

CAMP VERDE UNIFIED SCHOOL DISTRICT
GOVERNING BOARD MINUTES
REGULAR SESSION 7:00 PM
Tuesday, February 10, 2015

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.

Regular Session
7:00 pm

1. WELCOME AND CALL TO ORDER
Mrs. Freeman called the meeting to order at 7:08 pm
2. PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE
Mrs. McDowell led the Pledge of Allegiance. There was a moment of silence.
3. ROLL CALL
Board Members present were: Helen Freeman, Tim Roth, Christine Schneider, Bob Simbric and Kitty McDowell
4. AGENDA REVIEW AND ACCEPTANCE
Motion: Mr. Simbric moved, seconded by Mrs. McDowell to accept the agenda as presented.
5. PUBLIC PARTICIPATION
Elementary Teacher Sandie Reddell addressed the Board regarding the upcoming Read-Across-America Week, (March 2-5, 2015). She read a poem akin to a Dr. Seuss book and handed out invitations to the Board to come and read to the students.
6. STAFF/STUDENT/COMMUNITY RECOGNITION
Middle School Principal Danny Howe recognized Middle School Teacher Donnie Shanks for his outstanding service to students, above and beyond classroom instruction. Mr. Howe explained that several students at the Middle School had lost a parent over the last few years. Mr. Shanks sought out donations, made inquiries about the student's interests and bought personalized gifts for each student for Christmas. Mr. Shanks is a Teen Leadership Instructor in Capturing Kids' Hearts. Mr. Howe and Superintendent Dr. Amber Marchant-Lee presented a certificate of appreciation to Mr. Shanks. Mr. Shanks thanked the Board and Administration for supporting students by implementing Capturing Kids' Hearts and the four-day school week.
Director of Support Services Stacey Barker recognized Denise Consalvo and Rainee Armstrong (not present). He explained that the two ladies have very high standards for themselves and lead his facilities/maintenance and transportation team. He will present certificates of appreciation to them for their outstanding service to the District.
7. CONSENT ITEMS
Motion: Mrs. McDowell moved, seconded by Mr. Simbric to approve the consent agenda as presented. The motion carried 4-1 with a nay from Mrs. Schneider.

A. PERSONNEL MATTERS

- i. Resignations/Retirements: Jennifer Jenkins, custodian and food service worker, resignation; Susan Thomas, food service worker; resignation; Ron Loveless, bus-driver, resignation;
- ii. Transfers: Adrienne Wright, from Middle School Math Teacher to Long-Term Sub; Lindsey Barber from bus-driver to custodian;
- iii. Employment Offers:
 - a. Certified:
 - b. Classified: Gwendolyn Partridge, Custodian and Food Service Worker
 - c. Transportation:
 - d. Substitutes:
 - e. Coaches: Will Davis and Bryan Pelfrey, High School Baseball; Henry Smith and Toni Harris, High School Softball; Mike Prow, High School Track; Chris Fuller and Zeke Hebbert, *High School Golf*; Pat Allen and Mike Reamer, Middle School Girls Soccer; Mike Showers and Maddie Reay, Middle School Boys Soccer; John Bohan and Steve Wilson, Middle School Track; Steve Stone and Susan Holm, Softball
 - f. Volunteers: Steve Hicks, Grant Hendrikse and Kyle Lobaugh, High School Baseball; Aaron Church and Clint Teague, High School Softball; Mike O'Callaghan, Mike Edgerton, and Matt Malloy, High School Track;
- iv. Other:
 - a. Extra Duty Contracts: Rick Watkins, additional hours assisting with bus repairs; Tammy Carter, Special Education Homebound services; Peggy Dickey, Robotics Club; Lori Boyce , Paraprofessional hours increased; Colleen Wade, Title I Aide hours increased; Jennifer Stone, Kitchen Worker hours increased; Shelley Swick; Fifth-day instruction- Microsoft Office Suite; Janna White, Fifth-day instruction – Beginning Robotics; Peggy Dickey, Fifth-day instruction – Intermediate Robotics; Steve Darby, Yavapai County Program of Study; Kaylea Taylor, Yavapai County Program of Study; Tim Harper, Yavapai County Program of Study; Tina Scott, Yavapai County Program of Study; Thom Middlebrook, Yavapai County Program of Study; Kathy King, Yavapai County Program of Study; Jeff Passantino, Yavapai County Program of Study; Carolyn Teague, increased to Paraprofessional wage;
 - b. Leave Of Absence:
 - c. Incentive Pay:
- v. Withdrawal of resignation: Teri Owen, Middle School Secretary; Diane Hough, Middle School Secretary

