

Coconino County Accommodation Office Board Minutes

January 11, 2022

The Governing Board of the Coconino County Accommodation School District held a meeting in person and virtually, January 11, 2022, 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, Jeanie Confer, Ponderosa High School Business Manager 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 10:03 a.m. Cheryl called the meeting to order three minutes late due to technical difficulties with the conference room computer.

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 current issues relating to COVID-19 and legislative issues. Cheryl recounted that Coconino County is in high transmission rate for COVID-19. She relayed that Fredonia Moccasin USD is the only area that is not in high transmission. Coconino County does have testing supplies, however, there is a shortage on those supplies. Cheryl said there is not enough testing supplies to implement a "test to stay" program and that this will not be an option due to the shortage. The Coconino County Health department recommends pool testing due to the lack of testing supplies. Cheryl said that there most likely will be a special session with how to deal with COVID-19 matters, which could include attempting to add back all the provisions, including mask restrictions which were struck down by the Arizona Supreme Court. Cheryl stated that a current legislative issue that does not directly affect the CCASD, is the aggregate expenditure limit. The Arizona Legislature needs to override the aggregate expenditure limit by March 1 or school districts across the state will need to cut nearly 1.2 billion from their budgets. Jeanie Confer interjected and asked if she could ask a question regarding the budget. Cheryl informed Jeanie that she cannot at this moment as it is a report.

B. Written Reports:

1. Dave Dirksen, District Superintendent – Dave discussed point 3 from his report – He reports that the Civil Rights Data report has been finalized and submitted. He thanked Erin Tutay for her efforts and leadership on this report. Bullet point 5 – Dave said he was honored to attend the Ponderosa High School graduation ceremony where he delivered the welcome address, speaking to the students who were graduating that evening. Discussion point 6 – Dave said the ESSER II Grant (Revision I) was completed and submitted to ADE on December 22, 2021. He thanked Jeanie Confer for working so hard on the ESSER grant. Bullet point 7 – Dave reported that the ESSER II Grant (Revision I) was received

by ADE and approved on December 27, 2021. Dave stated that the ESSER II grant was an increase in the original ESSER II allocation, as the CCASD was entitled to \$35,910 in ESSER III, but since it was under \$50,000, they put the money in ESSER II, which was helpful. The Final bullet point 9 – Dave said his current district enrollment has increased since he wrote his report. The current enrollment is 53 Native American students, which is roughly 54% and 48 Dine' students, which is 49% and two Native American staff members. Dave referenced that since the report was submitted days prior to the board meeting, that the CCASD numbers have changed. Dave informed us that the numbers are increasing district wide as both schools are enrolling students and there are currently over 100 students between the two schools. Dave said he will have more accurate information for everyone in the February meeting. Cheryl thanked Dave for his report and for getting the ESSER II grant completed.

2. Robin Pete, Ponderosa High School Principal –Robin reviewed highlights from her report, discussing the total enrollment numbers and that they have increased since she wrote her report as well. Robin's report stated that the enrollment was 51 but is now 53 total students for PHS. Robin reported that as of January 11, 2022, the enrollment is most likely even higher than 53 students. Robin said that the professional development that her staff has been engaging in since last Spring is continuing and has experienced significant more depth with the help of Dr. Cuevas. Robin said the professional development is embedded with a culturally responsive framework including practices that go along with social justice. She said they are continuing this work and that this will continue for infinity, based on the Coconino County population. Robin said that PHS is currently involved with completing next year's school improvement process and that they are currently working on this, as well as working on a comprehensive needs assessment. Robin reflected that the staff completed the outline of the assessment, which is the root cause analysis. She said they are currently applying action steps, which is for next year, keeping in mind the alignment with the COGNIA accreditation process, which is a foundational piece of the accreditation procedure. PHS implemented a new reading intervention class that the school has purchased with Exact Path. Robin has targeted roughly eight students for this reading class. She said this class is an elective credit and they are experimenting with it to see how it goes, and to see what growth it can create in this quarter. Robin reported that PHS is working with Melissa Rhodes, to bring deeper level trauma informed impacts on the classroom to teachers. Melissa is presenting this month and later in the spring. Robin said that Melissa is developing a substance abuse cognitive program for students that will be implemented later this spring. Cheryl thanked Robin for her report.

