

Coconino County Accommodation School District

Public Board Meeting Minutes

December 13, 2023

The Governing Board of the Coconino County Accommodation School District held a public board meeting virtually on December 13, 2023.

VIRTUAL Attendees: Cheryl Mango-Paget, Board President; Michelle Despain, Board Secretary; Erin Tutay, Director of Business Services; Anna Eskridge, Executive Assistant; Traci Parker, Tse' Yaato' High School Principal; Les Hauer, Ponderosa High School Principal; John Phelps, Director of ESS; Rebecca Miller, Tse' Yaato' High teacher; Dave Dirksen, District Superintendent.

I. OPENING ITEMS

A. Call to Order

Superintendent Cheryl Mango-Paget called the meeting to order at 4:00 pm

II. CALL TO THE PUBLIC

No public comments were made.

III. CONSENT AGENDA

A. Written Reports

**Please note that our monthly board reports serve the purpose of updating both the board of education and the public on the recent and forthcoming activities, events, and initiatives across the five entities that constitute the CCRASD.*

1. Dave Dirksen, District Superintendent

Erin Tutay reported that she will share highlights from Dave's report due to his computer experiencing technical difficulties. She reported that Dave held weekly meetings with Erin Tutay, Director of Business Services. He participated in the fall Tribal Consultation with the Dine' Department of Education with Erin Tutay and Anna Eskridge. Dave visited JDC and conferenced with JDC/Jail teacher Vera Baron. Dave visited Tse' Yaato' High School and conferenced with principal Traci Parker. He also conducted daily "walk-throughs" of Ponderosa High School classrooms. Dave attended an IGA lease meeting and worked to complete and submit the new Intergovernmental Three-Year Lease Agreement with Coconino County.

Dave added that he was able to get his microphone working and thanked Erin for providing the highlights of his report. He also stated that Emily Mortan will not be able to attend the board meeting today due to a prior commitment.

2. Les Hauer, Ponderosa High School

Les Hauer reported that he appreciates the connections with the Coconino County Education Service Agency with regards to UDL professional development and a book study. He stated that Ponderosa High continues to develop its relationship with The Bluffs to learn from and assist residents. Les also reported that he solidified plans for the Traveling the Universe interactive experience to visit Ponderosa High. He also shared that Ponderosa High School will be able to provide

driver's training to students through the Center for the Future of Arizona.

Les is currently updating the emergency operation and crisis response plans for Ponderosa High School.

Cheryl thanked Les for his report and his hard work at Ponderosa. She expressed appreciation for his working on helping students obtain their drivers' licenses.

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

Traci Parker reported that Tse' Yaato' took a group of students to Fredonia, Arizona, to learn from a full-service home building company for career exploration. Students learned about stone countertop fabrication, cabinet fabrication, sales and marketing, home-site construction (framing, plumbing, electrical, HVAC, ground prep, finish work), and general woodworking as a supplementary source of income.

Traci also participated in a monthly collaboration meeting with Coconino Community College. She was able to plan graduate visits for December and finalize Community Night participation. Additionally, she set up dates for CPR & Keeping Your Clients Safe for the second semester. Traci finalized the Community Night with the CCESA, CCC, NAU Education Opportunity Center and Coconino County Health Department.

Tse' Yaato' had several speakers this past month. JoEllen Woods, a social media influencer, gave an in-depth presentation about what you must do to market and make money as an influencer. Victim Witness also visited Tse' Yaato' and discussed career exploration and resource information. Victor Castillo from Voc Rehab assisted students with career readiness.

Traci reported that the staff collaborated to purchase Chromebooks and school shirts that students can earn through attendance and positive behavior. These were paid for with funds from the Red Antelope Grant for positive behavior support.

Traci explained that the Walmart sustainability grant will be used to obtain a chicken coop, chickens and feed to show students a sustainable food source.

She also stated that PUSD has approved moving to a 4-day calendar for the 2024-2024 school year. She is working with food services to see how this will impact Tse' Yaato' School.

Cheryl stated that what Traci has done in the short time that Cheryl has served as the board president with all the different types of opportunities to learn of college and career readiness through field trips, guest speakers, etc., is amazing.

