

Meeting Minutes

Governing Board
Glen Canyon Outdoor Academy

GCOA Mission: GCOA is committed to providing an active student-centered environment through outdoor expeditionary learning, collaborative teachers, and family and community engagement that will develop inquisitive explorers, cultivate creative thinkers and empower resilient learners.

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Glen Canyon Outdoor Academy and to the general public that the board will hold a meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time.

Pursuant to A.R.S. §§38-431.03.A.1-A.7, the Board of Directors may go into Executive Session, which will not be open to the public, concerning any item on the agenda for discussion, consideration or consultations: (1) of employment issues related to a public officer, appointee or employee; (2) of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law; (3) for legal advice with attorneys; (4) with attorneys regarding contract negotiations, pending or contemplated litigation or settlement discussions; (5) regarding negotiations with employee organizations; (6) regarding international, interstate or tribal negotiations; or (7) regarding negotiations for the purchase, sale or lease of real property.

Date/Time: August 3, 2023, 5:00 PM MST

Agenda Available: GCOA Elementary School at 835 Newburn Road and at www.gcoacademy.org

Physical Meeting to be held at 835 Newburn Road in General Purpose Room

Virtual Meeting Access: Meeting ID: 987 5794 5061 Passcode: 024020

ALL ITEMS ON THE AGENDA ARE OPEN FOR DISCUSSION AND POSSIBLE ACTION

MEETING AGENDA

I. Opening of Meeting

A. Call to Order: 5:05pm

B. Roll Call - Determine Quorum/ Present: Susan Pilkington, Justine Carryer, Ameer Payne, Gwen Lasslo

- Present: Raini Goatson and Nikki Jaborski
- Mary Francis joined at 5:07 pm
- Susan Wright joined the meeting at

C. Approval of Agenda: Justine motioned to approve, Gwen second, all in favor

II. Approval of the Minutes: justine motioned to approve. Gwen second. all in favor

III. Announcements and Comments

A. Statements Concerning Call to the Public

B. Call to the Public

IV. Reports:

A. School Director Report

1. Monthly Updates (Finances/Facilities/Enrollment/Staffing/Academic)

- a. Finances: no updates
- b. Facilities: Leonard Edgewater started today, he retired from Lake View after 20 years. Jake Burton is installing blinds.
- c. Enrollment: were looking at opportunities to possibly enroll and add to the 1st and 2nd grade waitlist. We could enroll more in 2nd grade. The K/1 loop is full. Grades 3-7, we have a waitlist.
- d. Staffing: We've gone through the first 2 wks of staff orientation, I feel positive about it, and positive about strengths and talents being brought to the table by each person. We still need to hire 2 Paraprofessionals, a counselor, and interventionist.
- e. Academic: School starts Monday
- f. Meet the Teacher Night: The teachers said they had a lot of positive experiences. People participated in all events, thank you to Ameer for jumping in and helping. All the kids were super happy about the activities. Library came, the Express Bus came, Canyonlands came. Parents were lined up out the gate, around the corner, it was great.

B. School Board Member Reports:

- a. Susan: We started our audit today, it's due November 15th. He will send me things and I will respond, it went well. Our accountant was here and she said it went well too.
- b. Justine: This is year 2 of the loop curriculum. This year we are working on developing our math curriculum and focusing on that. Kindergarten is doing 4 expeditions, instead of 6, they will line up with the semesters. We added a parent page that will go home with students and support their child with at home learning expeditions, and book suggestions that align with studies and materials they can get from the classroom

V. Business:

1. Discussion and possible action to approve the change in salary for [Susan Pilkington](#) – Raini Goatson:
 - a. Justine motions to approve the salary of Susan Pilkington, All in favor.
 - b. Susan abstains from voting and recuses herself from the discussion.
 - c. Raini: Adjusting Susan's contract, adjusting her title to Executive Director, and the salary that goes with that.
 - d. Justine motions to approve the change in contract which includes salary for Susan. Mary Frances seconds. All in favor.
2. Discussion and possible action to approve the hiring of Leonard Edgewater as our Custodial/Grounds/Maintenance staff – Raini Goatson
 - a. Justin motioned to approve. Gwen Second. All in favor