3. Traci Parker, Tse' Yaato' High School Principal –Traci introduced herself. Traci said that there were four pending students that are now enrolled at Tse' Yaato' High, and she has received phone calls recently for additional students to enroll as well. Traci said that they will be working the next few weeks to enroll those students. Traci reported that Tse' Yaato' High School had an unexpected December graduate and that this student worked very diligently the last three days of class to complete his diploma before the birth of his child in February. Traci said that they were all very excited for this student. Traci reported that First Aid training is currently taking place in TYHS and that OSHA 10 certification training is scheduled for February 2 and 3 of 2022 on campus. She is very excited about bringing industry certification training classes to campus that are specifically geared toward local employment. Cheryl thanked her for her report.

4. Jeanie Confer, Business Manager – Jeanie said that during the end of the year it was a very busy time for her. Jeanie reported that currently she has

W2's and 1099's printed out and mostly distributed and she is currently working on having them uploaded. Jeanie reported that at this point in time she has all the information entered into the Impact Aid application, but she is waiting for a week or so to see how many signed forms she receives before sending it out for signatures. Cheryl thanked Jeanie for her report.

5. John Phelps, Special Education Director – John introduced himself. John also said that his current enrollment numbers on his report have increased and are not currently accurate. John reported that there are three more students enrolled at PHS and one more student a TYHS. John said one student from PHS transferred to Arizona Online Instruction and that the Juvenile Detention Center currently has two students, and both have IEPs. John said that his recent accomplishments include completing an internal file review required by ADE for all students receiving services in the district. Recently, John has been attending the AZELLAology which is AZella and EL service; this class is every Tuesday to ensure compliance for all students who have an EL need. John said they are implementing a transition service flowchart that Becky developed, which he mentioned in the last meeting. He said they developed a plan for this semester and for what they are going to be doing with their students. John reported that his next steps include having a meeting with their monitor to discuss their indicator 13 drill down and their corrective action plan, as well as how they are doing this year. John also said that his next steps include preparing files of the new students who are coming into the district, to ensure they are in compliance and making some corrections based on the findings of the internal file review. Cheryl thanked John for his report.

C. Approval of December 14, 2021, Board Meeting Minutes: Cheryl approved minutes as presented.

D. Cheryl Mango-Paget thanked everyone for their board reports and approved the consent agenda and reports.

IV. **PRESENTATIONS**

There were no presentations given at this meeting.

V. **DISCUSSION ITEMS**

A. Cheryl recommended that everyone stay attentive amid COVID-19. Cheryl addressed that the Arizona governor made an announcement to keep schools open. Cheryl encouraged everyone to stay safe, stay vigilant and keep up with all the practices and policies in place regarding COVID-19.

B. Cheryl discussed the proposed dates for 2022 CCASD Board Meetings. She reflected that they are mostly keeping with the second Tuesday of every month and that the main change everyone will take notice of is that meeting times are now 9:30 a.m. instead of 10 a.m. Cheryl reviewed all dates as follows: February 8, March 8, April 12, May 10, June 14, July 12, August 9, September 13, October 11, November 8, December 13, 2022 Cheryl said that the location will be at Ponderosa High School, as well as virtually. All agendas will be posted in the Ponderosa High School Atrium at a minimum of 24 hours before the meeting date and time. Cheryl said that agendas must be posted virtually as well.

C. Cheryl discussed the position reclassification for Lauren Genevro. Dave said that this appears as an action item as well, as he would like for people to

discuss this. Dave said that Lauren has been serving as CCASD's social worker on a .75 three quarter basis, and CCASD would like to move her to a full time 1.0 FTE so that she can better provide greater equitable access to all students and for social, emotional, and mental health support at PHS and TYHS. Cheryl thanked Dave and asked if anyone had questions.

