

Coconino County Accommodation School District

Public Board Meeting Minutes

January 10, 2024

The Governing Board of the Coconino County Accommodation School District held a Public Board Meeting in person and virtually, January 10, 2024, 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; Emily Morton, Coordinator of CCASD Online Instruction; Erin Tutay, Director of Business Services; Michelle Despain, Board Secretary;

VIRTUAL Attendees: Dave Dirksen, CCASD Superintendent; Traci Parker, Tse' Yaato' High School Principal; John Phelps, Director of ESS; Anna Eskridge, Executive Assistant;

I. OPENING ITEMS

Cheryl Mango-Paget, board president called the meeting to order at 2:45 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

Dave Dirksen explained that his report is brief because school was not in session for many days due to winter break. He was able to meet with Erin Tutay weekly. He met with Richard Clark regarding the Facilities Management Plan. Dave also met with Shabnam from the Center for Youth Education and Community Advancement regarding a Navajo Language and Culture presentation. Due to weather conditions, Dave was unable to attend the Tse' Yaato' High Graduation. Dave also attended his evaluation meeting with Board President Mango-Paget.

Cheryl thanked Dave for his report and wished him well with a successful surgery.

2. Les Hauer, Ponderosa High School

Dave explained that Les Hauer is out ill today. Dave reported that Les attended a student tour of the Warrior 2 Inspector welding inspection school in Bellemont. He began work with the Center for the Future of AZ to identify opportunities for their assistance helping PHS students access post-secondary exploration opportunities. Les also organized the December graduation for 17 students.

Cheryl asked Dave if enrollment was at 69.

Dave replied that yes, the current enrollment for Ponderosa High was 69 students, but that he expects it to increase during this second semester.

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

Emily summarized that Traci Parker currently has 26 students enrolled in Tse' Yaato' High with 9 more pending. Some successes this last month include the Lake Powell Community Fund meeting which Traci attended and that her staff participated in a book study with Taylor McNamara. Traci gathered community organizations together to host a Parent night and engage the community and Tse' Yaato' families. She hosted Terra Birds on campus to prepare the garden beds for winter. Traci also organized graduation for Tse' Yaato' High students.

Cheryl commented that as usual Traci has many irons in the fire and they are all in alignment with the district strategic plan. Cheryl expressed her appreciation for Traci's efforts.

4. Erin Tutay, Director of Business Services

Erin Tutay reported that she processed payroll for pay periods 12 & 13 as well as accounts payable batches weekly. She worked with Executech to manage the migration process to change the district from a physical server to share point. Erin also renewed the sam.gov for the year. Erin also spoke with Board President, Cheryl Mango-Paget, to discuss possibilities to find funding for facility repairs in another fiscal year per District Strategic Plan, letter E.

Cheryl commented that she looked forward to continuing to work with Erin on the FSB.

5. John Phelps, Director of Exceptional Student Services

John Phelps reported that as of this report, 23 students are receiving services (PHS: 15 students, TSE: 3 students, AOI: 3 students; JDC: 2 students, and Jail: 0 students).

John reported that this past month he completed QPR suicide prevention training. He also attended Ponderosa High's graduation and prepared for Quarter 3. John stated that he plans to meet with the district attorney to discuss the special education handbook and hopes to have that as a discussion item in February.

Cheryl thanked John for taking the lead on the suicide prevention training.

6. Emily Morton, District AOI Coordinator

Emily Morton reported that there are currently 21 students enrolled for the third quarter. 3 students graduated in December and 2 participated in the December 19th ceremony with Ponderosa High School. Emily continued partnerships with Terra Birds and provided opportunities for students to work in the greenhouse and learn various planting techniques.

Cheryl said that Emily has done a great job breaking down the barriers and that she was pleased the students came to planned activities even when they weren't required to.

