

Coconino County Accommodation School District

Public Board Meeting Minutes

January 5, 2023

The Governing Board of the Coconino County Accommodation School District held a meeting virtually, January 5, 2023, at the office of the Coconino County Superintendent of Schools which resides at 2384 N Steves Blvd., Flagstaff, AZ 86004.

Virtual Attendees: Cheryl Mango-Paget, Board President, Dave Dirksen, CCASD Superintendent; Robin Pete, Ponderosa High School Principal; Emily Morton, Coordinator of CCASD Online Instruction; Michelle Despain, Board Secretary; Anna Eskridge, Executive Assistant; Erin Tutay, Director of Business Services; John Phelps, Director of Exceptional Student Services; Traci Parker, Tse' Yaato' High School Principal; Nancy Walker, Tse' Yaato' High School; Ellena Gonzales, Tse' Yaato' High School

I. OPENING ITEMS

Cheryl Mango-Paget, Board President, called the meeting to order at 6:00 pm.

II. CALL TO THE PUBLIC

There were no public comments made.

III. CONSENT AGENDA

A. Written Reports

1. Dave Dirksen, District Superintendent
Dave Dirksen noted that the written report summaries will be brief due to the holiday breaks between the December board meeting and the January board meeting. He reported that he met regularly with the Director of Business Services. Dave attended the Ponderosa High School and Tse' Yaato' High School graduations in December. Dave also met with Dr. Robert Hagstrom regarding invoice procedures and completion reports.
2. Robin Pete, Ponderosa High School Principal
Robin Pete reported that Ponderosa High School currently has 76 students enrolled for this quarter. Ponderosa's community day on December 7, 2022, focused on diversity with a special guest speaker- Dr. Darold Joseph. Robin reported that over the last month, she planned upcoming parent engagement nights. She also worked on making connections with the Chamber of Commerce and Coconino County to have them come in and provide resources for the students. The Ponderosa High staff are participating in a staff book study of What happened to You? by Bruce Perry, M. D., Ph. D. Robin reported that the Ponderosa High School graduation was a great success and the venue at Sinagua Middle School was a great venue for graduation.

Board President, Cheryl Mango-Paget, thanked Robin for organizing the community days and acknowledged the power behind them. She appreciates the excitement and positivity that she feels in the Ponderosa High School building.

3. Traci Parker, Tse' Yaato' High School Principal
Traci reported that the Tse' Yaato' High staff is also reading What happened to You? by Bruce Perry, M. D., Ph. D. She noted that 12 students graduated in December 2022. 6 of those students applied and received admission to CCC. Traci and Anna Eskridge attended chapter House meetings in December. Traci met with a math teacher candidate from Tucson and provided a tour around the community. She sent out Christmas cards to alumni with postcards for collecting alumni data. So far, she has received 2 postcards out of 80 students. Traci also included postcards with the diplomas and asked graduates to return them in one year.

Board President, Cheryl Mango-Paget, acknowledge the great job Traci has done of increasing enrollment at Tse' Yaato' High School. She also congratulated Traci on 6 graduates moving beyond the high school diploma and onto community college.

4. Erin Tutay, Director of Business Services
Erin reported that she processed 3 payrolls and weekly accounts payable batches. She assisted Anna with the January payment for the ADM. She also ordered all the tax forms that will be needed for the upcoming tax season. Erin reported that she met with Dave Dirksen weekly to discuss hot topics for the week. Currently, Erin is preparing for FY2022 audit in February 2023.

Board President, Cheryl Mango-Paget, noted that she is looking forward to seeing where the accommodation district is at with the transportation budget in a more normal year. She acknowledged Erin's efforts this past month in her duties.

5. John Phelps, Director of Exceptional Student Services
John reported that Ponderosa High School has ten students receiving special education services and Tse' Yaato' High School has ten students receiving special education services. The Juvenile Detention Center has 1 student receiving special education services. John reported that in December 2022, five students with disabilities graduated. He is currently working with Vera Baron on JDC accreditation with Cognia. John is also working on the Exceptional Student Services Handbook.

