

**CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD MINUTES**

**Public Hearing- POSSIBLE ACTION TO APPROVE THE CAMP VERDE UNIFIED SCHOOL DISTRICT'S ANNUAL BUDGET FOR FISCAL YEAR 2012**

**Public Hearing- DISCUSSION AND POSSIBLE ACTION TO APPROVE THE CAMP VERDE UNIFIED SCHOOL DISTRICT Doing Business As (dba) SOUTH VERDE TECHNOLOGY MAGNET SCHOOL ANNUAL BUDGET FOR FISCAL YEAR 2012**

**Tuesday, July 10, 2012**

**7:00 p.m.**

CAMP VERDE UNIFIED SCHOOL DISTRICT MULTI-USE COMPLEX LIBRARY and CONFERENCE ROOM  
280 CAMP LINCOLN ROAD  
CAMP VERDE, ARIZONA 86322

**BOARD VISION STATEMENT**

*Inspiring today's students to become tomorrow's leaders.*

**MISSION STATEMENT**

*Camp Verde Unified School District will provide opportunities to cultivate academic achievement and service to others within a community of respect.*

**DISTRICT GOAL**

*The Camp Verde Unified School District will attempt to gain information from the community pertaining to instructional needs and to keep the community informed of the financial needs of the District.*

**GOVERNING BOARD GOALS**

- *The Board clearly interprets its position on controversial matters pertaining to the District, thereby enabling the Superintendent to promptly carry out the wishes of the Board.*
- *Individual members of the Board treat other members of the Board and professional staff with respect during Board meetings.*
- *The Board establishes the policies and provides the necessary resources to properly manage the finances of the District.*

**1. WELCOME AND CALL TO ORDER**

President Roth called the meeting to order at 7:00 pm.

**2. PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**

Mr. Roth led the pledge of allegiance and moment of silence.

**3. ROLL CALL**

Board Members present were: Tim Roth, Trent Hackett, and Judy Gilbert. Helen Freeman joined the meeting by teleconference.

Board Member Rick Anderson was absent.

**4. AGENDA REVIEW AND ACCEPTANCE**

Mrs. Gilbert moved, seconded by Mr. Hackett to accept the agenda as presented. The motion passed 4-0.

**5. PUBLIC PARTICIPATION**

There was no public participation.

**6. STAFF/STUDENT/COMMUNITY RECOGNITION**

Middle School Principal, Danny Howe recognized Steve and Patty Pike for outstanding service on the Middle School Site Advisory Council. He stated that they are tireless and dedicated

volunteers for the Site Advisory Council. They volunteer for many events from wrestling to school dances and always stay late to help clean up. They also do a lot of leg work for the SAC council, getting donations from businesses and going the extra mile. He presented them with a certificate of appreciation.

7. **CONSENT ITEMS**

Mrs. Freeman asked to pull Items 7. A. iii.e. regarding coaches and 7.A. iv. a. regarding extra duty contracts.

Mrs. Gilbert moved, seconded by Mr. Hackett to approve the consent agenda with the exception of Items 7. A. iii. a. and 7.A. iv. a. The motion passed 4-0.

(Please see Item 7.5 for discussion on the consent agenda.)

