

CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD MINUTES TAKEN

DURING REGULAR MEETING ON

MAY 12, 2015, AT 7:00 PM

AT THE 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.

1. **WELCOME AND CALL TO ORDER**

Board President Freeman called the meeting to order at 7:02 pm.

2. **PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**

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

3. **ROLL CALL**

Board Members present were: Helen Freeman, Bob Simbric, Tim Roth, Kitty McDowell and Christine Schneider.

4. **AGENDA REVIEW AND ACCEPTANCE**

Mrs. Freeman clarified that under Consent Item 7.b.i. payroll voucher # 28 should read \$329, 818.74.

Mrs. Freeman clarified that under Consent Item 7. B. E. iii. the High School Football team will be traveling to Irvine, California.

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to approve the agenda as currently outlined. The motion carried 5-0.

5. **PUBLIC PARTICIPATION**

None.

6. **STAFF/STUDENT/COMMUNITY RECOGNITION**

High School Principal Mr. Weir recognized Future Farmers of America Advisor Kristi Mulcaire and students Dustin Queen, Laramie Mahan, Danya Weir, Kaylee Oesterreich, (not present) and Brianna Ferguson (not present) for being conferred with the State FFA Degree from the Arizona Association FFA. Mrs. Mulcaire congratulated the students for their leadership, hard work and dedication. The students received certificates of appreciation.

Middle School Principal Danny Howe, Teacher Donny Shanks and students Brittney Gunter and Kyriaki Roa gave an update on the impact the Capturing Kids' Hearts (CKH) Program had at the Middle School this year. The students addressed the Board commending the teen leadership component of the CKH Program speaking on kindness, self control, acceptance of one another and becoming good leaders.

7. **CONSENT ITEMS POTENTIAL APPROVAL**

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to approve the consent agenda as currently outlined. The motion carried 5-0.

A. PERSONNEL MATTERS

- i. Acceptance of Resignations/Retirements: Christina Roberts, Elementary Teacher, resignation effective end of school year; Sheila Atwater, Elementary Teacher, resignation effective end of school year; Debbi Rickard, Elementary Teacher, resignation effective end of school year; Dorothy De Sylvester, Elementary Paraprofessional, resignation effective end of school year; Jeff Passantino, High School Fire Science Teacher, resignation effective end of school year; Mark Federer, Maintenance, resignation effective May 12, 2015; Cyndi Federer, Custodial, resignation effective May 12, 2015
- ii. Transfers: Stacey Munger from Elementary Teacher to Middle School Special Education; Sara Boland, from Elementary Counselor to Middle School Counselor
- iii. Employment Offers 2015-2016:
 - a. Certified: Sami Lyn Story Worssam, School Psychologist; Steve Darby, fulltime Fire Science Teacher; Brian Tankesley, Middle School Science; Patricia Pittman, Elementary Resource Teacher; Beth Aiken, Middle School Language Arts; Lisa Powers, High School Special Education Teacher; Sonya Williams-Rowe, South Verde Teacher
 - b. Classified: Mary Montgomery, Bus Driver; Amy Johnson, High School Administrative Assistant; Becky Oium, High School Administrative Assistant
 - c. Transportation:
 - d. Substitutes: Ramona Aldridge, Elementary; Loraine Prinsze, PE, 2015-16; Morgan Dubs, Elementary
 - e. Coaches:
 - f. Volunteers: Jessica Acock, yearbook sponsor
- iv. Other: Extra Duty Contracts Offers: Cindy Eaton, Bus Driving hour increase; Barbara Bousman, summer school paraprofessional; Betty Butler, summer school paraprofessional; Robin Cannon, summer school paraprofessional; Linda Finney, summer school paraprofessional; Brenda Willis, summer school paraprofessional; Coleen Wade, summer school paraprofessional; Debbie Godfrey, summer school teacher; Shelley Surber, summer school teacher; Kim Vargo, summer school teacher; Tammy Wattenbarger, summer school teacher; Sally Epperson, summer school teacher; Stacey Munger, summer school teacher; Daria Weir, summer school teacher; Alvena Meyer, Homebound services; Robin Tankesley, student council advisor; Adrienne Wright, student council advisor; Jenni Jackson, Love and Logic Teacher; Cheryl Gillespie, Cafeteria hour increase; Jennifer Stone, Cafeteria hour increase; Marilyn Kettlety, Cafeteria hour increase; Janice Maxwell, Cafeteria hour increase; Suzi Cable, Cafeteria hour increase; Janet Anderson, Capturing Kids' Hearts Training; Steve Darby, Capturing Kids' Hearts Training; Chris Fuller, Capturing Kids' Hearts Training; Tim Harper, Capturing Kids' Hearts Training; Kathy King, Capturing Kids' Hearts Training; Tim Lawrence, Capturing Kids' Hearts Training; Lara Lawrence, Capturing Kids' Hearts Training; Darrell Lewis, Capturing Kids' Hearts Training; Jane Matthews, Capturing Kids' Hearts Training; Thom Middlebrook, Capturing Kids' Hearts Training; Kristi Mulcaire, Capturing Kids' Hearts Training; Michael Prow, Capturing Kids' Hearts Training; Russ Schafer, Capturing Kids' Hearts Training; Kalea Taylor, Capturing Kids' Hearts Training; Dan Wall, Capturing Kids' Hearts Training; Lois Warren, Capturing Kids' Hearts Training; Beth Aiken, Capturing Kids' Hearts Training; Brian Tankesley, Capturing Kids' Hearts Training; Donald Shanks, Summer School Teacher; Brian Pelfrey, Summer School Teacher; Adrienne Wright,

