

CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD MINUTES TAKEN
TUESDAY, AUGUST 12, 2014

5:30 PM BOARD WORK SESSION
7:00 PM 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 and personal achievement and service to others within a community of respect.

5:30 PM WORK SESSION

WELCOME AND CALL TO ORDER

Board President Freeman called the meeting to order at 5:32 pm.

ROLL CALL

Board Members present were: Helen Freeman, Bob Simbric, Trent Hackett, Judy Gilbert and Christine Schneider.

AGENDA REVIEW AND ACCEPTANCE

Motion: Mrs. Gilbert moved, seconded by Mr. Hackett to accept the agenda as presented. The motion carried 5-0.

DISCUSSION/INFORMATION AND PRESENTATION ON ALTERNATIVE SALARY STRUCTURE

Superintendent Dr. Amber Lee introduced Mr. Mike Aylstock, of Aylstock Consulting, LLC to present on an alternative salary structure. Dr. Lee stated that the alternative structure aligns with a portion of Project Blank Slate which is to improve the best practices for employees. Mr. Aylstock, a retired Superintendent of twenty (20) years, presented a Power-Point to the Governing Board. He explained that this alternative was initiated in 2001 in Blue Ridge School District and now districts around the State are using the system. Mr. Aylstock stated that the current schedules place limits on employees as they "top-out" with education and/or experience. He went over traditional salary schedules and the history thereof. He spoke on how the alternative structure works. Some potential benefits include: more flexibility and ease of calculation for pay; simplification of employment contracts, eliminating steps or lanes; simplified budgeting for upcoming school years; experienced staff would never reach the "top of the scale" as there would be no final column for education or experience; the schedule lends itself to performance-based incentives and gives more flexibility in hiring new staff. Mr. Aylstock explained that it will take thorough open communication, introduction to and contribution from staff members to implement this kind of concept. The Board and Administration would need to be ready for initial resistance to change and be willing to talk about the long range benefits of the salary structure. He offered to return with more information if the Board chose to pursue an alternative salary schedule for the upcoming school year. There was no action taken on the Item. The Board took a recess at 6:26 pm.

7:00 PM REGULAR SESSION

WELCOME AND CALL TO ORDER

Board President Freeman called the meeting to order at 6:58 pm.

Board Member Hackett led the Pledge of Allegiance. There was a moment of silence.

ROLL CALL:

Board Members present were: Helen Freeman, Bob Simbric, Judy Gilbert, Christine Schneider and Trent Hackett.

STAFF/STUDENT/COMMUNITY RECOGNITION AND/OR CELEBRATION OF GOOD THINGS

Superintendent Dr. Lee gave an update celebrating the first two days of school. The Facilities Department did a great job getting ready for the school year through storms and floods. She said that it appeared that student enrollment was on the rise; however there is traditionally a dip after the first ten days of school when it is determined how many students have moved out of District. The student enrollment process was much smoother this year with Cathy Hall assisting with the process. On the first day of school there was traffic congestion on Montezuma Castle Highway which is to be expected. The kickoff assemblies on the campuses were great, particularly at the Middle School where they have implemented Capturing Kids' Hearts.

Middle School Principal, Mr. Danny Howe, surprised student Charie Henson with a certificate of appreciation. Charie won the American Library of Poetry Contest. The Board and Administration congratulated her on her success. Mr. Howe will submit a copy of the winning poetry to the Governing Board.

AGENDA REVIEW AND ACCEPTANCE

Motion: Mrs. Gilbert moved, seconded by Mr. Hackett to accept the agenda as presented. The motion carried 5-0.

CONSENT ITEMS

Motion: Mr. Simbric moved, seconded by Mrs. Schneider to accept the consent agenda as written. The motion carried 5-0.

PERSONNEL MATTERS

- i. Resignations/Retirements:
- ii. Transfers:
- iii. Employment Offers:
 - a. Certified: Lois Warren, High School Special Education Teacher; Tim Harper, Cabinet Making Teacher
 - b. Classified: Desiree Trujillo, Native American Tutor; Tim Conerly, Mechanic's Apprentice; Madeline Reay, Special Education Paraprofessional; Tanis Moore, Special Education Paraprofessional; Sandee Moore, Special Education Paraprofessional; Jacquelynn Hedges, Accommodation Paraprofessional; Michelle MacDonald, HS Nurse's Aide/Print Center Clerk; Caroline Sepulveda, Fit Kids Coordinator
 - c. Transportation:
 - d. Substitutes: Shawna Standal, K-12; Susan Worth-Howe, Elementary; Loraine Prinsze, Phys-Ed. Elementary and Middle School; Ann Parmeter, K-12; Pat Boler, High School; Patricia Bassi, K-12; Doris Johnson, Middle School; Richard Lashley, South Verde; Mike Edgerton, HS Fire Science; Ruth Bohannon, Elementary (long term) and High School; Dixie Blanchard, K-2 Elementary; Sandra Stark, Elementary and High School; Von Hatch, High School; Joanne

