

CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD MINUTS

Taken Tuesday, September 10, 2013

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.

1. WELCOME AND CALL TO ORDER

Board President Helen Freeman called the meeting to order at 7:00 pm.

2. PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Principal Danny Howe introduced Student Council Sponsor and School Counselor Daria Weir who introduced the Middle School Student Council. Student Council Members Jade Oium, Bryanna Truett, Amanda Placek, Cody Wright and Karina Zavalza led the Pledge of Allegiance.

Board President Freeman asked for a moment of silence.

3. ROLL CALL

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

4. AGENDA REVIEW AND ACCEPTANCE

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

5. STAFF/STUDENT/COMMUNITY RECOGNITION

Superintendent Dr. Amber Lee introduced Fit Kids Coordinator Erica Crittenden who led the Board and Administration through a section of the Fit Kids work out. She explained that each of the exercise periods lasts for thirty (30) minutes. She works with students Kindergarten through fifth (5th) grade. The program has been in place for four (4) weeks and the students and teachers love it. She is interested in seeing how the healthy break impacts student learning.

Superintendent, Dr. Amber Lee presented Mrs. Crittenden with a certificate of appreciation for her outstanding efforts and vigor in the recently established and successful program.

Principal Danny Howe recognized Middle School Counselor Daria Weir for her outstanding service to Camp Verde Unified School District. He stated that he had known Mrs. Weir for twenty two (22) years. She goes above and beyond for the students in the District. She acts as a counselor, an assistant principal and a teacher. She is an outstanding *go to* person. He presented a certificate of appreciation to Mrs. Weir for her exceptional efforts.

6. PUBLIC PARTICIPATION

There was no public participation.

7. CONSENT ITEMS

Mrs. Freeman asked to pull Item E. VI., from the consent agenda for discussion. Mrs. Schneider asked to pull item E. V., for discussion.

Motion: Mr. Hackett moved, seconded by Mrs. Gilbert to approve the consent agenda with the exception of Items E. V., and E VI. The motion passed 5-0.

7.5 DISCUSSION ON ITEM REMOVED FROM THE CONSENT AGENDA

Regarding Item E. v., specifically policy GCF-Professional Staff Hiring, Mrs. Schneider asked that the policy be amended to clarify that, "The District searches the criminal records of all local jurisdictions outside Arizona where the applicant has lived/resided in the previous five (5) years".

Mrs. Schneider also wanted to ensure that all the regulations and exhibits (forms) were in place to follow Policy GCF. Dr. Lee assured her they were.

Mrs. Freeman asked about Policy GCK-Professional Staff Assignments and Transfers and how the Policy might affect teachers who work part time. Dr. Lee explained that the Policy changes the way the District does business with teachers. As we use the policy we will fine tune it to suit the needs of the District and the teachers.

Mrs. Schneider and Mrs. Freeman asked about Item E. vi., specifically Policy JK and its Regulations regarding Student Discipline. Dr. Lee clarified the difference between confinement and seclusion of students. Mrs. Freeman asked that all references regarding corporal punishment be stricken from the policy and its regulations. The Policy Regulation (JK-R) refers to the misuse of personal portable electronics by students on campus and should cross reference the IT (Technology) Policy (IJNDB) and its Regulation(s).

Motion after discussion: Mr. Hackett moved, seconded by Mrs. Gilbert to approve Items E. v. and E. vi., with the recommendations suggested. The motion carried 5-0.

A. PERSONNEL MATTERS

- i. Resignations/Retirements/Terminations : Cyndi Federer, Custodian
- ii. Transfers: John Meckem, from part time to full time Custodian;
- iii. Employment Offers
 - a. Certified: Rebecca Westfield, Long term Substitute Middle School;
 - b. Classified: Jesse Brogdon, Special Education Paraprofessional; Jordan Lewis, High School Credit Recovery Mentor; Lacy Murphy, South Verde Nursery Aide Substitute
 - c. Transportation: Raymond Freeman, Bus-driver; Gaynelle Arsenault sub Bus-driver
 - d. Substitutes: Pat Kaminsky, Nurse Substitute; Rolene Dugi, Elementary; Ed Marty, Middle and High School; Laura Cox, High School and South Verde; Von Hatch, High School; Ellen Rosher, all schools, Special Education only; Doris Johnson, Middle School; Tina Dixon, K-12; Charlotte Stein, K-12; Rochelle Scarcello, Middle School; Doris Johnson, Middle School
 - e. Coaches: Deshon Tripp, High School Football Volunteer; Jeff Passantino, High School Football Volunteer; Mathew Hebl, High School Football Volunteer;
 - f. Volunteers: Thomas Kusner, South Verde; Christine Guerrieri, Piano Accompanist for Choir
- iv. Other:
 - a. Extra Duty Contracts: Arica Collins, Middle School yearbook; Nora Lubetz, after school tutoring; Daria Weir, Middle School Student Council; Tammey Carter, Builders Club; Dain Sallee, temporary Grounds keeper; Lisa Jones, Tutoring; Kim Vargo, Tutoring; Shelley Swick, Tutoring; Debbi Rickard, Tutoring; Richelle Phillips, Tutoring; Felicia Padilla, Tutoring; Melissa Mongini, Tutoring; Kristine Mezulis, Tutoring; Lindsey Lowman, Tutoring; Stephanie