Summer School Teacher; Steve Stone, Summer School Teacher; Eric Hanson, Summer School Teacher; Tammey Carter, Extended School Year Coordinator;

B. FINANCIAL/BUSINESS

i. Approval of Vouchers:

Payroll-

No. 28 in the amount of \$ 329, 818.74

No. 29 in the amount of \$ 330, 135.87

No. 30 in the amount of \$ 19, 311.39

Expense-

No. 1153 in the amount of \$ 1, 075.53

No. 1556 in the amount of \$ 81, 038.93

No. 1558 in the amount of \$ 115, 286.11

No. 1561 in the amount of \$ 70, 295.97

No. 1562 in the amount of \$ 41, 093.90

ii. Student Auxiliary Reports

iii. Financial Reports

C. POTENTIAL APPROVAL OF THE FOLLOWING GOVERNING BOARD MEETING MINUTES

- i. Minutes taken during April 9, 2015, Strategic Planning Public Forum Session
- ii. Minutes taken during April 10, 2015, Morning Work Session
- iii. Minutes taken during April 10, 2015, Strategic Planning Work Session
- vi. Minutes taken during April 14, 2015, Regular Board Meeting
- v. Minutes taken during April 14, 2015, Executive Session

D. POTENTIAL APPROVAL OF THE ENROLLMENT REPORT

- i. Enrollment Report

E. OTHER ITEMS

- i. Potential approval of out of state travel for High School girls' basketball team to travel to Point Loma, California to participate in a tournament; traveling June 17-21, 2015.
- ii. Potential approval of Jump for the Heart fundraiser to be held during Elementary Physical Education Class.
- iii. Potential approval of out of state travel for High School football team to travel to Concordia University in Irvine, California; traveling July 26-21, 2015.
- iv. Potential approval of books donated by Alvena Meyer to the CVUSD library
- v. Potential approval of NACOG Head Start lease extension agreement 2015-2016
- vi. Potential approval of Camp Verde High School Student Activity Fees 2015-2016.
- vii. Potential approval of tuition increase for Camp Verde Special Needs Preschool peer model students.
- viii. Potential approval of out of state travel for South Verde Native American Club students to travel to Los Angeles, California for history study; traveling May 31-June 4, 2015.

