

**Sedona-Oak Creek Joint Unified School District #9**

**June 22, 2022  
Governing Board Meeting**

**MINUTES**

- I. Call to Order** Randy Hawley  
Board President Randy Hawley called the meeting to order at 4:00.
- II. Pledge of Allegiance** Randy Hawley  
Mr. Hawley led the Pledge of Allegiance.
- III. Roll Call of Members** Randy Hawley, President  
Lauren Robinson, excused  
Karen McClelland, Member  
Maria Husted, Member  
Barbara Trautwein, excused  
Hunter White, excused
- IV. Statement of Welcome** Randy Hawley  
Mr. Hawley welcomed attendees to the virtual meeting.
- V. Call to the Public** Randy Hawley  
There was no call to the public.
- VI. Governing Board Member Comments** Board Members  
Karen McClelland recently attended ASBA's Summer Leadership in Flagstaff. There was a presentation on issues facing rural schools and developing resources to help those schools. There will be a town hall meeting in the fall with additional information.  
Maria Husted thanked board members for her time on the Governing Board. She will be resigning this month as she moves out of the area. Board members expressed gratitude for her service.
- VII. Student Representative Update** Hunter White  
There was no Student Representative Update.
- VIII. Superintendent's Update** Denny Dearden  
Superintendent Dearden began by thanking Maria Husted for her service to the district. Mr. Dearden also thanked the administrative team for their hard work over the summer. The district had a successful recruiting season and is nearly finished staffing for next school year. Summer School finishes this Friday. So far, we have enrolled approximately 30 new students for the fall. Much of this success is due to a successful PR campaign which will continue and grow in the next year. The Wildcat Extended Day program has raised \$48,000 of \$50,000 for a matching grant through Northern AZ Health First Foundation. Other grant funds will be used to purchase STEAM kits for after school programs. All of our teachers were able to find housing for next school year.

Community members have been very helpful in providing housing specifically for teachers. Teachers are currently completing training for coding and AP classes. We have a new Student Resource Officer who is off to a great start and is already making an impact.

**IX. Approve Order of the Agenda Including the Consent Agenda and Minutes**

Randy Hawley

**Motion made by Maria Husted/Karen McClelland:** A motion to approve the order of the agenda including the consent agenda and minutes carried by a vote of 3-0.

**X. Business Items and Presentations**

**A. Presentation of the SY 22-23 Proposed Budget**

Stacy Saravo

*Strategic Plan Alignment: Effective Communication*

**ATTACHMENTS 2 – 3**

Finance Director Stacy Saravo gave an overview of the proposed budget for next school year. The district has chosen to budget conservatively, projecting a loss of approximately 40 students based on smaller class sizes. We are cautiously optimistic that we will not lose this ADM. A two-step increase for all staff and one-time additional increase commensurate with the FY22 rate of pay for hourly staff have been built into the budget. Rising fuel costs are on the radar and have been accounted for in the budget. Additional funds may need to be reallocated to cover fuel costs if they continue to rise at their current pace. We will be going back to the National School Lunch Program next year. As we transition back to charging students for meals, there is a bit of an unknown as to what our food service expenses will be next year. A carryover from our food service fund will help absorb costs. The budget includes a 3% carryover from this year. Karen McClelland asked about budgeting for new board member training. The board will discuss options and needs in the future.

**B. Presentation of proposed Food Service Agreement with Southwest Food Excellence (SFE)**

Stacy Saravo

*Strategic Plan Alignment: Effective Use of Resources*

Stacy Saravo gave an overview of the new proposed food service contract. An RFP committee met and has recommended awarding the contract to SFE. There are some unknowns since we have not been charging for meals in the past few years. SFE's plan to increase participation seems to be solid, focusing on better tasting food and improved presentation. A budget carryover from our food service fund should help to cushion any losses next year. Board Member Karen McClelland verified that the incoming food service manager has experience in the field.

**ACTION ITEM:** Discussion and possible action to approve the proposed Food Service Agreement with SFE.

**Motion made by Karen McClelland/Maria Husted:** A motion to approve the proposed Food Service Agreement with SFE carried by a vote of 3-0.

**C. IGA with VACTE for the provision of joint technical education classes during FY 24-26**

Dennis Dearden

*Strategic Plan Alignment: Highly Achieving Students*

**ATTACHMENT 4**

This is a routine IGA with VACTE for the provision of CTE classes. The agreement has been approved by our district attorney. Board Member Karen McClelland requested a presentation on CTE classes in the fall.

**ACTION ITEM:** Discussion and possible action to approve an IGA for the provision of joint technical education classes during FY 24-26.

**Motion made by Maria Husted/Randy Hawley:** A motion to approve an IGA for the provision of joint technical education classes during FY 24-26 carried by a vote of 3-0.

- D. One-year renewal of IGA with Mingus Union High School for our shared CTE Director** Stacy Saravo

*Strategic Plan Alignment: Highly Achieving Students*

Finance Director Stacy Saravo said that this agreement will provide an additional year of funding for our CTE Director. Board President Randy Hawley verified that the arrangement has been working well.

