

Coconino County Accommodation Office Board Minutes

November 10th, 2021

The Governing Board of the Coconino County Accommodation School District held a meeting in person and virtually, November 10, 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, CCASD Superintendent, Jeanie Confer, Business Manager, John Phelps, Special Education Director, Erin Tutay, Ponderosa High School Executive Assistant, Mindy Mohler, Coconino County Education Service Agency Chief Deputy and Madeline Campbell, Coconino County Education Service Agency Programs Coordinator

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 discussed that is has been a long and exciting journey the Coconino County Accommodation School District has encountered and that CCASD moved forward to become a school of choice. She relayed how CCASD has had opportunities to do different things, as well as challenges and how she is very proud of the team and to keep in mind the vision CCASD created of becoming a school of choice. Cheryl stated that CCASD has additional funding sources that Arizona Department of Education (ADE) will be updating everyone on and there will be more opportunities that you do not have to be an LEA, but that LEA's are eligible to apply for more programs if one would like to have funded. These will be within time constraints with money obligated by 2024 and having to be spent by 2026. Cheryl emphasized that she would like to look futuristically at post-Thanksgiving and Christmas as far as COVID-19 numbers are related, as well as vaccine numbers and if they are making an effect. Cheryl opened the platform to the board to see if they had ideas on consolidated services that Coconino County Education Service Agency had for superintendent grants for consolidated services, what can CCASD provide that would service all the schools, she emphasized that she is accepting ideas for that and that she is putting a memo out within the next week

B. Written Reports:

1. Dave Dirksen, District Superintendent --Dave stated he visited the transition school and spent time talking with the teachers there on several things they are doing. He stated that the teacher is very pleased with the students' reading levels and they have seen improvements in their test scores. They also discussed pooled COVID-19 testing and how that is being handled there. He is looking to set the same programs at both accommodation high schools. Dave enforced that Principal Robin is working with Heidi and Stella, (the nurse) to get

pool testing in place at Ponderosa High School. Dave met with the county superintendent of schools regarding jail education, and he set up a meeting with Sheriff Driscoll to discuss jail education. Dave reported that participated in the impact-8 consultation with the Navajo Nation, the CCASD believe that went very well. Dave and Jeanine spent time with Peter Lang from ADE, discussing ESSER funding. Dave consulted with his leadership team as to how they wish to use the ESSER funds should CCASD receive them. Dave worked with the distract staff regarding the recall on the district busses and one of the busses has ben sent to Phoenix and the Tse' Yaato' High School buss down to Glendale before the end of the month to have it recalled taken care of. Dave is working with local car dealerships on possible purchase of a vehicle to be used by district staff, so that funds can be saved from car rentals. Dave has a customer satisfaction meeting with Dave Bereson Flag IT, to know how he was feeling after 5 months. Demographics – enrollment they reported to the Navajo Nation when he met with them the former week. 117 students district wide, 77 native American, 72 Diné, 2 native American staff members. Dave stated the Erin is working on civil rights data, collection and submission and Dave is currently working on that with CCASD's anti-discrimination polices. Dave said that his on-going planning includes procurement of chapter house signatures to support their FY23 impact aid data application. Dave said that the district wide strategic plan is in the works and that he has information to share with his leadership team regarding their core values. Cheryl asked Dave if before COVID-19 if the 117 students would reflect the average student count. Jeanie answered Cheryl saying that the Average Daily Membership during pre-COVID-19 years was generally between 110 and 135 students. Cheryl reinforced that all enrollment numbers are down in Flagstaff and that home-school filed affidavits are 739.

2. Robin Pete, Ponderosa High School Principal –was absent for this meeting Dave, Dirksen, District Superintendent reviewed her report. Dave highlighted that Ponderosa High School have many students currently enrolled who will be graduating soon. Dave said the Robin is working very diligently with her staff on the Cognia accreditation, which is consuming staffs time at both campuses, which should be complete be the end of 2021, then they will be set for the remaining five years, although it is based on continuous improvement cycles.

3. Traci Parker, Tse' Yaato' High School Principal – Traci was absent from this meeting, but Dave read off her report. He reviewed her enrollment numbers. She administered the ASVAB test at Tse' Yaato' High School. He stated that her campus is remaining healthy. Cheryl asked Dave if Tracie is still struggling with the lack of substitute teachers. Dave answered and said she found one substitute teacher – Jessica Tso, and she is using other staff during noncontractual hours. Cheryl clarified that it is now proper terminology to say "guest teacher" not "substitute teacher".

