

Regular Public Meeting Tuesday, February 4, 2025 MINUTES

Randy Hawley

Tom Swaninger

Site Staff

I. Call to Order

President Hawley called the meeting to order at 4:02 PM.

II. Pledge of Allegiance Randy Hawley

III. Roll Call of Members

Randy Hawley, Present Lauren Robinson, Present Karen McClelland, Present April Payne, Absent Sam Blom, Present Emily Frey, Present

IV. Statement of Welcome Randy Hawley

V. Recognition of Students, Athletes, and Staff Members

- Strategic Plan Alignment: High Student Achievement & Highly Performing and Supported Staff
- Administrators recognized the following:
 Sophia Mangarrez- West Sedona School Student of the Month
 Lash Lupo- West Sedona School Student of the Month
 Katherine Linden- West Sedona School Teacher of the Month
 Emily Maher- Sedona Red Rock Middle School Student of the Month
 Yonas Rahman- Sedona Red Rock High School Student of the Month
 Karina Diaz Rodriguez- Sedona Red Rock High School Athlete of the Month
 Lindsey Webb- Sedona Red Rock Teacher of the Month

VI. Call to the Public Randy Hawley

- 1. S. Vandermast spoke regarding executive orders on deportation of undocumented immigrants. Ms. Vandermast stated that the District has a duty to protect the privacy and safety of all students and to maintain a safe learning for all students regardless of their immigration status. She asked for the District to adopt the NEA Safe Zone Policy. The policy complies with the Constitutional law and includes plans the District could follow to ensure the privacy of all students and the protection of the campus as a safe place for learning.
- 2. R. Myhre spoke in support of the NEA Safe Zone Policy. The policy contains reassurances for students, procedures for law enforcement, and information important to families and staff. He feels that it is our responsibility to protect young people and that the Safe Zone Policy gives us a way to do that.
- 3. J. Myhre spoke in support of the NEA Safe Zone Policy, which provides a tangible way to care for our immigrant young people and their families. The policy lays out clear protocols for safety in a manner consistent with Supreme Court decisions guaranteeing educational rights.
- 4. L. Lagorio spoke in support of the NEA Safe Zone policy to reduce ambiguity related to the District's policies, prohibit the collection of immigration status, provide protocols for staff interactions with law enforcement, give information to families regarding their rights, and ensures that due process will be

- followed. These policies would show that the district values safety, inclusion, and educational rights of all students. Ms. Lagorio also emphasized the importance of clear communication with families.
- 5. J. Hovermill spoke in support of the NEA Safe Zone policy and its relation to FERPA. Mr. Hovermill stated that other districts have published their policies and shared Mesa Public School's statement. He encouraged the District to be explicit in how it will respond to any immigration issues, asked that parents have the opportunity to opt out of information sharing, and asked that the District protect students' right to privacy.

VII. Governing Board Member Comments

Board Members

None

VIII. Student Representative's Update

Emily Frey

At President Hawley's direction, the Student Representative's Update was given after the Superintendent's Update (agenda item IX). Student representative Emily Frey gave an overview of events at the high school, including Senior class fundraisers and the upcoming Mexican Fiesta Dinner, a recent Student Council talent show, NHS Valentine's Day grams, Interact Club volunteering activities, and plans for a teen activity with the City of Sedona.

IX. Superintendent's Update

Tom Swaninger

Superintendent Swaninger gave an overview of District events. Dr. Swaninger noted that he has been in contact with the Board and site staff regarding immigration issues. If law enforcement officials come to campus regarding immigration issues, staff will request that the officers remain outside and contact Superintendent Swaninger who will ensure that proper processes are followed, documentation is reviewed, and legal counsel is contacted. His commitment is to educating students while following the law. Superintendent Swaninger also discussed a recent \$10 million gift to the Education Foundation and noted that the District will continue to focus on fiscal responsibility. Careful budgeting and additional cuts may be necessary for the long-term health of the District. Future Scorpion night will be held on March 4 at 6:00. Dr. Swaninger also highlighted excellent training at West Sedona School and the recent garden cleanup with in conjunction with the City.

