

# Draft Minutes

---

## CAMP VERDE UNIFIED SCHOOL DISTRICT GOVERNING BOARD MINUTES

Tuesday, October 14, 2014

5:30 pm WORK SESSION

7:00 pm REGULAR SESSION

CAMP VERDE UNIFIED SCHOOL DISTRICT MULTI-USE COMPLEX LIBRARY  
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

1. WELCOME AND CALL

Board President Freeman called the Work Session to order at 5:35 pm.

2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Board Member Schneider led the Pledge of Allegiance. There was 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

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

5. DISCUSSION AND POSSIBLE ACTION ON BOARD ANNUAL SELF EVALUATION

The Board carried out their annual self evaluation according to Policy BAA- Evaluation of School Board/Board Self-Evaluation.

The Board agreed that the top four major problems the Board faces are: lack of parental involvement, state mandates, the budget and the Four-Day School week transition.

The Board listed: communication; and professionalism in interpersonal relationships; teamwork, trust and consensus among staff as weaknesses that they have observed in the operation of the school system.

The Board listed significant accomplishments made by the school system during the past year including: initial success in the four-day school week; allowing and supporting staff to be part of decision making; implementing Capturing Kids' Hearts; and good interaction and communication among the Board members and the administration; positive policy revisions; the initiation of Blank Slate and the completion of the solar project.

There was no action taken on the Item.

5. DISCUSSION ON THE SUPERINTENDENT'S EVALUATION TOOL. THE BOARD MAY VOTE TO CONVENE IN EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03(A)(1) FOR THE DISCUSSION OF PERSONNEL MATTERS

# Draft Minutes

---

Mrs. Freeman explained that the Board needed to be clear on the Evaluation Tool and their interpretations on the dimensions in the tool prior to the Superintendent's Evaluation in December. There was discussion on the Item.

Mr. Simbric felt that the tool needed to be revamped to be more indicative of student success and the Superintendent's responsibility therein.

There was no action taken on the item.

Mrs. Freeman called for a recess at a recess at 6: 53 pm.

## 7:00 PM Regular Session

1. WELCOME AND CALL TO ORDER

Board President Freeman called the meeting to order at 7:03 pm.

2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

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

3. ROLL CALL

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

4. AGENDA REVIEW AND ACCEPTANCE

Mrs. Schneider asked to pull Items 7. E iii. and 7. E. vii. from the Consent Agenda for discussion.

Motion: Mrs. Gilbert moved, seconded by Mr. Hackett to accept the agenda with the exception of Consent Items 7. E iii. and 7. E. vii. The motion carried 5-0.

5. PUBLIC PARTICIPATION

There was no public participation.

6. STAFF/STUDENT/COMMUNITY RECOGNITION AND CELEBRATION OF GOOD THINGS

South Verde Technology Magnet Principal Steve King introduced Mrs. Mary Lue Allen, the Graphic Arts teacher at South Verde. Mrs. Allen recognized two student artist; Erin (Kitty) Halstead and Chris Peoppel for their accomplishments in Graphic Arts. Kitty Halstead won First Place in the Art Contest at the Arizona Department of Education Leading Change Conference. Chris Peoppel won the first place award in the student division at the Fort Verde Days Art Show and runner up in the town's Camp Verde of the Future Design Contest. The students will be entering pieces in the upcoming Arizona School Boards Association Art Show next week. Mrs. Allen stated that both students were very talented.

High School Principal Bob Weir recognized Student Council Members Danya Weir and Kaylee Oesterreich for their great success during the United Blood Services Blood Drive in September. The Student Council successfully promoted the blood drive and increased student participation. Upcoming blood drives are scheduled for December and April.

7. CONSENT ITEMS

Motion: Mr. Hackett moved to accept the consent items with the exceptions of 7. E. iii. and 7. E. vii. Mrs. Gilbert seconded the motion. The motion carried 5-0.

A. PERSONNEL MATTERS

- i. Resignations/Retirements:
- ii. Transfers:

# Draft Minutes

---

- iii. Employment Offers:
  - a. Certified:
  - b. Classified: Jennifer Jenkins, Custodian and Food Service Worker;
  - c. Transportation: Allison Bullard, Substitute Bus Driver;
  - d. Substitutes: Beth Lehman, K-12;
  - e. Coaches: High School Boys Basketball: Dan Wall; High School Girls Basketball: Mark Showers, Steve Hicks and Amy Wall; High School Wrestling: Tracy Tudor, Mario Chagolla, Jim Bowser and Larry Allred; High School Cheer: Missy Harshman and Marie Worland; Middle School Boys Basketball: Donnie Shanks and Eric Hansen; Middle School Girls Basketball: Steve Stone and Lena DiBartolomeo; Elementary Basketball: John Bohan; Middle School Wrestling: Jeremy Uhler and Sarah Chagolla; Middle School Cheer: Kim Mulcaire
  - f. Volunteers: High School Boys Basketball: Austin Hudson, Grant Hendrikse, Kyle French and Nick Dubbs; High School Girls Basketball: Don Buss; High School Wrestling, Jeremy Uhler and Bob Weir; Middle School Wrestling: Eric Lawton
- iv. Other:
  - a. Extra Duty: Lois Warren, 5<sup>th</sup>-Day Credit Recovery Instructor; Darren Gagnon, SciTech Coordinator; Stephen Kling, South Verde AIMS Tutor; Linda Finney, after school tutoring; Christine Teague, after school tutoring; Robin Cannon, after school tutoring; Lori Boyce, South Verde Aide - one hour added to day due to enrollment increase
  - b. Leave Of Absence:

## B. FINANCIAL/BUSINESS

- i. Approval of vouchers
  - Payroll –
    - No. 6 in the amount of \$ 12, 596.81
    - No. 7 in the amount of \$ 568.11
    - No. 8 in the amount of \$ 314, 327.49
  - Expense-
    - No. 1509 in the amount of \$ 363.00
    - No. 1514 in the amount of \$ 88, 920. 29
    - No. 1516 in the amount of \$ 186, 689.14
    - No. 1518 in the amount of \$ 88, 835.77
    - No. 1519 in the amount of \$ 90, 396.47
- ii. Student Auxiliary Reports
- iii. Budget Reports

## C. POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES

- i. Minutes taken during the September 9, 2014 Joint Board and Regular Meeting

## D. ENROLLMENT REPORT

- i. Enrollment Report

## E. OTHER ITEMS

- i. Potential approval of South Verde Spook House Student Council activity and fund raiser.
- ii. Potential approval of Jump for the Heart fundraiser to be held during Elementary Physical Education Class

# Draft Minutes

---

- iii. Potential approval of Title I Desktop Technician Job Description as revised
- iv. Potential approval of SAIS/Title I Coordinator Job Description as revised
- v. Potential approval of Camp Verde Elementary Student Activity Fee for Musical Arts and Choir Clubs
- vi. Potential approval of books donated to Camp Verde Unified School District Library from Bashas'
- vii. Potential approval of grant pursuit from APS Mini-Grant by Camp Verde High School Agriculture Science.

## 7.5 DISCUSSION ON ITEMS REMOVED FROM THE CONSENT AGENDA

Mrs. Schneider asked about the job description for the Title I Desktop Technician (Item 7. E. iii.). Director of Technology Aaron Moya clarified that the Desktop Technician would be expected to help staff utilize tools that are currently in place, but is not meant to take the place of a Technology Teacher/Coordinator.

Mrs. Schneider asked about the pursuit of the APS Mini-Grant (Item 7. E. vii.). Dr. Lee clarified that the grant was submitted within the guidelines of the Policy.

Motion: Mr. Hackett moved to approve Items 7. E. iii. and 7. E. vii. Mrs. Gilbert seconded the motion. The motion carried 5-0.

## 8. DISCUSSION AND POSSIBLE ACTION ITEMS

### A. PRESENTATION/AWARDING OF CAMP VERDE UNIFIED SCHOOL DISTRICT'S ACCREDITATION PLAQUE AND BANNER BY DR. CONNIE HARRIS OF ADVANC**ED**/NORTH CENTRAL ACCREDITATION

Superintendent Dr. Lee welcomed and introduced Dr. Connie Harris of AdvancED North Central Accreditation. Dr. Harris addressed Dr. Lee and the Governing Board presenting a certificate and banner congratulating the District on receiving its accreditation. She stated that this is not a stopping point. An AdvancED Accreditation Team will be back in May to see how the system has progressed on its improvement priorities. AdvancED NCA represents all 50 States and 70 Countries, they are the largest educational institution in the world. She commended, thanked and congratulated the Board and administration on their efforts to improve the educational system and earn System Accreditation.

No action was taken on the item.

### B. POTENTIAL APPROVAL OF YAVAPAI TITLE VOUCHER # 1517 IN THE AMOUNT OF \$ 5, 707.10

Motion: Mr. Hackett moved, seconded by Mrs. Gilbert to approve voucher number 1517 in the amount of \$ 5, 707.10. The motion carried 4-0 with an abstention from Mr. Simbric.

### C. DISCUSSION AND POSSIBLE ACTION ON THE ANNUAL FINANCIAL REPORT FOR CAMP VERDE UNIFIED SCHOOL DISTRICT FOR 2013-2014

Director of Business Services, Steve Hicks presented the District's Annual Financial Report to the Governing Board. He explained that the report is a financial record for the past year that indicates how the monies were spent. He answered questions from the Board and explained the contents of the Report including: budget accounts, expenditures, 301 monies, and capital outlay, grants and cash accounts.

Motion: Mrs. Gilbert moved, seconded by Mr. Hackett to accept the Annual Financial Report for Camp Verde Unified School District for 2013-2014. The motion carried 5-0.

