

MEETING MINUTES

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: January 8th, 2024, 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: 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 at 4:59 pm
- B. Roll Call - Determine Quorum/ Present

- Gwen Lasslo
- Rochelle Russell
- Erik Standfield
- Nancy Walker
- Rachel French

Others in Attendance:

- Susan Pilkington
- Raini Goatson
- Nikki Jaborksi

C. Approval of Agenda:

Nancy motions to approve tonight's agenda. Erik seconds the motion. All in favor.

II. Approval of the Minutes:

Rachell motions to approve last month's 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:

- 1. School Leadership Updates
 - 1. Monthly Updates (Finances/Facilities/Enrollment/Staffing/Academic)
 - a. Susan:
 - i. New facility preparation will begin soon
 - ii. Open Enrollment starts the beginning of February
 - iii. Working on our teacher recruitment plan
 - iv. Office trailer will arrive on Friday, January 10th
 - b. Raini:
 - i. State test prep has started
 - ii. Applying for the Parks Day Grant, assisting teachers with getting this turned in
 - iii. Teacher Evaluations have been completed
 - 2. School Board Member Reports
 - a. Erik Stanfield
 - i. School lunch updates
 - 1. Should we consider putting out a RFP (request for proposal) for awareness
 - b. Nancy
 - i. Can tax credits still be turned in for 2024?
 - ii. Susan: yes

V. Business:

- 1. Discussion, consideration, and possible action to approve the [GCOA Staff Accountability: Progressive Discipline Policy](#) - Raini Goatson
 - a. Erik motions to discuss, consider, and take possible action to approve the GCOA Staff Accountability Progressive Discipline Policy. Nancy seconds the motion. All in favor.
 - b. The policy will create consistency with staff when it comes to staff accountability, the process includes:
 - i. step 1: counseling and verbal warning
 - ii. step 2: written warning or formal performance improvement plan
 - iii. step 3: suspension and final written warning
 - iv. step 4: recommendation for termination of employment
 - v. Appeals process

- vi. Performance and conduct issues not subject to progressive discipline
 - vii. Documentation
- c. Nancy motions to approve the GCOA Staff Accountability Progressive Discipline Policy. Erik seconds the motion. All in favor.
2. Discussion, consideration, and possible action to approve an additional bus route to be added with GCOA mini-buses- Nikki Jaborski
- a. Erik motions to discuss, consider, and take possible action to approve an additional bus route to be added with GCOA mini-buses. Nancy seconds the motion. All in Favor.
 - b. Students have to enroll to be included in transportation to and from school.
 - c. 14 students, who've been on the waitlist, have signed up
 - d. 4 pick-up/drop-off locations will coordinate with student locations.
 - e. Erik motions to approve the additional bus route to be added with GCOA mini-buses. Rachel seconds the motion. All in favor.
3. Discussion, consideration, and possible action to approve a stipend bonus for the winter holiday- Susan Pilkington
- a. Erik motions to discuss, consider, and take possible action to approve a stipend bonus for the winter holiday. Gwen seconds the motion. All in favor.
 - b. Rachel motions to approve the stipend bonus for the winter holiday. Nancy seconds the motion. All in favor.

Stipends are as follows:

36-40 hour employees/ **\$500 each**

Nicolette Tso-

Franchaska Yazzie-

Tori Savage-

Sadira Whiterock

Tina Richardson

Shadoe Schoppmann

Amber Banfill

Kayla Chavez

Nikki Jaborski

Ben Jensen

.75 time, **\$375**

Jaden Games

Julie Poulson

Whitney Wertz

Leonard Edgewater

4. Discussion, consideration, and possible action to approve the following change in duty- Nikki Jaborski

- a. Rochelle motions to discuss, consider, and take possible action to approve the following change in duty. Erick seconds the motion. All in favor.
- b. Nancy motions to approve the following change in duty. Erik seconds the motion. All in favor.

Name:	Current Position:	Change to:	Reason:
Tina Richardson	Paraprofessional-under 36 hours	Paraprofessional-under 30 hours	Staff request

- 5. Discussion, consideration, and possible action to approve the following new hires- Nikki Jaborski
 - a. Erik motions to discuss, consider, and take possible action to approve the following new hires. Rachell seconds the motion. All in motion.
 - b. Shareelynn will not start next Monday, she will start once she has a valid fingerprint clearance card.
 - c. Erik motions to approve the following new hires, pending fingerprint clearance card approval. Nancy seconds the motion. All in favor.

Name	Position	Date of Hire
Maya Hibbard	Paraprofessional	January 6, 2025
Shareelynn Hosteen	Paraprofessional	January 13, 2025

- 6. Discussion, consideration, and possible action to approve a payment of \$655.60 to Page Fast Glass for damage to neighbor's window- Susan Pilkington
 - a. Erik motions to discuss, consider, and take possible action to approve a payment of \$655.60 to Page Fast Glass for damage to a neighbor's window. Gwen seconds the motion. All in favor.
 - b. During one of our events, a ball went through a neighbor's window.
 - c. Rachell motions to approve a payment of \$655.60 to Page Fast Glass for damage to neighbor's window. Erik seconds the motion. All in favor.

- 7. Discussion, consideration, and possible action to approve Beth Henshaw to drive school vehicles for Wild Fridays- Nikki Jaborski
 - a. Erik motions to discuss, consider, and take possible action to approve Beth Henshaw to drive school vehicles for Wild Friday's. Nancy seconds the motion. All in favor.
 - b. Nancy motions to approve Beth Henshaw to drive school vehicles for Wild Friday's. Rachell seconds the motion. All in favor.

- 8. Discussion, consideration, and possible action to approve the [Administration of OTC and Prescription Medication Policy](#)- Susan Pilkington
 - a. Erik motions to discuss, consider, and take possible action to approve the Administrations of OTC and Prescription Medication Policy. Gwen seconds the motion. All in favor.

- b. Parents have requested to not be called each time their child is given headache or stomach relief (over the counter medication) and if GCOA could provide a document that will allow staff to give them over the counter medication.
 - c. Rochelle: Will this document be added to the enrollment packet?
 - d. Susan: It could be or possibly added to the first day of school packet
 - e. Nancy motions to approve the Administrations of OTC and Prescription Medication Policy. Rachell seconds the motion. All in favor.
9. Discussion, consideration, and possible action to approve the voluntary termination of Amber Banfill, based on her resignation letter. The Board may vote to go into executive session to discuss this matter pursuant to A.R.S. 38-431.03(A)(1). The Board may decide the matter in the public meeting.- Susan Pilkington
- a. Gwen motions to discuss, consider, and take possible action to approve the voluntary termination of Amber Banfill, based on her resignation letter. Rochelle seconds the motion. All in favor.
 - b. Gwen motions to discuss in executive session. Nancy seconded. All in favor to go into executive session to discuss the matter pursuant to A.R.S. 38-431.03(A)(1).
 - c. Nancy motions to approve the voluntary termination of Amber Banfill, based on her resignation letter. Erik seconds the motion. All in favor.

VI. Closing of Meeting

A. Next meeting - on February 5, 2024 at 5pm

Erik motions to adjourn the meeting at 5:57 pm. Rachell seconds the motion. All in favor.