Board President, Cheryl Mango-Paget, expressed how great it is to hear about students with special needs graduating. She encouraged John to reach out to CCESA if needing assistance on Exceptional Student Services Handbook.

6. Emily Morton, District AOI Coordinator
Emily reported that there are currently 25 students enrolled for online instruction. This past month, she held a zoom orientation for new students explaining in detail the hours requirements of the program and how to be an effective student. Emily reported that she plans to hold the first "Coffee Hour Talk" with parents on

January 6, 2023. This will be an open zoom gathering place for parents to meet and connect.

Board President, Cheryl Mango-Paget, offered appreciation to Emily for going the extra mile and working to build a new program. Cheryl also offered appreciation to Emily for the family engagement she is providing for the district's online students.

B. Governing Board/County Superintendent of Schools Summary of Current Issues

Board President, Cheryl Mango-Paget, thanked the leadership team for their reports and all that they do. She announced that the school safety grants have come out and are due by April 2023. Cheryl encouraged the district schools to submit their applications prior to the deadline. This grant will be a way to get funding for social workers in the schools. Cheryl explained that when writing their grants, staff should use percentages rather than number of students in their reporting. Also, she encouraged staff to use the narrative of the grant application to tell their school's story.

Cheryl also announced that the teacherage grant will be released on January 9, 2023 and will be due 45 days after that.

She thanked Robin Pete and Traci Parker for their response on the nursing survey and explained that placements are ongoing.

C. Approval of December 13, 2022, Board Meeting Minutes

Cheryl Mango-Paget, Board President, approved the December 13, 2022, Board Meeting Minutes, and the leadership team reports.

IV. PRESENTATIONS

No presentations were given.

V. DISCUSSION ITEMS

A. Discuss board meeting dates and times for February 2023 – January 2024

1. 2/8/23 @ 9:00 a.m.
2. 3/8/23 @ 9:00 a.m.
3. 4/12/23 @ 9:00 a.m.
4. 5/2/23 @ 9:00 a.m. – This deviates due to prior commitments for board President Cheryl Mango-Paget
5. 6/14/23 @ 9:00 a.m.
6. 7/12/23 @ 9:00 a.m.
7. 8/9/23 @ 9:00 a.m.
8. 9/13/23 @ 9:00 a.m.
9. 10/11/23 @ 9:00 a.m.
10. 11/8/23 @ 9:00 a.m.
11. 12/13/23 @ 9:00 a.m.
12. 1/10/24 @ 9:00 a.m.

Cheryl reported that the day has been changed to Wednesday because the Tuesday Board meeting dates conflict with the Coconino County leadership meetings. Also, she noted that May's meeting will be on the first Wednesday of the month due to a prior conflict.

Dave Dirksen noted that the second week meeting is preferred because it works well with the schedule that is already in place. Speaking on behalf of the leadership team, he expressed their support for holding the regular board meetings on the 2nd Wednesday of each month.

B. Discuss the approval of vendors for the 2023 fiscal year for CCASD

Erin read the requests for the following vendors and services:

- JC Floor Care - janitorial and ground services for Tse' Yaato' High School
- Synergy (Edupoint) - student information systems
- Magnum, Wall, Stoops and Warden - legal services
- Infinite Visions (Tyler Technology) - financial services
- Executech (formally known as Flagstaff IT) - IT services
- Century Security – technology security
- Performance Staffing – substitute custodians and receptionists
- Terra Birtds Nonprofit – environmental consultant
- Edmentum – online courseware

Dave Dirksen added that these are vendors that the district is familiar with and the district is familiar to them. He expressed appreciation for their partnership and the vendors' willingness to continue to provide services.

