

Camp Verde Unified School District Board Minutes Taken Tuesday, May 13, 2014
Regular Session

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.

6:30 p.m. Potential Executive Session

1. WELCOME AND CALL TO ORDER
Board President Freeman called the meeting to order at 6: 35 pm.
2. ROLL CALL
Board members present were: Helen Freeman, Judy Gilbert, Christine Schneider and Bob Simbric.
Board member Hackett joined the meeting at 6:38 pm after Agenda Review and Acceptance and Motion to Enter Executive Session.
3. AGENDA REVIEW AND ACCEPTANCE
Motion: Mrs. Gilbert moved, seconded by Mr. Simbric to accept the agenda as presented.
The motion carried 4-0.
4. DISCUSSION AND POSSIBLE ACTION TO ENTER EXECUTIVE SESSION PURSUANT TO A.R.S. 38-431.03 (A)(3) and A.R.S. 38-431.03(A)(4) TO CONSULT WITH DISTRICT ATTORNEYS REGARDING A NOTICE OF CLAIM AND SETTLEMENT
Motion to Enter Executive Session: Mrs. Gilbert moved, seconded by Mr. Simbric to enter executive session pursuant to ARS 38-431.03 (A) (3) and ARS 38-431.03 (A) (4) to consult with District Attorneys regarding a notice of claim and settlement.
The motion carried 4-0.
The Board entered executive session at 6: 36 pm.
The Board exited executive session at 6: 51 pm.

7: 00 p.m. Regular Session

1. WELCOME AND CALL TO ORDER
Board President Freeman called the meeting to order at 6: 57 pm.
2. PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE
Board Member Simbric led the Pledge of Allegiance.
There was a moment of silence.
3. ROLL CALL
Board Members present were: Helen Freeman, Judy Gilbert, Trent Hackett, Christine Schneider and Bob Simbric.
4. AGENDA REVIEW AND ACCEPTANCE

Mrs. Freeman asked to pull Items 7. A. ii. regarding transfers, and 7. E. ix. from the consent agenda for discussion.

Mrs. Freeman asked to strike Jeff Neugebauer as Cabinet Making Teacher under Item 7. A. iii. a. and 7. v. a., as Skills USA Advisor, at the request of Mr. Neugebauer.

Motion: Mrs. Schneider moved, seconded by Mr. Hackett to accept the agenda with the exception of Consent Items 7. A. ii., 7. E. ix., 7. A. iii. a. and 7. v. a. The motion passed 5-0.

(For further discussion and action on Items removed from the consent agenda please see Items 7. and 7. 5.)

5. PUBLIC PARTICIPATION

- Elementary School Teacher Kitty McDowell addressed the Board handing out a list of concerns she felt the Elementary staff had. Her list included: needed training for staff to teach the Common Core; a new incoming Principal; and adapting to the four-day week schedule next year.
- High School Digital Media Teacher Tina Scott addressed the Board regarding her student's success in the MAT-Force 2014 Youth Poster Contest. She handed out posters for the Board to view. The students had great success; there were seven winners in the competition. Additionally, the Digital Media students and the Art students had phenomenal success in the Northern Arizona Art Show; we have a lot of very creative students who represent our District well.

6. STAFF/STUDENT/COMMUNITY RECOGNITION

- Superintendent Dr. Amber Lee expressed how impressed she was with the Senior Presentations that she attended the week prior. She introduced Mrs. Jolynn Sperry the High School Senior English Teacher. Mrs. Sperry explained that the student seniors were assigned a Senior Exit Critical Issues Project. She introduced two of her students, Sean King and Anna McCoy who demonstrated their Senior Exit Projects for the Board. Both students presented a PowerPoint that told of their experiences during their senior year, their career choices after graduating high school, an epiphany they had during their senior year, and their research paper and thesis.
- Yavapai County Middle School Teacher of the Year Robin Tankesley and her gifted students displayed the Middle School website that they created. Students Nick Stone, Christopher Stone, Steven Petty, Kelton O'Grady, Amanda Sharp and Angel Brady went through the front and back side of the website displaying the coding that they learned during their project. The students and Mrs. Tankesley thanked computer technician Mr. Chris Hancock presenting him a certificate of appreciation for his assistance in their learning how to build the website. Middle School Principal Danny Howe presented Mrs. Tankesley a certificate of appreciation for her outstanding service to the students.
- High School Principal Bob Weir recognized Cody Carter, Skills USA Advisor (not present) and student Efrain Paniagua-Villa (not present) who took Third Place in the Skills USA competition in Cabinetry Making.
- Principal Weir recognized Future Farmers of America advisors Kristi Mulcaire and Kalea Taylor who were both not present because they were hosting an FFA event. He stated that they were doing an excellent job with the students.

