

**CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD MINUTES**  
**TAKEN DURING MEETING OPEN TO THE PUBLIC ON April 11, 2017**  
**REGULAR MEETING 7:00 PM**  
**AT THE CAMP VERDE UNIFIED SCHOOL DISTRICT MULTI-USE COMPLEX LIBRARY**  
**280 CAMP LINCOLN ROAD**  
**CAMP VERDE, ARIZONA 86322**

**Mission:**

Providing students a safe and caring environment in which knowledge, skills, and attitudes enable learners to become productive citizens  
*Respect, Integrity, Positive Relationships, Accountability*

**Vision:**

**Our District will:**

- Foster confidence, excellence, integrity, and a sense of belonging.
- Ensure each learner studies a challenging, academic and relevant curriculum, which enhances social, emotional, physical and ethical development.
- Work in partnership with all families and the community as an organization of engaged, motivated lifelong learners.

**REGULAR SESSION 7:00 PM**

1. **WELCOME AND CALL TO ORDER**

Mrs. Christine Schneider called the meeting to order at 7:01 pm.

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

Melena Douvikas led the pledge of allegiance. There was a moment of silence.

3. **ROLL CALL**

Board members present were: Mrs. Schneider, Mr. Roth, Mrs. Freeman, Mrs. McDowell, and Mr. Lawton all were present.

4. **AGENDA REVIEW AND ACCEPTANCE**

Helen Freeman suggested that agenda item #11 be moved to the end of the agenda. Christine Schneider did not agree. Helen motioned to move agenda item #11, Eric Lawton seconded. The motion failed 2-3.

Motion moved by Christine Schneider to accept agenda as presented, seconded by Tim Roth. The motioned carried 3-2.

5. **PUBLIC PARTICIPATION/ CALL TO PUBLIC**

Please see Policy BEDH and Exhibit- Public Participation at Board Meetings. Individual speakers shall not exceed five (5) Minutes. The Board may not take action or have discussion on any item that is not specified on the agenda. After a call to the public, an individual Board member may respond to criticism directed at the Board, ask a staff member to review a matter or ask that the matter raised by the public be placed on a future agenda.

Danny Howe shared he is honored to announce CVMS was chosen as a National Showcase School for the second year in a row.

6. **STAFF, STUDENT, COMMUNITY RECOGNITION AND CELEBRATION OF GOOD THINGS**

Teacher Tina Scott and Entrepreneur students presented the Entrepreneurship program, the program is being ran mainly as a Friday program. Preston

Maynard, 11<sup>th</sup> grader, explained character traits that have been learned. He has learned a better work ethic and to be a better student and leader in this community. Samuel Maynard, 12<sup>th</sup> grader, was able to attend field trips. Enrique Garcia, 12<sup>th</sup> grader, informed the board of the projects and website. The website is [www.cvteamdigital.com](http://www.cvteamdigital.com). Nick Daniels, an 11<sup>th</sup> grader, is the youngest member of the team. He mentioned his work on the Moscato's website. Cody Fant, 12<sup>th</sup> grader, was the last to present. He explained that the Town of Camp Verde wants the team to begin their own business. He also gave kudos to Ms. Scott as the teacher of this class/team. Tina Scott then let the board know how proud of the team she is and believes they have a bright future. She thanked the board for the opportunity to share and is hopeful for the future of the program.

7. POTENTIAL ACTION ON PERSONNEL MATTERS AS RECOMMENDED BY THE SUPERINTENDENT

- A. Employment recommendations: John Baker, High School History 2017-2018
- B. Substitutes: Victoria Ligon, K-12
- C. Coaches: Joe Boggess, Middle School Baseball
- D. Volunteers: Lisa Mina, High School Track;  
Middle School Baseball: Clint Gillespie, Alby Bryant, and Elementary: Lee Gregory and Sheena Reyes  
High School Football: Kendahl Chambers  
Middle School Girls Soccer: Margarita Tautimer
- E. Extra duty: Sandee Moore, High School summer secretary; Jill Rayburn, High School summer secretary; Sara Boland, Middle School summer counseling and enrollment; Vicki Douvikas, AZ Merit Test Coordinator
- F. Resignations/retirements: Diane Hough, Middle School Secretary, retirement effective June 8, 2017; Darren Gagnon, High School Science Teacher, resignation effective, May 26, 2017; Sydney Collins, Paraprofessional, resignation effective March 23, 2017; Lisa Young, Elementary Special Education Teacher, effective May 25, 2017

