

Coconino County Accommodation Office Board Minutes

May 10, 2022

The Governing Board of the Coconino County Accommodation School District held a meeting in person and virtually, May 10, 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: Dave Dirksen, CCASD Superintendent, John Phelps, Special Education Director, Robin Pete, Ponderosa High School Principal, Erin Tutay, CCASD Executive Assistant, Jeanie Confer, CCASD Business Manager and Madeline Campbell, Coconino County Education Service Agency Program Coordinator. Virtual Attendees: Cheryl Mango-Paget, Board President, Traci Parker, Tsé Yaató High School Principal.

I. CALL TO ORDER

President Cheryl Mango-Paget called the meeting to order at 9:30 a.m.

II. CALL TO THE PUBLIC

No public was present and there were no public comments.

III. CONSENT AGENDA

A. Written Reports:

1. Dave Dirksen, District Superintendent –Dave reported that on April 15 he had a meeting with Jim Walker regarding the possibility of leasing the Tsé Yaató mini-bus to a new charter school that will be opening in Page next Fall. Dave mentioned that on April 18, Erin Tutay emailed the district Superintendent 's letter and save-the-date fliers to twenty Chapter Houses regarding the Open Houses on July 12 and 13. On April 18 Dave participated in the Cognia Zoom meeting with Superintendent Cheryl Mango-Paget. On April 20, Dave shared that Erin mailed the district Superintendent's letter and save-the-date fliers to the twenty Chapter Houses via the postal system. Dave said they will send future letters to the Chapter Houses in June. On April 27, Dave participated in Tsé Yaató High School's Cognia Zoom meetings and their exit meeting on April 28th. Dave stated that on April 28 he conducted interviews with three finalists for the position of Executive Assistant for CCASD. On May 3, Dave attended a meeting with Dave Bereson from Flagstaff IT focusing on "Technical Business Review." Dave will meet with John Taylor and Robin Pete next Tuesday regarding John's programs at PHS. Dave reviewed the district enrollment as 122 students total, 63 which are Native American and 58 Dine' students.

2. Robin Pete, Ponderosa High School Principal –Robin reported that this past month her team reviewed the Social Justice rubrics that were developed between their consultant, Dr. Angelina Costagna and the teachers to present to the staff. Robin said the staff provided feedback and now they are altering the rubrics based upon their feedback. Robin mentioned that these standards came from the original "Teaching Tolerance" that is now renamed, which was developed over the course of the last two years based upon the school's improvement plan and goals that originated from their comprehensive needs assessment. The compressive needs assessment was built upon the cultural responsiveness that they had identified based upon the enrollment at PHS. Robin stated that she reviewed this year's school improvement goals to ensure they have been met. To do this Robin shared that they annually review the school's mission and vision. Robin remarked that the rubric is from the National

Alternative School set of rubrics, which PHS uses to evaluate if they are on track. Robin reported that after the review, PHS decided to keep their current mission and vision for the school. Robin noted that the main highlight from Cognia was comments that were made that she was very pleased with. Robin shared some of the comments saying, "Students felt their needs were tended to, students felt like they belonged in the school and that the teachers cared for them." Robin conveyed that the printed highlights regarding PHS was that it is a collaborative culture, assets-based focus, has strong community partnerships, focuses on social emotional wellness plans, focuses on post high school outcomes and that PHS has had a significant growth in a short amount of time in the area of data. Robin stated that they identified that PHS should formalize processes and procedures across the institution and that they lack a plan or process of collecting and using formal data for program evaluations and long-term planning. Robin said they are trying to implement those things as they move forward. Robin reported that one piece of feedback that surprised the team was the integration of technology resources for student engagement and learning is not evident. Robin remarked that they mentioned Kahoot as an example and that they will work on recognizing and identifying what does or does not engage a student. Robin reviewed the goals for the Adulting Class and shared that the students will be organizing their portfolios to prepare for summer work and post high school plans such as enrollment in CCC, Cosmetology school and tattoo shops. Robin announced that they are wrapping up the school year with a greenhouse class that is conducting experiments and that PHS community day is May 11. For community day, there will be community food, music and a special speaker who is discussing the Action piece from their Social Justice standards. Ponderosa High School graduation will be May 19th in Coconino High School's mini auditorium.