- D. Cheryl introduced the Core Values statement for the districtwide strategic plan. Dave thanked the leadership team for their work and assistance with this plan. Dave said he is presenting six core values as listed. Dave read the first core value, "Every Student – We put students at the heart of everything we do. In CCASD every student matters, and when every student truly matters, infinite possibilities exist. What's best for the student drives our every decision. Our credo is. 'Every student, Every day; Every minute; Every way.'" Dave said he wanted to highlight that point as it is truly about every student. Dave read the remaining bullet point for the Core Values which are: 2. Culture of learning and innovation, 3. Collaboration, 4. Celebration of Difference 5. Access and Equity and 6. Critical and Complex Thinking. Dave stated that all of these will help everyone move forward, not just to a high school diploma but to keep our eyes on these points all the time and they will assist in determining how we conduct ourselves, our behaviors, and better assisting students across the stage with a diploma. Dave said these Core Values will also better prepare students for post- secondary endeavors, whatever they may be. Dave said that later in the meeting he will answer any questions anyone may have. Dave thanked the leadership team for their assistance as they move through the process. Cheryl thanked Dave and asked if anyone had comments or questions. Cheryl thanked Dave on his hard work on this statement.
- E. Cheryl introduced the discussion of Randy Hopson as substitute for PHS. Robin Pete said they have been trying to get Randy as a substitute teacher since he retired, and that she has known him for quite some time now. Robin said they are shorthanded on substitute teachers, and she is very excited to have him on board.
- F. Cheryl discussed a stipend for Ken Linck to work outside of his current contract to provide guided instruction on Plato US and World History courses. Robin said PHS still had some money left under rural grants and that they have been setting dates on history courses connected with Plato, World and US history. Robin said that students reported that there has been a tremendous amount of reading and that it is difficult to keep up. Robin said PHS would like to better support them and that they would like for a part of the data study to include Ken. Robin said that Ken has an interest in this, and he will take the test to become history certified and currently Ken is contracted at 5.5 hours 225 days, so he has the time built into his day to support this. Robin said they are still working on what this will look like and what support will be needed. Cheryl thanked Robin for her justification for this.
- G. Cheryl introduced the discussion for board policies, procedures, protocols, timelines and communication methods for the submission of board documents, reports, attachments, presentations and posting of the agenda and meeting minutes to the CCASD website to be approved in the February 8, 2022 meeting. Cheryl guided the group to the last page of the packet to review the agenda polices for the board meeting. Cheryl reviewed the draft and asked the group to discuss the items listed either as a group or in the meeting. She encouraged input and ideas to this draft. The consensus of the draft of board policies, procedures and protocols is to submit agenda items by the close of business on Monday, a week before the President, Cheryl

Mango-Paget, and Dave Dirksen, the Superintendent have their pre-board meeting directly to Madeline Campbell. The board reports are to be submitted by close of business the Thursday before the board meeting (three business days) directly to Dave Dirksen, who will send them to Madeline Campbell. Jeanie will continue to post the agenda on the accommodation school district website and Erin Tutay, will be her backup in case she cannot complete this task. The agenda must be sent electronically the Friday before, at a minimum, to the Business Manager, so it can be posted online. Madeline Campbell will send the agenda electronically, unless communicated differently. Written minutes must be available three days after the board meeting upon request and the approved written minutes must be on the accommodation district website.

VI. **ACTION ITEMS**

- A. Cheryl approved the selected board meeting dates: February 8, March 8, April 12, May 10, June 14, July 12, August 9, September 13, October 11, November 8, December 13, 2022, at 9:30 a.m. at Ponderosa High School, as well as virtual for the Coconino County Accommodation School District board meetings.
- B. Cheryl approved position reclassification for Lauren Genevro.
- C. Cheryl approved of the Core Values statement for the districtwide strategic plan
- D. Cheryl approved Randy Hopson as substitute for Ponderosa High School
- E. Cheryl approved the stipend for Ken Linck to work outside of his current contract to provide guided instruction on Plato US and World History course
- F. Approval of Payroll and Accounts Payable Vouchers for CCASD:

FY2022:

14	\$60,813.82
13	\$95,529.01
2227	\$45,139.83
2226	\$11,600.58
2225	\$1,324.80
2224	\$3,113.52
2223	\$21,063.05
2222	\$21,150.05

FUTURE AGENDA ITEMS

- A. Approve amended draft for the policies and procedures and timelines for the CCASD board meetings
- B. Recommendation for a stipend for Emily Morton to operate the district's Arizona Online Instruction Program (AOI) during the summer of 2022
- C. Approval of Consent Agenda and Board Reports

A. ANNOUNCEMENTS

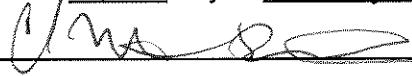
- A. Dave announced an item from his written report – he reported that he has eleven of the thirteen signed Source Check Forms from the Chapter Houses, thanks to the efforts of Traci, Jeanie, Robin and Erin. He said they anticipate receiving all thirteen signed Source Check Forms back very soon. Dave thanked Traci and Robin. Cheryl thanked everyone for all their efforts and

work in this endeavor. Dave and Traci emphasized building relationships with the Chapter Houses each year. Dave proposed an open house for Chapter House members to come visit the schools, conduct tours, etc. to kick off the school year. Dave emphasized that it is not about the Source Check form, but about building relationships.

ADJOURNMENT

Cheryl adjourned the meeting at 11:02

Dated this 8 day of February, 2022

By: 

President Cheryl Mango-Paget

THE NEXT SCHEDULED BOARD MEETING IS February 8, 2022