Miller, K-12; Sheila Atwater, Long Term Elementary; Lucy Rodriguez, K-8; Gail Mills, all schools

e. Coaches:

f. Volunteers: Camp Verde High School Football: Fernando Diaz, Mike Grogan and Mike Loza

iv. Other:

a. Extra Duty Contracts: Jill Rayburn, CVHS Accounting; Tina Scott, HS Skills USA Advisor 2014-2015; Zeke Hebbert, HS Key Club Advisor 2014-2015; Darrell Lewis, HS Student Council Advisor 2014-2015; Austin Hudson, HS Credit Recovery; Tammey Carter, Crisis Prevention Instructor; Cathy Hall, Registration/Enrollment assistance

b. Leave Of Absence:

c. Incentive Pay:

FINANCIAL/BUSINESS

i. Approval of vouchers

Payroll –

No. 1 in the amount of \$ 55, 053. 34

No. 2 in the amount of \$ 2, 238. 42

No. 3 in the amount of \$ 76, 720.63

Expense-

No. 1500 in the amount of \$ 14, 167.49

No. 1502 in the amount of \$ 59, 435.04

No. 1504 in the amount of \$ 29, 100. 79

No. 1505 in the amount of \$ 91, 841.92

No. 1506 in the amount of \$ 60, 831. 48

No. 1468 in the amount of \$ 117.55

No. 1472 in the amount of \$ 29, 460. 66

No. 1474 in the amount of \$ 22, 324. 48

No. 1475 in the amount of \$ 1, 701. 22

No. 1476 in the amount of \$ 3, 683.51

ii. Budget Reports

iii. High School Student Auxiliary Report

POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES

i. Potential approval of Governing Board approved amended minutes from May 13, 2014.

ii. Potential approval of Governing Board Minutes taken July 8, 2014.

iii. Potential approval of Executive Session Minutes taken June 10, 2014.

ENROLLMENT REPORT

i. Enrollment Report

OTHER ITEMS

i. Potential approval of Dr. Amber Lee as Student Hearing Officer and Danny Howe as Alternate Student Hearing Officer 2014-2015

ii. Potential approval of Job Description for Director of Student Services as amended.

iii. Potential approval of Middle School Fundraisers for 2014-2015

iv. Potential approval of Middle School Student Activity Fees for 2014-2015

- v. Potential acceptance of a donation of 46 rebounders from Natural Medical Health Supplements owner Monica Johnson for Middle and High School Physical Education Class
- vi. Potential approval of Dale Devries as a Qualified Evaluator for the 2014-2015 school year according to ARS 15-537
- vii. Potential approval of the revised Camp Verde Unified School District's Food Program Permanent Service Agreement with the Arizona Department of Education

DISCUSSION ON ITEMS REMOVED FROM THE CONSENT AGENDA

There was no discussion.

DISCUSSION AND POSSIBLE ACTION ITEMS

PRESENTATION FROM LYNDA ZANOLI DIRECTOR OF THE VERDE NRCD ED (NATURAL RESOURCE CONSERVATION DISTRICT'S EDUCATION) CENTER REGARDING THE CAMP VERDE WATERSHED EDUCATION PROJECT

Dr. Lee introduced Lynda Zanolli from the Verde Natural Resource Conservation District's Education Center (NRCD ED). Mrs. Zanolli expressed that people needed to know what the NRCD ED is doing for the District's students through a fully funded grant from Salt River Project. Mrs. Zanolli with Dr. Lee's assistance demonstrated the physical properties of the water and how water changes from a liquid to a gas as taught to fifth grade students. She went through the curriculum in other grade levels including: studying ground water, learning the species of the Verde River, and understanding the chemical properties of the water. The grant curriculum includes field trips to various local watersheds. The grant covers all the supplies, transportation and admission fees for the District. This year NRCD ED is offering another program called Powering Our Future. Teachers' grades 3-8 can attend the workshop and receive \$350.00 for STEM (Science, Technology, Engineering and Math) activities. There was no action taken on the Item.