3. Traci Parker, Tse' Yaato' High School Principal –Traci announced that they had much to celebrate from this past month from business items to students' achievements. Traci met with the PUSD Superintendent regarding food services for FY23 and shared that contract options will be available soon. Traci also met with CCC partners regarding free summer tuition, summer Math circles, summer CAMT program and the Native American Success Center. Traci said the Navajo Nation EMS presented to students and offered recruiting information to the students. They sought and received a donation of two metal water troughs from Redd's Ace Hardware for use in the garden. Traci reported that students completed outdoor projects with Terra BIRDS on April 12 and 13 in partnership with Juvenile Probation's grant. Traci stated the State Fire Marshall completed their inspection, but that Juvenile Probation is working on a corrective action permit. Traci announced that they successfully completed their Cognia accreditation review. Traci relayed that eight out of nine quarter four graduates toured CCC and four out of the eight graduates who toured CCC applied and were accepted. Traci reported that not all students have the required ID to apply and that for FY23 it is now a goal to incorporate state ID in a class. Traci shared that one out of the nine quarter four students completed their FAFSA and that they are trying to encourage parents to provide students with required SSN and tax information for FAFSA. TYHS celebrated administrative assistant day and teacher appreciation week. TYHS's ongoing planning is to review the May Exact Path Reading Diagnostic. TYHS's graduation is May 20th at 11 a.m., the school is preparing for that, and they have a guest speaker, Tito Hoover who is local to Page. TYHS is prepping for the Chapter House Meet and Greet. Traci said the coordination with Juvenile Detention for outdoor area improvements is still ongoing and that they are awaiting the sunshade that is delayed due to the supply chain issues. Traci is continuing to collaborate with Banner Health in

conjunction with their grant proposal. Traci is also continuing to collaborate with Encompass Health Services regarding referral services for students and that Jake's Law covers that cost. Traci concluded her report by stating they are gathering and reviewing ideas for FY23 301 projects.

4. Jeanie Confer, Business Manager – Jeanie reported that the fund balance report is included in the board packet and that the reports reflect the district's finances exactly where she thought it would be. Jeanie said they will be discussing the May revision later in this meeting. Jeanie reported that she is working on getting everything setup for FY23 in their Visions software and with their insurance companies. Jeanie shared that she is also updating the rates and will continue working on that the next month.

5. John Phelps, Special Education Director – John reviewed his student participation: PHS 11, TYHS 4, AOI 5, 1 and JDC 0 for students who receive SPED services. John mentioned that there are no students at the county jail. John reviewed his recent accomplishments stating that last Friday, May 6, he received a letter stating that CCASD is in compliance with federal special education law. John said he has undergone numerous challenging experiences in education and that this was his most difficult, but that it is complete. John reported that they had an iPad training with Rebecca Miller and Ken Linck from the assistive technology director at NAU and that they are continuing to work on the best use of the iPad to support the students. John is working on SPED reporting to ADE (Parent involvement, survey, Discipline Data and Post- School Outcomes). John stated that his next steps are cleaning out old filing cabinets, and determining what steps are next for the SPED department. John shared that Becky and Ken are working on their goals and closing out files. John stated that this is the last week of the Special Education Director Academy for new directors and that next year he will be complete.

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

1. Cheryl stated that last Thursday she presented the budget report to the Board of Supervisors and recommended that CCASD receive \$25,000 on top of \$30,000 from the Forest Fees and Secure Rural Schools. Cheryl said it has not been approved by the BOS, but that they did ask the county management team to make a recommendation, so she is hopeful that they will approve it. Cheryl recommended that everyone make an appointment for a meeting with her and Melissa Rhodes for one of the six open spots for having a licensed clinical social worker as that was funded with the ESSER III grant which can support the budget through September 2024. Cheryl congratulated both TYHS and PHS for successfully completing the Cognia accreditation process. Cheryl reported that the district is in good shape for the next six years and that AOI will be going through this next year.