**MOTION:** Helen Freeman moved, seconded by Tim Roth. The motion carried 5-0.

8. POTENTIAL ACTION ON BUSINESS AND FINANCIAL MATTERS AS RECOMMENDED BY THE SUPERINTENDENT

The expense vouchers are available for public inspection at the District Office, located at 410 Camp Lincoln Rd, Camp Verde, AZ 8632

- A. Expense Vouchers in the amount of \$ 137, 465.23
- B. Payroll Vouchers in the amount of \$ 960, 659.23
- C. Financial Updates
- D. Student Accounts

**MOTION:** Tim Roth moved, seconded by Kitty McDowell. The motion carried 5-0.

9. POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES

- A. Minutes taken March 14, 2017 Special and Regular Board Meeting
- B. Minutes taken March 14, 2017 Executive Session
- C.

**MOTION:** Tim Roth moved, seconded by Helen Freeman. The motion carried 5-0.

10. POTENTIAL ACTION ON THE CONSENT AGENDA

Consent items are used as a time-saving device when there are certain items on the agenda which are unlikely to require extensive discussion by the Board and are ministerial in nature. Public bodies often take one vote to approve or disapprove the consent agenda as a whole. Any

matter on the consent agenda will be removed from the consent agenda and discussed as a regular agenda item upon the request of any Board member. Documentation concerning the matters on the consent agenda is available from the District Office.

- A. Potential approval of job description for High School Technology Teacher
- B. Potential approval of Arizona School Board's Association Policy Services Advisory, Volume 29, Number 1 as Second Read to include:
  - BGD- Board Review of Regulations
  - DIE – Audits/Financial Monitory
  - DJE- Bidding/Purchasing Procedures
  - GCF- ED – Professional Staff Hiring (exhibit)
  - GDF-EE – Support Staff Hiring (exhibit)
  - GDJ- Support Staff Assignments and Transfers
  - IJNDBA- Website Accessibility
  - JFABD and JFABD- EB (exhibit) Admission of Homeless Students
  - JFBA- Unsafe School Choice
  - JLCC- Communicable/Infectious Diseases
  - JR and JR-R (regulation) Student Records
  - JRR- Student Surveys
- C. Potential acceptance of Policy BDB-Board Officers as Second Read, to include the election of a Clerk of the Governing Board
- D. Potential acceptance of Policy BDA- Board Organizational Meeting, and BEDBA as Second Read, to align with policy BDB – Board Officers, to include a Clerk of the Governing Board
- E. Potential approval of out of state travel for High School Girls Basketball team to Southern California for tournament at Biola, Wednesday June 14 through Sunday June 18, 2017
- F. Potential approval of out of state travel for High School Wrestling team to West Coast Nationals in Las Vegas Nevada, June 30, through July 3, 2017

**MOTION:** Helen pointed out that there are typos and redundancies on the High School Technology Teacher job description. Kitty pointed out BDB and BDA also have typos that need corrected. Helen Freeman moved with correcting of the typographical errors, Tim Roth seconded. The motion carried 5-0.

- 11. DISCUSSION AND POSSIBLE ACTION REGARDING OFFERING A REVISED EMPLOYMENT CONTRACT TO SUPERINTENDENT DR. DENNIS GOODWIN. THE GOVERNING BOARD MAY VOTE TO CONVENE IN EXECUTIVE SESSION, PURSUANT TO A.R.S. §38-431.03(A)(4) FOR DISCUSSION OR CONSULTATION WITH THE DISTRICT'S ATTORNEY(S) WITH REGARDS TO CONTRACTS SUBJECT TO NEGOTIATION. THE DISTRICT'S ATTORNEY(S) MAY APPEAR TELEPHONICALLY.

**MOTION:** Christine Schneider moved to go into executive session. Helen wanted clarification as to what would be the scope of the conversation of this item. Christine explained that whatever questions Helen had the attorney is here to answer. Anthony said he would clarify in the session. Tim Roth seconded to convene in executive session pursuant to A.R.S. §38-431.03(A)(4). The motion carried 5-0.

The Board entered executive session at 7:31 pm.

The Board exited executive session at 8:33 pm. The meeting resumed.

No action taken.