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

Cheryl Mango-Paget reported that there was a 2014 amendment made to state statute regarding the state facility board's removal of accommodation school districts from the list of eligible entities for possible consideration of SFB funding for facility needs and upkeep. The expectation at the time of the amendment was that other funding would be provided, but that did not occur. Cheryl stated that she is looking to see if a senator can add an item regarding funding on to a bill.

CCESA is in the process of applying for a \$4 million, 4-year grant to extend BYRS. This grant requires matching funds of \$1 to \$3. Cheryl talked with Erin about keeping the positions that are currently paid for by CCESA and having the school districts paying half time for those positions, and CCESA would pay the other half. Letters of commitment are also needed for the grant application.

Cheryl also asked the leadership team to save the date for the HEAL conference in June 2024. It will be held June 11 -12, 2024.

C. Approval of December 13, 2023, Board Meeting Minutes

Cheryl Mango-Paget, Board President, approved the December 13, 2023, Board Meeting Minutes.

IV. **PRESENTATIONS**

There were no presentations given.

V. **DISCUSSION ITEMS**

- A. 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 5:00 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

Cheryl Mango-Paget explained that the March 6 board meeting is scheduled at 5 pm because she is currently scheduled to meet with the County board of supervisors from 2-4 pm that day.

She further explained that June and July board meetings will be at 9:30 am because school is out of session.

The other dates listed have the meeting time at 3:15 pm.

Erin expressed concern with the October board meeting date because the district's AFR is due on the 15th of October. She may not have the report ready by the October 2nd board meeting for board approval.

Cheryl suggested moving the meeting to October 9th.

Traci and Erin said that October 9th would be a good move.

For the record, Cheryl stated that the board meeting date for October would change from October 2nd to October 9, 2024, at 3:15 pm.

VI. ACTION ITEMS

A. Cheryl Mango-Paget, Board President, approved the proposed dates and times for February 2024 through January 2025 regular board meetings

- a. February 7, 2024, at 3:15 pm
- b. March 6, 2024, at 5:00 pm
- c. April 3, 2024, at 3:15 pm
- d. May 1, 2024, at 3:15 pm
- e. June 5, 2024, at 9:30 am
- f. July 10, 2024, at 9:30 am
- g. August 7, 2024, at 3:15 pm
- h. September 4, 2024, at 3:15 pm
- i. **October 9, 2024**, at 3:15 pm
- j. November 6, 2024, at 3:15 pm
- k. December 4, 2024, at 3:15 pm
- l. January 8, 2025, at 3:15 pm

Cheryl stated, "Let the record show that October 9, 2024, is a change from what was on the agenda."

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

- a) FY 24: AP Voucher #2423: \$4,216.94
- b) FY 24: AP Voucher #2424: \$16,974.06
- c) FY 24: AP Voucher #2425: \$16,095.62
- d) FY 24: AP Voucher #2426: \$9,842.66
- e) FY 24: AP Voucher #2427: \$12,244.86
- f) FY 24: Payroll Voucher #11: \$59,592.67
- g) FY 24: Payroll Voucher #12: \$97,600.93

VII. FUTURE AGENDA ITEMS

Dave stated that he and Erin have a future agenda item related to new salary schedules for classified and certified employees.

John stated that he would like to discuss the special education handbook in February's or March's board meeting.

Dave announced that there is a possibility of a late start or closure for PHS tomorrow due to weather.

Cheryl stated that a future agenda time could include a potential time change of the March board meeting.

VIII. ANNOUNCEMENTS/ACKNOWLEDGEMENTS/RECOGNITIONS

Cheryl gave a pre-shout out to Erin and Dave for preparing items for the county budget report for the county managers and board of supervisors.

IX. ADJOURNMENT

Cheryl Mango-Paget, Board President, adjourned the meeting at 3:16 pm

Next Meeting date: Regular Board Meeting will be held on February 7, 2024, at 3:15 pm.

Dated this 9 day of February, 2024.

By: Cheryl Mango-Paget

President Cheryl Mango-Paget