X. Approve Order of the Agenda Including the

Randy Hawley

Consent Agenda and Minutes 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:
- 2. Payroll vouchers 14, 15
- 3. Accounts Payable vouchers 2525, 2526, 2527, 2528
- 4. Gifts and donations N/A
- 5. Fund balance statements Attached
- 6. Personnel Attached
- 7. Approved Fundraisers Attached

Motion made by Lauren Robinson/Sam Blom: A motion to approve the order of the agenda including the consent agenda and minutes carried by a vote of 4-0.

XI. Business Items and Presentations

A. 2025-2026 Academic Calendar Review

Tom Swaninger

- Strategic Plan Alignment: Effective Communication/Use of Resources
- Attachment 2: Proposed 2025-2026 Academic Calendar
- **ACTION ITEM:** Discussion and possible action to approve the proposed 2025-2026 academic calendar as presented.

- Superintendent Swaninger reviewed the proposed 2025-26 academic calendar, noting that District
 plans to continue with shortened Wednesday schedules to provide time for professional
 development for teachers on both campuses. Board member Karen McClelland asked about
 additional professional development dates. Dr. Swaninger noted that additional PD days have been
 eliminated due to calendar constraints, consistency with the Verde Valley, and robust weekly
 professional development.
- Motion made by Lauren Robinson/Karen McClelland: A motion to approve the proposed 2025-26 academic calendar as presented carried by a vote of 4-0.

B. Update to the Permanent Food Service Agreement

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 3: Permanent Food Service Agreement
- ACTION ITEM: Discussion and possible action to update the Permanent Food Service Agreement to include Tom Swaninger, Stacy Saravo, and Jennifer Chilton as authorized signers.
- Finance Director Stacy Saravo reviewed changes to the Permanent Food Services Agreement that will allow current administrators to sign documents related to the food service contract.
- Motion made by Sam Blom/Karen McClelland: A motion to update the Permanent Food Service Agreement to include Tom Swaninger, Stacy Saravo, and Jennifer Chilton as authorized signers carried by a vote of 4-0.

C. Superintendent Performance Pay

Randy Hawley

- Strategic Plan Alignment: Highly Performing & Supported Staff
- ACTION ITEM: Discussion and possible action to approve the Superintendent's Performance Pay.
- Board President Randy Hawley noted that the Superintendent's contract has already been extended. He is very pleased with the direction of the District, particularly in regards to Professional Development for instructors. Board member Lauren Robinson noted that educators are underpaid and feels that the performance pay is warranted as the District will continue to grow under Dr. Swaninger. Karen McClelland noted that the educational leadership, formalized professional development, staff integration, and community have been excellent. Board consensus is that the proposed performance pay is a way to reward excellence and retain talent.
- Motion made by Randy Hawley/Lauren Robinson: A motion to approve the Superintendent's Performance Pay of 6% carried by a vote of 4-0.
- Dr. Swaninger thanked the board for the kind words, prior Superintendent Denny Dearden for laying the foundation for the District's success, and the District leadership team.

D. Second Reading of ASBA Policy Updates 801-808

Tom Swaninger

- Strategic Plan Alignment: Effective Communication
- Attachment 4: Policy Advisory 801-807
- Attachment 5: Policy Advisory 808
- Superintendent Randy Hawley reviewed ASBA policy updates 801-808
- ACTION ITEM: Discussion and possible action to approve ASBA Policy Updates 801-808. Motion made by Randy Hawley/Karen McClelland: A motion to approve ASBA Policy Updates 801-808 carried by a vote of 4-0.
- Dr. Swaninger gave an overview of ASBA Policy Updates 801-808 and noted that the District has implemented procedures for people directly impacted by the changes to review and provide feedback prior to board review.

XII. Other Business Randy Hawley

Future board meeting dates and agenda items: The next board meeting will be held on Tuesday, March 4 at 4:00 pm.

