



**Sedona-Oak Creek Joint Unified School District #9
July 5, 2022 Governing Board Meeting Minutes**

- I. Call to Order** Randy Hawley
Mr. Hawley called the meeting to order at 4:08
- II. Pledge of Allegiance** Randy Hawley
- III. Roll Call of Members** Randy Hawley
Randy Hawley, Present
Lauren Robinson, Present
Karen McClelland, Attending Virtually
Barbara Trautwein, Excused
Hunter White, Present
- IV. Statement of Welcome** Randy Hawley
Mr. Hawley welcomed attendees.
- V. Call to the Public** Randy Hawley
There were no public comments.
- VI. Governing Board Member Comments** Board Members
There were no comments from Governing Board members.
- VII. Student Representative Update** Hunter White
Hunter is looking forward to the new school year and is beginning to work with the student council on goals and events.
- VIII. Superintendent's Update** Denny Dearden
Superintendent Dearden began by expressing gratitude for the upcoming school year and the opportunities it presents. Mr. Dearden has discussed the board vacancy created by Maria Husted's resignation with County Superintendent Tim Carter. This position may be filled by appointment. Details will be communicated as available. The annual board retreat will take place in August. A Special Education teacher who was set begin in August has resigned due to housing issues. The administration team is interviewing candidates. Teachers are finishing summer training and are getting ready for in-service days. Final projects including deep cleans and parking lot resurfacing are taking place on both campuses.
- IX. Approve Order of the Agenda Including the Consent Agenda and Minutes** Randy Hawley
Motion made by Randy Hawley/Lauren Robinson: A motion to approve the Order of the Agenda including the Consent Agenda and Minutes carried by a vote of 3-0.

ATTACHMENT 1

Consent Agenda

1. Minutes for Governing Board meetings: June 22, 2022
2. Payroll vouchers – 26, 101

3. Accounts Payable vouchers – 2249-2250
4. Gifts and donations -
5. Fund balance statements -
6. Personnel – Attached

PUBLIC HEARING

The Governing Board will entertain a motion to go into a Public Hearing.

Motion made by Lauren Robinson/Randy Hawley: A motion to go into a Public Hearing carried by a vote of 3-0 at 4:20.

No members of the public were present. Finance Director Stacy Saravo gave an overview of the proposed budget. The district received a base level increase in funding which will be included in our revision in September. Transportation funds were increased by 2 cents per mile. The proposed budget is conservative. It projects a loss of students and funding. It includes salary raises for teachers and staff and increased transportation expenses due to higher fuel costs. The federal government did not extend free meals for all students, but did guarantee higher reimbursement rates per meal. The budget includes a 3% carryforward from this year. Board member Robinson asked about student enrollment which looks positive for next year.

The Governing Board will entertain a motion to return to the Regular Session.

Motion made by Randy Hawley/Lauren Robinson: A motion to return to the Regular Session carried by a vote of 3-0 at 4:28.

X. Business Items and Presentations

- A. Final Review of the SY22-23 Proposed Budget Stacy Saravo
Strategic Plan Alignment: Effective Communication

ATTACHMENTS 2 - 3

ACTION ITEM: Discussion and possible action to approve the proposed SY22-23 Budget as presented.

Motion made by Lauren Robinson/Karen McClelland: A motion to approve the proposed SY22-23 budget as presented carried by a vote of 3-0.

- B. Exceed M & O Subsections for the 22-23 fiscal year Stacy Saravo
Strategic Plan Alignment: Effective Use of Resources

ATTACHMENT 4

Stacy Saravo explained that this is an annual requirement. Board President Randy Hawley asked for an explanation of exceeding subsections. Stacy Saravo explained that this is permissible as long as we don't exceed the total M&O budget.

ACTION ITEM: Discussion and possible action to authorize excess expenditures within subsections 100, 200, 400, 500, 600, 700, 800 and 900 of the Maintenance and Operations budget for fiscal year 22-23.

Motion made by Lauren Robinson/Randy Hawley: A motion to authorize excess expenditures within subsections 100, 200, 400, 500, 600, 700, 800 and 900 of the Maintenance and Operations budget for fiscal year 22-23 carried by a vote of 3-0.

- C. Contract with Yavapai County for E-Rate Services Stacy Saravo
Strategic Plan Alignment: Effective Use of Resources

ATTACHMENT 5

Stacy Saravo gave an overview of the proposed contract. Board President Randy Hawley confirmed that this is a regular annual requirement.

ACTION ITEM: Discussion and possible action to approve the contract with Yavapai County for E-Rate Services.

Motion made by Randy Hawley/Lauren Robinson: A motion to approve the contract with Yavapai County for E-Rate Services carried by a vote of 3-0.

