



MINUTES
July 11, 2023

AGENDA FOR THE EXECUTIVE SESSION

I. Call to Order

Randy Hawley

Board President Randy Hawley called the meeting to order at 3:30 p.m.

II. The board will entertain a motion to go into executive session pursuant to A.R.S. 38-431.03 (A) (1)—personnel-- discussion of proposed contract for Superintendent Tom Swaninger.

Motion made by Karen McClelland/David Price: A motion to go into executive session pursuant to A.R.S. 38-431.03 (A) (1)—personnel-- discussion of proposed contract for Superintendent Tom Swaninger carried by a vote of 5-0.

III. The board will entertain a motion to adjourn the executive session and begin the regular public meeting.

Motion made by Karen McClelland/Lauren Robinson : A motion to adjourn the executive session and begin the regular public meeting carried by a vote of 5-0 at 3:55.

AGENDA FOR THE REGULAR PUBLIC MEETING

I. Call to Order

Randy Hawley

Board President Randy Hawley called the meeting to order at 4:00 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

PUBLIC HEARING

The Governing Board will entertain a motion go to into a Public Hearing regarding the proposed 2023-2024 budget.

Motion made by Lauren Robinson/Karen McClelland: A motion to go to into a Public Hearing regarding the proposed 2023-2024 budget carried by a vote of 5-0.

Finance Director Stacy Saravo gave an overview of the proposed 2023-2024 budget. There have been no changes since the proposed budget was presented in June. Fluctuating enrollment rates, staff raises, changes to our food

service management program, and a 5% carryover goal have been taken into account. There were no questions from board members or the audience.

Motion made by Karen McClelland/David Price: A motion to return to the Regular Session passed by a vote of 5-0.

V. Call to the Public

Randy Hawley

Public comments regarding the development of Big Park Campus will be heard before agenda item IX-C.

VI. Governing Board Member Comments

No comments from Governing Board Members.

VII. Student Representative's Update

Emily Frey

Student Representative Emily Frey did not present an update due to the summer break, but looks forward to providing an update once the school year has begun.

VIII. 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: June 23, 2023
2. Payroll vouchers – 26-27
3. Accounts Payable vouchers – 2348-2350, 2401
4. Gifts and donations –
5. Fund balance statements - Attached
6. Personnel - Attached
7. Fundraisers –

Motion made by Lauren Robinson/Karen McClelland: A motion to approve the order of the agenda including the consent agenda and minutes carried by a vote of 5-0.

IX. Business Items and Presentations

A. Superintendent Contract

Randy Hawley

- . Strategic Plan Alignment: Effective Communication/Use of Resources
- . **ACTION ITEM:** Discussion and possible action to approve a superintendent's contract for Tom Swaninger.

Motion made by Lauren Robinson/David Price: A motion to approve a superintendent's contract for Tom Swaninger carried by a vote of 5-0.

B. Final Review of the Proposed SY 23/24 Budget

Stacy Saravo

- . Strategic Plan Alignment: Effective Communication/Use of Resources
- . Attachments 2 - 3: Proposed Budget Summary and Proposed Budget
- . **ACTION ITEM:** Discussion and possible action to adopt the proposed SY23/24 budget as presented.

Motion made by Karen McClelland/Lauren Robinson to adopt the proposed SY23/24 budget as presented. There were no additional questions or comments regarding the proposed budget. Board members thanked the finance director and district staff for their work on the budget.

The motion to adopt the proposed SY23/24 budget as presented carried by a vote of 5-0.

C. Big Park Campus Development

Jennifer Chilton

- Strategic Plan Alignment: Effective Communication/Use of Resources
- Attachment 4: Proposed Letter of Intent with Yavapai County
- Public Comments:
 1. Linda Allen from the Village of Oak Creek spoke regarding plans to develop the campus. She feels that better, proactive communication from the district should have been in place to inform residents of these plans. In her opinion, the scope of these plans make the situation different and require additional efforts. She hopes that any decision regarding the lease will be delayed until the new Superintendent has had a chance to review and discuss the plans.
 2. Carolyn Fisher is a resident of the village and was a volunteer at Big Park School. She was part of significant community fundraising efforts and behind the slogan Community Counts. She hopes that the district will recognize the importance of community communicating more effectively about plans for the campus. She would like communication channels like the Big Park Council and Villager Newsletter to be used going forward.