C. Discuss recommendation to accept Robin Pete's request to retire from the school district effective June 30, 2023.

Dave Dirksen reported that it is with little enthusiasm that he brought this resignation to the board and leadership team. He explained that Robin Pete has led a distinguished career for over 40 years serving students and adults. Over the last 3 years, she has led Ponderosa High School to new heights of excellence, exemplified by reaccreditation with Cognia and the letter grade designation with the State of Arizona Department of Education.

Robin expressed a huge thank you for Dave's words. She explained that she feels blessed to have been with Ponderosa High School these last 3 years. She has appreciated being able to work closely with students. She enjoys the staff and appreciates working with them to help students succeed.

Board President, Cheryl Mango-Paget, said that it is with a heavy heart she hears of Robin Pete's retirement, but Cheryl looks forward for Robin in her next steps. Cheryl explained that Robin shifted the entire school culture, and it wouldn't have happened if she wasn't at the helm.

VI. ACTION ITEMS

A. Cheryl Mango-Paget, Board President, approved board meeting dates and times for February 2023 – January 2024

- a. 2/8/23 @ 9:00 a.m.
- b. 3/8/23 @ 9:00 a.m.
- c. 4/12/23 @ 9:00 a.m.
- d. 5/2/23 @ 9:00 a.m. – This deviates due to prior commitments for board President Cheryl Mango-Paget
- e. 6/14/23 @ 9:00 a.m.
- f. 7/12/23 @ 9:00 a.m.
- g. 8/9/23 @ 9:00 a.m.
- h. 9/13/23 @ 9:00 a.m.
- i. 10/11/23 @ 9:00 a.m.
- j. 11/8/23 @ 9:00 a.m.
- k. 12/13/23 @ 9:00 a.m.
- l. 1/10/24 @ 9:00 a.m.

B. Cheryl Mango-Paget, Board President, approved vendors for the 2023 fiscal year for CCASD

C. Cheryl Mango-Paget, Board President, approved the recommendation to accept Robin Pete's request to retire from the school district effective June 30, 2023.

D. Cheryl Mango-Paget, Board President, approved Payroll and Accounts Payable Vouchers for CCASD

- a. AP Voucher #2323, \$31,488.42
- b. AP Voucher #2324, \$4,129.56
- c. AP Voucher #2525, \$22,053.87
- d. Payroll Voucher #12, \$114,907.13

VII. FUTURE AGENDA ITEMS

Dave Dirksen noted that for the March meeting there will likely be a request for approval of the recommended candidate for the principal position at Ponderosa High School.

VIII. ANNOUNCEMENTS

Traci Parker congratulated Anna Eskridge on getting all of the impact aid documents signed and turned in.

Dave Dirksen announced that for the second year in a row, every Chapter House signed the source check forms that allow the district to claim all of its eligible Navajo students for that federal funding. He explained that it was a team effort to accomplish this. He thanked Tracy and Anna for their work with the chapter houses.

Dave announced that he attended the Tse' Yaato' staff meeting, and they discussed how to gather information about where their alumni are now, after having graduated from our schools. He recognized Traci Parker and her staff for making a real effort to connect with alumni and using the information to better inform curriculum decisions.

Cheryl Mango-Paget expressed that the district has much to celebrate and thanked the district staff for their great work. She encouraged the staff to keep up the great work for 2023, moving forward and doing the best for the district's students.

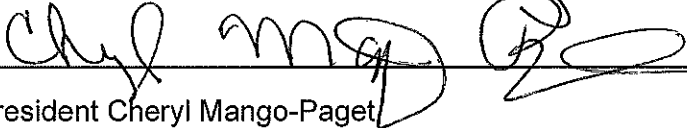
Cheryl also reminded district staff to take advantage of the CCESA because they are there to listen, innovate and serve.

IX. ADJOURNMENT

Cheryl Mango-Paget, Board President adjourned the meeting at 6:48 pm.

Next Meeting date for Regular Board Meeting will be February 8, 2023

Dated this 8 day of February, 2023

By: 
President Cheryl Mango-Paget