A. Cheryl announced that Dr. Robert Hagstrom accepted the position to be the new Executive Director for CCESA. Cheryl shared that the team is excited for his onboarding and that he will bring a great skillset to the agency. Cheryl stated that Madeline Campbell will be leaving CCESA to further her career opportunities and that her position will be posted online soon.

B. Cheryl reported that COVID-19 numbers are remaining low and that she does receive the reports from Health and Human Services at the County.

C. Approval of April 12, 2022, Board Meeting Minutes: Cheryl approved the consent agenda.

D. Cheryl thanked everyone for their board reports and approved them.

IV. PRESENTATIONS

A. Robin Pete Presented Social Justice Standards Curriculum Evaluation Tool. Robin said her presentation is an overview of one of the steps recommended to take for the Cognia accreditation. Robin reported that this is a tool to use to evaluate curriculum and that this is just one area of curriculum to evaluate. Robin announced that they have been working on this for the past two years. Robin presented that some teachers have project-based outcomes, some are cross curricular, some are the environment, which is a key focus at PHS with their partnership with Terra BIRDS. Robin shared that they wanted something that would help identify whether they are tackling those key goals they said they wanted to accomplish. Robin stated that this tool came from Learning for Justice, which used to be called Teaching Tolerance. They had their curriculum specialist who works for Just Perspective, Dr. Costagna, assistance the last two years and that Robin greatly appreciated her efforts. Robin reported that this year Dr. Costagna introduced them to the standards, and they worked to develop them from the nationally approved standards. This is based upon four different themes. Robin said that her first theme is *identity*, and that throughout the quarter they will help the students identify who they are in their communities, as students whether that be culturally, in their families or in school. Robin mentioned that this rubric is to assist in teaching being intentional in what they are using as far as recourses. The second quarter is *diversity*, and the first example is, "Teacher models and provides strong examples of ways to express comfort with people who are both similar to and different from them." The third quarter is *justice*, and the first example is, "Teacher models and provides strong examples of how to recognize stereotypes and relate to people as individuals rather than representative of groups." The fourth quarter is *action standards*, which PHS has been focused on this past quarter. Robin shared that last week they had students present to the whole group letters they wrote to Governor Ducey regarding the disparity in education as Arizona is the highest state for teachers who are leaving the business and to encourage and inspire legislators to look at that closely. Robin wants the teachers to instill in the students that they have a voice and that they are important. Robin asked if anyone had any questions. No one had questions. Cheryl thanked Robin for all her hard work on this project.

V. DISCUSSION ITEMS

A. Request Board approval to rescind the district's masks mandate effective at 3:00 p.m. on May 19, 2022. Relative to the wearing of masks, the district's mitigation strategy relative to face coverings will be stated as, "*Masks are not required but are highly recommended.*" Dave reported that the COIVD-19 numbers have been low, metrics have been moving in the right direction and that they will continue to monitor the COIVD-19 numbers. Dave said they would like to use the same

language that other schools implemented in the community, which is strongly recommended, but not required to wear a mask. Dave reviewed that the recommended date and time is when school is out on May 19 and that graduation is the same day. Dave shared that the auditorium they are using for graduation does not require masks and that he wants to ensure there is no conflict or uncomfortable situations on graduation day. Dave stated that they will announce to staff next Wednesday the process and what is occurring to resend the mask mandate.