Board President Randy Hawley thanked Ms. Allen and Ms. Fisher for their comments. Mr. Hawley stated that communication is a priority that board members are working to improve. This is the beginning of the process. There will be time for input from the community and new Superintendent.

- **ACTION ITEM:** Discussion and possible action to authorize a non-binding Letter of Intent with Yavapai County regarding future plans for Big Park Campus in the Village of Oak Creek.
- **Motion made by Lauren Robinson/Karen McClelland** to authorize a non-binding Letter of Intent with Yavapai County regarding future plans for Big Park Campus in the Village of Oak Creek.
- Director of Facilities Jennifer Chilton gave thanks to Supervisor Michaels, the Governing Board, and community members for their work on this project. The project has been presented at school board members and a meeting with the Big Park Community Council. Ms. Chilton reiterated that this is the beginning of the process, not an end point. The non-binding letter of intent will allow the county and district to move forward creating a lease for presentation to the board at a later date. This project will allow for the provision of services to the community in the Village of Oak Creek.
- Board Member Lauren Robinson stated that our first responsibility is to the students of the district. The campus has been a financial burden for the district, every dollar spent there is a dollar not spent on our students. The board has viewed this project as a way to benefit both our students and the residents of the village. She hopes that better communication will allow all parties to benefit.
- Board Member David Robinson noted that since our priority is our students, the financial resources available to maintain the property at BPCS are limited. It is the responsibility of the board and district to explore this possibility. He reiterated that this is the beginning of the process and decisions will be made in open session.
- Board Member Karen McClelland feels that community services are the best use for the campus moving forward. This will be a slow process with many details still to be worked out.
- Board Member Randy Hawley agreed that BPCS is a financial burden that the district cannot afford. The district has been in a better position since the closure of the campus and has been able to expand offerings to students due to cost savings resulting from the closure. We do not have the financial resources to devote to maintenance of the campus. The board would like to create a positive situation for the community. He stressed that this is a non-binding agreement.
- Board Member David Price has concerns regarding language that the district cannot enter lease agreements once the letter of intent is signed. He is concerned that the district may lose rental income opportunities. Lauren Robinson agreed and asked if there was a way to adjust that section of the letter. Dr. Michaels noted that the county would not object if the board preferred to strike that language. She has no concrete estimate on the length of time required to develop the lease, but noted that a great deal of time and effort has been invested. A presentation could be brought to the board within a matter of months. President Hawley fears that any leases we issue might be in conflict with the county's plans. Karen

McClelland suggested amending the letter to read that in the event of a new lease, the parties would amend the letter of intent rather than cancel it to provide greater flexibility.

- **Motion made by Karen McClelland/Lauren Robinson: A motion to approve the letter of intent changing the phrase “terminate the letter of intent” to “amend the letter of intent” in the event of a lease and subject to the approval of our attorney carried by a vote of 5-0.**

D. Graduation Requirements for English Language Learners

Deana Dewitt

- Strategic Plan Alignment: High Student Achievement
- **ACTION ITEM:** Discussion and possible action to authorize the high school English Language Development courses to be classified as English Language Arts credit for the purpose of fulfilling high school graduation requirements.
- **Motion made by Karen McClelland/April Payne:** A motion to authorize the high school English Language Development courses to be classified as English Language Arts credit for the purpose of fulfilling high school graduation requirements.
- Assistant Superintendent Deana Dewitt gave an overview of targeted English Language Development (ELD) courses to be offered in grades 9-12 in the 2023-24 school year. It is possible, with board approval, to allow students with English language skills identified as pre-emergent and basic to earn graduation credit for ELD courses. ELD courses may not be accepted by universities and may prevent students from moving directly to a 4 year university.
- Board members asked if this requirement has presented students from graduating in previous years. Ms. Dewitt noted that in previous years, students without strong English skills who have been enrolled in grade level ELA courses have struggled to pass.
- Students and parents would be informed of options and potential consequences of enrolling in ELD courses. Students would have the option to enroll in ELD and traditional, grade level ELA courses. Summer school ELA classes are also available.
- Board Member David Price asked if this change would diminish opportunities for graduating students. Assistant Superintendent Dewitt noted that there is a difference between traditional ELA standards and language acquisition. At times, a focus on the standards as opposed to language acquisition can be difficult for students. Admittance to a community college would follow the same track as other students.
- Board members noted that this change would allow instructors to more effectively meet the needs of their students.
- **The motion to authorize the high school English Language Development courses to be classified as English Language Arts credit for the purpose of fulfilling high school graduation requirements carried by a vote of 5-0.**