King, Tutoring; Lori Hicks, Tutoring; Janell Benson, Tutoring; Deb Andrews, Tutoring; Tess Haydorn, Tutoring; Rosalie Sanchez, Tutoring; George-Ann Sheehan, Tutoring; Debbie Godfrey, Tutoring; Christina Roberts, Lori Showers, Tutoring; Shelley Swick, Re-teach and Enrich; Debbie Justus, Special Olympics Coordinator; Ellen Strickland, ES Crossing Guard ; Eric Hansen, Tutoring

b. Leave Of Absence:

c. Incentive Pay:

B. FINANCIAL/BUSINESS

i. Approval of vouchers

Payroll:

No. 4 in the amount of \$ 207, 942.89

No. 5 in the amount of \$ 322, 553.00

Expense:

No. 1363 in the amount of \$ 502.99

No. 1367 in the amount of \$ 3, 843.59

No. 1368 in the amount of \$ 8, 645.24

No. 1369 in the amount of \$ 100, 496.18

No. 1401 in the amount of \$ 34.85

No. 1401 in the amount of \$ 148.71

No. 1406 in the amount of \$ 133, 825.08

No. 1408 in the amount of \$ 106, 712.60

No. 1409 in the amount of \$ 71, 845.86

No. 1410 in the amount of \$ 5, 707.10 (Yavapai Title Company)

No. 1411 in the amount of \$ 61, 234.97

No. 1412 in the amount of \$ \$ 119, 134.73

No. 1413 in the amount of \$ \$ 96,310.17

ii. Student Auxiliary Reports

C. POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES

i. Minutes taken August 13, 13 Regular Meeting

ii. Minutes taken August 13, 13 Executive Session

D. ENROLLMENT REPORT

i. Enrollment Report

E OTHER ITEMS

i. Potential approval of elementary school fundraisers as listed:

Elementary cookie dough sale

Elementary Penguin Patch Santa shop

Adopt a Family

ii. Potential approval of Camp Verde Elementary new and gently used Christmas Toy Drive

iii. Potential approval of donation from New Beginnings Church of school supplies and \$ 344.32 to purchase school supplies for families in need

iv. Potential approval of the declaration of Curricular and Instructional Alignment to the Arizona Academic Standards for CVUSD and schools therein

v. Potential approval of GCF-Professional Staff Hiring, GCJ-Professional Staff Probationary and Continuing Status and GCK-Professional Staff Assignments and Transfers as Second Read.

vi. Potential approval to accept polices DKB-Salary Deductions; EBC, EBC-RA, EBC-RB, EBC-RC, EBC-RD, EBC-RE, EBC-E-Emergencies; IKF-EB Graduation Requirements; JK, JK-RA, JK-RB, JK-EA-Student Discipline as Second Read

8. DISCUSSION/POSSIBLE ACTION ITEMS

A. DISCUSSION/ UPDATE AND POSSIBLE ACTION ON TECHNOLOGY PLAN AND TECHNOLOGY POLICIES IJNDB AND IJNDB-R USE OF TECHNOLOGY RESOURCES

Director of Technology Mr. Aaron Moya addressed the Technology Policies stating that the policies are a work in progress. There are several changes being made as recommended by the school auditors. Mr. Moya answered numerous questions from the Board. The overall concern was that precautionary measures are in place to keep students from accessing inappropriate material on the internet, in particular when bringing their own devices to school. Mr. Moya assured the Board that short of 3G and 4G access the District is secure with a Content Filter and a Network Monitoring system in place. It will take the support of Board, the Board Policy and Administration to further secure or ban 3G and 4G instruments from being used in school. A checks and balances system could be put in place, having students check personal instruments in as they enter school; a database could be built in order to track the devices. Currently students third (3rd) grade and up have their own individual logons so that the content they access can be monitored.

Mr. Moya presented a PowerPoint to the Board updating them on the progress made in the District. The District Bandwidth and Internet Connections have been completed in conjunction with the Content Filter and Network Monitoring. Because of the Bandwidth increase, the mobile labs, and Wi-Fi, the District is prepared for the upcoming statewide PARCC assessments. In fact, the District is ahead of the game and will be piloting the PARCC program. There is a student computer ratio of two to one (2/1) and the Virtual Servers are in place for the assessment. There was no action taken on the Item.