- b. Raini: Leonard has over 20 yrs experience, he's worked at Lake View, he's retired, and would still like to do part time work. He will work Monday-Thursday from 2pm-8pm.
 - c. Justine motions to approve the hiring of Leonard Edgewater, Ammee second, all in favor.
3. Discussion and possible action to approve changes in the staff handbook – Susan Pilkington
- a. Justine motioned to approve, Mary Second.
 - b. Susan: Gwen and I have been discussing the wording for “when people are out”, it's difficult to decipher time. We have looked at making the change to sick time and PTO.
 - i. 10 month certified staff= 8 days
 - ii. 10 month classified= 60 hrs
 - iii. 12 month employees= 12 days
 - c. Susan: What we need to look at is the wording and we need to determine if there is any pay out for when people leave. Sometimes schools will pay out, for a small school that is not suggested. I am suggesting we do not do payouts for PTO or Sick time.
 - d. Gwen: I think the benefit of allowing a little payout is the absences during the year and less cost for substitutes, I also agree we don't have the funds to payout. It could be a potential benefit.
 - e. Susan: Can we say “no payout” for now, it makes it difficult for us to do payouts while we're still growing. Once we are at 200 students and stay at 200 students, it'll be easier to do things like payouts.
 - f. Justine: Do you know how many days have accrued for returning staff? Susan: It was not done well last year, it was taken care of better the 2nd part of the year. Susan: questions? Mary: Is there language in there that puts a cap at a certain number of days? Susan: Yes
 - g. Justine motions to approve changes in staff handbook. Gwen second. All in favor
4. Discussion and possible action to approve MOU for community service with CCJC — Raini Goatson
- a. Justine motions to approve. Mary second. All in favor
 - b. Raini: CCJC is Coconino county juvenile court, contacted by Marcy Rupp
 - c. The MOU in reference is doing community restitution work, assigned through a Leader and the Judge. They are looking at volunteer work within the community. One thing to note there are certain offenses we are looking at like shoplifting, marijuana, or that have been placed on diversion or probation. When we look at this MOU we are creating an opportunity for these kids to come and serve the community. This will be done after school hours. Their lead or support would be a Youth Care Lead, in Page it's hard to find community support for them. The work will include landscaping, they could participate

with the beautification on campus, they could work in conjunction with art projects. It'll start small and grow big. a lot of times these kids have

- d. Susan: questions? Mary: Another project they could work on is the Greenhouse, helping with winter produce, it's great! A lot of times the "at risk" or underserved students are often pushed out, there is not a lot of support for them, it's important to lend support to the students who are struggling with some guidance.
 - e. Justine motions to approve the MOU. Gwen second. All in favor
5. Discussion and possible action to approve the month-to-month lease of the on-campus apartment for Rob Wulff with his partner and dog – [Justine Carryer](#)
- a. Justine motions to approve. Mary second. All in favor.
 - b. Justine: Rob is a ¾ teacher, currently living in a camper at his former boss' house. We have thrown out the offer of \$500 a month, really friendly dog, never bitten anyone, dog must remain inside at all times, unless leaving campus, has to be on leash, after hours dog can be out but they will have to clean up after her. They are interested in a month to month lease.
 - c. Gwen: Does the partner have a Fingerprint Clearance Card? Justine: I'm sure she has the ability to get one. Susan: she has to have one if living on campus. Justine: I think I mentioned it to them.
 - d. Mary: Would we require a small cleaning fee? Susan: Pet fee? Gwen: We need to have a lease document or cleaning deposit that will have wording that has that. Justine: Will need to document issues, damages, that are already in the apartment because there is already a lot of damage.
 - e. Susan: We reevaluate at 4 months for Carmen, do we need to do that, so it's even for everyone? Justine: I agree, reevaluate at 4 months, Fingerprint Clearance Card, are we good at putting, "if there is damage, then there will be a fee?" Susan: Gwen? Do you think a pet deposit is refundable? Gwen: I agree with documenting or getting to a point that the rent amount is plenty for having a dog or some kind of cleaning deposit and stipulations on how to make that refundable.
 - f. Justine: We should have Leonard come in and deep clean the apartment. Susan: NPS makes the tenant clean it out before leaving. Gwen: if there is any damage it could be payroll deducted. Raini: I think it's appropriate to have it cleaned before they move in.
 - g. Gwen: I just heard today that a 3 bedroom house by Lake View is for rent, I think Carmen is looking to buy. Justine: Deanne wants to get a house, and maybe rob, marisa, and deanne could get a house together, they need to get out of their camper. Mary: my cousin is moving down to the valley, I'll ask her if she's renting, it's a 3 bedroom house. Justine: carmen is looking to buy.
 - h. Justine motion to approve a month to month lease, which includes a clause about payroll deduction for a cleaning deposit if there is damage due to pet, reevaluate at 4 months time, FPCC for the partner, at rate of \$500 a month.

i. Justine motioned to approve. Mary second. All in favor

VI. Closing of Meeting

A. Next meeting - on September 6, 2023

Justine motioned to adjourn the meeting at 5:51pm, Gwen second, all in favor