III. Adjournmentotion made by Sam Blom/Lauren Robinson: A motio0.	Randy Hawley on to adjourn the meeting at 5:05 PM carried by a vote of
omitted by: Amanda Stanfield	
nature of Attendees:	
Randy Hawley	Lauren Robinson
Sam Blom	Karen McClelland

Entity Number: 13-2-09

Voucher No: 102

Voucher Date: 02/14/2025

Prepared By:

Printed 02/06/2025 01:45.

Pay Period: 102

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 \$9,602.09 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:

Administrator

LAUREN ROBINSON

Vice President

President

SAM BLOM

Board Member

Board Member ard Member

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$7,956.00	\$608.63	\$976.20	\$61.26	\$9,602.09
-	\$7,956.00	\$608.63	\$976.20	\$61.26	\$9,602.09

Entity Number: 13-2-09

Voucher No: 16

Voucher Date: 02/14/2025

Prepared By:

Pay Period: 16 Pay Cycle: PAY PERIOD

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 \$270,096.61 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.

Administrator

RANDY

President

LAUREN ROBINSON

Vice President

SAM BLOM

Board Member

Board Member

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$178,896.56	\$13,100.43	\$20,331.26	\$25,906.66	\$238,234.91
110	\$5,560.37	\$425.20	\$682.26	\$1,033.00	\$7,700.83
160	\$445.23	\$34.06	\$54.63	\$3.43	\$537.35
220	\$5,923.54	\$424.70	\$726.82	\$788.83	\$7,863.89
515	\$6,766.30	\$512.78	\$676,28	\$867.97	\$8,823.33
525	\$370.37	\$25.29	\$45.45	\$2.85	\$443.96
526	\$1,100.81	\$83.68	\$117.88	\$8.47	\$1,310.84
530	\$2,658.58	\$188.33	\$313.33	\$295.52	\$3,455.76
570	\$1,318.25	\$100,84	\$161.74	\$144.91	\$1,725.74
	\$203,040.01	\$14.895.31	\$23,109.65	\$29,051.64	\$270,096.61

Entity Number: 13-2-09

Voucher No: 17

Voucher Date: 02/28/2025

Prepared By:

Pay Period: 17 Pay Cycle: PAY PERIOD

Printed: 02/24/2025 09:31:09 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 \$287,479.12 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.

Administrator

President

LAUREN ROBINSON

Vice President

SAM BLOM

RANDY

Board Member

KAREN

Board Member

Member

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$177,653.38	\$12,978.87	\$20,108.70	\$25,912.41	\$236,653.36
110	\$5,560.37	\$425.20	\$682.26	\$1,033.00	\$7,700.83
160	\$445.23	\$34.06	\$54.63	\$3.43	\$537.35
220	\$5,954.04	\$427.03	\$730.55	\$789.06	\$7,900.68
515	\$6,184.00	\$473.09	\$609.66	\$863.75	\$8,130.50
525	\$370.37	\$24.80	\$45.44	\$2.85	\$443.46
526	\$19,166.00	\$1,457.80	\$755.59	\$147.58	\$21,526.97
530	\$2,271.13	\$169.56	\$258.28	\$292.54	\$2,991,51
570	\$1,209.24	\$92.50	\$148.37	\$144.35	\$1,594.46
	\$218,813.76	\$16,082.91	\$23,393.48	\$29,188.97	\$287,479.12

Voucher No:	2529	Voucher Date:	01/31/2025	Prepared By:	Ferri	L.H.	iga	R
					Drintort 01/31/202	5 11:45:57 AM	110	1

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 \$26,080.56 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 HAWLE

President

LAUREN ROBINSON

Vice President

SAM BLOM

Board Member

KAREN MOOLELLAND

Board Member

APRIL PATRIC Board fember

SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9

Fund		Amount
001	Maintenance and Operation Fund	\$23,327.63
260	CTE Federal Perkins	\$847.62
525	Auxiliary Operations	\$845.00
526	Extracurricular activities fees tax credit	\$74.36
530	Gifts and Donations	\$338.78
610	Capital Outlay	\$483.17
850	STUDENT CLUB ACTIVITIES ACCOUNTS	\$164.00