4. Jeanie Confer, Business Manager – Jeanie stated that she completed the school level report portion of the AFR. She did not attach it but offered copies to any who will request it. She relayed that this report reflects how much money was spent per student. Last year over \$50,000 on each student who was in jail, this includes a teacher who left their position. Cheryl asked Jeanine how the report was broken down and requested specific information from this report. Jeanie said she would send it to Cheryl. Dave interjected that in his upcoming meetings, he is hoping to find avenues that are not as expensive, as \$50,000 per individual is not a proper business model for a small school district. Dave also

requested the report for his upcoming meetings. Jeanie discussed what is a district expense versus a school expense. Jeanie in working on ESSER reports, and that she attended a Webinar, and the entire report is paused as there is confusion on what the federal government means regarding "obligated funds," as there are various interpretations. Jeanie said they are getting rid of the obligated funds, and they are redoing the template in Grants Management. Jeanie calculated the Prop 123 breakdown, which will be discussed later. She said CCASD has a new registrar in Page, who has undergone training and orientation and that she will be a great asset to the team. Jeanie also discussed her quarterly payroll reports briefly.

5. John Phelps, Special Education Director – John reported his participation – Ponderosa High School 10 students with IEP's who are receiving special education services. AOI, online instruction has changed and now they have four total, with one graduating in December that has a remarkable story. Tse' Yaato' High School currently has four students for special education services. He said he has not checked his currently detained list, but that yesterday there were zero students in the juvenal detention center and no students or adults, 18-22 requesting special education services. Recently John took the virtual reality googles from the Coconino Community Work Force to the juvenal detention center and that the kids loved it and that it brought hope to their future, and they wish to use the googles again. John said the virtual reality googles have been very beneficial in their district and that he is trying to get kids to use them each week. John said the Special Education Department team attended the 2021 IDEA virtual conference and they are in the process of developing a transition flow chart. John discussed what this flow chart entails. John reported that he recently submitted a subsequent file to their state monitor which is part of their corrective action plan. The monitor stated that they are making improvements and that the only item out of compliance was an IEP goal, which was not measurable, and John is going to work with the Special Education teachers to improve that. John recently visited Tse' Yaato' High School on October 18th and he is visiting again to take the bus to Phoenix to fix a recall issue. Johns next steps are to continue to send files into his monitor, close out the corrective action plan and to continue to develop a systematic process to provide transition services to the district. John emphasizes they are an inclusive department on strength based IEPs and strength-based evaluations as they are trying to change the Special Education philosophy to be strength based. Cheryl thanked John for continuing with the virtual reality googles.

C. Approval of October 12th, 2021, Board Meeting Minutes: Cheryl approved minutes as presented

IV. **PRESENTATIONS**

There were no presentations given at this meeting.

V. **DISCUSSION ITEMS**

A. Discussion of Prop 123, distribution among non-eligible classroom site fund staff, \$9,383. Jeanie said there are three rules: 1) You do not receive classroom site funds 2) must have worked the year before 3) Prorated by FTE.

- B. Discuss Implementation of mask mandate for all CCASD students and staff effective Monday, November 15th, 2021. Dave said they had to shut down Ponderosa High School for seven days and that most students wear masks appropriately, but not all, which has resulted in teachers feeling anxiety about the students not wearing masks appropriately. Dave said he does not want this to become a discipline situation and there are ways to deal with this, such as a friendly reminder and request to wear their mask appropriately. He said a repeat offender will be asked to be in isolation, which is a term he pulled from the CDC and County Health Department. He is requesting teachers call the parents and encourage their student to wear a mask appropriately. Dave said the science says masks work and that if the mask mandate is passed, it gives them time to get this new information out to their families. He would like to revisit this topic after the holidays. Cheryl agreed with what Dave had to say and that it is better to be cautionary with the students and staff at Ponderosa High School.
- C. Discuss current COVID-19 numbers within Coconino County Schools and State of Arizona. Cheryl stated that specific locations in Coconino County are moderate, while others are substantial.

VI. **ACTION ITEMS**

- A. Cheryl approved Prop 123 distribution among non-eligible classroom site fund staff
- B. Cheryl approved the mask mandate for all Coconino County Accommodation School District students and staff, effective Monday, November 15th, 2021
- C. Approval of payroll and account payable vouchers

FY2022:

2218	\$11,981.59	2214	\$10,475.97
10	\$67,312.82	2215	\$26,313.43
2217	\$1,410		
2216	\$5,604.94		
9	\$71,866.39		

D. FUTURE AGENDA ITEMS

- A. Discuss district wide strategic plan (Dave will advise when to add to upcoming agenda). Dave would like to get core values to the board for approval. The mission and vision statements are approved. Five core values will be made before the December meeting.

E. ANNOUNCEMENTS

- A. Dave mentioned the mask mandate and to update the COVID-19 strategies on the website with John to reflect that there is a mask mandate.

ADJOURNMENT

Cheryl adjourned the meeting at 10:40 a.m.

Dated this 14 day of December, 2021
 By: Cheryl Mary - B

President Cheryl Mango-Paget

THE NEXT SCHEDULED BOARD MEETING IS December 14th, 2021 at 10AM