7. CONSENT ITEMS POTENTIAL APPROVAL

Motion: After discussion, Mr. Hackett moved, seconded by Mrs. Schneider to approve the consent agenda with the exception of 7. E. ix. and with the changes made to Item 7. A. iii. a. and 7. A. v. a. The motion carried 5-0.

Motion: After discussion, Mr. Hackett moved to approve consent agenda Item 7. E. ix. Mrs. Gilbert seconded the motion. The motion carried 4-0 , with Mrs. Freeman abstaining.

7.5 DISCUSSION AND POSSIBLE BOARD ACTION REGARDING ITEMS REMOVED FROM THE CONSENT AGENDA

Item 7.a. ii., transfer of Daria Weir from Middle School Counselor to High School Counselor. Mrs. Freeman expressed concerns about the supervision of the employee. In addressing those concerns, Dr. Lee explained that the Student Services Director would be supervising counselors.

Item 7. E. ix. ~~Missoula Children's Theater~~ Workshop Residency, Mrs. Freeman asked that the Item be voted on separately so that she could abstain because she is involved in the workshop.

A. PERSONNEL MATTERS –

- i. Acceptance of Resignations/Retirements: Terminations/Releases: Sally Epperson, Paraprofessional Retirement effective May 23; Tess Haydorn, Teacher Resignation effective May 23; Christina Bernier-Roberts, Teacher Resignation effective May 23, Taylor Hicks, Title I Paraprofessional, Resignation effective May 23, Eric Evans, High School Physical Education Teacher, Resignation effective May 23, Heather Kurowski, Paraprofessional effective May 23, Rosalie Sanchez, Elementary and Title I Teacher, Resignation effective May 23, Victor Lamb, effective May 23; Beth Lehman, Special Education Paraprofessional, effective May 23;
- ii. Transfers: Daria Weir from Middle School Counselor to High School Counselor
- iii. Employment Offers-
 - a. Certified: Karen Crownoble, Elementary Teacher; 2014-2015 Contract Renewal 2014-2015- Lisa Mina, Librarian/Media Specialist; ~~Jeff Neugebauer, Cabinet Making Teacher~~; Denise Meyer, .5 Gifted and .5 South Verde Teacher 2014-2015
 - b. Classified: Lisa Oothoudt, Title I Paraprofessional;
 - c. Transportation:
 - d. Substitutes: Anthony Isola K-12;
 - e. Coaches:
 - f. Volunteers:
- v. Other:
 - a. Extra Duty Contracts Offers: Donny Shanks, Homebound student instruction; Tammey Carter, Extended School Year (ESY) Teacher; Jennie Jackson, ESY Teacher; Debbie Justus, ESY Teacher; Theresa Morak, ESY Paraprofessional; Doree Mathews, ESY Paraprofessional; Sally Epperson, Summer School Teacher; Jolynn Sperry, Summer School Teacher; Steve Darby, equipment repair and cleaning; Kristi Mulcaire, equipment repair and cleaning; Kathy King, equipment repair and cleaning; Thom Middlebrook, equipment repair and cleaning; Kalea Taylor, equipment repair and cleaning; Tracy Tudor, equipment repair and cleaning; Steve Wilson, Summer School Teacher; Steve Stone, Summer School Teacher; Donnie Shanks, Summer School Teacher; Eric Hansen, Summer School Teacher; Rod Benson, Teacher In-Service Instruction ; Loraine Koontz, Bus driver trainer; ~~Jeff Neugebauer, Skills USA Advisor~~; Daria Weir, 10 day contract extension; Kristi Mulcaire, FFA Advisor (Split); Kristi Mulcaire, Summer SAE visits; Kalea Taylor, FFA Advisor (Split); Kalea Taylor, Summer SAE visits; Tina Scott, Year Book Advisor; Adrian Selby, Summer School Paraprofessional
 - b. Capturing Kids Hearts June 3-May 14: Teachers: Jessica Smith, Bryan Pelfrey, Eric Hansen, Donnie Shanks, Mark Colbert, Nora Lubetz, Zeke Hebbert, Marc Kresge; Pat Allen, Robin Tankesley, Rhonda Koeppel, Abbie Monroe, Rebecca Westfield, Tammey Carter, Charity Worden, Marie Gustin, Debbi Miller, Steve Stone, Steve