12. DISCUSSION REPORT AND POSSIBLE ACTION ITEMS

A. Site Advisory Council reports and discussion.

Tami Wattenbarger 5<sup>th</sup> grade representative for the elementary school reported tax credit spending included T-shirts, field trips, co-sponsor for Mizzoula Theatre, also assisting teachers with \$25 dollar additional classroom spending donations. They have been discussing new textbook and school improvement plans. Helen asked how SAC was funded. Tami mentioned the pencil machine, donations, tax credit, and Santa's Workshop. Monthly meetings include a representative from each grade level, the principal and a parent. Only one parent has attended, other parents have been unable to attend. Eric Lawton mentioned the idea of moving the meeting time to possibly help with attendance.

Mark Colbert reported as the middle school representative. The MS focused on Capturing Kid's Hearts (CKH), CKH in Christ, and other academic rewards. They are trying to get more parents and teachers to join in. Mr. Tankesely joined in October. Mr. Colbert's wife was also voted in when Mr. Lawton had to step down. They are discussing having a Meet the Teacher like the elementary. They may have it on the same night as the ES for more parent involvement. They also have a Fun Run that had to be rescheduled twice and there were only 12 participants. They are still trying to obtain sweepers for each teacher classroom. Student Council bought and obtained all the snacks for the AZMERIT testing. They are discussing having a penny war for a pie in the losing teacher's face. Fit for Life donated bags of PE equipment for each grade. The Pride field trip may also be added to the Tax Credit form, instead of it always being for sports. Student Council voted for T-shirts instead of drawstring bags to the 5<sup>th</sup> grade.

Mr. Douvikas said his group meets the 3<sup>rd</sup> Wednesday of the month in the small conference room. Mr. and Mrs. Pike always attend. Even with advertisement, the participation is minimal. The group would like to be involved with the editing of the handbook. The next two meetings will be to set goals for the coming school year.

B. Discussion, report and possible action to accept the District's Strategic Plan summary outline.

Helen asked if this is a summary of the Strategic Plan. Dr. Goodwin said it is a synopsis of the detailed plan, a quick glance. Helen wanted to know what happens next. Dr. Goodwin explained that this is just one component of the plan. We will see more details of the Strategic Plan in the future. Christine also explained these are the targets at which we are aim. There were more questions asked about the plan, with a few suggestions. The item was tabled.

**MOTION:** No Vote.

C. Potential approval of donation from James and Gloria Henderson Endowment Fund to Helen Freeman on behalf of the Missoula Children's Theater in the amount of \$ 2,300.00.

Helen explained that she is no longer affiliated with this organization. Mrs. Freeman recused herself from this vote.

**MOTION:** Christine Schneider moved to accept the donation to the school district. Tim Roth seconded. Motion carried 4-0, Helen Freeman abstained.

- D. Discussion and possible action to continue 5<sup>th</sup> day programs for District students to the go along with the previously approved 4 day school week.

Dr. Goodwin is asking to for clarification to approve 5<sup>th</sup> day programs.

**MOTION:** Kitty McDowell moved to approve and increase 5<sup>th</sup> day programs, Tim Roth seconded. Motion carried 5-0.

- E. Discussion and possible action to set a work retreat on fifth-day programs and Governing Board expectations, Open Meeting Law Training, complete the 16-17 Superintendent evaluation, and align policies on Superintendent's evaluation tools.

There was discussion regarding the date and time. There was also discussion to break up the session into different topics.

**MOTION:** No action taken.

- F. Discussion and possible action to accept Policy -BE- School Board Meetings as First Read to include the election of a Governing Board Clerk.

**MOTION:** Helen Freeman moved as first read, Eric seconded. The motion carried 5-0.

- G. Discussion and possible action to make and approve changes to the Governance Team Handbook to include the election of a Governing Board Clerk.

**MOTION:** Helen moved to make the changes, Eric Lawton seconded. The motion carried 5-0.

- H. Discussion and possible action to elect a Governing Board Clerk to serve the through January 2018. Helen mentioned the position is "to" January 2018, not through.

Tim mentioned he would like to do it to serve.

Kitty mentioned she has been on the board two years and has two more to serve and felt the experience would help her.

Helen said her understanding of policies and procedures would be an asset.