E. Approval of Sole Source Vendors

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 5: Sole Source List
- **ACTION ITEM:** Discussion and possible action to approve the Sole Source Vendor list for FY 23/24.
- Stacy Saravo gave an overview of our Sole Source Vendor List. Board approval of this list is an annual requirement. These vendors are used when no other vendors are available, for example, when paying utilities or purchasing additional copies of current curricular materials.
- **Motion made by Lauren Robinson/Karen McClelland: A motion to approve the Sole Source Vendor list of FY23/24 carried by a vote of 5-0.**

F. Approval of Purchasing Cooperatives

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 6: Purchasing Cooperatives List
- **ACTION ITEM:** Discussion and possible action to approve the Purchasing Cooperatives List for FY 23/24.

- Stacy Saravo noted that purchasing cooperatives help us obtain better pricing for some items. This year's list includes PEPPM, a purchasing cooperative that we hope to use to improve our Xerox contract.
- **Motion made by Karen McClelland/April Payne: A motion to approve the Purchasing Cooperatives List for FY23/24 carried by a vote of 5-0.**

G. Authorization to Exceed M & O Subsections

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 7: Authorization Form
- **ACTION ITEM:** Discussion and possible action to authorize excess expenditures within subsections 100, 200, 400, 500, 600, 700, 800, and 900 of the Maintenance & Operations budget in fiscal year 23-24.
- Stacy Saravo noted that this is an annual requirement. The county monitors the overall budget which cannot be exceeded.
- **Motion made by Lauren Robinson/Karen McClelland: A motion to approve excess expenditures within subsections 100, 200, 400, 500, 600, 700, 800, and 900 of the Maintenance & Operations budget in fiscal year 23-24 carried by a vote of 5-0.**

H. Execution of Warrants Between Board Meetings

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 8: Resolution
- **ACTION ITEM:** Discussion and possible action to authorize the execution of warrants between board meetings.
- Stacy Saravo stated that this vote allows payroll and purchasing vouchers between board meetings.
- **Motion made by April Payne/David Price: A motion to authorize the execution of warrants between board meetings carried by a vote of 5-0.**

I. Emergency Procurement Authorization

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- **ACTION ITEM:** Discussion and possible action to authorize Stacy Saravo and Jennifer Chilton to procure emergency services when necessary during FY 24.
- Stacy Saravo noted that this allows designated employees to obtain services in the event of an emergency. An example would be a roof leak requiring immediate attention. Information regarding the expense would be presented at the next board meeting.
- **Motion made by Karen McClelland/Lauren Robinson: A motion to authorize Stacy Saravo and Jennifer Chilton to procure emergency services when necessary during FY 24 carried by a vote of 5-0.**

J. Fundraiser Approvals

Stacy Saravo

- Strategic Plan Alignment: Effective Communication/Use of Resources
- **ACTION ITEM:** Discussion and possible action to authorize the Superintendent to approve fundraisers including but not limited to dances, ticket sales, concession sales, and club fundraisers during the 2023-2024 school year.
- Stacy Saravo indicated that while this will authorize the Superintendent to approve fundraisers, they will also be brought to the board for approval on a consent agenda.
- **Motion made by Karen McClelland/Lauren Robinson: A motion to authorize the Superintendent to approve fundraisers including but not limited to dances, ticket sales, concession sales, and club fundraisers during the 2023-24 school year carried by a vote of 5-0.**

K. Appointment Of Student Activity Fund Treasurer As Required By A.R.S. 15-1122

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- **ACTION ITEM:** Discussion and possible action to appoint Stacy Saravo as Student Activity Treasurer and Amanda Stanfield as Assistant Student Activity Treasurer.