- D. YCESA Resolution on authorized signers of legal documents for the district Stacy Saravo
Strategic Plan Alignment: Effective Use of Resources

ATTACHMENT 6

Stacy Saravo provided a review of authorized signers for the district.

ACTION ITEM: Discussion and possible action to authorize the Superintendent, Governing Board President, Stacy Saravo and Deana DeWitt to approve and sign legal documents on behalf of the School District from this date forward, unless changed.

Motion made by Lauren Robinson/Randy Hawley: A motion to authorize the Superintendent, Governing Board President, Stacy Saravo and Deana DeWitt to approve and sign legal documents on behalf of the School District from this date forward, unless changed, carried by a vote of 3-0.

- E. Authorization for Superintendent to approve fundraisers in SY22/23 Stacy Saravo
Strategic Plan Alignment: Effective Use of Resources

Stacy Saravo explained that this need arises from a recent audit. Per the USFR, student fundraisers need board approval. Delegation of this responsibility to the Superintendent will allow us to comply with this requirement and give approvals on a timely basis. Board members expressed support of fundraisers going through a central point for approvals.

ACTION ITEM: Discussion and possible action to authorize Superintendent Dearden to approve fundraisers in SY22-23.

Motion made by Lauren Robinson/Randy Hawley: A motion to authorize Superintendent Dearden to approve fundraisers in SY22-23 carried by a margin of 3-0.

- F. Authorization to submit emergency repairs to the School Facilities Board during SY22-23 Stacy Saravo
Strategic Plan Alignment: Effective Use of Resources

Stacy Saravo gave a brief overview of the School Facilities Board, which has a budget of over \$3 million this coming school year for repair and construction projects throughout the state. In a recent meeting, our SFB representative noted that board approval is required before any requests can be submitted. Her recommendation was for the governing board to authorize requests for emergency repairs under \$30,000. Details regarding these projects would be presented at to the board at the first opportunity. Board members verified that things falling into this category would include projects like air conditioning or roof repairs.

ACTION ITEM: Discussion and possible action to authorize Stacy Saravo to submit emergency repairs under \$30,000 to the School Facilities Board during SY22-23.

Motion made by Randy Hawley/Lauren Robinson: A motion to authorize Stacy Saravo to submit emergency repairs under \$30,000 to the School Facilities Board during SY22-23 carried by a vote of 3-0.

- G. Request for Board Approval of Asset Disposal. Assign authorized personnel for the disposal of fixed assets and stewardship items. Stacy Saravo
Strategic Plan Alignment: Effective Communication; Effective Use of Resources

Stacy Saravo gave an overview of this request and noted that all items set for disposal would be presented to the board for approval. This authorization will allow administrators to begin the disposal process. Board President Randy Hawley asked if disposed items are donated to community groups. Stacy Saravo explained that, in most cases, the district is able to locate a buyer. Items up for disposal include outdated technology like Smart Boards.

ACTION ITEM: Discussion and possible action to approve John Parks and Stacy Saravo as authorized designees for disposal and transfer of any Fixed Assets or Stewardship Items.

Motion made by Lauren Robinson/Randy Hawley: A motion to approve John Parks and Stacy Saravo as authorized designees for disposal and transfer of any Fixed Assets or Stewardship Items carried by a vote of 3-0.

- H. Student Activity Fund Treasurer (annual appointment) as required by the Auditor General and A.R.S. § 15-1122. Stacy Saravo

Strategic Plan Alignment: Effective Communication; Effective use of Resources

Stacy Saravo gave a brief overview of this annual requirement.

ACTION ITEM: Discussion and possible action to appoint Stacy Saravo as Student Activity Treasurer and Amanda Stanfield as Assistant Student Activity Treasurer.

Motion made by Lauren Robinson/Randy Hawley: A motion to appoint Stacy Saravo as Student Activity Treasurer and Amanda Stanfield as Assistant Student Activity Treasurer carried by a vote of 3-0.

- I. Request to close Student Activities account with OneAZ Credit Union. Stacy Saravo

Strategic Plan Alignment: Effective Communication

Stacy Saravo indicated that this board permission to close accounts is a requirement. The Student Activities account is not currently being used and has a zero balance.

ACTION ITEM: Discussion and possible action to approve the closing of the Student Activities account with OneAZ Credit Union.

Motion made by Lauren Robinson/Randy Hawley: A motion to close the Student Activities account with OneAZ Credit Union carried by a vote of 3-0.

