENDA ITEMS

- A. Discuss districtwide strategic plan (November agenda item) – Dave has asked to remove this future agenda item and will reach out when he is ready to bring it to the board. Cheryl reminded him that while they work through the COGNIA reaccreditation process, they can use some of the work in that to help them create their districtwide strategic plan.
- B. Neglected and delinquent report (check with Jeanie and Erin to see when this item will be ready to be added to the board agenda).
- C. Discuss districtwide strategic plan (November agenda item)

L. ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

Cheryl adjourned the meeting at 11:01 a.m.

Dated this 10 day of November, 2021

By: 

President Cheryl Mango-Paget

THE NEXT SCHEDULED BOARD MEETING IS November 10, 2021 at 10:00 A.M.