

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: June 12, 2024, 5:00 PM MST

Agenda Available: GCOA 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: 954 1721 1816 Passcode: 203580

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

MEETING AGENDA

I. Opening of Meeting

- A. Call to Order: 5:04pm
- B. Roll Call - Determine Quorum/ Present
 - Gwen Lasslo
 - Rochelle Russell
 - Jennie Lassen
 - Nancy Walker
 - Erik Stanfield
- Administrative Staff in Attendance-
 - Raini Goatson- School Leader

Nikki Jaborski- Director of Operations

C. Approval of Agenda Rochelle motioned to approve, Erik seconded, all in favor

II. Approval of the Minutes- Erik motioned to approve, Rochelle seconded, all in favor.

III. Announcements and Comments

A. Statements Concerning Call to the Public

B. Call to the Public:

- a. Shannon Herbst- When referring to the organizational leadership of GCOA, the suggestion to prioritize a “shared” leadership is recommended.
- b. Ben Jensen- When referring to the organizational leadership of GCOA, the suggestion of a 3 way leadership between Susan, Raini, and Nikki is recommended.

IV. Reports:

A. School Leadership Updates

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

- a. Raini: Planning for the upcoming school year 2024-2025 is complete
- b. Susan: Highlights from the balance sheet, profit and loss, and cash flow report shared. GCOA is fully staffed for the upcoming school year.
- c. Nikki: School campus was deep cleaned, were currently in the process of minor fixes, and preparing for the new school year.

B. School Board Member Reports

V. Business:

1. Discussion, consideration, and possible action to elect the following offices for governing board: President, Vice-president, Secretary. - Susan Pilkington

- a. Gwen motions to discuss, consider, and possible action to elect the following offices for governing board: President, Vice-president, Secretary. Rochelle seconds the motion. All in favor.
- b. Susan: president runs the meetings, vice president is the alternate to run meetings, and secretary takes minutes of board meetings in the event of Nikki not being present, will also review board meeting minutes before being posted.
- c. By-laws state board positions are 1 year terms
- d. President- Gwen Lasslo, nominated by Rochelle Russell, second by Erik Standfield, all in favor.
- e. Vice President- Rochelle Russell, nominated by Gwen Lasslo, second by Erik Stanfield, all in favor.
- f. Secretary- will revisit at the next board meeting.

2. Discussion, consideration, and possible action to approve the proposed budget for FY 25 (2024-2025 SY)- Susan Pilkington

- a. Erik motions to discuss, consider, and take possible action to approve the proposed budget for FY 25 (2024-2025 SY). Rochelle seconds the motion. All in favor.
 - b. Budget will be posted on the school website.
 - c. Rochelle motions to approve the proposed budget for FY 25 (2024-2025 SY). Gwen seconds the motion. All in favor.
3. Discussion, consideration, and possible action to approve FY25 Organization Structure- Gwen Lasslo
- a. Rochelle motions to discuss, consider, and take possible action to approve FY25 Organization Structure. Gwen seconds the motion. All in favor.
 - b. Interviews took place among staff, results were shared with staff during staff CREW and SIT.
 - c. Findings included clear expectations of all staff, evaluation processes, and the separation of duties.
 - d. Board opted to table discussion to all submittals of alternate proposals. An alternate proposal has been suggested by GCOA staff. This proposal submission must be submitted by Wednesday, June 19th at 6 pm. A special meeting will be held to finalize the organizational chart.
4. Discussion, consideration, and possible action to approve continuation of contracts and/or Memorandum of Understanding for the following- Susan Pilkington
- a. Gwen motions to discuss, consider, and possible action to approve continuation of contracts and/or Memorandum of Understanding for the following. Erik seconds the motion. All in favor.
 - b. Rochelle motions to approve the continuation of contracts and/or Memorandum of Understanding for the following. Erik seconds the motion. All in favor.

Name/ Organization	Purpose
Lisa Wallace	Special Education- mentor new teacher
Jim Walker	Consultant for Governing Board and School Leadership
Nexus E-rate Services	E-rate Services
Executech	IT Services
Leonard Edgewater	Janitorial Services
Helping Hands	Transportation Services
Kristie Allen	Gardening Specials

Aspire Business Consultants	Business and Payroll Services
Charter School Consultants	Grant Management, ADE
Pacific Office Automations	Copier Services

5. Discussion, consideration, and possible action to approve new contracts for the following- Susan Pilkington

- a. Erik motions to discuss, consider, and take possible action to approve the new contracts for the following. Rochelle seconds the motion. All in favor.
- b. Eluma- Virtual services
- c. Dynamic interventions- Hybrid services, both virtual and in-person.
- d. Erik motions to approve the new contract for the following services. Rochelle seconds the motion. All in favor.