B. FINANCIAL/BUSINESS

- i. Approval of vouchers
 - Payroll – No. 20 in the amount of \$ 299, 418.59
 - No. 21 in the amount of \$ 16, 496.52
 - No. 22 in the amount of \$ 331, 394.80
 - Expense- No. 1535 in the amount of \$ 715.08
 - No. 1539 in the amount of \$ 99, 223.34
 - No. 1541 in the amount of \$ 24, 789.17
 - No. 1543 in the amount of \$ 26, 314.50
- ii. Budget Report
- iii. Student Auxiliary Reports-

C. POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES

- i. Minutes taken during: January 13, 2015 Regular Board Meeting
- ii. Minutes taken during: December 9, 2014 Board Executive Session
- iii. Minutes taken during: December 15, 2014 Board Executive Session
- iv. Minutes taken during: January 13, 2015 Board Executive Session

D. ENROLLMENT REPORT

- i. Enrollment Report

E. OTHER ITEMS

- i. Potential approval of books donated by Laura Norman as listed

7.5 DISCUSSION ON ITEM REMOVED FROM THE CONSENT AGENDA
There was no discussion.

8. DISCUSSION AND POSSIBLE ACTION ITEMS

A. PRESENTATION/PROPOSAL DISCUSSION AND POSSIBLE ACTION ON DISTRICT STRATEGIC PLAN WITH DR. CLEMENT FROM NORTHERN ARIZONA UNIVERSITY EDUCATIONAL LEADERSHIP

Superintendent Dr. Amber Marchant-Lee introduced Dr. Nic Clement from NAU Educational Leadership to present a proposal for assisting in the writing the District's Strategic Plan. Dr. Clement has over 37 years of experience and service in education. He explained the method he would use to assist in writing the plan if the Board chose to use his services. NAU would pay his professional fees. The only cost to the District would be meal and travel reimbursement. The District has an improvement priority from the AdvancED Systems Accreditation to develop and implement a Formalized Continuous School Improvement Plan (Strategic Plan). Dr. Clement recently assisted Sierra Vista Unified School District with their Strategic Plan. He handed out copies of the plan to the Board.

Motion: Mrs. Schneider moved to accept Dr. Clements offer to help the District through the strategic planning process. Mr. Simbric seconded the motion. The motion carried 5-0.

B. DISTRICT STUDENT BENCHMARK TESTING AND ACHIEVEMENT REPORTS

Each Site Principal went over their student achievement reports, beginning with South Verde Principal Steve King. The charter schools enrollment is up to 106 students. Approximately 30 juniors and seniors will need to pass at least one section of the AIMS test. Interventions are in place for students who are at risk. Math continues to be the highest area of student need and consequently staffs focus. Writing and Reading preparation courses have also been implemented as well as small group tutoring, after school tutoring and pull out tutoring.

High School Principal Bob Weir conveyed his students' Semester 1 Pre and Post Test scores. The teachers wrote the Pre and Post tests using State and Common Core Standards. They are evaluating the test questions to see if any of the questions need to be rewritten. The tests indicated student gains in Semester 1 and the results are being used to help drive instruction. The students will have an online practice test prior to taking the AzMERIT tests in April.

Middle School Principal Danny Howe reported on the data collected at the Middle School. He was pleased to relate the student growth as indicated by the Pretest and Benchmark tests. He mentioned that the collaborative work with the High School has been helpful. He believed that the incorporation of Capturing Kid's Hearts has been very beneficial, especially in the area of student discipline.

Mr. Simbric exited the meeting at 7:48 pm and reentered at 7:50 pm.

Elementary School Principal Sara Marcum reported on the data collected at the Elementary School. The students K-1 are tested with AIMSweb and the students grades 2-5 are tested with AIMSweb and additionally, Star Reading and Math. She detailed each sub-skill tested, benchmarking and tracking student progress. The teachers are working very hard to analyze the data and are making great progress with the students. The data is being used to drive instruction and monitor individual student progress.

Dr. Lee commended the Principals for implementing the Professional Development on data collection for the teachers. The data shows great improvement in the classroom District-wide. Board Member Roth thanked the Principals for the most comprehensive student data reports he had seen in his time as a Board Member.