**ACTION ITEM:** Discussion and possible action to approve a one-year renewal of the IGA with Mingus Union High School for our shared CTE Director.

**Motion made by Maria Husted/Karen McClelland:** A motion to approve a one-year renewal of the IGA with Mingus Union High School for our shared CTE Director carried by a vote of 3-0.

- E. Execution of Warrants between board meetings for FY 22/23** Stacy Saravo

*Strategic Plan Alignment: Effective Use of Resources*

#### **ATTACHMENT 5**

Finance Director Stacy Saravo explained that the execution of Warrants between meetings allows the business office to use board member signature stamps as needed between meetings.

**ACTION ITEM:** Discussion and possible action to authorize the execution of Warrants between Governing Board meetings for the 22/23 fiscal year.

**Motion made by Karen McClelland/Randy Hawley:** A motion to authorize the execution of Warrants between Governing Board meetings for the 22/23 fiscal year carried by a vote of 3-0.

- F. Presentation of proposed math curriculum** Deana Dewitt

*Strategic Plan Alignment: Highly Achieving Students*

Deana Dewitt gave an overview of the proposed math curriculum (enVision from SAAVAS publishing) to be used in kindergarten through 8<sup>th</sup> grade. The previous curriculum director adopted Eureka math, which has been successful in many districts. Many of our teachers struggled with this curriculum. Parents gave feedback that the materials were difficult to understand and they were often unable to provide support at home. Many of our students are also struggling with math and need remediation. A curriculum committee met and decided to look for a program that focused on project based learning and computational skills. Materials from several publishers were evaluated. The recommended curriculum was used in an informal pilot in 2<sup>nd</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade classrooms. The materials were well received by teachers and students. Teachers outside this pilot group also had a chance to review the materials for their grade levels, provide feedback and act as a sounding board in the decision making process. 100% of the teachers involved wanted to use the proposed enVision curriculum. The committee identified the following pros: easy to understand materials, systematic presentation incorporating project based learning and skill practice, strong language support for English Language Learners, ample resources for support and differentiation, availability of digital materials on a familiar platform and compatibility with Google

Suite. Next steps will include professional development, 60 day review, communication to stakeholders and an adoption vote at the September board meeting.

Karen McClelland asked if there is a discount if we use multiple pieces from the same publisher. Mrs. Dewitt verified that the publisher is anxious to work with the district and may be willing to discount some training for our teachers. Randy Hawley questioned the adoption timeline and needs in August. West Sedona School Principal Elizabeth Tavasci verified that the curriculum change is needed and that an adoption in the near future will benefit teachers and students. While confident in the curriculum recommendation, Deana Dewitt stated that if there are concerns during the rollout and review process, the recommendation to adopt the curriculum in September could change.

**XI. Other Business**

Randy Hawley

Future board meeting dates and agenda items: The next board meeting is scheduled for Tuesday, July 5 at 4:00 PM in the Sedona Performing Arts Center.

**XII. Adjournment**

Randy Hawley

Motion made by Maria Husted/Karen McClelland to adjourn the meeting at 5:10 carried by a vote of 3-0.

Submitted by: Amanda Stanfield

Signature of Attendees:

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Randy Hawley

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Karen McClelland

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Maria Husted

# Encumbrance

## SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 VOUCHER

Entity Number: 13-2-09

Voucher No: 26

Voucher Date: 07/08/2022

Prepared By:

*Lesley Singletary*

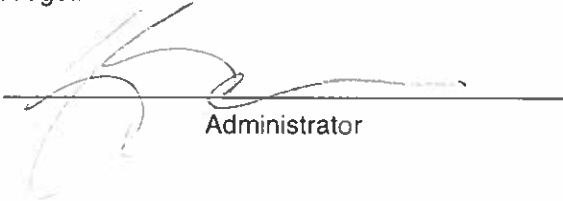
Pay Period: 26

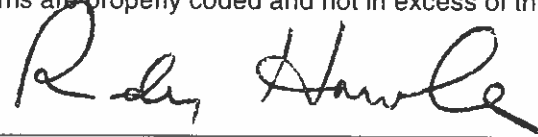
Pay Cycle: PAY PERIOD

Printed: 06/30/2022 12:08:29 PM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 funds for the sum of \$64,143.25 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

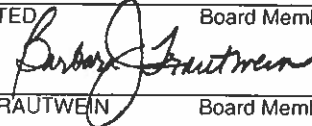
  
\_\_\_\_\_  
Administrator

  
\_\_\_\_\_  
RANDY HAWLEY President

  
\_\_\_\_\_  
LAUREN ROBINSON Vice President

\_\_\_\_\_  
KAREN MCCLELLAND Board Member

MARIA HUSTED Board Member

  
\_\_\_\_\_  
BARBARA TRAUTWEIN Board Member

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$41,871.39	\$3,099.75	\$4,496.56	\$5,496.52	\$54,964.22
110	\$2,070.56	\$149.57	\$256.96	\$181.70	\$2,658.79
190	\$122.78	\$9.02	\$15.23	\$16.48	\$163.51
346	\$3,421.97	\$261.78	\$354.08	\$84.49	\$4,122.32
456	\$800.00	\$61.20	\$99.28	\$6.16	\$966.64
515	\$849.41	\$64.98	\$105.40	\$247.98	\$1,267.77
	\$49,136.11	\$3,646.30	\$5,327.51	\$6,033.33	\$64,143.25

**SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 VOUCHER**

Entity Number: 13-2-09

Voucher No: 101

Voucher Date: 06/24/2022

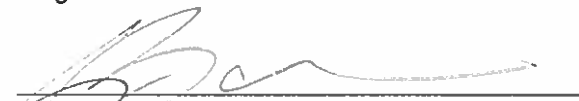
Prepared By:

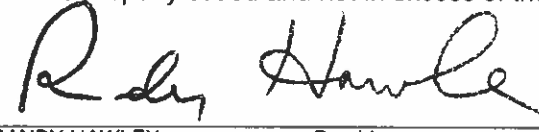
*Lesley Singleton*  
Printed: 06/21/2022 11:40:58 AM

Pay Period: 101  
Pay Cycle: EMERGENCY PAYROLLS

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 funds for the sum of \$41,339.08 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

  
\_\_\_\_\_  
Administrator

  
\_\_\_\_\_  
RANDY HAWLEY President

  
\_\_\_\_\_  
LAUREN ROBINSON Vice President

\_\_\_\_\_  
KAREN MCCLELLAND Board Member

\_\_\_\_\_  
MARIA HUSTED Board Member

  
\_\_\_\_\_  
BARBARA TRAUTWEIM Board Member

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
110	\$11,732.49	\$897.54	\$1,456.02	\$116.99	\$14,203.04
220	\$1,662.50	\$127.19	\$206.32	\$12.80	\$2,008.81
346	\$20,795.51	\$1,590.84	\$2,580.77	\$160.11	\$25,127.23
	\$34,190.50	\$2,615.57	\$4,243.11	\$289.90	\$41,339.08

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# SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2249

Voucher Date: 06/22/2022

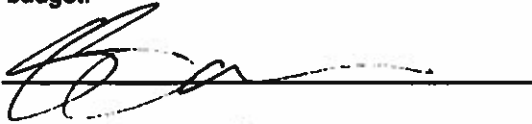
Prepared By:

*Terri L. Prigge*  
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THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 funds for the sum of \$73,031.00 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



RANDY HAWLEY President  
*Randy Hawley*  
LAUREN ROBINSON Vice President

KAREN MCCLELLAND Board Member  
*Karen McClelland*  
MARIA HUSTED Board Member  
*Maria Husted*  
BARBARA TRAUTWEIN Board Member

SEDONA-OAK CREEK UNIFIED SCHOOL  
DISTRICT #9

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Fund		Amount
001	Maintenance and Operation Fund	\$18,538.30
220	IDEA, Part B	\$934.06
346	ESSER III	\$47,403.31
525	Auxiliary Operations	\$6,070.47
530	Gifts and Donations	\$84.86
		<hr/> <hr/>
		\$73,031.00

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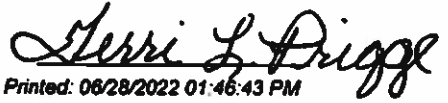
**SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 VOUCHER**

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Voucher No: 2250

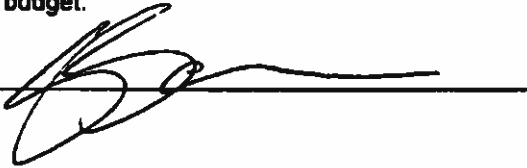
Voucher Date: 06/28/2022

Prepared By:

  
Printed: 06/28/2022 01:46:43 PM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 funds for the sum of \$92,157.78 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



RANDY HAWLEY President

  
LAUREN ROBINSON Vice President

KAREN MCCLELLAND Board Member

  
MARIA HUSTED Board Member  
BARBARA TRAUTWEIN Board MemberSEDONA-OAK CREEK UNIFIED SCHOOL  
DISTRICT #9

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Fund		Amount
001	Maintenance and Operation Fund	\$15,261.32
349	NATIONAL FOREST FEES	\$27,961.11
500	School Plant (Sale or Lease Over 1 Year)	\$46,948.33
525	Auxiliary Operations	\$1,987.02
		<hr/>
		\$92,157.78

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# Revised Personnel

1-Jul-22

## **New Hires:**

### Administration:

### Certified:

Linden, Katherine 1st Grade Teacher, WSS

### Classified:

## **Resignations/Retirements/Terminations/Reductions:**

### Administration:

### Certified:

### Classified:

## **Change in Position/FTE:**

### Certified:

### Classified:

### Administration:

## **Extra Duty Contracts:**

<u>Name</u>	<u>Position</u>	<u>Amount</u>	<u>Funding</u>	
Eicher, Sean	Summer Custodial	NTE\$1920.00	Tax Credit	FY2223
Parks, Becky	Chromebook Restoration	NTE\$750.00	M&O	FY2223
Meyer, Marty	AP Summer Institute	NTE \$800.00		
Ames, Chris	AP Summer Institute	NTE \$800.01		