

Coconino County Accommodation Office Board Minutes

December 14th, 2021

The Governing Board of the Coconino County Accommodation School District held a meeting in person and virtually, December 14th, 2021, at the office of the Coconino County Superintendent of Schools which resides at 2384 N Steves Blvd., Flagstaff AZ 86004.

In Attendance:

In Person Attendees: Cheryl Mango-Paget, Board President, Dave Dirksen, CCASD Superintendent, John Phelps, Special Education Director, Robin Pete, Ponderosa High School Principal, Erin Tutay, Ponderosa High School Executive Assistant, and Madeline Campbell, Coconino County Education Service Agency Programs Coordinator. Virtual Attendees: Traci Parker, Tsé Yaató High School Principal.

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 reported on the new COVID-19 omicron variant and reflected on the decision in November to "mask-up" and how that has allowed the district to remain open with minimal interruptions. She encouraged everyone to consider the impacts of the new variant on our communities and encouraged school personnel to review local data and public safety recommendations. Cheryl reminded everyone that in the January 2022 meeting, we will be setting dates for the governing board meetings for 2022, as well as discussing policies and protocols for the meetings. Cheryl thanked each member present for their work, efforts, and steadfastness this past year.

B. Written Reports:

1. Dave Dirksen, District Superintendent –Dave introduced himself. He discussed point 2- Visiting Transitional Schools 4 - Meeting with Leadership Team to Review Cognia Accreditation Standards 6- Met with Erin Tutay regarding the district's *Civil Rights Data Collection* efforts and the submission of our districts reports 9- With the Help of John Phelps our district completed the recall repairs on both district buses 11- With assistance of Erin Tutay our district e-mailed the *Impact Aid Source Check Forms* to each Chapter House and requested that this document be signed by the Chapter House President and returned to CCRASD. We also sent the Chapter House our *Indian Policies and Procedures* document, the *Affirmation of Consultation* document, and a copy of an email from Dr. Nez Senior Education Specialist for the Department of Dine' Education. Dave visited the transition school again and is trying to visit more frequently. November 15th, he met with two principals, Erin Tutay and John Phelps and reviewed COGNIA standards as they are working through the accreditation. He felt the meeting was productive. Dave stated that he met with Erin Tutay and reviewed the "District Civil Rights Data Collection Efforts and Submission Process". He said Erin has done an excellent job. Dave said they are almost ready to wrap up that submission process. Dave Met with Dr. Cuevas regarding the Spencer Foundation grant that he has to apply for, and Dave wrote a letter of support for that grant. It is called Cultural Story Telling as Research,

How Youth Agency and Restorative Practices Can Transform Schools and Communities Affected by Historical Trauma. Dave and John Phelps worked together for the recall repairs on both district buses. Both buses are operating now. Dave spoke on impact aid, and that he has had assistance from Erin Tutay. She has been sending both emails and mailed letters to 13 different Chapter Houses and has been including things such as policies and procedures with Dr. Nez who is a Senior Education Specialist with the Dine' Department of Education encouraging people to sign and return. They have followed up and have received four back and heard back from low-income housing as well. There are nine remaining Chapter Houses that Dave is attempting to get signatures from. Dave stated they have a process in place to reach out to those houses via email, then in person in early 2022. Dave said they are working diligently to not miss the deadline. Three of four students have an IEP as of September 3rd, John is verifying this information. Dave, John, Erin and Robin are driving to Tuba City to receive the BIE signatures for those forms. Dave stated that there is ongoing planning for the submission of the civil rights data, as well as the procurement of chapter house signatures and the jail education program. Dave has a meeting this upcoming Thursday with Mario Gomez to introduce him to JDC teacher and she will become responsible for jail education services. He thanked Sheriff Driscoll for being willing to support that for the second semester. Dave stated they must spend the ESSER funds by the 30th of September 2022 and they have plans on how to do that; such as, supporting AOI summer school, enlisting Laura to become a fulltime school social worker, and looking at how to transport staff between the two campuses each week. Once the grant is open, Dave will review with Jeanie Confer and he will write the ESSER II amendments. There were no questions.

2. Robin Pete, Ponderosa High School Principal –Robin introduced herself. Robin reviewed highlights from her reports. Robin stated that the Restorative Practices and Storytelling that Dr. Cuevas presented to Ponderosa High School recently was valuable and appreciated. She said they will continue to work with him. Robin is working with Melissa Rhodes, who is with CCESA, to bring trauma informed teaching practices to Ponderosa High School. She said the goal is to bring the training to students regarding substances and the impact they can have on the brain. Robin stated that the "Adulting Class" is going well. There are seniors that are graduating this year to achieve a completed ECAP. This is based on FAFSA, career inventory surveys, resume writing and a partnership with Terra Birds, a specialist to refine the resumes, as well as signing up students for enrolling in community college in January. Graduation is a highlight this week for Ponderosa High School. Ponderosa High School has a total of 21 graduating students, this includes AOI. She has completed all the informal observation processes that she has in place for her evaluation tools and in the spring, she is conducting the formalized point system. Robin has ongoing communication with the teachers regarding this. Robin stated that the social justice standards are continuing the work that Dr. Constanza brought to Ponderosa High School. With social justice practices, diversity was the theme for the past quarter and then they move on to social justice next quarter and action the last quarter. Teachers have been interweaving that vocabulary and content into their teaching. Teachers have completed the school improvements rubric for 2023. Robin will have a better understanding of the overall scoring soon and will know what needs improvement. She has started to gather her evidence for COGNIA and will continue this work in early 2022. There were no questions for Robin.

