



GOVERNING BOARD MEETING MINUTES DECEMBER 3, 2024

I. Call to Order

Randy Hawley

Board President Hawley called the meeting to order at 3:11.

II. The board will entertain a motion to go into executive session for the following purposes:

- A. In accordance with A.R.S. 38-431.03 (A)(3) –to receive advice from attorney concerning the sale of district property.
- B. In accordance with ARS 38-431.03 (A)(1)- to discuss a personnel matter- Superintendent's annual evaluation and performance goals.

Motion made by Lauren Robinson/Sam Blom to enter Executive Session at 3:11 in accordance with Arizona Revised Statutes to receive advice from attorney concerning the sale of district property and to discuss the Superintendent's evaluation carried by a vote of 4-0 (Board member April Payne was not present).

III. The board will entertain a motion to adjourn the Executive Session and return to the Regular Meeting.

Motion made by Lauren Robinson/Karen McClelland to adjourn the Executive Session and return to the Regular Public Meeting at 4:06 carried by a vote of 5-0 (all members were present and voted).

AGENDA FOR THE REGULAR PUBLIC MEETING

I. Call to Order

Randy Hawley

II. Pledge of Allegiance

Randy Hawley

III. Roll Call of Members

Randy Hawley, Present
Lauren Robinson, Present
Karen McClelland, Present
April Payne, Present
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
- Site administrators recognized students and staff members of the month from both campuses.

Tom Swaninger,
Heather Isom,
Alisa Stieg

VI. Call to the Public

Randy Hawley

- There were no public comments.

VII. Governing Board Member Comments

Board Members

- There were no governing board member comments.

VIII. Student Representative Update

Emily Frey

- Student Representative Emily Frey gave a high school update, providing information about senior class events, fundraising, Interact Club, student council, prom planning, NHS, and Key Club.

IX. Superintendent's Update

Tom Swaninger

- Superintendent Swaninger gave an update of events throughout the District, including interest in reintroducing theater and tackle football and potential changes to the Sedona Education Foundation.

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 – November 5, 2024
2. Payroll vouchers – 10
3. Accounts Payable vouchers – 2018 - 2021
4. Gifts and donations – N/A
5. Fund balance statements – Attached
6. Personnel – Attached
7. Approved Fundraisers – Attached

Motion made by Lauren Robinson/Sam Bloom to approve the order of the agenda including the consent agenda and minutes carried by a vote of 5-0.

XI. Business Items and Presentations

A. Authorization of Action Steps Related to the Potential Sale of the Big Park Campus

Tom Swaninger

- Strategic Plan Alignment: Effective Use of Resources
- **ACTION ITEM:** Discussion and possible action to authorize Superintendent Tom Swaninger to take appropriate action to begin the steps necessary for the sale of the Big Park School.
- Dr. Swaninger requested authorization to take steps related to a potential sale of the Big Park property, including interviewing appraisers and brokers. Board members noted that these steps are the beginning of a long process and do not obligate the District to sell the property.
- **Motion made by Karen McClelland/Lauren Robinson** to authorize Dr. Swaninger to start the process to create RFPs for appraisers and brokers passed by a vote of 5-0.

B. SitelogIQ Presentation Regarding Facility Master Plan

Tom Swaninger,

- Strategic Plan Alignment: Effective Use of Resources
- Dr. Swaninger stated that the District has worked with SitelogIQ to develop a plan for facilities that includes projected repairs, costs, and timelines in a single platform. This allows the District to manage assets in a responsible way enhancing fiscal management, succession planning, and transparency.
- Video presentation: <https://youtu.be/61g5QcJwicw>

- Board members appreciated the emphasis on long-term planning and noted that there are considerable capital expenses in the future. Members also verified that the platform allows needs prioritization and customization according to District priorities.
- SitelogIQ staff noted that this plan is increasingly important as district facilities age and begin to require significant repairs.

C. Overview of Certified Staff Evaluations, Including the Approval of Qualified Evaluators for the 2024-25 School Year

Jennifer Chilton

- Strategic Plan Alignment: Highly Performing & Supported Staff
- Attachment 2: 2024-25 Qualified Evaluator List
- **ACTION ITEM:** Discussion and possible action to approve the list of qualified evaluators for the 2024-25 school year as presented.
- Dr. Chilton gave an overview of the evaluation process for certified teachers. This process overview including timelines, evaluation criteria, goals, and Prop 301 payments is presented to teachers annually. See PowerPoint for detailed information.
- Board members verified that evaluations and goals support the professional development program and that pre/post observation meetings emphasize continuous improvement.
- Dr. Chilton noted that the District's evaluators are administrators on each campus with extensive experience and education that qualifies them as evaluators, including training from the Arizona Department of Education.
- Motion made by Lauren Robinson/Sam Blom to approve the list of qualified evaluators for the 2024-25 school year as presented carried by a vote of 5-0.

XII. Other Business

Randy Hawley

Future board meeting dates and agenda items: The next board meeting will be on Tuesday, January 7.

XIII. Adjournment

Randy Hawley

Motion made by Lauren Robinson/Sam Blom to adjourn the meeting at 5:33 carried by a vote of 5-0.

Submitted by: Amanda Stanfield

Randy Hawley

Lauren Robinson

Sam Blom

Karen McClelland

April Payne