POTENTIAL APPROVAL OF YAVAPAI TITLE VOUCHER # 1503 IN THE AMOUNT OF \$ 5, 707.10

Motion: Mr. Hackett moved, seconded by Mrs. Schneider to accept Yavapai Title Voucher # 1503 in the amount of \$ 5, 707.10. The motion carried 4-0 with Mr. Simbric abstaining.

POTENTIAL APPROVAL OF RESIGNATION OF JILL (SIMBRIC) ASHLEY HIGH SCHOOL NURSES AIDE AND PRINT CENTER CLERK

Motion: Mr. Hackett moved, seconded by Mrs. Gilbert to accept the resignation of High School Nurses Aide/Print Center Clerk Jill Ashley. The motion carried 4-0 with Mr. Simbric abstaining.

DISCUSSION AND POSSIBLE ACTION ON POLICY A- ~~BOARD VISION~~ DISTRICT MISSION AND BELIEF STATEMENT AS FIRST READ

Dr. Lee explained that the Board's Mission statement had been changed, however the policy needed to align with the statement. There was discussion on the Board Goals established in 2012 written in the policy. Mrs. Freeman suggested that the goals be removed from the policy. Motion: Mrs. Schneider moved, seconded by Mrs. Gilbert to accept Policy A- District Mission and Belief Statement with the suggested changes as currently outlined as First Read. The motion carried 5-0.

DISCUSSION AND POSSIBLE ACTION ON SUPPLEMENTAL SALARY SCHEDULE C REGARDING SUBSTITUTE TEACHER PAY

There was discussion on the salary schedule as Dr. Lee and Director Business Services, Steve Hicks, explained that currently there are long term subs that are retired teachers who have come back to work for the District at a \$ 90.00 a day rate, which is less than a paraprofessional wage. Some of these substitutes have previously worked as paraprofessionals (in their retirement). After discussion, the Board asked that Dr. Lee and Mr. Hicks leave Salary Schedule C as is and come up with a different schedule for long term subs that fall into this category.

Motion: Mr. Simbric moved to table the Supplemental Salary Schedule C. Mr. Hackett seconded the motion. The motion carried 5-0.

DISCUSSION/UPDATE ON STUDENT ACHIEVEMENT AND LETTER GRADES

Dr. Lee presented a Power-Point to the Board regarding the District and School's Letter Grades and AIMS (Arizona's Instrument to Measure Standards) scores. The District received an overall Letter Grade of B. Site Principals, Steve King, Sara Marcum, Danny Howe and Bob Weir each spoke on their student's progress and AIMS scores from the 2013-2014 school year. South Verde High School Principal King spoke on his student's progress and the school's Letter Grade of a B. The AIMS scores showed the students in 11th and 12th grade passing at 100% in Reading; in 10th grade 80% were passing. Heavy interventions are being done in Math as students' grades 10-12 scored below the 50th percentile. The total score was 155 points. Elementary School Principal Marcum spoke on the Letter Grade and AIMS scores at her school. The school received a Letter Grade of C. According to the data the student growth has been decreasing annually. The total score was 109 points. Across all grades and content areas the student percent passing AIMS was 67% with Reading scores higher than Math scores. The teachers will be using AIMSweb school-wide to monitor student progress. They are collaborating and working on interpreting data to drive classroom instruction. Middle School Principal Howe summarized the Middle School scores. The school received a Letter Grade of B. The total score was 130 points. Student Reading scores continue to be higher than Math scores at the Middle School level. Adjustments have been made particularly in 7th grade math. Across grade levels and content areas the percent passing AIMS was 72%. High School Principal Weir spoke on the schools Letter Grade of B and the student AIMS scores at the High School. Across grade levels student percentages meeting and exceeding AIMS were: Reading 86%, Writing 70% and Math 48%. Reading and Writing scores increased from the previous year but Math scores decreased. Mr. Weir reported that the first staff development in September will be dedicated to using Arizona Dash by ADE (Arizona Department of Education) Connect to track each student's progress and intervene where needed. The total score was 126 points. The school had a 99% graduation rate last year.

DISCUSSION/REPORT ON THE BLANK SLATE TIMELINE, FIFTH DAY PROGRAM IDEAS AND PROGRESS AND POSSIBLE ACTION ON JOB DESCRIPTION FOR FIFTH DAY PROGRAM COORDINATOR

Dr. Lee explained that according to the timeline the District was behind schedule in implementing the Fifth-Day Programs. She hoped to have the job description approved for the program coordinator to ensure the project moved forward. There was discussion on the position being part time or full time and stipend pay vs. salary.

PUBLIC PARTICIPATION

Mrs. Freeman called on teacher Shelley Swick (Surber) who had submitted a Call-to-the-Public form. Mrs. Swick said that she would like to have the opportunity on the fifth-day to help the students with basic computer skills. The upcoming student assessments will be taken on computers; the students need this knowledge.