## Draft Minutes

---

- D. DISCUSSION AND POSSIBLE ACTION ON THE ANNUAL FINANCIAL REPORT FOR SOUTH VERDE TECHNOLOGY MAGNET SCHOOL FOR 2013-2014  
Mr. Steve Hicks presented the Charter School's Annual Financial report.  
Motion: After brief discussion, Mr. Hackett, moved, seconded by Mrs. Gilbert to accept the Annual Financial Report for South Verde Technology Magnet School for 2013-2014. The motion carried 5-0.
- E. DISCUSSION/UPDATE ON DISTRICT TECHNOLOGY COMMITTEE AND THREE YEAR TECHNOLOGY PLAN  
Dr. Lee introduced Director of Technology Aaron Moya who presented the Three Year Technology Plan to the Board. The District's technology infrastructure is strong. Mr. Moya answered questions from the Board. He spoke on the Technology Committee's recommendation and the need to integrate technology into classroom instruction. The first step is to assess the students who were last assessed in 2010. There was no action taken on the item.
- F. DISCUSSION AND POSSIBLE ACTION ON THE ARIZONA SCHOOL BOARDS ASSOCIATION (ASBA) PROPOSED BYLAW CHANGES AND THE 2015 ASBA OFFICER NOMINATIONS  
There was brief discussion on the Item. There was no action taken on the Item.
- G. DISCUSSION AND POSSIBLE ACTION ON POLICY ADVISORY VOLUME 26, NUMBER 3 TO INCLUDE THE FOLLOWING POLICIES AS SECOND READ:  
BCB- Board Member Conflict of Interest, BEC- Executive Sessions/Open Meetings; ECB- Building and Grounds Maintenance, GDF- Support Staff Hiring, GDFA- Support Staff Qualifications and Requirements, GDQA- Support Staff Reduction in Force; IKE, IKE-RB- Promotion and Retention of Students. IKF- Graduation Requirements, JFAB- Tuition/Admission of Non-resident Students, JLCB-E- Immunization of Students; JQ- Student Fees, Fines, and Charges, KDB-R- Public's Right to Know/Freedom of Information, KF, KF-EA- Community Use of School Facilities  
Motion: Mr. Simbric moved to accept BCB, BEC, ECB, GDF, GDFA, GDQA, IKE, IKE-RB, JLCB-E, JQ, KDB-R, KF and KF-EA as Second Read. Mr. Hackett seconded the motion. The motion carried 5-0.
- H. DISCUSSION AND POSSIBLE ACTION ON POLICY ADVISORY VOLUME 26, NUMBER 3 TO INCLUDE THE FOLLOWING POLICIES AS FIRST READ AS AMENDED: BDB-Board Officers; BEDBA- Agenda Preparation and Dissemination  
Dr. Lee clarified that the recommended change in the policies were not driven by State law and the decision to implement the new language was up to the Board.  
Motion: Mr. Simbric moved, seconded by Mrs. Gilbert to table recommended policies BDB and BEDBA. The motion carried 5-0.
- I. DISCUSSION/UPDATE ON THE FOUR-DAY SCHOOL WEEK  
Dr. Lee and Principals Marcum, Howe and Weir reported preliminary statistics regarding the four-day school week. So far from August through October the need for substitute teachers has decreased from last year by 11.8 days. Also, student absenteeism has decreased by 1.81 %.  
Each principal reported on the successes and hurdles they have experienced in implementing the new schedule. So far, it is reported the positives outweigh the negatives. There are a few proposals for Fifth-Day Programs from educators within the District.

## Draft Minutes

---

There was no action taken on the Item.

J. DISCUSSION AND POSSIBLE ACTION TO MOVE THE NOVEMBER 11, 2014 (VETERAN'S DAY) BOARD MEETING TO ANOTHER DATE AS RECOMMENDED BY DISTRICT LEGAL COUNSEL

Motion: After brief discussion, Mr. Hackett moved, seconded by Mrs. Gilbert to move the November meeting to Tuesday, November 4, 2014. The motion carried 5-0.

9. ADMINISTRATIVE REPORT

10. INFORMATION ONLY

A) Notes from Unofficial Meeting held on September 23, 2014 without a quorum of the Governing Board present.

11. BOARD REQUEST FOR FUTURE AGENDA ITEMS/BOARD CALENDAR

The Board agreed to have a Work Session regarding the Superintendent Evaluation Tool and to set Board Goals on November 4<sup>th</sup> at 5:00 pm. Mr. Hackett suggested that the Board agendaize the Board Goal discussion at the end of the work session and then again at the end of the regular board meeting.

12. ADJOURNMENT

Motion: Mr. Hackett moved, seconded by Mrs. Gilbert to adjourn. The motion carried 5-0. The meeting adjourned at 9:04 pm.

13. SIGNING OF DOCUMENTS