Wilson, Daria Weir, Danny Howe, Bob Weir, Mark Showers, Darren Gagnon, Jolynn Sperry, Tina Scott, Lara Lawrence, Rod Benson, Mike King, Matt Malloy, Russ Schafer, Melissa Howe, John Bohan and Alvena Meyer
Classified and other: Susan Collier, Diane Hough, Teri Owen, Chris Hancock, Victor Lamb, Jill Rayburn, Jessica Acock, Theresa Morak, and Leann Russell

B. FINANCIAL/BUSINESS

i. Approval of Vouchers:

Payroll- No.28 in the amount of \$ 334, 054.52
No. 29 in the amount of \$ 329, 344. 79
No. 30 in the amount of \$ 14, 827. 75
Expense- No. 1460 in the amount of \$ 94, 710. 82
No. 1459 in the amount of \$ 39, 634. 21
No. 1457 in the amount of \$ 25, 411.07
No. 1450 in the amount of \$ 554. 15
No. 1455 in the amount of \$ 67, 184. 22

ii. Student Auxiliary Report

iii. Financial Reports

C. POTENTIAL APPROVAL OF THE FOLLOWING GOVERNING BOARD MEETING MINUTES

- i. Minutes taken during the April 8, 2014 Governing Board meeting
- ii. Minutes taken during the April 24, 2014 Special Work Session
- iii. Minutes taken during the April 29, 2014 Actionable Work Session

D. POTENTIAL APPROVAL OF THE ENROLLMENT REPORT

- i. Enrollment Report

E. OTHER ITEMS

- i. Potential approval of Sole Source list 2014-2015
 - Arizona School Board Association
 - Meal time
 - Scantron
 - Tyler Technologies
 - Renaissance Learning
 - Computer Generation
 - Arizona Public Service
 - Camp Verde Water System
 - Century Link
 - Verizon
 - Headsprout
 - Arizona Interscholastic Association
 - Arizona Control Specialist
 - Skills USA
 - NCA- AdvancED
 - Kelly Brothers
 - Enfinity
 - Commercial Systems Technology
 - Sudden Link
- ii. Potential approval of out of state travel for High School girls basketball team to travel to Point Loma, California to participate in a tournament; traveling June 18 through June 22, 2014.

- iii. Potential approval of Jump for the Heart fundraiser to be held during Elementary Physical Education Class.
- iv. Potential approval of Career and Technology Education Courses taught at Camp Verde High School through VACTE for the 2014-2015 School Year.
- v. Potential approval of out of state travel for High School Boys Basketball to San Diego to participate in a tournament at Point Loma University June 11 through June 14, 2014.
- vi. Potential approval of classified salary schedule with regard to minimum wage increase (AZ minimum wage increased to \$ 7.90 per hour).
- vii. Potential approval on contract renewal with Heinfeld, Meech & Co., P.C. for Single Audit of the fiscal year ending June 30, 2014.
- viii. Potential approval of donation of books to CVUSD Library from Daniel Diaz and Cieran Hough.
- ix. Potential approval of donation from Alan G. Benfer in the amount of \$ 1, 300.00 to be used for the Missoula Children's Theater-~~ResidencyWorkshop~~.
- x. Potential approval of donation from James and Gloria Henderson Endowment Fund in the amount of \$3, 600.00 to be used for Elementary School Art Class taught by Carol Hildebrand.
- xi. Potential approval of Policy IC-School Year as Second Read.
- xii. Potential approval of Policies BCB- Board Member Conflict Of Interest, BE- School Board Meetings (with option 2), JICI- Weapons in School, JL- Student Wellness and JLF-EB through JLF-ED- Reporting Child Abuse as Second Read
- xiii. Potential approval of an additional Facilities/Maintenance staff member to ensure safe practices.
- xiv. Potential approval of donation to the Camp Verde High School Culinary Arts Program in the amount of \$ 6, 000.00 from the Alan G. Benfer Scholarship Fund.
- xv. Potential approval of the Camp Verde Unified School District's Food Program Permanent Service Agreement with the Arizona Department of Education.