Cheryl thanked Traci and her staff for all that they do.

4. Erin Tutay, Director of Business Services

Erin Tutay reported that she processed pay roll for periods 10 & 11, and weekly accounts payable batches. She met with the Executech team to begin the migration process to change from a physical server to share point. Erin attended her AASBO School Officials Business Cohort III class in Phoenix and the Heinfeld and Meech 1099-NEC and 1099-MISC training for the upcoming tax season.

Cheryl thanked Erin for her report. She wished Erin good luck with the migration. And expressed that she hopes it goes smoother than the county's migration. Cheryl also congratulated Erin on getting the sam.gov report in.

5. John Phelps, Director of Exceptional Student Services

John Phelps reported that for the second quarter the following students were receiving services at each site: Ponderosa- 12 students; Tse' Yaato'- 5 students; AOI- 2 students; JDC- 1 student.

He also reported that he completed the AZELLA placement test for required students at Ponderosa High School. John visited Tse' Yaato' on 11/29/2023 and 12/5/2023.

Cheryl thanked John for his report and stated that it looks like about 20 special ed students and expressed gratitude for his work with those students.

6. Emily Morton, District AOI Coordinator

Dave Dirksen reported that Emily had a conflict with the later time for our board meeting. He provided highlights of her report. Dave reported that Emily continued her partnership with the Terra Birds and working in the greenhouse. She also updated the graduation list and hopes to have 3 graduates this December. She is also working with students to help them take the Civics test.

Dave stated that things are going well with the online school program.

Cheryl stated that it is nice to see fewer students dropping out and more kids staying. Cheryl explained that she attributes that to the extra measures that Emily has put forth including having students come in on

Wednesdays for in person learning and partnering with the WAGS program.

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

Cheryl Mango-Paget thanked everyone for their reports and efforts and wished them a happy and safe holiday season.

Cheryl reported that she worked with Erin, Dave and with the State Facility Board to begin updating district buildings. She is hoping to access some of those funds and update district buildings.

C. Approval of November 8, 2023, Board Meeting Minutes

Cheryl Mango-Paget, Board President, approved the November 8, 2023, Board Meeting Minutes.

IV. PRESENTATIONS

No presentations were made.

V. DISCUSSION ITEMS

A. Discuss the recommendation to approve the hiring of Tina Beckwith as front desk administrative assistant/registrar for Tse' Yaato' High School

Dave Dirksen explained that Tina Beckworth will join as a Class 2, step 11 employee with an hourly wage of \$19.02. He has reviewed her application and encourages approval of this item.

Traci stated that she concurs with Dave. Traci stated that Tina comes to Tse' Yaato' with a lot of leadership administrative experience. Traci is confident that Tina will work well. Not only did Tina run her own business for many years, but she was a bank manager for 5 years.

Dave explained that Ms. Beckworth will replace Richie Clutter who will be moving out of state at the end of January. This is a wonderful opportunity to hire someone with this level of experience. Dave recommends that later today during the action items the board offers her a contract.

B. Discuss the recommendation to approve the hiring of Christopher Sullivan as Plato computer lab manager for Tse' Yaato' High School

Dave explained that this personnel issue fell under his purview. He has reviewed Christopher Sullivan's application and recommends that we approve him later in this meeting.

Traci stated that Christopher Sullivan has been a long-term sub at Page Unified and that Page Unified engaged him as a long-term sub using a program similar to PLATO. Christopher's degree is in psychology, and he is currently working on his master's degree.

Dave stated that in the board packet you will find the personnel action form for him to come in at Class 2, Step 7 with a salary of \$17.51/hour. Dave recommends that later today during the action items the board offers him a contract.

- C. Discuss the recommendation to approve the hiring of Noah Hurley for the position of computer lab manager at Ponderosa High School

Dave Dirksen explained that Noah Hurley is currently a student teacher at Ponderosa High School, and he recommends that Noah come in at Class 2, Step 7 with a salary of \$17.51/hour.

Les stated that Noah has accepted the position and having been a student teacher here he has experience with PLATO and the students and is ready to hit the ground running.

Dave stated that he would like to remind everyone in attendance today that these positions were made possible because some previous employees left the district/retired and opened a way for funding these positions.