**A. PERSONNEL MATTERS**

- i. *Resignations/Retirements* : Sara Zsenai, Special Needs Preschool teacher; Petra McIntosh, Paraprofessional; Lori Pratt, Elementary Teacher ; Anthony Bianco, Custodian
- ii. *Transfers*: Dave Wisniewski from Middle School Humanities to Middle School History; Robin Cannon from High School Secretary to Title I Paraprofessional; Doris Johnson from 7<sup>th</sup> grade Language Arts to Middle School Title I Language Arts;
- iii. *Employment Offers*
  - a. *Certified: 2012-2013*: Stacey Roberts, High School English; Jessica Smith, 6<sup>th</sup> Grade Language Arts; Amy Roberts, 7<sup>th</sup> Grade Language Arts; Charlene Stacy, 8<sup>th</sup> Grade Language Arts
  - b. *Classified: 2011-2012*: John Meckem, Custodian
  - c. *Transportation*: Kathleen Dumas, Bus Driver
  - d. *Substitutes: 2012-2013*: Loraine Prinsze, K-12; Keith Volger, High School; Catherine Hall, Elementary; David White, Middle and High School; Brenda Speer, Elementary; Mike Edgerton, High School; Patricia Boler, High School; Sally Epperson, Elementary School; Tim Dismond, Elementary and Middle School; Sandra Stark, Elementary School
  - e. *Coaches: **Camp Verde High School 2012-2013**: Football*, Luke Steege, Steve Hicks, Ron Sauntman, Eric Evans *Volunteer Coaches: Football 2012-2013*: David Rezzonico, Scott Spleiss, and Tyler Rezzonico, *Girls Soccer*: Pat Allen and Mike Reamer, *Boys Soccer*: David Miller and Javier Pineda, *Volleyball*: Darcy Evans, Lori Hicks, Jenny Jackson, *Cross Country*: Mike O'Callaghan, Matt Malloy *Volunteer Cross Country*: Mary Taylor, *HS Cheer*: Missy Harshman, *Cheer Volunteer*: Stacey Munger  
**Middle School 2012-2013**: *Cross Country*, Laura Norman; *Volleyball*, Shelly Sarkesian and Jessica Smith; *Tackle Football*, Steve Sarkesian and Brian Pelfrey; *Tackle Football Volunteers*, Rusty Kennedy, Brett Hood, Joe Bleak, Tom Cordova and Mike Kelly
  - f. *Volunteers*:
- iv. Other:
  - a. *Extra Duty Contracts: 2012-2013*-Arcel Allsup, High School FFA Advisor/Sponsor; Temporary- Kathy King, Clean up/Repair, High School Culinary Arts class; Tracy Tudor, Shop Repair, High School Auto Shop; Thom Middlebrook, Shop Repair, High School Ceramics and Art; Jeff Neugebauer, Shop Repair, High School Wood Shop; Cody Carter, Shop Repair, , High School Welding; Arcel Allsup, 10 day extended contract for FFA Advisor; Steve Darby, Fire Science 1 extra course; Nadia Applegate, 5 days after school work; Patricia Buckley, Transition Coordinator for High School Spec Ed; Nadia Applegate, CPR Trainer for Paraprofessionals; Lindsey Lowman, CPI training for Spec Ed; Darrell Lewis, Student Council Advisor; Rod Benson, New Teacher Orientation; Jan Pender, New Teacher Orientation  
(Requested by Board Member Hackett) 2012-2013- Hiram Buckley, High School Counselor, addendum to contract for 15-extra days; 2012-2013- Daria Weir, Middle School Counselor, addendum to contract for 10 extra days;

b. *Leave Of Absence:*

c. *Incentive Pay:*

**B. FINANCIAL/BUSINESS**

- i. Approval of vouchers  
Payroll –
  - No. 41 in the amount of \$ 87,439.93
  - No. 42 in the amount of \$ 152, 702.29
  - No. 43 in the amount of \$ 78, 163.69
  - No. 44 in the amount of \$27, 495.56
- Expense-
  - No. 1251 in the amount of \$ 37, 698.69
  - No. 1253 in the amount of \$ 854.18
  - No. 1259 in the amount of \$ 129, 634.02

**C. POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES**

- i. Board Minutes taken June 6, 2012 Special Work Session
- ii. Board Minutes taken June 12, 2012, Regular Board Meeting
- iii. Board Minutes taken June 21, 25012, Special Session

**D. OTHER ITEMS**

- i. Approval of Speech bid award to Northern Arizona Speech/Language Services, PLLC, for three school years 2012-13, 2013-14 and 2014-15
- ii. Approval of Occupational Therapy Bid award to Verde Valley Occupational Therapy for 2012-2013 school year
- iii. Approval of Physical Therapy Bid award to Sharon Wenger P.T. for 2012-2013 school year
- iv. Approval of donation from Kiwanis Club in the amount of \$ 566.03 for a sound system for Elementary Music classes
- v. Approval of Camp Verde High School class fees for 2012-2013.
- vi. Approval of donation from K.M. Drilling Inc. for \$ 500.00 to Camp Verde Middle School Football.
- vii. Approval of Camp Verde Middle School class fees for 2012-2013.
- viii. Approval of Camp Verde Unified School District authorized account maintainers for 2012-13 with Chase Bank: Dr. Amber Lee and Becky Santo
- ix. Approval of Camp Verde Unified School District authorized check signers for 20112-2013 for Chase Bank accounts: Amber Lee, Becky Santo, Danny Howe and Rhonda Austin