8. DISCUSSION AND POSSIBLE ACTION ITEMS

- A. POTENTIAL APPROVAL OF YAVAPAI TITLE VOUCHER # 1458 IN THE AMOUNT OF \$ 5, 707.10
Motion: Mrs. Schneider moved, seconded by Mrs. Gilbert to approve voucher # 1458 in the amount of \$ 5, 707.10.
 The motion carried 4-0 with Mr. Simbric abstaining.
- B. POTENTIAL APPROVAL OF STIPEND PAYS FOR JANE (SIMBRIC) MATHEWS FOR SUMMER SCHOOL TEACHER, END OF YEAR REPORTS AND 10 DAYS EXTENDED CONTRACT FOR COUNSELOR DUTIES
Motion: Mrs. Schneider moved, seconded by Mrs. Gilbert to approve stipend pays for Jane (Simbric) Mathews for summer school teacher, end of year reports and 10 days extended contract for counselor duties.
 The motion carried 4-0 with Mr. Simbric abstaining.
- C. DISCUSSION AND POTENTIAL APPROVAL OF FINAL BUDGET REVISION FISCAL YEAR 2013-2014 FOR CAMP VERDE SCHOOL DISTRICT
 Mr. Steve Hicks, Director of Business Services addressed the Board regarding the final revised budget for School Year 13-14. He explained that no revision was needed in December; however the figures are clearer now. The general budget limit

decreased slightly and is \$ 7, 729, 017.00. The unrestricted capital outlay is \$ 660, 615.00. Mr. Hicks answered questions from the Board.

Motion: Mrs. Gilbert moved, to approve the Final Budget Revision for Fiscal Year 2014-2015 for Camp Verde Unified School District. The motion carried 5-0.

D. DISCUSSION AND POTENTIAL APPROVAL OF FINAL BUDGET REVISION FISCAL YEAR 2013-2014 FOR SOUTH VERDE TECHNOLOGY MAGNET SCHOOL

Mr. Hicks presented the South Verde Charter School Budget explaining that it is calculated by current year student enrollment, while the District's calculations come from the previous year. The Total Budgeted Revenues for Fiscal Year 2013-14 were \$ 428, 821.00.

Motion: Mrs. Gilbert, moved, seconded by Mr. Hackett to approve the Final Budget Revision for Fiscal Year 2013-14 for South Verde Technology Magnet School. The motion carried 5-0.

E. DISCUSSION/UPDATE ON BUDGET PROJECTIONS FOR FISCAL YEAR 2014-2015

Mr. Hicks showed a PowerPoint to the Board regarding next school year's budget projections based on this year's 100th day count. The budget forms are not out yet for the 14-15 School Year. However the District can expect a 1.4 % increase in the base level support and a 1.4% increase in transportation miles. However, other variables will decrease the budget. He anticipated that the budget would be roughly \$ 7, 710,902. 00; close to what the District has this year.

There was no action taken on the Item.

F. DISCUSSION/UPDATE ON SOUTH VERDE'S EARLY CHILDHOOD EDUCATION CENTER STATUS

South Verde Technology Magnet Principal Steve King presented a PowerPoint to the Board stating that the creation of the Next Generation Early Childhood Education Center at South Verde has been a highlight for him in his 20 years in education. He went through the history of the Center. Mr. King introduced First Things First Childcare Coach Lucy Papas who spoke on the star rating assessment results that evaluate the Center's environment. The Center is eligible to become a 4 star, meaning that they could receive additional scholarships to assist at risk families to obtain the affordable childcare. Mr. King and Ms. Papas answered questions from the Board.

There was no action taken on the Item.

G. DISCUSSION AND POSSIBLE ACTION ON THE ARIZONA SCHOOL BOARDS ASSOCIATION POLITICAL AGENDA FOR 2015

The Board discussed adding to the ASBA Political Agenda. Mrs. Schneider suggested that the Board add that the Association discuss that a voucher system for Arizona State tax credits be put in place for school districts. The Board agreed with Mrs. Schneider's proposal.