7.5 DISCUSSION AND POSSIBLE BOARD ACTION REGARDING ITEMS REMOVED FROM THE CONSENT AGENDA

8. DISCUSSION AND POSSIBLE ACTION ITEMS

- A. POTENTIAL APPROVAL OF YAVAPAI TITLE VOUCHER NO. 1559 IN THE AMOUNT OF \$ 5, 707.10
Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to accept Yavapai Title Voucher No.1559 in the amount of \$ 5, 707.10. The motion carried 4-0 with an abstention from Mr. Simbric.
- B. POTENTIAL APPROVAL OF JANE (SIMBRIC) MATHEWS AS LOVE AND LOGIC COORDINATOR AND TEACHER SPRING 2014-2015 AND JANE MATHEWS TO RECEIVE CAPTURING KIDS' HEARTS TRAINING JUNE 2-4, 2015
There was brief discussion on the Item.
Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to approve Jane Mathews to be the Love and Logic Coordinator and Teacher, spring 2014-2015 and to receive training in Capturing Kids' Hearts in the month of June 2015. The motion carried 4-0 with an abstention from Mr. Simbric.
- C. REPORT AND PRESENTATION FROM YAVAPAI COUNTY EDUCATION FOUNDATION MEMBER SUSAN JOHNSTAD AND INDIVIDUAL CLASSROOM TEACHER GRANT RECIPIENT KRISTI MULCAIRE
Susan Johnstad from the Yavapai Education Foundation addressed the Board. She is one of fifteen volunteers that serve on the YCEF Board. They are a non-profit board that exists solely to support teachers and education, sponsoring the Individual Classroom Teacher Grant.
High School Agriculture Teacher and grant recipient Kristi Mulcaire reported that she was awarded the grant this year and used it to purchase equipment and supplies for the agricultural student studies in the veterinarian field. She purchased supplies such as stethoscopes, suture materials, hemostats and tweezers. Thirty students participated in a lab study using Mrs. Mulcaire's dogs. The students were very engaged in the project and it counted as Career Development Participation for students.
There was no action taken on the Item.
- D. DISCUSSION AND REVIEW OF ANNUAL AUDIT REPORT
Director of Business Services Mr. Steve Hicks reported on the annual audit report summarizing the findings and explaining the auditing process. He gave an overview of what was in the audit report and explained how the District is audited. This year the auditors came to the District three times. They review internal controls, processes and procedures, the accuracy of the District's general ledger, finances and compliance with federal and state laws. The District qualified as a low-risk auditee; it is internally reliable and transparent.
There was no action taken on the Item.
- E. DISCUSSION AND REPORT ON CYCLE FOUR MONITORING FOR CAMP VERDE UNIFIED SCHOOL DISTRICT REGARDING STATE AND FEDERAL COMPLIANCE
Debbie Witt, ELL and Federal Programs Coordinator spoke on the Districts State and Federal Cycle Four on site review findings from the Arizona Department of Education Highly Effective Schools Division. The District met all but two requirements of the Elementary and Secondary Education Act. Cycle four is one out of a six year comprehensive audit. There were only two findings and both are in the process of being corrected. The auditors were very complimentary of the District's strengths.

There was no action taken on the Item.

- F. DISCUSSION AND POTENTIAL APPROVAL OF FINAL BUDGET REVISION FISCAL YEAR 2014-2015 FOR CAMP VERDE SCHOOL DISTRICT
Mr. Hicks explained the budget revisions for fiscal year 2015. He went through the timelines of the proposed, adopted and amended budget. The budget decreased slightly from what was adopted in July. The State will be taking 5% from capital next year. The total Maintenance and Operations budget is \$ 7,543,522.00. Mr. Roth exited the meeting at 7:56 pm and reentered at 7:58 pm.
Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to approve the Final Budget Revision for Fiscal Year 2014-2015 for Camp Verde Unified School District. The motion carried 5-0.
- G. DISCUSSION AND POTENTIAL APPROVAL OF FINAL BUDGET REVISION FISCAL YEAR 2014-2015 FOR SOUTH VERDE TECHNOLOGY MAGNET SCHOOL
Mr. Hicks explained that the South Verde budget, which is cash controlled, increased because of student Average Daily Membership. The schools ADM is up 26.214 students increasing the budget by 18.4%. The total budget for 2015 for South Verde is \$ 709, 221.00
Motion: Mr. Simbric moved, seconded by Mrs. McDowell to approve the Final Budget Revision for Fiscal Year 2014-2015 for South Verde Technology Magnet School. The motion carried 5-0.
The Board took a recess at 8:08 pm and reconvened at 8: 13 pm
- H. DISCUSSION/UPDATE AND POSSIBLE ACTION ON 5TH DAY PROGRAMS OFFERINGS AND STRUCTURE OF PAY FOR 5TH DAY INSTRUCTION
Superintendent Lee gave a synopsis of the programs that were piloted this year during fifth-day instruction. The participation in the programs was mainly at the elementary level.
Principal Mr. Weir explained that the High School students benefited from the credit recovery courses offered on Fridays as well as students being able to participate in work study (internships) on Fridays.
Dr. Lee explained that she had been working with District Legal Counsel to help with the instructor pay structure. One idea is to create a Community Schools Program. There was also discussion on the option to pursue a 21st Century Grant for next year.
There was no action taken on the Item.
- I. DISCUSSION AND POSSIBLE ACTION ON THE ARIZONA DEPARTMENT OF EDUCATION STATEMENT OF ASSURANCE REGARDING THE 2015-2016 TEACHER EVALUATION SYSTEMS VERIFICATION
There was discussion on the statement of assurance. Mrs. Freeman had concerns that the District had not met all the requirements of the teacher evaluation system regarding teacher incentives. The State is not holding the districts accountable for that piece yet. Nonetheless, it is still part of the law. There is a possibility of offering extended contracts to highly effective teachers as incentive.
Motion: Mrs. Schneider moved, seconded by Mr. Simbric to approve the statement of assurance regarding the teacher evaluation systems verification for 2015-2016 with the understanding that the teacher incentives will be addressed by the June 9th Board meeting. The motion carried 5-0.