**MOTION:** Christine moved to have Kitty as the governing board clerk. Helen wanted to know the selection process. Christine said anybody can make a motion and there is no

policy. Helen suggested they vote with a show of hands. The first round of voting ended in a tie. The second round selected Kitty as the clerk.

I. Discussion and Report of 2015-2016 Audit.

Mr. Hicks informed the board the 2015-2016 Audit report arrived and will be in their box shortly. It was reported the audit resulted in an unmodified opinion with fair and accurate reporting of the financial picture of the District and South Verde. The report will need to be reviewed by the Board and approved next month.

**MOTION:** No action taken.

J. Discussion and Report of Arizona Department of Education (ADE) Average Daily Membership (ADM) Audit.

Mr. Hicks informed the Board we have begun our ADM Audit. They have requested data for the past three fiscal years on attendance, schedules, calendars, and more, on about 500 students. We should have the results in June.

**MOTION:** No action taken.

K. Discussion and report on District financial status along with ADM student count projections for school years 2017-2018.

Mr. Hicks gave a report on factors looking forward to next year's budget. He reminded the Board of the difference in current year funding compared to prior budgets using prior year funding. We anticipate an inflation increase to the student base support level which should almost offset the one step or 1.7% increase proposed for next year's salaries. It was mentioned we anticipate payment next year for the ADM increase in Beaver Creek students because they are on prior year funding. It was mentioned approximately eight paraprofessional positions will not be refilled next year, amounting to about a \$50,000 savings in the Maintenance and Operations and Sped budgets respectively. Two paraprofessional positions will not be hired at the elementary but will be replaced by a teacher. It was mentioned we expect more funding in Sped through the Group B Weights next year. Kitty asked if we would have carryover from this year's budget. It was mentioned carryover is anticipated and desired, but will depend on other factors, such as the ADM Audit results. Dr. Goodwin mentioned our smallest class is the senior class indicating we are hopeful for an increase in enrollment as this senior class moves on. Helen asked if we estimate our beginning enrollment numbers before the 100<sup>th</sup> Day count is finalized. Mr. Hicks answered yes and explained the current year payment process.

**MOTION:** No action taken

L. Discussion and possible action to accept the Certified Salary Schedule for 2017-2018 (equivalent to 2016-2017 salary schedule).

**MOTION:** Tim Roth moved, Helen Freeman seconded. The motion carried 5-0.

- M. Discussion and possible action to increase teacher salaries by one step (if available in their column) for fiscal year 2017-2018.

Helen asked what available column meant. It was explained some employees are maxed out on their salary column.

**MOTION:** Tim Roth moved, Eric Lawton seconded. The motion carried 5-0.

- N. Discussion and possible action to increase the administrative salary by 1.7% for fiscal year 2017-2018.

Dr. Goodwin explained this aligns with the step increase the teachers are receiving. Helen asked who administration is. It was mentioned a list of administrators would be given later.

**MOTION:** Tim Roth moved, Kitty McDowell seconded. The motion passed 5-0.

13. ADMINISTRATIVE AND BOARD REPORTS

- A. Superintendent update on Verde Valley Joint Board Meeting at Beaver Creek School on April 21.

Dr. Goodwin did not know the time of the meeting and find out the time. All Verde Valley schools are invited.

14. BOARD REQUEST FOR FUTURE AGENDA ITEMS

Helen asked if last months' requests are still on the table. Christine said they were. There was just no room on this agenda.

15. INFORMATION ONLY

- A. 2016-2017 School Calendar  
B. Enrollment Report

16. ADJOURNMENT:

Kitty McDowell moved, Tim Roth seconded. The meeting adjourned at 9:48

17. SIGNING OF DOCUMENTS

When necessary, the Board may go into Executive Session intermittently throughout the meeting for discussion and consultation for legal advice regarding any of the agenda items. A.R.S. 38-431.03 (A)(3). The Board may also go into Executive session to discuss personnel matters A.R.S. 431.03 (A)(1), records exempt from public inspection A.R. S. 38-431 (A)(2), or legal advice and consultation regarding contracts, negation or pending or contemplated litigation A.R.S. 38-431.03 (A)(4). Finally, the Board reserves the right to change the order of items on the Agenda and to call matters in random order. Camp Verde Unified School District endeavors to make all public meetings accessible to persons with disabilities. With 48 hours advance notice, special assistance can also be provided for sight and/or hearing impaired persons at public meetings. Please call 928-567-8008 to request an accommodation.