



MINUTES
Regular Public Meeting
Tuesday, June 4, 2024, 4:00 p.m.

- I. Call to Order** Randy Hawley
Board President Hawley called the meeting to order at 4:02 p.m.
- II. Pledge of Allegiance** Randy Hawley
- III. Roll Call of Members**
Randy Hawley, Present
Lauren Robinson, Present
Karen McClelland, Present
April Payne, Present
David Price, Present
Emily Frey, Excused
- IV. Statement of Welcome** Randy Hawley
- V. Call to the Public** Randy Hawley
No public comments.
- VI. Governing Board Member Comments** Board Members
Board member Karen McClelland expressed thanks for the outdoor graduation ceremony and recognized the large number of students earning Capstone and Early College diplomas.
Board member David Price recognized students who participated in the Memorial Day Veteran's Ceremony.
- VII. Student Representative Update** Emily Frey
No report given.
- VIII. Superintendent's Update** Tom Swaninger
Superintendent Swaninger gave an overview of end-of-year events including the spring arts show, kindergarten promotion, 5th grade promotion, senior walk at West Sedona School, scholarship night, 8th grade promotion, and graduation.
- IX. Approve Order of the Agenda Including the Consent Agenda and Minutes** Randy Hawley
The consent portion of the agenda is to expedite routine matters that must be acted on by the Governing Board of Education. All items approved will be done by one non-debatable motion passed unanimously. Any item may be removed for debate on request of any member of the board, staff, or public. Items removed from the consent portion of the agenda become the first item of business on the regular agenda.

Attachment 1: Consent Agenda

1. Minutes for Governing Board meetings: May 7, 2024
2. Payroll vouchers – 23-24
3. Accounts Payable vouchers – 2443-2446

4. Gifts and donations – N/A
5. Fund balance statements- Attached
6. Personnel- Attached
7. Approved Fundraisers- N/A

Motion made by Karen McClelland/April Payne: A motion to approve the order of the agenda including the Consent Agenda and Minutes carried by a vote of 5-0.

X. Business Items and Presentations

A. Presentation of the FY2024-25 Proposed Budget

Stacy Saravo

- Effective Use of Resources
- Attachment 2: Proposed Budget Overview
- Finance Director Stacy Saravo gave an overview of the proposed FY2024-25 budget (attached). Ms. Saravo discussed a projected loss of up to 58 students, planning for a large graduating class and a smaller kindergarten class. Our ADM will be reevaluated after the 40th day to include new students. The budget includes a 2-step salary increase and 5% carryover. The budget includes a new worksheet that lists fund reserves and plans for those reserves during the 2024-25 school year. The district intends to spend no more than 33% in order to carry reserves forward to absorb unexpected costs in future years.
- Board members discussed the preschool program at West Sedona School. Superintendent Swaninger noted that there is a large waiting list for the current program. Because there is great demand and little to no state funding for the preschool program, the district is moving to a tuition-based preschool program. Tuition will be low with reduced fees for students qualifying for free or reduced-price meals. In response to board questions, Stacy Saravo noted that DES reimbursement is not a good option because to qualify, the district would likely need to change the structure of the program to include younger children.

B. SPAC Rate Presentation

Jennifer Chilton

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 3: Presentation
- Assistant Superintendent Jennifer Chilton gave an overview of proposed changes to the SPAC rental rate structure (attached). Dr. Chilton recommended changes in four key areas: base rates, minimum hourly block, itemized cost, and additional room rentals. The changes are intended to be incremental and focus increases on ticketed, revenue-generating events while keeping rates low for other groups.
- Board members discussed methods for ensuring that students have the opportunity to perform on the stage. April Payne requested lower or waived fees and the flexibility to partner with community groups. Jennifer Chilton noted that the costs for these groups did not increase and are intended solely to cover district costs.
- There will be a presentation on this topic in July with additional discussion and a potential vote to approve the changes.

C. First Reading of ASBA Policy Advisory 787

Tom Swaninger

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 4: PA 787
- Superintendent Swaninger gave an overview of Policy Advisory 787, which outlines the use of AI technology (attached). The second reading of PA 787 in July.
- Karen McClelland asked for a summary of district policies related to the use of technology beyond AI. Dr. Swaninger noted that administrators are updating student handbooks. The handbooks will include technology policies and will be presented at a future board meeting.