Eluma	Occupational Therapy Services
Dynamic Interventions	Speech Therapy Services

6. Discussion, consideration, and possible action to approve the teaching contract for Natalie Russell (revised)- Susan Pilkington

- a. Rochelle motions to discuss, consider, and take possible action to approve the teaching contract for Natalie Russell (revised). Gwen seconds the motion. All in favor.
- b. Contract type has changed to "Teacher on Assignment". Title is "Academy Specialist"
- c. Erik motions to approve the teaching contract for Natalie Russell (revised). Rochelle seconds the motion. All in favor.

7. Discussion, consideration, and possible action to approve the teaching contract for Melissa Castro- Susan Pilkington

- a. Gwen motions to discuss, consider, and take possible action to approve the teaching contract for Melissa Castro. Rochelle seconds the motion. All in favor.
- b. Lisa Wallace will mentor Melissa
- c. Erik motions to approve the teaching contract for Melissa Castro. Gwen seconds the motion. All in favor.

8. Discussion and consideration of Year-End Behavior Report- Susan Pilkington

- a. Erik motions to discuss and consider Year-End Behavior Report. Rochelle seconds the motion. All in favor.

- b. SWIS- biggest referral by behavior is physical aggression, 1st and 5th grade had the most referrals.
 - c. Special education teacher will provide support to student with behavior plan.
 - d. No action taken
9. Discussion and consideration of Form 990- Susan Pilkington
- a. Gwen motion to discuss and consider the Form 990.
 - b. No action taken
10. Discussion, consideration and possible action to approve the Attendance Policy- Susan Pilkington
- a. Erik motion to discuss, consider, and take possible action to approve the Attendance Policy. Gwen seconds the motion. All in favor.
 - b. Responding to absenteeism, our policy will include a screening process and a comprehensive needs assessment. We'd like to look at barriers for children not attending school, students who have a higher rate of absenteeism will be provided support
 - c. Erik motions to approve the Attendance Policy. Gwen seconds the motion. All in favor.
11. Discussion and consideration regarding governing board lunch for teacher inservice week- Susan Pilkington
- a. Rochelle motions to discuss and consider the governing board lunch for teacher inservice week.
 - b. Proposed date for lunch is July 22nd, 2024
12. Discussion, consideration and possible action to approve the Flash Funding Proposal- Ben Jensen
- a. Gwen motions to discuss, consider, and take possible action to approve the Flash Funding Proposal. Erik seconds the motion. All in favor.
 - b. Seeking approval to create a committee to help with fundraising details, all proceeds would go to GCOA, the goal is to support the students of GCOA.
 - c. The flash funding proposal would be an annual fundraiser, examples include silent auction and/or raffle.
 - d. Susan will review "accepting funds" with our accountant and lawyer.
 - e. All fundraiser actions will be approved through Susan.
 - f. Gwen motions to approve the Flash Funding Proposal. Rochelle seconds the motion. All in favor.
13. Discussion, consideration, and possible action to approve the Wildcat art submission- Nikki Jaborski

- a. Gwen motions to discuss, consider, and take possible action to approve the Wildcat art submission. Rochelle seconds the motion. All in favor.
 - b. One GCOA art submission was turned in.
 - c. The art piece will be digitized by Justine C.
 - d. Erik motions to approve the Wildcat art submission. Rochelle seconds the motion. All in favor.
14. Discussion, consideration, and possible action to approve the use of GCOA's name and logo for promotion and marketing of Executech (IT Services)- Nikki Jaborski
- a. Erik motions to discuss, consider, and take possible action to approve the use of GCOA's name and logo for promotion and marketing of Executech (IT Services). Gwen seconds the motion. All in favor.
 - b. David Clutter- Director of Client Services reached out and would like to feature GCOA's name and logo on their website. They are wanting to enhance their online marketing efforts. They will feature the GCOA name and logo as a testament to our partnership.
 - c. Erik motions to approve the use of GCOA's name and logo for promotion and marketing of Executech (IT Services). Rochelle seconds the motion. All in favor.
15. Discussion and consideration of board training dates on August 13, 2024- Susan Pilkington
- a. Gwen motions to discuss and consider the board training dates on August 13th, 2024. Erik seconds the motion. All in favor.
 - b. Participate in the whole school crew, then proceed with other activities from 8:30am-12:30pm.
16. Discussion, consideration, and possible action to approve Executive Director Contract. The Board may vote to go into executive session to discuss this matter with the Executive Director pursuant to A.R.S. 38-431.03(a)(1). The Board may decide the matter in the public meeting.- Gwen Lasslo
- a. Rochelle motions to discuss, consider, and take possible action to approve Executive Director Contract. Gwen seconds the motion. All in favor.
 - b. Gwen recommends to go into executive session to discuss the matter with the Executive Director pursuant to A.R.S. 38-431.03(a)(1). Board agrees unanimously to go into Executive Session.
 - c. Erik motions to approve the Executive Director Contract. Rochelle seconds the motion. All in favor.

VII. Closing of Meeting

A. Next meeting - on July 10, 2024

Erik motions to adjourn the meeting at 7:13 pm. Rochelle seconds the motion. All in favor.