

Coconino County Accommodation School District

Public Board Meeting Meetings

August 9, 2022

The Governing Board of the Coconino County Accommodation School District held a meeting in person and virtually, August 9, 2022, at the office of the Coconino County Superintendent of Schools which resides at 2384 N Steves Blvd., Flagstaff, AZ 86004.

IN-PERSON Attendees: Robin Pete, Ponderosa High School Principal; Emily Morton, Coordinator of CCASD Online Instruction; John Phelps, Director of Exceptional Student Services; Dave Dirksen, CCASD Superintendent; Michelle Despain, Board Secretary; Erin Tutay, Director of Business Services

VIRTUAL Attendees: Cheryl Mango-Paget, Board President; Traci Parker, Tse' Yaato' High School Principal; Anna Eskridge, Executive Assistant

I. OPENING ITEMS

A. Cheryl Mango-Paget, Board President, called the meeting to order at 9:30 am.

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 explained that he attended the open houses for the high schools at the beginning of July. He also met with Emily Morton and John Phelps regarding use of devices to communicate with students and appropriate practices. They also discussed website edits and updates. Dave talked with Traci Parker about hiring a .5-time counselor. Additionally, Dave delivered the back-to-school address to Ponderosa High School staff. Dave is working on a welcome back letter to accompany updated Indian Policies and Procedures. This will be going out next week. FY 2024 impact aide application will be finalized soon. Dave is also working on a quarterly newsletter to be distributed to the Dine Chapter House Partners. This coming month, Dave plans to meet with Robert Hagstrom to discuss invoicing procedures for grant funded positions.
2. Robin Pete, Ponderosa High School Principal
Robin announced that 65 students are currently enrolled. Ponderosa High has a waiting list of students waiting to begin. FUSD begins tomorrow and so she anticipates more interest

over the next 2 weeks. A trauma informed classroom will begin next week with the teachers. September will have a mental health focus. Robin worked on school improvement processes. John Phelps helped by calling post high school students to see how Ponderosa High can improve based on their feedback. Robin reported that the back-to-school student parent orientation had 11 students with parents/guardians attending. Prior to the start of school, staff reviewed 5 key beliefs that helped set a positive tone for the first day of school.

3. Traci Parker, Tse' Yaato' High School Principal
Traci said that enrollment is currently at 39 students. The school is also waiting on 6 students to submit their transcripts prior to enrolling. She anticipates more interest over the next couple of weeks. She is hoping to have enrollment in the upper 40s lower 50s soon. This past month, Traci sent back-to-school info to students, created schedules for students, updated learner surveys and worked to finalize food services with PUSD. Traci also worked with Melissa Rhodes regarding trauma informed practices for staff. The first day of school was great as they implemented what they learned from Melissa. Traci coordinated the repair and replacement of the school's back flows. She was able to go on the radio and advertise the school. Traci submitted for a Walmart grant. In the next month she is planning to meet and plan 301 projects for FY23, coordinate CCC for FY23 fall, CPR and OSHA-10 dates and gathering quotes from continuing vendors for FY23 requisitions.
4. Erin Tutay, Director of Business Services
Erin processed both first and second payrolls for the new school year. She helped new employee, Noah Cordova get everything set up (payroll, benefits, Visions, and Synergy). Erin also attended trainings with AASBO and Grants Management. She processed vouchers and purchase orders. Erin worked with another business manager for training. Additionally, Erin worked with Anna Eskridge helping to train her. Also, Erin worked with visions extensively to learn the system better.
5. John Phelps, Director of Exceptional Student Services
John reported that this year there is increased participation in Special Education Services. Currently there are 10 students enrolled at Ponderosa High, 9 students enrolled online, 1 student enrolled at the juvenile center, 2 students enrolled at Tse' Yaato' High. John is looking forward to this school year

and getting to know the students. John will meet today with school psychologists to discuss eligibility requirements for SPED services. John attended AZELLA training and is working to help the school be fully compliant with AZELLA this year. Once again John is part of the Director's Academy this year. He is also continuing to work on the Exceptional Student Services Handbook.

6. Emily Morton, Coordinator of CCASD Online Instruction
Emily reported that 29 students are currently enrolled with 2 more intakes pending. Summer school ended on 7/29/2022. Fall scheduling was accomplished. Emily met with Krista from Cognia for accreditation support. Emily completed all modules for Cognia on 7/24/2022. She began the first draft of the Executive Summary. On 8/1/2022, an orientation for all online students was held. Emily is planning to schedule dates for the ACT, ASVAB and ASPIRE soon.

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

Cheryl explained that we have moved from high to moderate category for COVID-19. September 24, 2022, CCASD can no longer require masks, but can encourage best practices and work to keep students safe and support them emotionally. She will meet with CHHS to learn more about Monkey Pox and the impact it will have on our schools. Washing your hands is the recommended practice for now. CCESA was awarded the literacy grant and submitted a teacher retention grant to help mentor 1st and 2nd year teachers. These grants will be more options for the CCASD schools to take advantage of. Tonight, the board of supervisors will be meeting, and one agenda item is the approval of Secure Rural Schools funding.

Cheryl also gave a shout out to Erin Tutay for working with Cheryl on invoicing the county jail for education services.