D. Final Overview of Proposed ELA Curriculum for West Sedona School Elizabeth Tavasci

- Strategic Plan Alignment: High Student Achievement
- Attachment 6: Amplify CKLA Program Guide
- Attachment 7: Amplify CKLA Components Guide
- **Action Item: Discussion and possible action to approve the proposed ELA Curriculum for West Sedona School.**
- Principal Tavasci gave an overview of the proposed ELA curriculum for use in Pre K-5 grade at West Sedona School. The materials have been available for review since the last presentation. No specific stakeholder comments or concerns have been received. The curriculum is the unanimous recommendation of the curriculum committee.
- Karen McClelland asked if ancillary options would be purchased. Dr. Swaninger recommended beginning with the core curriculum and considering additional needs in the future. The district is currently using assessments purchased from Amplify.
- David Price verified that this curriculum will serve all students. He also verified that the content has been reviewed to ensure that themes and materials are appropriate for young students. Dr. Swaninger noted that the themes are appropriate and that the curriculum includes alternatives for each lesson, enabling teachers to pivot to meet the needs of students.
- Board Members stated that this is a strong curriculum. They appreciated the consistency that it will provide across grade levels and the integration of social studies and science.
- **Motion made by Lauren Robinson/David Price:** A motion to approve the proposed ELA Curriculum for West Sedona School carried by a vote of 5-0.

XI. Other Business

Randy Hawley

Future board meeting dates and agenda items: The next board meeting will be held on July 9 to accommodate the 4th of July holiday.

XII. Adjournment

Randy Hawley

Motion made by Lauren Robinson/Karen McClelland: A motion to adjourn the meeting at 5:27 p.m. carried by a vote of 5-0.

Submitted by: Amanda Stanfield

Signature of Attendees:

Randy Hawley

Lauren Robinson

Karen McClelland

April Payne

David Price

SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 VOUCHER

Entity Number: 13-2-09

Voucher No: 25

Voucher Date: 06/21/2024

Prepared By:

Lesley Singletary

Pay Period: 25

Pay Cycle: PAY PERIOD

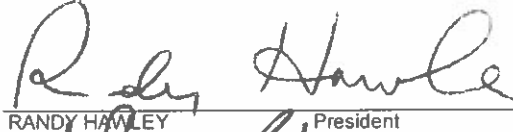
Printed: 06/13/2024 10:47:34 AM

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 \$112,493.35 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

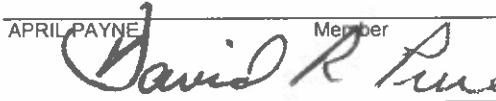
Vice President

KAREN MCCLELLAND

Board Member

APRIL PAYNE

Member



DAVID PRICE

Member

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$42,901.94	\$3,196.17	\$5,189.79	\$4,603.79	\$55,891.69
110	\$6,338.30	\$484.90	\$778.96	\$82.41	\$7,684.57
190	\$3,798.95	\$290.45	\$466.88	\$40.47	\$4,596.75
346	\$4,566.23	\$349.33	\$561.18	\$35.16	\$5,511.90
515	\$6,106.54	\$467.14	\$692.18	\$1,044.15	\$8,310.01
525	\$24,524.09	\$1,856.60	\$2,572.56	\$338.08	\$29,291.33
526	\$1,000.00	\$76.50	\$122.90	\$7.70	\$1,207.10
	\$89,236.05	\$6,721.09	\$10,384.45	\$6,151.76	\$112,493.35

Encumbrance

SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 VOUCHER

Entity Number: 13-2-09

Voucher No: 26

Voucher Date: 07/05/2024

Prepared By:

Lesley Singletary

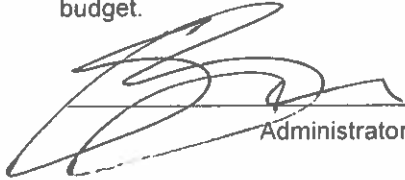
Pay Period: 26

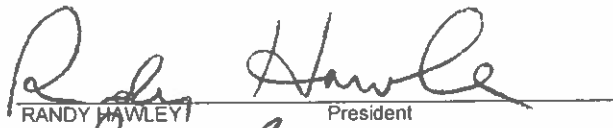
Pay Cycle: PAY PERIOD

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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 \$86,045.56 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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.