**7.5 DISCUSSION ON ITEM REMOVED FROM THE CONSENT AGENDA**

Mrs. Freeman asked if coaches' salaries were generated from the athletic department or taken from the District's Maintenance and Operations (M and O) budget. Middle School Principal, Mr. Howe answered that they were currently being paid out of M and O. High School Principal, Mr. Weir explained his rationale behind the number of coaches needed in each department. He put emphasis on the high level of supervision needed for football and the Title IX laws regarding equal opportunity for genders. He also stated that Camp Verde High School coach's salaries were quite a bit lower than most schools its size. Mrs. Gilbert thanked Mr. Weir for the rationale breakdown in the Board packet. **Motion:** Mrs. Gilbert moved, seconded by Mr. Hackett to approve consent Item 7. A. iii.e. The motion passed 4-0.

Mrs. Freeman stated that her biggest concern was when the District would start cutting back. She asked about the extended contracts for teachers cleaning their rooms. She also asked about the mentor teachers duties and why new teacher orientation would not already be part of those duties. She questioned why the counselor's stipend pay coming back to the agenda after action had already been taken on the item.

Mr. Hackett asked if Mrs. Freeman recalled talking about flex days and making adjustments to the counselor's schedules. His impression was that the principals would go back and try to get creative. Mr. Weir had made some modifications to the stipend requests.

Mr. Weir addressed the cleaning of the rooms; stating that it was not regular clean up, but rather shop clean up that cannot be done when student are in school. It is specialty work, replacing shop blades, tools and machinery. The funding for teacher pay comes from VACTE (Valley Academy of Career and Technical Education). Mrs. Gilbert wanted to ensure that the community was informed that this is necessary, not frivolous as the District continues to pursue an override.

**Motion:** Mrs. Freeman moved to approve the extra duty for 2012-13 with the exception of the extended day contracts for the counselors and mentors. Mrs. Gilbert seconded the motion. The motion passed 4-0.

There was continued discussion as Mr. Hicks, ELL and Federal Grants coordinator asked to address the Board. He explained that a lot of data entry would need to be done by the counselors as the State is tying the evaluations of students and teachers together for District's progress; it is part of RTT (Race to the Top). Each class will need to be labeled and tied into a national descriptor of the class and then consequently attached to school accountability in the State's data base. The State sent notice that this would have to be done this year; though dates are still unknown for the trainings the counselors will need to attend in order to do the necessary work.

Mr. Hicks also addressed the mentor teacher's job descriptions and stipend pay explaining that originally stimulus funds were used to create and pay a curriculum committee. The stimulus funds are now gone. The curriculum committee is disassembled and only the mentor teachers remain. The mentor's stipends are paid out of Title II, not M and O. Furthermore, Title II cannot be wrapped into salaries, thus the stipend pay.

**Motion:** Mr. Hackett moved, seconded by Mrs. Freeman to approve the exempt item from the previous motion, consent Item 7.iv. a. regarding the teacher mentors. The motion passed 4-0.

**Motion:** Mr. Hackett moved to approve the extra duty contracts for the high school and middle school counselors for 2012-2013. Mr. Roth seconded the motion. Mrs. Freeman and Mrs. Gilbert voted nay. The motion failed for lack of a majority.

**8. BUDGET HEARING/CALL TO THE PUBLIC**

ARS 15-905

After brief discussion Mr. Roth asked for a call to the public regarding the Camp Verde Unified School District Budget; asking anyone who wanted to speak to stand and state their name.

There was no public participation.

**A. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE CAMP VERDE UNIFIED SCHOOL DISTRICT'S ANNUAL BUDGET FOR FISCAL YEAR 2012-2013**

Janet Leuer, Director of Business Services explained that nothing had changed in the annual budget; the numbers are the same as they were in the proposed budget.

**Motion:** Mrs. Gilbert moved, seconded by Mr. Hackett to approve the Camp Verde Unified School District's Annual Budget for Fiscal Year 2012-13. The motion passed 4-0.

**B. BUDGET HEARING/CALL TO THE PUBLIC**

ARS 15-905

After brief discussion Mr. Roth asked for a call to the public regarding the South Verde Technology Magnet School Budget; asking anyone who wanted to speak to stand and state their name.

There was no public participation

**DISCUSSION AND POSSIBLE ACTION TO APPROVE THE SOUTH VERDE TECHNOLOGY MAGNET SCHOOL ANNUAL BUDGET FOR FISCAL YEAR 2012-2013**

Board President Roth asked if anyone wanted to speak on the South Verde Technology Magnet School Annual budget. There was no public participation.

