

Coconino County Accommodation School District

Public Board Meeting Minutes

September 13, 2023

The Governing Board of the Coconino County Accommodation School District held a meeting in person and virtually, September 13, 2023, at the office of the Coconino County Superintendent of Schools which resides at 2384 N Steves Blvd., Flagstaff, AZ 86004.

Attendees: Cheryl Mango-Paget, Board President; Dave Dirksen, CCASD Superintendent; John Phelps, Director of ESS; Les Hauer, Ponderosa High School Principal; Emily Morton, Coordinator of CCASD Online Instruction; Michelle Despain, Board Secretary

VIRTUAL Attendees: Traci Parker, Tse' Yaato' High School Principal; Erin Tutay, Director of Business Services; Becky Miller, Tse' Yaato' High School teacher; Nancy Walker, Tse' Yaato' High School teacher; Megan Walker, Ponderosa High School teacher

I. OPENING ITEMS

A. Call to Order

Cheryl Mango-Paget, Board President, called the meeting to order at 2:45 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 reported that this past month he continued to meet almost daily with the director of business services, Erin Tutay. He also met weekly with John Phelps, Director of Exceptional Student Services. Dave emailed each of the Chapter House Partners regarding Impact Aid and Source Check Forms. He also conferenced with the Tuba City and Blue Gap Chapter Houses and visited Chapter Houses.

Dave received the agenda for the Western Region Chapter Houses for He will present on September 16, 2023, at 9:20am to share information about the school district and the importance of Impact Aid. Traci Parker will also attend.

Cheryl Mango stated that it is important to note that no property taxes pay for the accommodation district at all.

Dave also noted that the Strategic Plan is referenced in the board reports for Dave, Traci Parker and Les Hauer. This will be a new practice going forward.

2. Les Hauer, Ponderosa High School

Les Hauer reported that there are 14 students in T school and 78 total enrollments. PHS has been working to help students receive a state ID or driver's license. Dr. Walker has been working hard to help with this

initiative. Les also worked with Juvenile Justice to develop a truancy diversion system. He mentioned the partnership with The Bluffs assisted living. The Bluffs sponsored a school supply drive and brought ice cream for students and staff. The Bluffs have offered their facility for field trips, intern opportunities and service learning. Les also began dialogue with CAVIAT to increase opportunities for students. He has worked with faculty to develop a 301 plan that will include 10 hours of reading and 10 hours of professional development that will be an action item on October's board agenda. Les reported 35 people attended the parent night and that it was a great success.

Cheryl commented that Les has hit the ground running. She thanked Les and expressed appreciation for all he did. Cheryl also expressed how wonderful it is to see the connections that Ponderosa High is making with the Bluffs.

3. Traci Parker, Tse' Yaato' High School Principal

Traci Parker reported that August was a busy month. Some of the highlights include connecting with the Navajo Nation and LeChee chapters regarding the Western Region conference. Traci announced that Tse' Yaato' High was awarded a \$2500 grant from Navajo United Way/Red Antelope Community Benefit. Tse' Yaato' also received a \$675 grant from the Walmart Community. This past month, Traci reviewed the financial math textbook and determined that the older version is better than the newer version, so Tse' Yaato' has opted to continue using the older version with some supplementation. Traci reported that the school has had many community visitors including Grand Canyon University, Navajo Nation EMS and Army Staff Sergeant Nezy. This past month, she reached out to NACA to make connections for students. Traci met with John Phelps regarding ELL students and making community connections. She also reached out to the Chamber of Commerce to build connections with businesses in the community but was told that she would need to become a member to join the monthly mixers. Traci has also been working with her staff on the 301 plan and will put it on the agenda for October 2023. Additionally, Traci reported that parent nights will be starting soon based on the few that are interested in attending.

Dave Dirksen asked for clarification on the Red Antelope Community Benefit grant as to who the award came from.

Traci explained that the grant is from Navajo Nation United Way through Red Antelope Community Benefit.

Cheryl thanked Traci for submitting the professional leave for the PREpare workshop. She expressed her appreciation to Traci for participating in this training. Cheryl also encouraged Traci to take advantage of the BYRS fund for the family engagement nights at Tse' Yaato'.

4. Erin Tutay, Director of Business Services

Erin Tutay reported that she processed payroll for pay periods 3 and 4. She also processed accounts payable batches and FY24 purchase orders. Erin attended an AASBO/Heinfeld Meech cohort trainings and the NAPEBT Committee Board Meeting. She updated all of the assets in preparation for the FY23 audit.

Cheryl commented that Erin has a lot on her plate, but she is getting it done. Cheryl stated that the county is die is getting ready to work with her on the AFR. She also thanked Erin for everything she does.

5. John Phelps, Director of Exceptional Student Services

John Phelps reported that at the time the report was written the following students were receiving services:

- Ponderosa: 16
- Tse' Yaato': 7
- AOI: 1
- JDC: 2
- Jail: 0

This month, he also applied for a supervisor certificate through ADE and received that. Additionally, John scheduled SPED meetings with SPED teachers and psychologists for the next month. John plans to be on paternity leave for the next 3 weeks.