There was no action taken on the Item.

H. DISCUSSION AND POSSIBLE ACTION TO ACCEPT THE FORM FOR DIRECTOR OF BUSINESS SERVICES CONTRACT AS AMENDED

There was extensive discussion on the two optional forms presented for the Director of Business Services contract. The Option 1 contract was recommended by Dr. Lee. Mrs. Schneider expressed that she did not find either option employee friendly with regards to vacation; vacation time should roll over if it cannot be used.

Motion: After brief discussion, Mr. Simbric moved to accept the Option 1 contract. The motion died for lack of a second as Mrs. Freeman stated that the Board was not done with the discussion yet.

Mrs. Freeman stated that Option 1 was not in line with Governing Board Policy. The policy does not allow for more than twenty (20) days of vacation; which is standard in the districts she has researched. She said that one of the things the AdvancED System Review Team found was that the Board needed to adhere to Board Policy at all times. Dr. Lee explained that the contract forms had been though the District's Legal Counselors who are very familiar with policy.

Motion: After discussion, Mr. Simbric moved to approve the Option 1 contract form, unless it is determined by the attorneys that it is against Board policy. Mrs. Gilbert seconded the motion. The motion carried 4-1 with a nay from Mrs. Freeman.

I. DISCUSSION AND POSSIBLE ACTION TO ACCEPT JOB DESCRIPTION FOR EARLY CHILDHOOD EDUCATION CENTER DIRECTOR

Mr. King addressed the Board with the funding rationale and the job description asking to formalize the District's Early Childcare Program. The position of Director is fully grant funded. Mr. King answered questions from the Board regarding the job description. Board member Schneider requested that Mr. King add a clause in the line requiring appropriate levels of CPR and First Aid training. She asked that it be clear that the Director be certified by a healthcare provider for pediatric and adult CPR.

Motion: Mrs. Schneider moved, seconded by Mr. Hackett to accept the job description for South Verde's Early Childhood Center Director as currently outlined with the requested additions. The motion carried 5-0.

J. DISCUSSION AND POSSIBLE ACTION TO TRANSFER TERRY TEACH TO THE POSITION OF EARLY CHILDHOOD CENTER DIRECTOR AS RECOMMENDED BY PRINCIPAL STEVE KING

Motion: After brief discussion, Mr. Hackett moved, seconded by Mrs. Gilbert to approve the transfer of Terry Teach to the position of Early Childhood Center Director. The motion carried 5-0.

10. INFORMATION ONLY

- a. Sample School Board Operating Protocol from the Arizona School Boards Association
- b. Arizona School Board Association Focus/Goal Worksheet
- c. Rules of order
- d. 2013-2014 School Calendar
- e. 2014-2015 School Calendar
- e. Board Operating Calendar
- f. Upcoming May Events including Graduation and Promotion Schedules

11. BOARD/ADMINISTRATIVE REPORT

- a. Superintendent Dr. Lee reminded the Board of the upcoming Board Work Session on Thursday, May 15, 2014 at 5:30 for Goal Setting with the Trust
- b. Dr. Lee reported on the success of the High School Student Expo. She said she was thrilled to see the drama students doing a play out in the court yard. Mr. Weir added that the attendance was better than last year and people stayed longer.
- c. Dr. Lee reported on the Verde Valley Joint Board Meeting that she, Mr. Simbric and Mrs. Schneider attended on April 23, 2014. They talked about exploring shared services within Districts and received a legislative update. They also

talked about sharing school calendars county-wide and considering hiring a lobbyist for the Verde Valley schools.

- d. Dr. Lee stated that she was the Capturing Kid's Hearts in-service/training to the Middle School and other District staff. The training will take place June 3, 4 and 5 at the conference rooms by the Gathering.

12. REQUESTS FOR FUTURE AGENDA ITEMS

There were no requests.

13. ADJOURNMENT

Motion: Hackett moved, seconded by Gilbert to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 9:34 pm.

14. SIGNING OF DOCUMENTS

Respectfully Submitted,

Mary Hudson
Board/Admin Assistant

Helen Freeman
Board President

Judy Gilbert
Member

Trent Hackett
Member

Bob Simbric
Member

Christine Schneider
Member