**Motion:** After brief discussion, Mrs. Gilbert moved, seconded by Mr. Hackett to approve the South Verde Technology Magnet School Annual Budget for fiscal year 2012-2013. The motion passed 4-0.

**9. DISCUSSION AND POSSIBLE ACTION ITEMS**

**A. DISCUSSION/UPDATE AND POSSIBLE BOARD ACTION TO APPROVE THE AMERESCO (formerly known as APSES) SOLAR PROJECT RESOLUTION AUTHORIZING THE ADMINISTRATOR-IN-CHARGE AND/OR DIRECTOR OF SUPPORT SERVICES TO EXECUTE AGREEMENTS, IMPLEMENT AND COMPLETE ACTIVITIES REQUIRED BY THE SOLAR PROJECT AGREEMENT, AND NEGOTIATE ON THE DISTRICT'S BEHALF WITH AMERESCO.**

Director of Support Services, Stacey Barker clarified that a little over a year ago the Board agreed to pursue a solar project with a company called Climatec. Climatec was released and another company, at that time APSES (Arizona Public Service Energy Services) who had also been in on the interviews was then put to work. APSES has since been bought out by Ameresco. Mr. Barker said it was his pleasure to introduce a familiar face to the Board, Mr. Todd Becker of Ameresco (solar services). Mr. Becker addressed the Board stating that it was his pleasure to be back. About three years ago he had his first conversation with Mr. Roth and Mr. Barker that included the topic of solar energy. It had taken the District some time to get awarded the solar energy project based on numbers submitted to Arizona Public Service. The market has moved in the District's favor over the last year. He presented the Board with a savings analysis regarding the project. They expect the installation of solar panel parking structures at the High School, the Elementary School and the Multi-Use Complex to be complete by fiscal year ending 2012. Mr. Becker explained there were some options for the District to pursue as far as kWh (Kilowatt hours)savings , PPA (Power purchase agreement) rates and escalations are concerned. With a Power Purchase Agreement you are only obligated to pay for the electricity that is used off the system.

Mrs. Gilbert wanted to ensure that the public was aware that this would not be costing the District anything. She asked if Mr. Becker could put on paper an explanation/statement of how the solar energy project works. He said that he would be happy to do that. Mrs. Gilbert asked to make sure the statement would be posted on the District website in order to keep the community informed.

**Motion:** Mrs. Gilbert moved to approve the Ameresco solar project resolution authorizing the Administrator-In-Charge and/or Director Of Support Services to execute agreements, implement and complete activities required by the solar project agreement, and negotiate on behalf of the district with Ameresco. Mr. Hackett seconded the motion. The motion passed 4-0.

**B. DISCUSSION AND POSSIBLE ACTION TO APPROVE CLIENT SERVICE AGREEMENT WITH EDUCATIONAL SERVICES INC. FOR FISCAL YEAR 2012/2013 WITH OPTIONS PRESENTED IN EXHIBIT A-1 AND A-2 REGARDING DIRECT PAYROLL COSTS, INSURANCE, UNEMPLOYMENT AND MANAGEMENT FEES**

Janet Leuer, Director of Business Services explained that the Board had already voted not to pick up Arizona State Retirement for individuals returning to work after retirement. Now the Board just needed to approve the client service agreement with Educational Services Incorporated (ESI).

**Motion:** After a brief discussion Mr. Hackett moved to approve client services with Educational Services Incorporated for Fiscal Year 2012/2013 with Exhibit A-1, decreasing the salary of the contract regarding Arizona State Retirement. Mrs. Gilbert seconded the motion. The motion passed 4-0.

**C. DISCUSSION AND POSSIBLE ACTION TO ACCEPT QUALIFIED EVALUATORS FOR THE 2012-2013 SCHOOL YEAR TO INCLUDE: DR. AMBER LEE, PRINCIPAL BOB WEIR, PRINCIPAL STEVE KING, PRINCIPAL DANNY HOWE, PRINCIPAL DEBI POTTORFF, ELL/FEDERAL GRANTS COORDINATOR, STEVE HICKS, AND MARK SHOWERS, ASSISTANT HIGH SCHOOL PRINCIPAL**

There was a brief discussion as Mrs. Freeman asked who decides who evaluates what teachers. Mr. Steve Hicks, ELL/ Federal Grants Coordinator explained that the Site Principals do their own. Mr. Showers assists Mr. Weir at the High School. Mr. Hicks evaluates Title I Paraprofessionals in coordination with the Principals.

