

# MEETING MINUTES

August 13th, 2024

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 13, 2024, 9:00 AM MST**

**Agenda Available: GCOA Elementary School at 835 Newburn Road and at [www.gcoacademy.org](http://www.gcoacademy.org)**

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

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

## MEETING AGENDA

### I. Opening of Meeting

A. Call to Order: Meeting called to order at 11:19 am

B. Roll Call - Determine Quorum/ Present

Gwen Lasslo

Nancy Walker

Rochelle Russell

Erik Stanfield

Jennie Lassen

Others Present:

Susan Pilkington- Executive Director

Raini Goatson- School Leader

Nikki Jaborski

C. Approval of Agenda

- Rochelle motions to approve today's agenda. Nancy seconds the motion. All in favor.

II. Approval of the Minutes

- Rochelle motions to approve the minutes from last meeting minutes. Erik seconds the motion. All in favor.

III. Announcements and Comments

- A. Statements Concerning Call to the Public
- B. Call to the Public

IV. Reports:

A. School Leadership Updates

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

a. Raini-

- i. Teachers are nominating a teacher representative to join the SIT team.

b. Susan-

- i. July financial report
- ii. Enrollment- 186 students

B. School Board Member Reports

V. Board Annual Training

1. Roles, Responsibilities, and Open Meeting Laws- Jim Walker (1.5 hours)
2. Review and Possible Changes to Logic Model- Raini or Susan (30 minutes)
3. Review of charter application and charter contract with the state board
  - a. Original Charter Application
  - b. School Dashboard

VI. Business:

1. Discussion, consideration, and possible action to approve changes to the employee handbook (in school policies)- Susan Pilkington
  - a. Rochelle motions to discuss, consider, and take possible action to approve the changes in the employee handbook. Gwen seconds the motion. All in favor.
  - b. Section 301- staff has undesignated PTO, this can be PTO or Sick leave. A "no show, no call" policy has also been added.
  - c. Nancy motions to approve the changes to the employee handbook. Erik seconds the motion. All in favor.
2. Discussion, consideration, and possible action to approve the Student Technology Contract- Nikki Jaborski
  - a. Rochelle motions to discuss, consider, and take possible action to approve the Student Technology Contract. Erik seconds the motion. All in favor.

- b. Ensuring parents and students are aware of technology expectations and holding them to those expectations
  - c. Teachers are also held accountable by teaching students technology use expectations
  - d. Gwen motions to approve the Student Technology Contract. Rochelle seconds the motion. All in favor.
- 3. Discussion, consideration and possible action to approve the Wild Friday's Sponsorship Letter- Raini Goatson
  - a. Gwen motions to discuss, consider, and take possible action to approve the Wild Friday's Sponsorship Letter. Nancy seconds the motion. All in favor.
  - b. Letter template presented, yellow sections will be filled in.
  - c. Presented to organizations in our community.
  - d. Nancy motions to approve the Wild Friday's Sponsorship Letter. Rochelle seconds the motion. All in favor.
- 4. Discussion, consideration and possible action to approve the GCOA 24-25 Formal Observation tool- Raini Goatson
  - a. Nancy motions to discuss, consider, and take possible action to approve the GCOA 24-25 Formal Observation tool. Erik seconds the motion. All in favor.
  - b. The Danielson framework was used last year, and we're still using this framework this year, just expanding on it.
  - c. A question we ask- What are the best practices we want to see as a teacher?
  - d. Goal- Make it clear to teachers what Raini is looking for and what evaluations will be based on.
  - e. Frequency and types of data sources: walk throughs have started, 15 minutes, informal and unannounced.
  - f. Formal observations: once a year
  - g. Erik motions to approve the GCOA 24-25 Formal Observation tool. Gwen seconds the motion. All in favor.
- 5. Discussion, consideration and possible action to approve the Overnight Policy updates- Susan Pilkington
  - a. Erik motion to discuss, consider, and take possible action to approve the Overnight Policy updates. Rochelle seconds the motion. All in favor.
  - b. We are attempting to improve our overnight Policy.
  - c. Include staff Abuse Policy Training

- d. A pre-trip briefing will happen prior to each overnight trip- All adults attending trips will be required to join this “pre-trip briefing”.
    - i. Pre-mission briefing outline:
      - 1. Review Abuse Policy
      - 2. Discussing best practice
  - e. Reach out to Grand Canyon Youth about video: Light to Darkness
  - f. Students and Parents will attend pre-trip briefing that is age appropriate
  - g. Tents are only used when they are required for extreme weather conditions
  - h. This policy will be presented to Insurance company
  - i. Erik motions to approve the overnight policy with the addition of allowing the director to make amendments as she sees fit. Rochelle seconds the motion. All in favor.
6. Discussion, consideration, and possible action to approve the purchase of 2-3 vehicles and classroom furniture from school closing sell pending Executive Director’s review of items- Susan Pilkington
- a. Erik motion to discuss, consider, and take possible action to approve the purchase of 2-3 vehicles and classroom furniture from school closing sale pending Executive Director’s review of items. Nancy seconds the motion. All in favor.
  - b. There are 2 buses for sale from a school closure- A 2012 and 2004
  - c. Nancy motion to approve the decision of 2-3 vehicles and classroom furniture from school closing sale pending Executive Director’s review of items. Gwen second the motion. All in favor.
7. Discussion, consideration, and possible action to approve proposal to include ESA-funded students in specials, after school clubs, and sports- Susan Pilkington
- a. Nancy motions to discuss, consider, and take possible action to approve a proposal to include ESA-funded students in specials, after school clubs, and sports. Rochelle seconds the motion. All in favor.
  - b. Opening up GCOA specials and after school activities to ESA students
  - c. Offered to students, grades 3-6
  - d. Charging \$500 per 6wk/unit specials. After school clubs and sports would have a different cost.
  - e. Students would have to sign a behavior agreement/contract
  - f. Nancy motion to approve the proposal to include ESA-funded students in specials, after school clubs, and sports. Gwen seconds the motion. All in favor.

VII. Closing of Meeting

A. Next meeting - on September 4th, 2024 at 5pm.

Rochelle motioned to adjourn the meeting at 12:18 pm. Nancy second the motion. All in favor.