3. Traci Parker, Tse' Yaato' High School Principal – Traci introduced herself. Her highlights were a \$2,000 grant from Wal-Mart for their PBIS program.

Tse' Yaato' High School had a successful quilt day with C.U.D.D.L.E.S organization. Tse' Yaato' High School has 10 students receiving their CPR certificate training and they are working with that instruction to operate at their campus and provide first aid training, as it will benefit the students to work in the community. Tse' Yaato' High School has three more students receiving their acceptance letters to Coconino Community College and two completed their FAFSA applications. She is estimating 12 graduating students. Ongoing planning consists of working with personal safety to work on the fire panel communication issues. The part that was received was faulty and had to be reorder, due to supply chain issues, they have not received it. Their fire inspection went well for the fire panel system and sprinkler system. Onboarding of OSHA 10 certificate via CC is tentatively scheduled February 2 and 3, 2022 for onsite certification training for students. There were no questions for Traci.

4. Jeanie Confer, Business Manager – Jeanie was attending a webinar and was absent for this meeting. Dave Dirksen, District Superintendent reported on her behalf. He focused on the fund balance. Jeanie and Dave met to go over the budget and they are on track to meet the projection they discussed in July for the budget. ADM and district support level is up. Dave said they will have over 30 graduates next year between the two high schools. Dave discussed that the loss of graduating students may affect ADM. Dave said being at the midway point the projection looks good for ADM and basic support. There were no questions.

5. John Phelps, Special Education Director – John introduced himself. There are seven special education students at Ponderosa, Arizona Online Instruction Program there are five, Tse' Yaato' High School, currently three, Juvenile Detention Center 11, six students in the juvenile center currently, zero in the county jail. Recent accomplishments reported by John were: continuing to attend the new director cohort through AZ case. John said that Becky Miller from Tse' Yaato' High School developed a systematic process to deliver transitional services and John and his team are trying this in January. John said this is part of the corrective action plan and gives the SPED team more direction as far as services. John and his team have been continuing their SPED team monthly meetings including a corrective action plan and ADE guide steps for training. John reiterated what Dave said, that the buses are fixed. John is proud they made it through another tough semester given the circumstances. For next steps, the systematic process, John will be doing a checklist to ensure the files are in compliance and working on how he can best implement the systematic process Becky developed. Dave Dirksen asked if he could ask a question and Cheryl informed him only if it is on the agenda. Dave held his question.

C. Approval of November 10, 2021, Board Meeting Minutes: Cheryl approved minutes as presented.

IV. **PRESENTATIONS**

There were no presentations given at this meeting.

V. **DISCUSSION ITEMS**

A. Cheryl discussed the omicron variant and advised the schools to track it. Cheryl mentioned that as we move forward that there will be a vaccine equity grant that everyone will be getting information on. This grant will provide food, transportation, and other resources. Cheryl said that her new hire Ally and Kelly will be working on this. Cheryl said there is more information to come on this and it is for all of Coconino County. Cheryl advised all to look at data and

evidence when making decisions, and to communicate about vaccine events and testing locations. There were no questions on this.

- B. Cheryl discussed the stipend for Vera Baron for the period beginning January 3, 2022, ending on June 30, 2022. Cheryl invited Dave to speak on this topic. Dave Dirksen said he discussed this stipend in a meeting with Sheriff Driscoll to review jail education services, and to determine if it would be appropriate to take their existing teacher at JDC and provide her with the stipend to have her take on education services at the jail as well. Sheriff Driscoll and the team are on board for this. The stipend is taking her currently salary and adding point two. The sheriff is generously offering to help with the financial piece of this.

VI. **ACTION ITEMS**

- A. Approval of payroll and account payable vouchers

FY2022:

11	\$72,157.04
2219	\$33,324.59
2220	\$1,786.96
2221	\$1,387.99
12	\$72,287.30

- B. Cheryl Mago-Paget approved the stipend for Vera Baron to serve as the jail education teacher beginning January 3, 2022, and ending June 30, 2022.

B. 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.
- B. Policies and protocols for setting up board meetings for 2022.
- C. Setting Board meeting dates for 2022.

C. ANNOUNCEMENTS

ADJOURNMENT

Cheryl adjourned the meeting at 10:32 a.m.

Dated this 11 day of January, 2022

By: Cheryl Mago-Paget

President Cheryl Mago-Paget

THE NEXT SCHEDULED BOARD MEETING IS January 11, 2022