\$26,080.56

Voucher No: 2530

Voucher Date: 02/06/2025

Prepared By:

Printed: 02/06/2025 12:06:16 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 \$24,500.39 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

RANDY HAWL

LAUREN RO

SAM BLOM

Board Member

KAREN

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

Fund		Amount
001	Maintenance and Operation Fund	\$22,667.19
510	Food Service	\$72.00
525	Auxiliary Operations	\$205.52
526	Extracurricular activities fees tax credit	\$1,169.40
610	Capital Outlay	\$386.28

\$24,500.39

Done:

Voucher No: 2531

Voucher Date: 02/13/2025

Prepared By

Printed: 02/13/2025 12:24:15 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 \$71,115.71 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 HAIM

LAUREN ROBINSON

Vice President

SAM BLOM

Board Member

KAREN M

SEDONA-OAK CREEK UNIFIED SCHOOL DISTRICT #9

Fund		Amount
001	Maintenance and Operation Fund	\$29,558.82
349	NATIONAL FOREST FEES	\$10,425.87
500	School Plant (Sale or Lease Over 1 Year)	\$575.00
510	Food Service	\$28,866.35
526	Extracurricular activities fees tax credit	\$964.63
555	Textbooks	\$168.75
610	Capital Outlay	\$491.52
850	STUDENT CLUB ACTIVITIES ACCOUNTS	\$64.77

\$71,115.71

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Voucher No: 2532

Voucher Date: 02/21/2025

Prepared By:

Printed: 02/21/2025 09:14:43 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 \$70,322,20 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 HA

LAUREN ROBINSON

Vice President

SAM BLOM

Board Member

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

Fund		Amount
001	Maintenance and Operation Fund	\$18,358.43
140	TITLE II - IMPROVING TEACHER QUALITY	\$1,281.04
349	NATIONAL FOREST FEES	\$8,232.17
510	Food Service	\$37,341.17
525	Auxiliary Operations	\$49.43
526	Extracurricular activities fees tax credit	\$1,502.38
530	Gifts and Donations	\$3,254.41
850	STUDENT CLUB ACTIVITIES ACCOUNTS	\$303.17

\$70,322.20

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Student Activities Fund Report

as of 2/1//2025

\$39,695.90	Total:						
\$139.56	\$0.00	\$0.00	\$0.00	\$139.56	WSS MUSIC CLUB	8718	850
\$298.29	\$0.00	\$0.00	\$0.00	\$298.29	WSS ROBOTICS CLUB	8717	850
\$489.41	\$0.00	\$0.00	\$0.00	\$489.41	WSS CHEERLEADERS	8715	850
\$1,109.00	\$0.00	\$0.00	\$0.00	\$1,109.00	WSS ATHLETIC CLUBS	8713	850
\$1,482.70	\$0.00	\$0.00	\$0.00	\$1,482.70	WSS GREEN CLUB	8716	850
\$1,754.51	\$0.00	\$0.00	\$0.00	\$1,754.51	WSS BUILDERS CLUB	8714	850
\$2,772.13	\$0.00	\$0.00	\$0.00	\$2,772.13	WSS ODYSSEY OF THE MIND	8720	850
\$59.18	\$0.00	\$0.00	\$0.00	\$59.18	HS GAY-STRAIGNT ALLIANCE	8703	850
\$174.23	\$0.00	\$0.00	\$0.00	\$174.23	HS ART CLUB	8704	850
\$209.67	\$0.00	\$0.00	\$0.00	\$209.67	HS KEY CLUB	8707	850
\$585.84	\$0.00	\$0.00	\$0.00	\$585.84	HS GARDEN CLUB	8712	850
\$775.76	\$0.00	\$0.00	\$0.00	\$775.76	HS ROBOTICS	8709	850
\$1,175.81	\$0.00	\$0.00	\$0.00	\$1,175.81	HS POP CULTURE	8702	850
\$4,537.35	\$33.00	\$262.77	\$991.00	\$3,842.12	WSS STUDENT COUNCIL	8719	850
\$44.11	\$0.00	\$0.00	\$0.00	\$44.11	JH INTERACT CLUB	8700	850
\$2,102.79	\$0.00	\$555.50	\$82.00	\$2,576.29	JH STUDENT COUNCIL	8701	850
\$696.00	\$0.00	\$0.00	\$1,109.00	\$0.00	HS SENIOR CLASS	4809	850
\$553.78	\$0.00	\$0.00	\$0.00	\$553.78	HS PHOTOGRAPHY CLUB	8710	850
\$831.48	\$0.00	\$328.86	\$192.00	\$968.34	HS INTERACT CLUB	8705	850
\$2,203.04	\$0.00	\$0.00	\$0.00	\$2,203.04	HS NATIONAL HONOR SOCIETY	8708	850
\$4,539.25	\$0.00	\$5,938.67	\$3,354.15	\$7,123.77	HS STUDENT COUNCIL	8711	850
\$13,162.01	\$0.00	\$0.00	\$0.00	\$13,162.01	HS PROM	8706	850
Ending Balance	Encumbrances	YTD Expenditures	YTD Revenues	7/1/2024 Balance	Student Activity/Club	Project Code	Fund