Cheryl thanked John for all his efforts. She expressed appreciation to John for involving the attorney as he finalizes the special education handbook.

6. Emily Morton, District AOI Coordinator

Emily Morton stated that there are currently 22 students enrolled in online instruction. 1 student is receiving SPED services and 3 students are pending enrollment paperwork for quarter 3. Emily stated that two students dropped since the start of the quarter. On August 16th students toured the greenhouse for peach picking and to visit the tortoise. She plans to have her 301-plan submitted in time for the October 2023 board meeting.

Cheryl thanked Emily for all that she did this month and expressed how fun it is to see the students coming in on Wednesdays.

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

Cheryl Mango-Paget, Board President, reported that Save our Schools posted that CCESA lost 4.8 million dollars and that is not correct. Cheryl received a letter asking for data showing the benefits of the program and she negotiated a

\$324,000 budget cut. NO services have been cut and it is official CCESA is in the clear.

Cheryl said that the BRYs funds can be used for family engagement. She explained that family engagement activities are making a big difference based on the data of impact for families and students. Cheryl encouraged the team to take advantage of the funds available if they complement their program since there are no property tax dollars that support this district.

Cheryl also stated that if the schools are in need of a teacher mentorship program that they should reach out to Dr. Maurer.

C. Approval of August 9, 2023, Board Meeting Minutes

Cheryl Mango-Paget, Board President, approved the August 9, 2023, Board Meeting Minutes.

IV. **PRESENTATIONS**

There were no presentations made.

V. **DISCUSSION ITEMS**

- A. Discuss the recommendation to approve the proposed five-year Strategic Plan for the school district. While this Strategic Plan is for the years 2023-2028, it will be revisited annually, and revisions will be made as deemed appropriate.

Cheryl explained that at the last board meeting she tabled the proposal not for content purposes but just to firm up dates and to have responsibilities assigned.

Dave stated that he gave an in-depth overview of the Strategic Plan at the last board meeting.

Dave highlighted that there are 4 focus areas in the strategic plan:

- Focus Area #1- Post Secondary Prep and Readiness
- Focus Area #2- District Finances
- Focus Area #3- Facilities Management and Maintenance
- Focus Area #4- Flattening the Hierarchical Structure

Dave stated he considers the Strategic Plan to be his job description going forward.

Cheryl expressed that Dave did a great job tightening up the Strategic Plan. She appreciated seeing the use of the strategic plan in the board reports. Additionally, Cheryl appreciated the focus area 3 of Facilities Maintenance as this will be needed for the aging buildings. Cheryl expressed that it is great to have concrete goals and a vision for the district.

Dave also said that the strategies have been alphabetized for easier use in referencing it on board reports.

VI. **ACTION ITEMS**

- A. Cheryl Mango-Paget, Board President, approved the proposed five-year Strategic Plan for the school district. While this Strategic Plan is for the years 2023-2028, it will be revisited annually, and revisions will be made as deemed appropriate.
- B. Cheryl Mango-Paget, Board President, approved the Payroll and Accounts Payable Vouchers for CCASD
 - a) FY 23: AP Voucher #2453: \$346.95
 - b) FY 23: AP Voucher #2454: \$1,006.25
 - c) FY 24: AP Voucher #2403: \$7,738.35
 - d) FY 24: AP Voucher #2404: \$7,372.55
 - e) FY 24: AP Voucher #2405: \$18,125.70
 - f) FY 24: AP Voucher #2406: \$6,968.00
 - g) FY 24: Payroll Voucher #2: \$33,847.57
 - h) FY 24: Payroll Voucher #3: \$72,113.16 (Note that this amount is higher because it reflects all the teachers on the payroll for the start of the school year.)

VII. FUTURE AGENDA ITEMS

Dave stated that approval of classroom site plans and 301 plans will be on the board agenda for October.

Erin stated that AFR will be on the October agenda as well.

VIII. ANNOUNCEMENTS/ACKNOWLEDGEMENTS/RECOGNITIONS

Dave Dirksen stated that he would like to acknowledge the two principals for all their efforts reflected in their board reports regarding focus area #1- Post Secondary Prep and Readiness.

Cheryl acknowledged that Ponderosa High School is going to have a civics unit and have people coming to talk to students about voter registration and how to vote.

Les explained that they will also be talking about the voting process on the reservation.


Emily expressed thanks to Les and Traci for their support in helping her navigate admin/leadership responsibilities.

IX. ADJOURNMENT

Cheryl Mango-Paget, Board President, adjourned the meeting at 3:29 pm.

Next Meeting date: Regular Board Meeting will be held on October 11, 2023, at 2:45 pm.

Dated this 11 day of October, 2023.

By: 

President Cheryl Mango-Paget