

**SPECIAL MEETING OF THE BOARD OF GOVERNORS OF THE CAMP
VERDE UNIFIED SCHOOL DISTRICT**

Work Session Minutes taken Thursday, May 15, 2014

Camp Verde Unified School District Library, located at 280 Camp Lincoln Road
Camp Verde, AZ
86322

Time: 5:30 PM

1. WELCOME AND CALL TO ORDER

Board President Freeman called the meeting to order at 5:33 pm.

2. ROLL CALL

Board Members Present were: Helen Freeman, Trent Hackett, Bob Simbric and Judy Gilbert.

Board Member Christine Schneider entered at 5:37 pm. after Agenda Review and Acceptance.

Others present: Mr. Mike Aylstock, Trust County Coordinator; Dr. Amber Lee, Superintendent; Mr. Danny Howe, Middle School Principal; Mr. Bob Weir, High School Principal; Mrs. Kitty McDowell, Teacher; Mrs. Debi Pottorff, Elementary Principal; Mr. Steve King, South Verde High School Principal and Mrs. Mary Hudson, Board/Administrative Assistant.

3. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mrs. Gilbert led the Pledge of Allegiance.
There was a moment of silence.

4. AGENDA REVIEW AND ACCEPTANCE

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

5. DISCUSSION - GOVERNING BOARD TRAINING - AS RECOMMENDED BY ADVANCED REVIEW TEAM

Delivered by: Arizona School Risk Retention Trust, Mike Aylstock,
Arizona School Risk Retention County Coordinator

Topics covered: Setting Board Goals and Boardsmanship

Superintendent Dr. Lee introduced Mr. Aylstock who thanked everyone for attending the workshop. He explained that the Arizona Risk Retention Trust provides the District's casualty and liability insurance; they understand that District funds are stretched to the limit and they do what they can to help without additional charge.

Mr. Aylstock covered points with the Board and administrators asking first about the Board's Vision and Mission Statement.

Vision: Inspiring today's students to become tomorrow's leaders.

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

Mr. Aylstock recommended that Districts live by their Vision and Mission statements. It may help to have the Vision and Mission statements read during each meeting. All decisions the Board makes should support the Vision and Mission.

Mr. Aylstock had everyone present introduce themselves and state how long they had been with the District. After introductions, Mr. Aylstock noted that the Board has a professional staff in place to run the District for them; the Board's job is to monitor, not to manage. He spoke on the chain of command and the organization of administration and School Board. The chain of command in any school district is that the Superintendent reports to the Governing Board, while everyone else reports to the Superintendent. Boards have two major roles: 1) to Adopt Policies and set the direction, and 2) to Hire a Superintendent.

Mr. Aylstock spoke on Goal Setting using the SMART Goal model: Specific, Measurable, Attainable, Relevant and Timely.

He presented areas to consider for the 2014-2015 School year for goals according to the AdvancED Systems Review outcome. 1) Governing Board – Documented practice of basic principles of Boardmanship 2) Administrative Team – Develop and apply skills in analyzing data to make sound decisions 3) Teaching Staff – Become trained with the effective use of technology to supplement instruction 4) Classified Staff – Enhance and practice “customer service” skills throughout the district. After some discussion Mr. Aylstock suggested that the Board continue discussion on Goal setting at a later meeting. Mrs. Freeman stated that getting the report from AdvancED will help her better understand what it is that they want the Board to be doing.

6. ADJOURNMENT

Mrs. Gilbert moved, seconded by Mr. Hackett to adjourn the meeting. The motion passed 5-0. The meeting adjourned at 6:47 pm.

Respectfully Submitted,

Mary Hudson
Board/Admin Assistant

Helen Freeman
Board President

Judy Gilbert
Member

Trent Hackett
Member

Bob Simbric
Member

Christine Schneider
Member