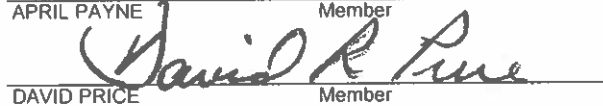

Administrator


RANDY HAWLEY President


LAUREN ROBINSON Vice President

KAREN MCCLELLAND Board Member

APRIL PAYNE Member


DAVID PRICE Member

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$41,552.87	\$3,108.75	\$5,024.01	\$4,588.42	\$54,274.05
110	\$5,968.13	\$456.59	\$733.49	\$67.34	\$7,225.55
190	\$3,798.95	\$290.45	\$466.89	\$40.48	\$4,596.77
346	\$4,292.65	\$328.40	\$527.56	\$33.05	\$5,181.66
500	\$5,180.55	\$394.69	\$636.68	\$39.83	\$6,251.75
515	\$5,104.20	\$390.46	\$569.31	\$1,003.29	\$7,067.26
525	\$1,200.00	\$91.80	\$147.48	\$9.24	\$1,448.52
	\$67,097.35	\$5,061.14	\$8,105.42	\$5,781.65	\$86,045.56

Encumbrance

SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 VOUCHER

Entity Number: 13-2-09

Voucher No: 27

Voucher Date: 07/12/2024

Prepared By:

Lesley Singletary

Pay Period: 27

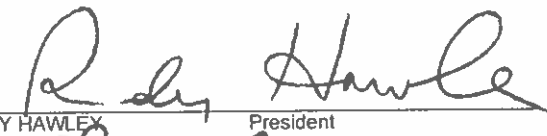
Pay Cycle: PAY PERIOD

Printed: 07/02/2024 11:28:40-AM

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 \$41,809.37 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

APRIL PAYNE Member

DAVID PRICE Member

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$27,993.03	\$2,141.47	\$3,426.54	\$344.09	\$33,905.13
190	\$91.45	\$7.00	\$11.24	\$0.70	\$110.39
500	\$5,080.55	\$388.67	\$624.40	\$206.78	\$6,300.40
515	\$1,030.32	\$78.81	\$112.96	\$41.95	\$1,264.04
525	\$190.05	\$14.54	\$23.36	\$1.46	\$229.41
	\$34,385.40	\$2,630.49	\$4,198.50	\$594.98	\$41,809.37

SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2447

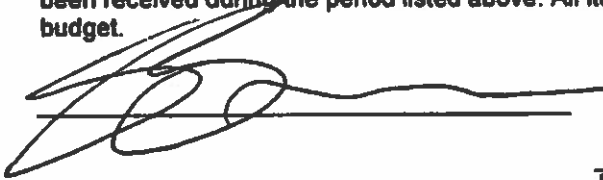
Voucher Date: 06/06/2024

Prepared By:

Terri L. Priggs
Printed: 06/06/2024 11:58:33 AM

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 \$88,300.69 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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
LAUREN ROBINSON Vice President

KAREN MCCLELLAND Board Member

April Payne
APRIL PAYNE Member

David Price
DAVID PRICE Member

SEDONA-OAK CREEK UNIFIED SCHOOL
DISTRICT #9

Fund		Amount
001	Maintenance and Operation Fund	\$37,913.59
140	TITLE II - IMPROVING TEACHER QUALITY	\$26,264.62
190	TITLE III - ELL	\$225.00
346	ESSER III	\$7,860.38
456	COLLEGE CREDIT EXAM INCENTIVES	\$700.00
478	FEMININE HYGIENE PRODUCTS	\$391.06
500	School Plant (Sale or Lease Over 1 Year)	\$4,500.00
515	CIVIC CTR - DW/DO	\$1,960.00
525	Auxiliary Operations	\$574.64
530	Gifts and Donations	\$1,398.00
610	Capital Outlay	\$6,513.40
		\$88,300.69

SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2448

Voucher Date: 06/13/2024

Prepared By:

Printed: 06/13/2024 11:04:32 AM

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 \$11,209.43 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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



APRIL PAYNE

Member



DAVID PRICE

Member

SEDONA-OAK CREEK UNIFIED SCHOOL
DISTRICT #9

Fund		Amount
001	Maintenance and Operation Fund	\$8,081.42
346	ESSER III	\$1,890.00
525	Auxiliary Operations	\$59.13
526	Extracurricular activities fees tax credit	\$66.00
530	Gifts and Donations	\$1,000.00
850	STUDENT CLUB ACTIVITIES	\$112.88
	ACCOUNTS	
		\$11,209.43

SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2449

Voucher Date: 06/17/2024

Prepared By:

Terri L. Prigge
Printed: 06/17/2024 11:54:32 AM

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 \$17,422.71 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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



APRIL PAYNE

Member



DAVID PRICE

Member

SEDONA-OAK CREEK UNIFIED SCHOOL
DISTRICT #9

Fund		Amount
001	Maintenance and Operation Fund	\$3,852.38
261	CTE Federal Perkins	\$8,547.85
400	CTE State Priority	\$4,709.28
525	Auxiliary Operations	\$313.20
		\$17,422.71

SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2450

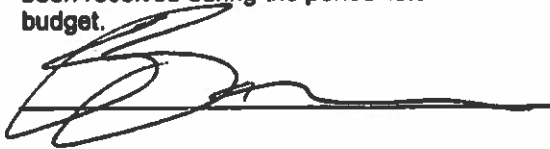
Voucher Date: 06/20/2024

Prepared By:

Printed: 06/20/2024 01:34:23 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 \$37,253.10 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

APRIL PAYNE

Member

DAVID PRICE

Member

SEDONA-OAK CREEK UNIFIED SCHOOL
DISTRICT #9

Fund		Amount
001	Maintenance and Operation Fund	\$24,255.99
456	COLLEGE CREDIT EXAM INCENTIVES	\$465.07
500	School Plant (Sale or Lease Over 1 Year)	\$12,532.04
		\$37,253.10

SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2451

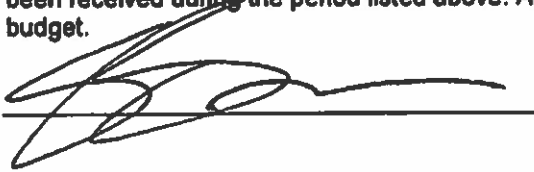
Voucher Date: 06/28/2024

Prepared By:

Terri L. Prigge
Printed: 06/28/2024 10:14:02 AM

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 \$121,461.77 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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



APRIL PAYNE

Member



DAVID PRICE

Member

SEDONA-OAK CREEK UNIFIED SCHOOL
DISTRICT #9

Fund		Amount
001	Maintenance and Operation Fund	\$19,824.48
190	TITLE III - ELL	\$225.00
346	ESSER III	\$5,670.00
456	COLLEGE CREDIT EXAM INCENTIVES	\$1,118.65
500	School Plant (Sale or Lease Over 1 Year)	\$17,290.16
510	Food Service	\$33,609.40
525	Auxiliary Operations	\$1,279.68
530	Gifts and Donations	\$39,000.00
610	Capital Outlay	\$3,444.40
		\$121,461.77

Encumbrance Voucher

23/24 Sys.

SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2452

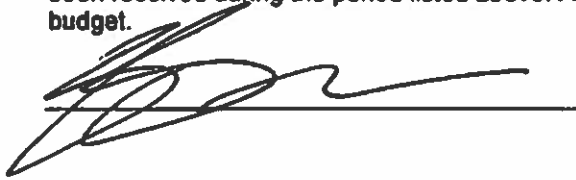
Voucher Date: 07/02/2024

Prepared By:

Printed: 07/02/2024 10:52:52 AM

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 \$8,193.65 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (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

APRIL HAYN

Member



DAVID PRICE

Member

SEDONA-OAK CREEK UNIFIED SCHOOL
DISTRICT #9

Fund	Amount
001 Maintenance and Operation Fund	\$8,193.65
	\$8,193.65

SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2500

Voucher Date: 07/02/2024

Prepared By:

Terre L. Prigge
Printed: 07/02/2024 10:47:18 AM

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 \$42,417.63 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (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 MCLELLAND

Board Member



APRIL PAYNE

Member



DAVID PRICE

Member

SEDONA-OAK CREEK UNIFIED SCHOOL
DISTRICT #9

Fund		Amount
001	Maintenance and Operation Fund	\$11,699.86
456	COLLEGE CREDIT EXAM INCENTIVES	\$3,025.00
525	Auxiliary Operations	\$385.00
610	Capital Outlay	\$27,307.77
		\$42,417.63

6/30/2024

Total:

Personnel

1-Jul-24

New Hires:

Administration:

Certified:

Cindy Wilmer	FY2425	Photography Teacher - SRR
Tran Thai	FY2425	Preschool Teacher - WSS

Classified:

Lara Cordova	FY2324 - 06/27/24	Admin Secretary - SRR
Daniel Castillo	FY2425 - 07/08/24	Custodian - WSS

Resignations/Retirements/Terminations/Reductions:

	Liquidated Damages Waiver Request	Leadership Recommendation
<u>Administration:</u>		
<u>Certified:</u>		

Classified:

Denise Wynne Bus Driver 06/26/24

Change in Position/FTE:

Certified:

Classified:

Administration:

Extra Duty Contracts:

<u>Name</u>	<u>Position</u>	<u>Amount</u>	<u>Funding</u>
Karyl Goldsmith	NHS	\$1,000.00	Tax Credit
Karyl Goldsmith	PLC	\$2,000.00	M&O
Mindy Zarlingo	Kinder Early Entrance	\$280.00	M&O
Becky Parks	Chromebook Repair	\$1200.00/Per timesheet @ \$25.00	AUX
Lara Cordova	Breakthrough Training	\$190.05	M&O
Galen Bessette	Driver Training	912.5	M&O