



**Tuesday, September 10, 2024, 4:00
MINUTES**

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| I. Call to Order | Randy Hawley |
| Board President 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
Alana Schrader, Present | |
| IV. Statement of Welcome | Randy Hawley |
| V. Recognition of Students, Athletes, and Staff Members | Tom Swaninger,
Heather Isom, Alisa Stieg |
| <ul style="list-style-type: none">• Strategic Plan Alignment: High Student Achievement & Highly Performing and Supported Staff• Students, staff members, and student athletes were recognized for their hard work and contributions to the District. | |
| VI. Recognition of Retiring Board Member | Tom Swaninger |
| <ul style="list-style-type: none">• Strategic Plan Alignment: Effective Communication• Superintendent Swaninger recognized retiring governing board member David Price. | |
| VI. Call to the Public | Randy Hawley |
| There were no comments from the public. | |
| VII. Governing Board Member Comments | Board Members |
| Board member Karen McClelland gave an overview of a recent ASBO law conference that included an emphasis on AI in schools. She hopes that student representatives will be included in the process when the District creates policies regarding AI. | |
| VIII. Student Representative Update | Alana Schrader |
| Alana Schrader gave an overview of events at the high school including Interact Club, NHS, Student Council, Homecoming, parking lot painting by the Senior class, and Senior event planning. | |
| IX. Superintendent's Update | Tom Swaninger |
| Superintendent Swaninger gave an update of events throughout the district including the upcoming Special Meeting on 9/23 to provide information on the upcoming election, athletics, and a recent Rotary award given the Mahers for their contributions to the district and community. | |

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 – 8/6/2024
2. Payroll vouchers – 3 - 5
3. Accounts Payable vouchers – 2455 – 2457, 2504 - 2509
4. Gifts and donations – N/A
5. Fund balance statements – Attached
6. Personnel – Attached
7. Approved Fundraisers – Attached

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.

X. Business Items and Presentations

A. IGA with Coconino County for November 2024 Election Services

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- [Attachment 2: IGA with Coconino County](#)
- **ACTION ITEM:** Discussion and possible action to approve an IGA with Coconino County for election services in November 2024.
- Finance Director Stacy Saravo gave an overview of the proposed IGA with Coconino County for election services in November. This is a requirement.
- **Motion made by Karen McClelland/Lauren Robinson:** A motion to approve the IGA with Coconino County for election services in November 2024 carried by a vote of 5-0.

B. Addendum to Facility Rental Contract for Alcohol Sales

Jennifer Chilton

- Strategic Plan Alignment: Effective Communication
- **ACTION ITEM:** Discussion and possible action to approve an addendum to facility rental contracts to allowing the sale of alcohol at specific events held on District property and outlining the District's policies and fees related to alcohol sales.
- Assistant Superintendent Jennifer Chilton gave an overview of alcohol sales at events held at district facilities. The board initially approved these sales with an intent to review the practices after a year. This was disrupted by Covid. The District would like to review alcohol sales practices, revenues, and return to the board with specific recommendations.
- Board Member Lauren Robinson verified that \$1 per drink sold is donated to the Education Foundation. Jennifer Chilton noted that minimum charges may be recommended moving forward.
- **Motion made by David Price/Karen Robinson:** A motion to research facility rental contracts allowing the sale of alcohol at specific events held on District property and draft a document with policies related to alcohol sales for board review carried by a vote of 5-0.

C. Approval of Sole Source Vendors

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- [Attachment 3: FY25 Sole Source List](#)

- **ACTION ITEM:** Discussion and possible action to approve the Sole Source Vendor list as presented.
- Finance Director Stacy Saravo gave an update on the Sole Source List, which has been revised based on feedback from the Auditor General.
- Karen McClelland asked for clarification on the professional development provided by WestEd. Superintendent Swaninger noted that this is a comprehensive program focused on improving instruction techniques based on observations made during classroom walkthroughs at both sites.
- **Motion made by Lauren Robinson/April Payne:** A motion to approve the Sole Source Vendor List carried by a vote of 5-0.

XI. Other Business

Randy Hawley

Future board meeting dates and agenda items: The next regular board meeting will be held on October 1.

XII. Adjournment

Randy Hawley


Motion made by Lauren Robinson/David Price to adjourn the meeting at 4:57 pm carried by a vote of 5-0.

Submitted by: Stacy Saravo/Amanda Stanfield

Signature of Attendees:



Randy Hawley



Lauren Robinson



Karen McClelland



April Payne

David Price