Cheryl expressed appreciation for the district's creative thinking in repurposing funds to better serve students.

Dave stated that this recommendation does one other thing that is extremely important. He explained that during the first semester many teachers have been overseeing the PLATO courses and now with these positions filled for lab managers, the teachers will be able to be in their classrooms teaching more of the content that they excel in to bolster the content areas for students.

- D. Discuss the proposed dates and times for February 2024 through January 2025 regular board meetings.

- i. February 7, 2024, at 3:15 pm
- ii. March 6, 2024, at 3:15 pm
- iii. April 3, 2024, at 3:15 pm
- iv. May 1, 2024, at 3:15 pm
- v. June 5, 2024, at 9:30 am
- vi. July 10, 2024, at 9:30 am
- vii. August 7, 2024, at 3:15 pm
- viii. September 4, 2024, at 3:15 pm
- ix. October 2, 2024, at 3:15 pm
- x. November 6, 2024, at 3:15 pm
- xi. December 4, 2024, at 3:15 pm
- xii. January 8, 2025, at 3:15 pm

Dave Dirksen explained that the 3:15 pm time change accommodates Traci's teaching schedule. Her schedule conflicts with the 2:45 pm time the board meetings were previously held at. Dave explained that Tse' Yaato' High School has changed their school start and end times to assist students in arriving on time. Some students are traveling a great distance from outlying areas and the time change works better for them. Moving the board meetings to 3:15 pm accommodates this change.

VI. ACTION ITEMS

- A. Cheryl Mango-Paget, Board President, approved the proposed hiring of Tina Beckwith as front desk administrative assistant/registrar for Tse' Yaato' High School.
- B. Cheryl Mango-Paget, Board President, approved the proposed hiring of Christopher Sullivan as Plato computer lab manager for Tse' Yaato' High School.
- C. Cheryl Mango-Paget, Board President, approved the hiring of Noah Hurley for the position of computer lab manager at Ponderosa High School.
- D. Cheryl Mango-Paget, Board President, approved Payroll and Accounts Payable Vouchers for CCASD
 - a. FY 24: AP Voucher #2418: \$30,392.10
 - b. FY 24: AP Voucher #2419: \$9,376.78
 - c. FY 24: AP Voucher #2420: \$13,344.97
 - d. FY 24: AP Voucher #2421: \$10,167.61
 - e. FY 24: AP Voucher #2422: \$4,134.44
 - f. FY 24: Payroll Voucher #9: \$66,338.44
 - g. FY 24: Payroll Voucher #10: \$67,450.87

VII. FUTURE AGENDA ITEMS

Cheryl stated that the January 2024 board meeting should include discussion and action items for the proposed dates and times for February 2024 through January 2025 regular board meetings.

Cheryl stated that an upcoming board meeting should include discussion on the impact of Page USD moving to a 4-day work week on Tse' Yaato' High School.

VIII. ANNOUNCEMENTS/ACKNOWLEDGEMENTS/RECOGNITIONS

Dave asked Les to please let Heidi know that Dave will be unable to attend her showcase.

Dave stated that he wanted to acknowledge every member of the leadership team for getting their board reports in on a timely basis, to Michelle for assembling the board reports, and to the principals for pushing the life after the diploma focus on students.

Cheryl advised everyone to take some time for themselves during this holiday season to decompress and relax. Cheryl expressed excitement for the direction that the district is going.

Cheryl stated that she was independently approached by a county board of supervisor who knows someone who attends Ponderosa High School. The supervisor explained that the student is from far away and has failed at all the other schools he has attended. The supervisor stated that Ponderosa High has lifted this student up and increased his scholarship. This supervisor also shared this anecdote at the leadership meeting for the county. Cheryl said that it is great to see others recognizing what the accommodation district does and how it is different from the other schools.

IX. ADJOURNMENT

Superintendent Cheryl Mango-Paget adjourned the meeting at 4:50 pm

Next Meeting date: Regular Board Meeting will be held on January 10, 2024, at 2:45 pm.

Dated this 10 day of January, 2024.

By: Cheryl Mango-Paget

President Cheryl Mango-Paget