- J. THE BOARD MAY VOTE TO CONVENE IN EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03(A)(1) FOR PERSONNEL MATTERS REGARDING THE CONTRACT RENEWAL FOR DIRECTOR OF TECHNOLOGY AARON MOYA FOR THE 2015-2016 SCHOOL YEAR. THE BOARD MAY TAKE ACTION IN OPEN SESSION TO ACCEPT THE RECOMMENDATION TO AWARD A CONTRACT TO DIRECTOR OF TECHNOLOGY AARON MOYA FOR THE 2015-2016 SCHOOL YEAR

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to convene in executive session pursuant to ARS §38-431.03 (A) (1) for personnel matters regarding administrator contract renewal for 2015-2016 for Aaron Moya. The motion carried 5-0.

The Board entered executive session at 8:36 pm.

The Board reconvened in open session at 8:54 pm.

Motion: Mr. Roth moved, seconded by Mrs. Schneider to accept the recommendation to award a contract to Director of Technology Aaron Moya for the 2015-2016 school year. The motion carried 5-0.

- K. THE BOARD MAY VOTE TO CONVENE IN EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03(A)(1) FOR PERSONNEL MATTERS TO DISCUSS AND REVIEW THE LIST OF FINAL CANDIDATES FOR THE ELEMENTARY SCHOOL PRINCIPAL POSITION 2015-2016; THE BOARD MAY VOTE TO ENTER INTO EXECUTIVE SESSION REGARDING THIS MATTER UNDER A.R.S. 38-431.03 (A)(3), FOR LEGAL ADVICE WITH THE DISTRICT'S ATTORNEY (THE ATTORNEY MAY BE PRESENT TELEPHONICALLY)

Motion: Mr. Simbric moved, seconded by Mrs. McDowell to convene in executive session pursuant to ARS § 38-431.03 (A) (1) for personnel matters to review and discuss the final candidates for Elementary Principal 2015-2016. The motion carried 4-1 with a nay from Mr. Roth.

The Board entered executive session at 9:00 pm.

The Board reconvened in open session at 9:39 pm.

- L. THE BOARD MAY TAKE ACTION IN OPEN SESSION TO DIRECT THE ADMINISTRATION TO OFFER EMPLOYMENT TO AN ELEMENTARY SCHOOL PRINCIPAL CANDIDATE FOR THE 2015-2016 SCHOOL YEAR

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to direct the administration to offer employment to Britta Booth for the Elementary Principal position for the 2015-2016 school year. The motion carried 4-1 with a nay from Mr. Roth.

- M. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF LEASE MODIFICATION FOR LEASE-PURCHASE AGREEMENT BETWEEN THE DISTRICT AND FORT VERDE MANAGEMENT TO RECONFIRM THE LEGAL DESCRIPTION OF THE PROPERTY GOVERNED BY THE LEASE-PURCHASE AGREEMENT. THE BOARD MAY VOTE TO ENTER INTO EXECUTIVE SESSION REGARDING THIS MATTER UNDER A.R.S. 38-431.03 (A)(3), FOR LEGAL ADVICE WITH THE DISTRICT'S ATTORNEY (THE ATTORNEY MAY BE PRESENT TELEPHONICALLY)

Board President Freeman asked Board Member Simbric to step out of the room because of conflict of interest regarding items M and N.