**Action requested:** Mrs. Gilbert moved, seconded by Mr. Hackett to accept the qualified evaluators for the 2012-2013 school year to include: Dr. Amber Lee, Principal Bob Weir, Principal Steve King, Principal Danny Howe, Principal Debi Pottorff, ELL/Federal Grants Coordinator, Steve Hicks, and Mark Showers, Assistant High School Principal. The motion passed 4-0.

**D. DISCUSSION AND POSSIBLE ACTION TO ACCEPT POLICIES GBEF, JFAA, JFAA-EA, JFAB-EB AND KDB-E AS FIRST READ FOR CAMP VERDE UNIFIED SCHOOL DISTRICT**

The Arizona School Boards Association recommended the following policies be accepted by the Board: GBEF-Staff Use of Digital Communications and Electronic Devices; JFAA-Admission of Resident Students; JFAA-EA Student Residency Form; JFAB-EB Affidavit of Shared Residence; KDB-R Public Right to Know/Freedom of Information and KDB-E Request for Public Records of the School District.

**Motion:** Mrs. Freeman moved, seconded by Mrs. Gilbert to accept policies GBEF, JFAA, JFAA-EA, JFAB-EB, KDB-R AND KDB-E as first read for Camp Verde Unified School District. The motion passed unanimously.

**E. DISCUSSION AND POSSIBLE ACTION TO ACCEPT AND AWARD SCHOOL FACILITIES BOARD ELEMENTARY PAINT PROJECT TO: *West Trail Paint Works (lowest bidder)***

Support Services Director, Stacey Barker explained that he had three bids come in regarding the paint project. The lowest bidder was given by West Trail Paint Works at \$ 50,000.00. There was some discussion on who would actually be paying for the project as Mrs. Gilbert wanted to make sure the public understood that the school district was not spending money on paint right now. Mr. Barker explained that the bid would be submitted to the School Facilities Board and State funding would pay for it, if it is accepted.

**Motion:** After discussion Mrs. Gilbert moved to accept and award the low bid for the Elementary Paint Project, but to be brought back to the Board if the SFB does not accept it. Mr. Hackett seconded the motion. The motion passed 4-0.

**10. ADMINISTRATIVE REPORT**

- Update on District Insurance and Policies-  
Mr. Howe explained that Dr. Lee, Mrs. Leuer and Mrs. Gustin, High School teacher were working together with the District's attorneys on the insurance policies
- Update on Accommodation School-  
Mr. Howe stated that carpet was going to be laid into the former Yavapai College facility immediately. Thereafter the technology department and maintenance crew will be busy moving in the desks and computers. The Administrative group is currently looking into a promising applicant to serve as the teacher at the school.
- Update on District Override-  
Mrs. Leuer explained that many journal entries had been done as well as closing out all purchase order for the old year. Dollars were moved from e-rate to M and O (Maintenance and Operations) covering 80 % of communication costs. The \$ 200,000.00 carry forward needed for next year's budget to just maintain what we currently have looks more promising. There is still some adjusting to be done when balancing the AFR (Annual Financial Report) regarding Special Education, VACTE and Food Service. There is more budget capacity than what was previously thought.
- Update on District (AYP) Adequate Yearly Progress (embargoed)-  
Mr. Howe explained that the reports would be embargoed until July 24<sup>th</sup> by the State. The Administrative team will bring a report for the Board during the August Board meeting regarding the scores.

**11. REQUEST FOR FUTURE AGENDA ITEMS**

Mr. Howe asked for further instruction from the Board regarding the budget planning workshop agenda on July 24, 2012.

Mrs. Gilbert asked to have a breakdown budget from each school site; a report on High School Sports with student numbers and costs; and a report on VACTE (Valley Academy of Career and Technical Education) funding and expenditures.

**12. ADJOURNMENT**

Mrs. Gilbert moved, seconded by Mr. Hackett to adjourn the meeting. The motion passed 4-0. The meeting adjourned at 8:10 pm.

**13. SIGNING OF DOCUMENTS**

Respectfully Submitted,

Mary Hudson  
Board/Administrative Assistant

Tim Roth  
Board President

Rick Anderson  
Board Member

Judy Gilbert  
Board Member

Trent Hackett  
Board Member

Helen Freeman  
Board Member