



**January 9, 2024**

## **ORGANIZATIONAL MEETING MINUTES**

- I. Call to Order** Randy Hawley  
Board President Randy 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, Present
- IV. Statement of Welcome** Randy Hawley
- V. Election of 2024 Board President** Randy Hawley
- Strategic Plan Alignment: Effective Use of Resources
  - **ACTION ITEM:** Discussion and possible action to elect a Governing Board President for a period of one year.
  - **Motion made by Lauren Robinson/Karen McClelland:** A motion to elect Randy Hawley as Governing Board President for a period of one year carried by a vote of 5-0.
- VI. Election of 2024 Board Vice President** Randy Hawley
- Strategic Plan Alignment: Effective Use of Resources
  - **ACTION ITEM:** Discussion and possible action to elect a Governing Board Vice President for a period of one year.
  - **Motion made by Randy Hawley/Karen McClelland:** A motion to elect Lauren Robinson as Governing Board President for a period of one year carried by a vote of 5-0.
- VII. 2024 Governing Board Meeting Schedule** Randy Hawley
- Strategic Plan Alignment: Effective Communication
  - **ACTION ITEM:** Discussion and possible action to set the date, time, and place for Governing Board meetings in 2024.
  - **Motion made by Karen McClelland/Lauren Robinson:** A motion to hold Governing Board meetings on the first Tuesday of every month at 4:00 in the SPAC carried by a vote of 5-0.
- VIII. Annual Housekeeping Items** Randy Hawley
1. Conflict of Interest forms
  2. Use of board signature stamps for signing vouchers between meetings
  3. Establishment and waiver of a \$1.00 Extra-Curricular Activity Fee

- Strategic Plan Alignment: Effective Use of Resources
- **ACTION ITEM:** Discussion and possible action to approve the annual housekeeping items listed above.
- **Motion made by Lauren Robinson/April Payne:** A motion to approve the annual housekeeping items listed above carried by a vote of 5-0.

## **REGULAR MEETING MINUTES**

- IX. Call to the Public** Randy Hawley  
 Heather Hermen, president of the SRR Booster Club, spoke regarding the upcoming Casino Night fundraiser benefitting the Sedona Red Rock Jr/Sr High School. Proceeds have gone towards important projects including teacher Christmas presents, funding of PR campaign for the M&O Override, and resurfacing of the baseball field. Ms. Hermen encouraged members of the board to attend the event.
- X. Governing Board Member Comments** Board Members  
 Board Member April Payne spoke regarding community use of the SPAC and suggested this as a topic for a future board meeting.  
 Board Member David Price spoke regarding several issues concerning the City of Sedona. Mr. Price and Superintendent Swaninger were part of the Citizen Panel interviewing City Manager candidate demonstrating improvements in the District's relationship with the city. The city will be hosting an open house regarding the Community Plan on Thursday evening in the SPAC. On January 22, the city will be hosting a listening event regarding tourism in the city. These events are open to all stakeholders.
- XI. Student Representative Update** Emily Frey  
 Emily Frey gave an overview of student events including the Interact Club and RYLA camp.
- XII. Superintendent's Update** Tom Swaninger  
 Superintendent Swaninger gave an update on district events. There are multiple administrative job openings posted. The district does not intend to fill all of the open positions. They are listed to attract a wide range of candidates. No additional administrative FTEs will be added. Improved communication continues to be a focus. The Red Rock News just ran the first column featuring Dr. Swaninger. District-wide, elementary school, and high school newsletters will be circulated to keep our community informed about important topics. The district is also focusing on our social media presence. Superintendent Swaninger has been presenting to the Big Park Council to increase awareness in the VOC.
- XIII. Approve Order of the Agenda Including the Consent Agenda & 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
2. Payroll vouchers
3. Accounts Payable vouchers
4. Gifts and donations
5. Fund balance statements
6. Personnel

**Motion made by Lauren Robinson/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. Toys for Tots Presentation**

Leonard and Karen Barrow, Angela Thomas

- Strategic Plan Alignment: Positive, Safe, and Healthy Environment
- Attachment #2: Toys for Tots Presentation
- Current Toys for Tots Directors Leonard and Karen Barrow and incoming Director Angela Thomas gave an overview of the Toys for Tots program and the impact on students at West Sedona School. See attached slides additional information.

**B. First Reading On Proposed Changes To Policies 748-762**

Tom Swaninger

- Strategic Plan Alignment: Effective Communication/Use of Resources
- Attachment #3: ASBA Policy Advisory 748-762
- Superintendent Swaninger gave an overview of policy updates recommended by ASBA. These policy updates are available on our website. Many of these policies are in already in practice but have not been formally adopted by the board. The second reading will occur at SOCUSD Governing Board's February meeting along with a vote to adopt the changes.

**C. Update Authorized Signers On District Bank Accounts**

Stacy Saravo

- Strategic Plan Alignment: Effective Communication/Use of Resources
- **ACTION ITEM:** Discussion and possible action to remove Deana Dewitt from the District's accounts with One AZ Credit Union.
- Finance Director Stacy Saravo noted that this is a routine business item due to Ms. Dewitt's departure earlier this month.
- **Motion made by Karen McClelland/Lauren Robinson:** A motion to remove Deana Dewitt from the District's accounts with One AZ Credit Union carried by a vote of 5-0.

**D. Update YCESA Resolution Authorizing District Personnel To Approve And Sign Legal Documents**

Stacy Saravo

- Strategic Plan Alignment: Effective Communication/Use of Resources
- Attachment #4: YCESA – SOCUSD Resolution
- **ACTION ITEM:** Discussion and possible action to remove Deana Dewitt from the list of individuals authorized to approve and sign legal documents on behalf of the District.
- Finance Director Stacy Saravo noted that this is also a routine business item due to Ms. Dewitt's departure.
- **Motion made by Lauren Robinson/Karen McClelland:** A motion to remove Deana Dewitt from the list of individuals authorized to approve and sign legal documents on behalf of the District carried by a vote of 5-0.

**XI. Other Business**

Randy Hawley

Future board meeting dates and agenda items: Due to conflicts, the next board meeting will be held on Tuesday, February 13 at 4:00 p.m.

**XII. Adjournment**

Randy Hawley

**A motion made by Lauren Robinson/Karen McClelland** to adjourn the meeting at 5:00 carried by a vote of 5-0.

Submitted by: Amanda Stanfield

Signatures of Attendees:

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Randy Hawley

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Lauren Robinson

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Karen McClelland

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April Payne

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David Price