Mr. Simbric stepped out of the room at 9:43 pm.

Dr. Lee explained that the modification to the lease was made to include the second parcel. The South Verde property is one building on two lots.

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to approve the modification for the lease-purchase agreement between the District and Fort Verde Management to reconfirm the legal description of the property governed by the Lease-Purchase agreement. The motion carried 4-0 with Mr. Simbric not present.

N. DISCUSSION AND POSSIBLE ACTION REGARDING EXERCISING OF OPTION TO PURCHASE AFTER JULY 1, 2015, IN LEASE-PURCHASE AGREEMENT BETWEEN THE DISTRICT AND FORT VERDE MANAGEMENT. THE BOARD MAY VOTE TO ENTER INTO EXECUTIVE SESSION REGARDING THIS MATTER UNDER A.R.S. 38-431.03 (A)(3), FOR LEGAL ADVICE WITH THE DISTRICT'S ATTORNEY (THE ATTORNEY MAY BE PRESENT TELEPHONICALLY)

There was discussion on the Item as Dr. Lee explained that if the Board chose to exercise the option that would mean that the Board would authorize the administration to go forward with preparing the documents for the purchase. The decision to purchase would come later, after July 1, 2015. There was discussion on the lease schedule. There was discussion on tabling the Item because of the late hour and the need to obtain legal advice from the District's Attorney.

Motion: Mrs. McDowell moved, seconded by Mrs. Schneider to table possible action regarding exercising the option to purchase after July 1, 2015, in lease-purchase agreement between the district and Fort Verde Management until the June Board meeting. The motion carried 4-0 with Mr. Simbric not present. Mr. Simbric rejoined the meeting at 9: 52 pm.

10. INFORMATION ONLY

- a. Update on teacher absenteeism and four-day week 2014-2015
- b. Update on student absenteeism and four-day week 2014-2015
- c. Update on student discipline (Arizona Safe) and the four-day week 2014-2015
- d. Sample School Board Operating Protocol from the Arizona School Boards Association
- e. Rules of order during a meeting drafted by ASBA
- f. 2014-2015 School Calendar
- g. 2015-2016 School Calendar
- h. Board Operating Calendar
- i. Strategic Plan Goals
- j. Governance Team Handbook
- k. Update on High School Scholarship Awards
- l. Update on Middle School salutatorian and valedictorian students
- m. District staff update- openings, changes and transfers on all sites for 2015-2016
- n. Upcoming events –
 - Middle School Promotion - May 20 at 6:00 pm, Sam Hammerstrom Field
 - South Verde Graduation - May 19 at 6:00 pm, Phillip England Center
 - High School Graduation – May 21 at 7:00 pm, Sam Hammerstrom Field
 - Superintendent Applicant Screening Work Session – May 27, time TBD
 - Superintendent Interviews Work Session – June 3, time TBD
 - Public Forum regarding new superintendent placement – June 4, time TBD
 - Open Meeting Law Work Session tentative time – June 9 at 6:00 pm

11. BOARD/ADMINISTRATIVE REPORT

a. Report on Verde Valley Lobbyist – Mrs. Freeman reported that Lobbyist Mike Williams met with the Verde Valley Superintendents and Board Presidents and is eager to come and speak to Governing Boards.

b. Report on AdvancED Exit – Dr. Lee reported that the System Review Team visited the District on May 6-7. The Review Team checks systems to see how they are doing on their improvement priorities by interviewing staff and board member, and doing observations. The District has made progress. The administrative team was commended for the professional development growth this year. AdvancED will submit a written report within the next 60 days.

12. REQUESTS FOR FUTURE AGENDA ITEMS

- Mr. Roth asked to look into a policy on virtual employment
- Mr. Roth asked to review policy GCF- Professional Staff Hiring
- Mr. Roth requested that the High School and Middle School Principal Contracts be placed on the next agenda as proposed by the Superintendent
- Mrs. Schneider asked to have more information on a potential Community School Program
- Mr. Simbric asked for a District water usage report

13. ADJOURNMENT

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 10:00 pm.

14. SIGNING OF DOCUMENTS