B. DISCUSSION ON PROJECT BLANK SLATE WITH A REPORT FROM PRINCIPALS AND TEACHERS ON THE STUDENT TOOL BOX

Dr. Amber Lee and the Principals presented ideas for the Student Toolbox and Project Blank Slate, explaining that teachers at each campus worked together to come up with ideas to further the Project.

South Verde Technology Magnet Principal Steve King spoke about South Verde's ideas for Project Blank Slate. The South Verde (First Things First) early childhood education program that has been implemented has been a huge success. They would like to continue focus on the essential early years, education children zero (0) to five (5) years as well as their parents. They would also like to look into creating a solid summer program to keep students academically attentive through the summer months. They will focus on decreasing their dropout rate. Mr. King stated that the increase in Technology in the District has been instrumental for student success; the increased bandwidth allows for more efficient use of time in the classroom.

High School Principal Bob Weir explained that the High School would like to be known as the Number One (#1) school in the Verde Valley, providing electives like foreign languages, visual arts, performing arts and dance. They would like to prepare each student for life after school. Ultimately they would like to be an "A" school, while providing diverse educational experiences. The addition of drama and choir has been beneficial this year. High School teachers participated in analyzing the Student Tool Box as written by Board Member Schneider and agreed that many of the tools included were common teaching practices that are already being used in the classrooms. They read through the toolbox and ranked the indicators they felt most important. The High School has taken credit recovery classes out of the regular school day. It is now done after school. They may be looking at charging students for the teachers' extra time for tutoring after school.

Middle School Principal Danny Howe explained that their goal for Blank Slate is to become an “A” school. Ideally they would like students who promote to high school to be well rounded contributing members of society. There are obstacles to overcome. The District is faced with a transient community of learners. Motivational speakers, including former students with success stories could be inspiring to students. It may also be possible to use high school teachers and students as mentors for middle school students. Continuing to support and maintain necessary technology in the school is crucial. The Middle School is presently working on building a culture of consistency and nurturing students. Regarding Project Blank Slate the school is: striving to become a “World Famous” school; they will continue to do daily Math drills; focus on Language Arts; continue with tutoring; provide Music and Spanish; and focus on data driven instruction.

Elementary Principal Debi Pottorff explained that she had her teachers look over the Student Tool Box over the summer. Some of the teachers supplemented the Tool Box to add Lifelong Math and American Citizenship. They also added an extra tool to the box: Integration of farming and technology (in reference to agriculture). Ideally the Elementary school should have smaller class sizes, an assistant principal/instructional coach, a Common Core Technology Teacher, a modified Kindergarten year, and a responsibility room. A responsibility room would help keep students who have behaviors that need to be modified from having to leave school. They also recommended a gifted teacher and after school tutors for Tier II and Tier III students (regarding Response to Intervention) in order to fulfill their vision for Blank Slate. No action was taken on the Item. The Board requested that Board/Administrative Assistant Mrs. Hudson contact the Board with potential dates and times for a work session regarding the Project.

C. DISCUSSION AND POSSIBLE ACTION TO SET A SPECIAL WORK SESSION FOR THE BOARD SELF EVALUATION

Mrs. Freeman explained that the Board will need to set Board goals after their self evaluation.

Motion: After discussion, Mr. Hackett moved to schedule a Special Work Session at 5:00 pm on October 8 to include discussion on the Board Evaluation. Mrs. Schneider seconded the motion. The motion carried 5-0.

D. DISCUSSION AND POSSIBLE ACTION TO APPROVE DISTRICT SPLIT OF ALTERNATE CONTRIBUTION RATE FOR RETURNING RETIREES FOR FISCAL YEAR 2013-2014

Dr. Lee explained that in 2012 this budget saving option was presented to the Board and they agreed to have the returning retirees pay their own Arizona State Retirement; however things have changed since then. She stated that recognizing the retirees for the experience and knowledge they bring to the classroom is worth the cost the District would incur.

Director of Business Services Steve Hicks explained that presently the returning retirees are paying their full contribution rate. The law is not specific as to how the contribution should be paid. The important part is that it is paid through the Districts accounting/payroll system. According to the auditors the payment system varies from district to district.

Mr. Simbric, and Mrs. Gilbert agreed with Dr. Lee that recognizing the retirees for their work was important and worth the cost.

Motion: After discussion, Mrs. Gilbert moved, seconded by Mr. Hackett to approve the District paying half of the Alternative Contribution Rate for returning retirees for 2013-2014. The motion carried 5-0.

E. DISCUSSION AND POSSIBLE ACTION ON POLICY GCO AND GCO-RA EVALUATION OF PROFESSIONAL STAFF MEMBERS AS FIRST READ

Dr. Lee explained there are significant changes in the recommended Policy. It will continue to evolve and so will the Evaluation Tool. There was some discussion on the Policy and its Regulation as Mrs. Freeman identified the considerable changes.