C. PROJECTED BUDGET REPORT FOR 2015-2016 FISCAL YEAR

Director of Business Services Steve Hicks presented and answered questions from the Board regarding budget projections for 2015-2016. There are several factors that could impact the CVUSD projection between now and July when the budget will be adopted. The projected budget is expected to increase slightly. However, District Additional Assistance is expected to decrease. The present budget is \$ 7, 658, 825.00 and the projection for next school year is approximately \$ 7, 810, 753 .00. Capitol is expected to decrease by approximately \$185,000.00.

The South Verde Technology Magnet budget is gaining due to increased student enrollment. The current budget is \$ 542, 055.00 and is expected to increase by approximately \$ 150, 460.00. However the larger student enrollment requires additional staffing needs.

There are variables that will need to be considered in the coming year including potential pay increases, bus replacement needs and technology needs.

D. PRELIMINARY REPORT ON FOUR-DAY WEEK SURVEY

Dr. Lee gave a summary of the four-day week survey that went out to parents, staff and students over the last month. She explained that the administrative team had not had time to collectively evaluate the surveys and the comments. However, the results appear to show that the majority of people in favor of the schedule. She noted that the schedule has allowed for a substantial professional development effort that has been very beneficial. Seventy-one percent of parents surveyed found the four-day week to be beneficial; Ninety-one percent of students liked the four-day school week; and eighty-eight percent of the staff found the schedule beneficial.

Mrs. Freeman and Mrs. McDowell expressed concern with the format of the survey. They felt it important to read through the comments and evaluate what people's concerns were. Mr. Simbric noted that most people were in favor of the schedule and that the Board committed to a two year period. However, he agreed that the next survey should be broached differently.

E. DISCUSSION AND POSSIBLE ACTION ON PURSUING A SUPERINTENDENT SEARCH

The Board discussed options for a superintendent search including: hiring a consultant; doing it themselves; or hiring an interim. There was discussion on the need to revamp the Superintendent's Evaluation Tool making it consistent with what the Board will expect of a Superintendent. There was discussion on using Dr. Clement who will be assisting with the Strategic Plan. He also works as a consultant for Arizona School Board Association and may be able to help with a superintendent search. The Board asked Dr. Lee to confirm with Dr. Clement to use his services for the Strategic Plan, preferably in an evening Work Session, followed by a morning Work Session. They asked Dr. Lee to ask Dr. Clement if he would be available as a consultant for a Superintendent Search. If Dr. Clement is not available as a consultant Dr. Lee will contact other consultants and invite them to present proposals during the March Board Meeting.

Mr. Simbric exited at 9:50 pm and returned at 9: 54 pm.

Mr. Roth exited the meeting at 10: 03 pm and reentered at 10:05 pm.

F. DISCUSSION AND POSSIBLE ACTION ON HOSTING THE ARIZONA SCHOOL BOARDS ASSOCIATION YAVAPAI COUNTY WORKSHOP IN OCTOBER AT CAMP VERDE UNIFIED SCHOOL DISTRICT

Mrs. Freeman explained that hosting the Arizona School Boards Association County Workshop would entail hosting dinner and a program for the group. It is a great chance to show off our campus and our students.

Motion: Mr. Simbric moved, seconded by Mrs. Schneider to hold the ASBA County Workshop for a date that is suitable to the District and the County. The motion carried 5-0.

9. ADMINISTRATIVE/BOARD REPORT

Dr. Lee, Mrs. Freeman, Mrs. McDowell and Mrs. Schneider reported on at the Board Operational Leadership Seminar they attended in January. Dr. Lee enjoyed the open meeting law presentation as well as a session on Board/Administrative Secretaries and their vocational challenges. Mrs. Schneider benefited from a superintendent evaluation workshop and one on budget accountability. Mrs. McDowell and Mrs. Freeman enjoyed an interactive session on Board ethics.

10. INFORMATION ONLY

- a. Board Operational Calendar
- b. 2014-2015 Calendar
- c. 2015-2016 Calendar
- d. Sample Board Operational Protocol
- e. Rules of Order

11. BOARD REQUEST FOR FUTURE AGENDA ITEMS

Mr. Roth asked to have discussion on offering contracts in March.

12. ADJOURNMENT

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell 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

Tim Roth
Member

Bob Simbric
Member

Christine Schneider
Member

Kitty McDowell
Member