- J. Review of SOCJUSD #9's Performance Pay Plan (Prop. 301) for the 2022/2023 school year. Stacy Saravo

Strategic Plan Alignment: Highly Performing & Supported Staff

ATTACHMENT 7

Stacy Saravo gave an overview of the district's Performance Pay Plan for the upcoming year. The plan is similar to the one approved last year. Verbiage has been updated to reflect changes made to fund codes by the State. All money can now be paid from a single account.

ACTION ITEM: Discussion and possible action to approve SOCJUSD #9's Performance Pay Plan for the 2022/2023 school year.

Motion made by Karen McClelland/Lauren Robinson: A motion to approve the SOCJUSD #9's Performance Play Plan for the 2022/2023 school year carried by a vote of 3-0.

- K. Review of Athletic Stipend Schedule for 22/23 Stacy Saravo

Strategic Plan Alignment: Highly Performing & Supported Staff

ATTACHMENT 8

Stacy Saravo indicated that the Athletic Stipend Schedule for 22/23 is unchanged. Board President Randy Hawley asked if it is normal not to increase the stipends by a similar amount to salaries. Stacy Saravo indicated that it is not uncommon for the stipends to remain the same since they are largely funded with Tax Credit dollars. Board Member Lauren Robinson had questions about a stipend for an assistant swim coach, which could be added if an additional coach is hired.

ACTION ITEM: Discussion and possible action to approve the athletic stipend schedule for 22/23.

Motion made by Lauren Robinson/Randy Hawley: A motion to approve the Athletic Stipend Schedule for SY22/23 carried by a vote of 3-0.

- L. Student fees for SY 22/23 Stacy Saravo

Strategic Plan Alignment: High Student Achievement

ATTACHMENT 9

Stacy Saravo gave an overview of the student fee schedule which is unchanged from last year.

ACTION ITEM: Discussion and possible action to approve the student fee schedule for the 2022/2023 school year.

Motion made by Randy Hawley/Lauren Robinson: A motion to approve the student fee schedule for the 2022/2023 school year carried by a vote of 3-0.

- M. Approval of Sole Source Vendors for FY 22/23 Stacy Saravo

Strategic Plan Alignment: Effective Use of Resources

ATTACHMENT 10

Stacy Saravo gave an overview of the Sole Source Vendor list for FY22/23 which includes additions of Sedona Red Rock News, Yavapai Broadcasting and Crexendo (telecommunications provider). These additions were recommendations from our auditors.

ACTION ITEM: Discussion and possible action to approve the Sole Source Vendor list for FY 22/23.

Motion made by Lauren Robinson/Randy Hawley: A motion to approve the Sole Source Vendor list for FY22/23 carried by a vote of 3-0.

N. Approval of Purchasing Cooperatives for FY 22/23

Stacy Saravo

Strategic Plan Alignment: Effective Use of Resources

ATTACHMENT 11

Stacy Saravo noted that this list did not change from last year. Vendors on this list have simplified procurement requirements.

ACTION ITEM: Discussion and possible action to approve the Purchasing Cooperatives List for FY 22/23.

Motion made by Lauren Robinson/Randy Hawley: A motion to approve the Purchasing Cooperatives List for FY 22/23 carried by a vote of 3-0.

O. Emergency Procurement Authorization

Stacy Saravo

Strategic Plan Alignment: Effective Communication

This authorization will allow designees to arrange emergency repairs including water leaks. Due to the emergency nature, initial procurement requirements would be bypassed. The repairs would come before the board at the next opportunity.

ACTION ITEM: Discussion and possible action to authorize Stacy Saravo and Jennifer Chilton to procure emergency services when necessary.

Motion made by Randy Hawley/Lauren Robinson: A motion to authorize Stacy Saravo and Jennifer Chilton to procure emergency services when necessary carried by a vote of 3-0.

XI. Other Business

Randy Hawley

Future board meeting dates and agenda items: The next board meeting is will be held on Tuesday, August 2 at 4:00 in the Sedona Performing Arts Center.

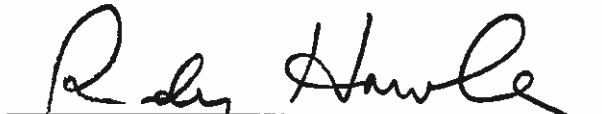
XII. Adjournment

Randy Hawley

Motion made by Lauren Robinson/Randy Hawley: A motion to adjourn the meeting at 5:05 PM carried by a vote of 3-0.

Submitted by: Amanda Stanfield

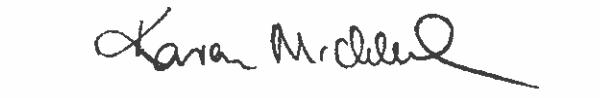
Signature of Attendees:



Randy Hawley



Lauren Robinson



Karen McClelland