Personnel

1-Mar-25

New	Hires:
140-44	

Administration: Start Date

Certified:

Classified:

Resignations/Retirements/Terminations/Reductions:

Administration:

Certified:

Thi Tran Thai PK teacher resignation effective 5/23/2025

Classified:

Rhuta Richardson01/30/2025Wildcat LeadAlex Ramirez02/19/2025CustodianRhonda Ross01/29/2025Bus Driver

Change in Position/FTE:

Certified:

Classified:

Admistration:

Extra Duty Contracts:

Extra Duty Contracts:			
<u>Name</u>	<u>Position</u>	<u>Amount</u>	<u>Funding</u>
Maritza Serrano	After School Club - Spanish	NTE \$892.50	Tax Credit
Sean Eicher	BB Tournament/Banquet	NTE \$500.00	Tax Credit
Maritza Serrano	After School Club Tutoring	NTE \$787.50	Tax Credit
Becky Parks	After School Club Tutoring	NTE \$ 1785.00	Title I
Theresa Zaun	Extended Day AM/PM	NTE \$787.50	Donations
Angelica Alcala	Tutoring	NTE \$1575.00	Title I
Gerardo Gonzalez	Tutoring	NTE \$1575.00	Title I
Cheryl Guess	ELD Support	NTE \$1575.00	Title III
Richard Morris	Tutoring	NTE \$1575.00	Title I
Angela Reyes	ELD Support	NTE \$2100.00	Title III
Barbra Robles	Tutoring	NTE \$525.00	Title I
James Vogler	Tutoring	NTE \$1575.00	Title I
Andy Ellis	Tournament Scoring	\$50.00	Tax Credit
Victoria Lindsay	Tournament Scoring	\$150.00	Tax Credit
Cody McKesson	Tournament Scoring	\$125.00	Tax Credit
Mark Tague	Tournament Scoring	\$175.00	Tax Credit
James Vogler	Tournament Scoring	\$50.00	Tax Credit
Lindsey Webb	Tournament Concessions	\$300.00	Tax Credit
Jim Filbin	Baseball Head Coach	\$3,392.00	Tax Credit
John Parks	Softball Head Coach	\$3,392.00	Tax Credit
Justin Behrman	Softball Asst. Coach	\$2,120.00	Tax Credit
Sean Eicher	Track Head Coach	\$4,028.00	Tax Credit
Victoria Lindsay	Asst. Coach	\$2,120.00	Tax Credit
Joseph Hazlitt	Golf Coach	\$2,968.00	Tax Credit
Andrew Ellis	Tennis Head Coach	\$2,968.00	Tax Credit
Gavi Shippen	Soccer Co-Ed Coach MS	\$2,120.00	Tax Credit
Lindsey Webb	Softball Head Coach MS	\$2,120.00	Tax Credit