Cheryl wished the CCRASD leadership team a good start to the school year and take to heart that if we can work with our kids on enjoying school and finding their passion and developing their love of learning first prior to the academic gains.

- C. Cheryl Mango-Paget, Board President, approved the July 14, 2022, Board Meeting Minutes and July 14, 2022, Public Hearing Meeting Minutes.

IV. **PRESENTATIONS**

There were no presentations for this meeting.

V. **DISCUSSION ITEMS**

- A. Dave Dirksen, CCASD Superintendent, discussed Legal Representation for the *Coconino County Attorney* to advise and represent the district (Coconino County Accommodation School District) for the 2022-2023 school year. Dave explained that this is an annual approval. The county attorney sends a letter outlining the relationship of client and attorney and the roles of the district and the county. CCRASD was presented with the agreement for this year.
- B. Traci Parker, Tse' Yaato' High School Principal, discussed the Food Service "*Catering Agreement*" with Page Unified School District to provide meals to Tse' Yaato' students during the 2022-2023 school year. Traci explained that at the end of the school year they were presented with various options to reduce cost and strain on PUSD staffing. She was able to negotiate \$6500 for a breakfast service and lunch order system. This is about half the cost of last year.

Cheryl thanked Traci and Dave for their efforts in this contract and developing their relationship with the PUSD.

- C. Traci Parker, Tse' Yaato' High School Principal, discussed the recommendation to hire Rebecca McCormick as a .5 school counselor/social worker for Tse' Yaato' High School. Traci explained that Rebecca is a licensed associate counselor with 5 years of experience working on re-unification of children and parents. Rebecca is from Fredonia, so she is familiar with the area. Traci is grateful that she is available and ready to help the school out.

Cheryl is excited for Tse' Yaato' High School to have this opportunity and glad that CCESA can help support that position financially with the grant CCESA received.

- D. Dave Dirksen, CCASD Superintendent, discussed a one-time stipend (\$1000) for Erin Tutay for the additional time she has spent (outside of her contract hours) planning for and delivering "*training and on-boarding*" activities for Anna Eskridge who is our school district's new "*Executive Assistant*". Dave explained that Erin was doing her previous job as well as her new job in June and has spent extra time over the last 2 months working with Anna to train her. Erin has worked hours in the evening and on the weekend to make up for the time she spent training Anna. It is appropriate to award this stipend for her time and efforts.

Cheryl thanked Erin for all her work over the last couple of months and appreciates her willingness to jump in.

- E. Robin Pete, Ponderosa High School Principal, discussed the FUSD Catering Contract to provide lunches to Ponderosa High School students for the 2022-2023 school year. Robin explained that food through FUSD is no longer free. FUSD is requiring a catering contract for schools outside of the district. FUSD's contract is a per pupil price.

The school leadership takes turns picking up the meals from Sinagua Middle School. Ponderosa High School is purchasing items using their funding sources for breakfast.

Dave Dirksen, CCASD Superintendent, further explained that both food services agreements will be supported with impact aide funding. The catering per meal price that FUSD is charging to other catering partners is higher than what Ponderosa High School is paying because staff members have agreed to pick up the meals.

Cheryl thanked Dave for negotiating down the cost and using the Impact Aide to support students.

VI. ACTION ITEMS

- A. Cheryl Mango-Paget, Board President, approved Legal Representation for the *Coconino County Attorney* to advise and represent the district (Coconino County Accommodation School District) for the 2022-2023 school year.
- B. Cheryl Mango-Paget, Board President, approved the Food Service "*Catering Agreement*" with Page Unified School District to provide meals to Tse' Yaato' students during the 2022-2023 school year
- C. Cheryl Mango-Paget, Board President, approved the recommendation to hire Rebecca McCormick as a .5 school counselor/social worker for Tse' Yaato' High School
- D. Cheryl Mango-Paget, Board President, approved a one-time stipend (\$1000) for Erin Tutay for the additional time she has spent (outside of her contract hours) planning for and delivering "*training and on-boarding*" activities for Anna Eskridge who is our school district's new "*Executive Assistant*".
- E. Cheryl Mango-Paget, Board President, approved the FUSD Catering Contract to provide lunches to Ponderosa High School students for the 2022-2023 school year.
- F. Cheryl Mango-Paget, Board President, approved Payroll and Accounts Payable Vouchers for CCASD
 - #2254 \$1,681.53
 - #1 \$25,851.44
 - #2301 \$54,805.55
 - #2253 \$23,537.66
 - #2300 \$70,635.45

#2255	\$631.02
#2302	\$5,070.86
#2	\$36,172.91
#2303	\$2,416.09
#2256	\$195.20

VII. FUTURE AGENDA ITEMS

A. Discussion/Action:

- a. Dave Dirksen, CCASD Superintendent, will add to the September or October agenda a discussion and action item for approval of the revised Indian Policies and Procedures.

VIII. ANNOUNCEMENTS

No announcements

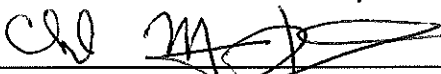
IX. ADJOURNMENT

President Cheryl Mango-Paget adjourned the meeting at 10:11 am.

Next Meeting date:

Regular Board Meeting Tuesday, September 13, 2022, at 9:30 a.m.

Dated this 13 day of September, 2022

By: 

President Cheryl Mango-Paget