CONTINUED DISCUSSION/REPORT ON THE BLANK SLATE TIMELINE, FIFTH DAY PROGRAM IDEAS AND PROGRESS AND POSSIBLE ACTION ON JOB DESCRIPTION FOR FIFTH DAY PROGRAM COORDINATOR

The Board continued discussion on the position and the pay. They also had discussion the job description. The job description will be amended to state that the qualifications of the person be: *Associates or Bachelors degree preferred. Certified teacher preferred.*

Motion: Mrs. Schneider moved, seconded by Mrs. Gilbert to accept the job description and the position for the Fifth-Day Program Coordinator with the corrections to the job description as currently outlined. The motion carried 5-0.

After the motion, Mrs. Freeman directed the Superintendent and the Director of Business services to use their judgment on the pay and the full time or part time position as it unfolds.

DISCUSSION AND POSSIBLE ACTION TO SET A WORK SESSION TO DISCUSS PROJECT BLANK SLATE

Motion: Mrs. Schneider moved, seconded by Mrs. Gilbert to set a Work Session to discuss Project Blank Slate on September 23, at 5:30 pm. The motion carried 5-0.

DISCUSSION/UPDATE ON THE FIVE YEAR FACILITIES PLAN

Director of Support Services Stacey Barker addressed the Board stating that 40% of the five year facility plan was reality; the other 60% is hopeful planning. Over the summer numerous projects were completed. The District has roofing issues with the flat roofs. He hopes to replace the high school roof next year if the budget permits.

There was no action taken on the Item.

DISCUSSION/UPDATE ON SCHOOL BUS REPLACEMENT SCHEDULE

Mr. Barker addressed the Board stating that 12 years ago when he was hired 88% of the bus fleet failed inspections. At that time they started replacing busses. Since then the fleet has been passing at 100%. The District busses are no longer under warranty and though he has an excellent mechanical staff Mr. Barker felt that the District needed to start replacing the busses with new models on an annual basis. School busses cost approximately \$ 150, 000.00 each. There was no action taken on the Item.

DISCUSSION AND POSSIBLE ACTION TO SET A WORK SESSION TO WORK ON SUPERINTENDENT'S EVALUATION TOOL- POLICY EXHIBIT CBI-E

Mrs. Freeman explained that this Item was placed on the agenda because there are always questions on the tool when the Board uses it. The Board will use the tool again in December.

Motion: Mrs. Gilbert moved, seconded by Mr. Hackett to have a Work Session to discuss the Superintendents Evaluation Tool on October 14, 2014 at 5:30 pm.

After the motion Mrs. Freeman asked that the Board members use the inserts in their packets to mark the places they had questions.

DISCUSSION AND POSSIBLE ACTION TO ACCEPT BOARD MEMBER VOLUNTEER AS ARIZONA SCHOOL BOARDS ASSOCIATION DELEGATE FOR 2014-2015

Motion: Mrs. Gilbert moved, nominating Mrs. Freeman to be the Board delegate for ASBA. Mr. Simbric seconded the motion. The motion carried 5-0.

After the motion, Mrs. Freeman asked the Board to let her know if they had any comments or strong feelings on the Political Agenda before the conference on September 6th.

BOARD/ADMINISTRATIVE REPORT

- a. Report from Arizona School Boards Association Summer Leadership Institute Attendees- Dr. Lee stated that she attended a session on effective boards. She gave the Board handouts regarding the session. Mrs. Hudson, Board/Administrative Assistant stated that she attending a Board Secretaries workshop that was helpful. Mrs.

Freeman stated that she enjoyed the session on effective boards and the keynote speaker who spoke on using technology in schools.

REQUESTS FOR FUTURE AGENDA ITEMS

Mrs. Schneider asked that the Board discuss current policies on grants donations and gifting at a future meeting. She also asked that Dr. Lee review school insurance liability regarding Fifth-Day Programming and report that to the Board.

INFORMATION ONLY (No discussion)

- 2014-2015 School Calendar
- Rules of order
- Board Operating Protocol
- Board Operating Calendar
- 2014-2015 District Organizational Chart

ADJOURNMENT

Motion: Mr. Hackett moved, seconded by Mrs. Gilbert to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 9:11 pm.

SIGNING OF DOCUMENTS

Respectfully Submitted,

Mary Hudson
Board /Admin Assistant

Helen Freeman
Board President

Trent Hackett
Member

Christine Schneider
Member

Judy Gilbert
Member

Bob Simbric
Member