Dr. Lee advised the Board that the definition of an “inadequate classroom teacher” would be inserted into the Policy as recommended by the Arizona School Boards Association.

Motion: Mr. Simbric moved, seconded by Mrs. Gilbert to approve Policy GCO and GCO-RA as presented. The motion passed 5-0.

F. DISCUSSION ON JOINT MEETING WITH YAVAPAI APACHE COUNCIL SCHEDULED FOR OCTOBER 22, 2013 AND POTENTIAL TIME CHANGE

Mrs. Freeman explained that she brought the Item forward because of work schedules.

Motion: After brief discussion, Mrs. Gilbert moved, seconded by Mrs. Schneider to have the Joint Board Meeting with the Yavapai Apache Council on October 22nd at 6:30 pm pending Council approval. The motion carried 5-0.

G. DISCUSSION AND POSSIBLE ACTION ON SITE AND DISTRICT GOALS FOR THE 2013-2014 SCHOOL YEAR

Dr. Lee and the principals addressed the Board regarding their site goals for 2013-2014.

Principal Steve King reported the goal for South Verde is to achieve a 20% increase for students *meeting or exceeding* on their AIMS tests. In order to achieve the goal they will strive to increase attendance rate to 91%, decrease discipline referrals and decrease the dropout rate by 10%. Keeping the students in school will be paramount in achieving the goal.

Principal Weir reported that the High School set two (2) goals: Goal one (1), to increase student success (*meeting or exceeding*) in AIMS Math by 2%. The common core has been implemented into the math curriculum. Class sizes are large (34 students plus), because of budget cuts, however, a 2% increase is attainable. Goal two (2) is to increase student passing rates on the Yavapai College Writing test by 3%. Focus on grammar will be significant. The English department has been restructured in order to help students accomplish the objective. Mrs. Freeman stated that a goal should be something that makes you reach. After discussion, Mr. Weir confirmed that he would increase the AIMS Math goal to 4% of students *meeting or exceeding* AIMS.

Principal Howe spoke on the Middle School goals, stating that it was important for them to be realistic and attainable. This is the last year for AIMS tests, getting students ready for achievement on PARCC assessments is the subsequent goal. The Middle School set two (2) goals: Goal one (1), to increase AIMS writing scores by 4% and goal two (2), to increase the AIMS Math scores by 4%. They will be using data on student cohorts in order to measure student achievement. He stated that the increase would not necessarily be students who are *meeting or exceeding*, but also students who had previously *fallen far below* and accomplish an *approaching* score.

Principal Pottorff stated that the Elementary had focused on setting SMART (specific, measurable, attainable, realistic and timely) goals. She discussed the goal setting with campus Professional Learning Committees. The goal they set was to increase students *meeting or achieving* in AIMS Math by 2%. There are approximately 400 students who test in math in 3rd, 4th and 5th grade.

After discussion, the Board opted not to take action on the Item and permit each campus to implement their stated goals.

9. ADMINISTRATIVE / BOARD REPORT

a) Board calendar

b) ASBA Law Conference and Delegates Assembly Update- Dr. Lee stated that the Emergency Response Plan presentation stood out to her. They will discuss this topic during the Verde Valley Superintendent's meeting on Thursday, September 12, 2013. She is anxious to get to work on it.

Mr. Howe attended the Teacher Evaluation Workshop where he received information that assured him that the District is on target with the new process.

Mrs. Hudson reported that she attended several applicable legal workshops, including BYOD (bring your own device) regarding technology in the classroom; Obama Care and its implications on school districts, and a workshop on the Open Meeting Law.

Mrs. Freeman stated that she attended several workshops including one on Charter schools, one on Gifts of Public Funds, Online learning, and School Emergencies. She said that the Board may need to agendize a Work Session to discuss the School Emergency Response Plan. She encouraged the other Board members to attend Law Conferences and Delegate's Assemblies'; the legislative process is very interesting.

10. INFORMATION ONLY

a) Letter from Phillip England

b) Upcoming meeting draft agendas: October 8, Regular Meeting and October 22nd Joint Meeting with Tribal Council

c) Camp Verde High School ACT report regarding college readiness

11. BOARD REQUEST FOR FUTURE AGENDA ITEMS / BOARD CALENDAR

Mrs. Schneider asked to discuss using an electronic format for Board packets and meetings.

12. ADJOURNMENT

Motion: Mrs. Gilbert moved, seconded by Mr. Hackett to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 10:22 pm.

13 SIGNING OF DOCUMENTS

Respectfully Submitted,

Mary Hudson
Board/Administrative Assistant

Helen Freeman
Board President

Trent Hackett
Member

Judy Gilbert
Member

Christine Scheideer
Member

Bob Simbric
Member