- B. Discuss FY22 May Budget Revision. Jeanie reported that not much has changed from the adopted budget. Jeanie said there were a few adjustments to the actual ADM and estimated ADM. The main changes were the attendance 915, which was from FY20, and that decreased the overall budget in capital. She stated that they did not over expend the budget for what they thought it would be, but the 915 decreased the budget capacity. She had to account for that and figure out the capital budget for FY22. Jeanie shared that on page seven everyone could see where she transferred money from M and O into capital budget to cover the expenditures, and that is solely budget not the cash.
- C. Discuss the Safe Dates Curriculum with parent permission. Robin reported that having worked in the Flagstaff district that they have used the same curriculum for the last seven years incorporating it into the freshmen health classes. Robin said this information is presented by professionals who included it this year as a part of the social and emotional learning. Robin shared that it is presented very well, and it is not inappropriate. Robin stated that she wanted to present this to the board because with the new House Bills that require boards to approve this specific type of curriculum, she wanted to ensure this was done properly with board approval. Cheryl asked Robin if this is something that would not be supported by current legislation that would cause issues. Robin answered saying not to her understanding and that when she was reviewing the syllabus and what the House Bill said, she reported the parent permission, and the board approval are the two most important factors and that it does align with the House Bill. Cheryl asked Robin if she reviewed this curriculum with the district attorney and Robin answered that she did not, but that she can. Cheryl stated that she thinks she should review it with district attorney before moving forward. Robin replied saying she would and that we can put this topic on the June board meeting agenda. Dave interjected and mentioned that with that recommendation they will be amending the action item for this specific item for later in the meeting.
- D. Discuss the recommendation of employment of Anna Eskridge to serve as *the Executive Assistant* to the school district's *Leadership Team*. Employment to begin on July 1, 2022. Recommended placement on the Classified Salary Schedule to be Class V, Step 4 (\$42, 268). The district superintendent is also seeking approval to pay Ms. Eskridge a prorated hourly rate during the month of June for training and onboarding activities. Dave said that on April 28th he interviewed three finalists for this position. Dave relayed that Anna has considerable experience on school sites, in school offices at FUSD, school

site classrooms, and the FUSD district Research Data Development department. Dave shared that Anna also has numerous tech skills, and experience with the ADE portal. Dave stated that if this is approved that on June 13, Anna will begin her on boarding with Erin Tutay. Dave said that the prorated hourly amount is \$21.68 to start Anna's onboarding with Erin as Erin also must begin learning her new position. Dave said that if this is approved, he will get the signed contract to her to so she can have it on file.

VI. ACTION ITEMS

- A. Approval of the recommendation to rescind the district's mask mandate effective at 3:00 p.m. on May 19, 2022. Relative to the wearing of masks, the district's mitigation strategy relative to face coverings will be stated as, "*Masks are not required but are highly recommended.*"
- B. Approval of the FY22 May Budget revision.
- C. Safe Dates Curriculum with parents' permission. Cheryl relayed that this will be on the June agenda for the board meeting and Robin will meet with the district attorney to review the curriculum.
- D. Approval of employment of Anna Eskridge to serve as the *Executive Assistant* to the school district's *Leadership Team*. Employment to begin on July 1, 2022. Approval of the recommended placement on the Classified Salary Schedule to be Class V, Step 4 (\$42, 268). Approval to pay Ms. Eskridge a prorated hourly rate during the month of June for training and onboarding activities.
- E. Approval of Payroll and Account Payable Vouchers for CCASD

FY2022:

22	\$69,292.99
2242	\$15,693.76
23	\$69,348.02
2243	\$14,308.33
21	\$69,354.12

FUTURE AGENDA ITEMS

- A. Cheryl stated that the Safe Date Curriculum with parent permission will be a discussion and action item for the June meeting.
- B. Jeanie Confer said that she will have a discussion and action item for the FY23 Proposed Budget.

ANNOUNCEMENTS


Dave acknowledged both principals for all their hard work and efforts through all the Cognia accreditation initiatives. Dave reviewed that within Robin's presentation

today, she mentioned that it took two years of school improvement planning with her staff. Dave mentioned that school improvement planning is not an easy feat and thanked Robin for her presentation and all her hard work that she put into that. Dave acknowledged that her paperwork represents two years of diligent work, debate, consensus building, and school improvements efforts. Cheryl thanked Dave for his statement.

ADJOURNMENT

Cheryl adjourned the meeting at 10:17 A.M.

Dated this 14 day of June, 2022

By: 

President Cheryl Mango-Paget

THE NEXT SCHEDULED BOARD MEETING IS June 14, 2022 at 9:30 a.m.