- Stacy Saravo noted that this is an annual requirement.
- **Motion made by Lauren Robinson/Karen McClelland: A motion to appoint Stacy Saravo as Student Activity Treasurer and Amanda Stanfield as Assistant Student Activity Treasurer carried by a vote of 5-0.**

L. Review of the District's Site Performance Pay Plan (Prop 301)

Stacy Saravo

- Strategic Plan Alignment: Highly Performing & Supported Staff
- Attachment 9: Performance Pay Summary
- **ACTION ITEM:** Discussion and possible action to approve SOCUSD's Performance Pay Plan for the 2023-2024 school year.
- Stacy Saravo noted that there have been no changes to the district's performance pay plan this year.
- **Motion made by Lauren Robinson/Karen McClelland: A motion to approve SOCUSD's Performance Pay Plan for the 2023-2024 school year carried by a vote of 5-0.**

M. Athletic Coaching Stipend Schedule

Stacy Saravo

- Strategic Plan Alignment: Highly Performing and Supported Staff
- Attachment 10: Coaching Stipend List
- **ACTION ITEM:** Discussion and possible action to approve the athletic coaching stipend schedule for the 2023-2024 school year.
- Stacy Saravo noted that the leadership team is in agreement to increase athletic coaching stipends by the same percentage as teacher pay increases going forward. Board member Lauren Robinson asked about the differences in stipend amounts. These differences are likely due to the number of games, practice hours, and student athletes in each sport. This will be confirmed with the athletic director. Board members verified that some tax credit funds are used to pay stipends and that registered homeschool students living within district boundaries are eligible to participate in our athletic programs.
- **Motion made by Lauren Robinson/Karen McClelland: A motion to approve the athletic coaching stipend schedule for the 2023-2024 school year passed by a vote of 5-0.**

N. Student Fees

Stacy Saravo

- Strategic Plan Alignment: High Student Achievement, Effective Use of Resources
- Attachment 11: Student Fees
- **ACTION ITEM:** Discussion and possible action to approve the student fee schedule for the 2023-2024 school year.
- This proposal includes the removal of student course fees and the addition of a small level fee for all students. Board President Hawley verified that fees are discounted in most cases for students with a financial hardship.
- **Motion made by April Payne/Karen McClelland: A motion to approve the student fee schedule for the 2023-2024 school year carried with a vote of 5-0.**

O. IGA With Coconino County For Election Services In November 2023

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 12: IGA (Election Services)
- **ACTION ITEM:** Discussion and possible action to approve an IGA with Coconino County for election services in November 2023.
- Stacy Saravo noted that the IGA will allow Coconino County to provide election services in November.
- **Motion made by Karen McClelland/April Payne: A motion to approve an IGA with Coconino County for election services in November 2023 passed by a vote of 5-0.**

P. IGA With YCESA For Substitute Teacher Services

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 13: IGA (Substitute Teaching)

- **ACTION ITEM:** Discussion and possible action to approve the annual IGA with YCESA to provide Substitute Teacher Consolidation Services during the 2023-2024 school year.
- Stacy Saravo noted that this is an annual IGA that will allow YCESA to continue to provide substitute teacher services. Board members verified that there will be a permanent district substitute teacher on staff and that our substitute teacher pay rates continue to be competitive.
- **Motion made by Lauren Robinson/Karen McClelland: A motion to approve the annual IGA with YCESA to provide Substitute Teacher Consolidation Services during the 2023-2024 school year carried by a vote of 5-0.**

Q. First Reading Of Proposed Changes To Board Policy GCE- Addition Of Retention And Recruitment Stipends Stacy Saravo

- Strategic Plan Alignment: Highly Supported & Effective Staff
- Attachment 14: Proposed changes to policy GCE
- Stacy Saravo noted that this policy is specifically related to our Title II funds, which the district uses to pay hard-to-fill stipends for math, science, and special education teachers. There is also a potential for retention stipends in these areas. This policy is required by ADE and includes eligibility and payment details. The second reading of this policy will be on the next board agenda.

X. Other Business

Randy Hawley

Future board meeting dates and agenda items: The next board meeting may be rescheduled due to schedule conflicts during the first week of school. Information will be posted online as soon as possible.

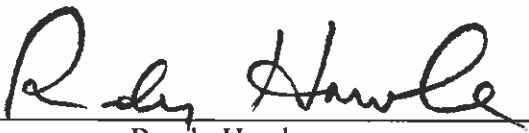
XI. Adjournment

Randy Hawley

A motion made by Lauren Robinson/Karen McClelland to adjourn the meeting at 5:32 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

