

CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD

Minutes taken

March 8, 2016

Special Meeting 4:30 PM

Work Session 6:00 PM

Regular Meeting 7:00 PM

AT THE CAMP VERDE UNIFIED SCHOOL DISTRICT MULTI-USE COMPLEX LIBRARY

280 CAMP LINCOLN ROAD

CAMP VERDE, ARIZONA 86322

**Mission:**

Providing students a safe and caring environment in which knowledge, skills, and attitudes enable learners to become productive citizens  
*Respect, Integrity, Positive Relationships, Accountability*

**Vision:**

**Our District will:**

- Foster confidence, excellence, integrity, and a sense of belonging.
- Ensure each learner studies a challenging, academic and relevant curriculum, which enhances social, emotional, physical and ethical development.
- Work in partnership with all families and the community as an organization of engaged, motivated lifelong learners.

SPECIAL MEETING 4:30 PM

1. Welcome and call to order

Board President Freeman called the meeting to order at 4:31 pm.

2. Roll call

Board Members present were: Helen Freeman, Tim Roth, and Kitty McDowell. Board Member Simbric was absent. Christine Schneider joined the meeting at 4:33 pm.

3. Agenda review and acceptance

Motion: Mrs. McDowell moved, seconded by Mr. Roth to accept the agenda as outlined. The motion carried 3-0.

4. Discussion and possible action regarding the non-renewal of Director of Support Services Stacey Barker for the 2016-2017 District Fiscal Year. The Governing Board may vote to convene in executive session, which will not be open to the public, pursuant to A.R.S. §38-431.03(A) (1) for discussion of personnel matters or A.R.S. §38-431.03(A)(3) for consultation with the District(s) Attorney for legal advice relating to this Item.

There was brief discussion on executive session statutes.

Motion: Mrs. McDowell moved, seconded by Mrs. Freeman to enter executive session pursuant to A.R.S. §38-431.03(A) (3), for consultation with the District(s) Attorney. The motion carried 3-0.

The Board entered executive session at 4:33 pm.

The Board exited executive session at 4:57 pm.

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell, to accept Superintendent Dr. Goodwin's request regarding the non-renewal of Support Services Director Stacey Barker for the 2016-2017 District Fiscal Year. The motion carried 4-0.

There was no further discussion or action taken on the Item.

5. Discussion and possible action regarding the South Verde Building Lease/Purchase Agreement. The Governing Board may convene in executive session, pursuant to A.R.S. §38-431.03 (A)(4) for consultation with the District's Attorney in order to consider its position and instruct the Attorney(s) regarding the South Verde Building Lease/Purchase Agreement. The District's Attorney(s) may appear telephonically.

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to enter executive session pursuant to A.R.S. §38-431.03 (A) (4) for consultation with the District's Attorney in order to consider its position and instruct the Attorney(s) regarding the South Verde Building Lease/Purchase Agreement. The motion carried 4-0.

The Board entered executive session at 5:02 pm.

The Board exited executive session at 5:45 pm.

There was no further action taken on the Item.

6. Discussion and possible action regarding conversion of Charter School to District: The Governing Board may convene in executive session pursuant to A.R.S. §38-431.03 (A) (3) for consultation with the District's Attorney in order to consider its position on the Charter School Conversion. The Governing Board may convene in executive session, on alteration of South Verde Technology Magnet Charter School to be converted to South Verde High School, a component of Camp Verde Unified School District

There was brief discussion on the conversion process as Dr. Goodwin explained that the State mandated the conversion of the Charter School into the District by June 30, 2016.

Motion: Mrs. Schneider moved, seconded by Mr. Roth to approve the resolution for the charter sponsorship termination as currently outlined. The motion carried 4-0.

7. Discussion and possible action regarding District building repairs. The Governing Board may convene in executive session, which will not be open to the public, pursuant to A.R.S. §38-431.03(A) (3) for consultation with the District's Attorney(s) for legal advice relating to this item. The District's Attorney(s) may appear telephonically.

Motion: Mrs. Schneider moved, seconded by Mr. Roth to convene in executive session pursuant to A.R.S. §38-431.03(A) (3) for consultation with the District's Attorney(s) for legal advice relating to building repairs. The motion carried 4-0.

The Board entered executive session at 5:58 pm.

The Board exited executive session at 6: 37 pm.

WORK SESSION 6:00 PM

1. Team review of and discussion on the Governing Board Operational Handbook  
There was no discussion on the Item. No action was taken.
  
2. Board and Superintendent work on and potential acceptance of the Superintendent Evaluation Tool  
There was discussion on the Superintendent Evaluation Tool as presented by Board Member Schneider. Mrs. Schneider explained the components of the document. There was brief discussion on addressing the Superintendent Performance Pay Mandate, the current policy and the potential of merit pay. The board members will evaluate the tool and may make recommendations for amendments or additional benchmark questions before they adopt an evaluation tool.

REGULAR SESSION 7:00 PM

1. Welcome and call to order  
Mrs. Freeman called the meeting to order at 7:03 pm.
  
2. Pledge of allegiance/ moment of silence  
Mr. Roth led the Pledge of Allegiance. There was a moment of silence.
  
3. Roll call  
Board Members present were: Helen Freeman, Tim Roth, Christine Schneider and Kitty McDowell. Board Member Simbric was absent.
  
4. Agenda review and acceptance  
Motion: Mrs. McDowell moved, seconded by Mrs. Schneider to accept the agenda as written. The motion carried 4-0.
  
5. Public participation  
Parent Leah Robbins updated the Board on the Elementary PTA. They had 21 members sign up and pay dues at their first meeting. They have obtained insurance and can start fundraising. Their next meeting is on April 14, at 5:30pm in the Multi-Use Library.
  
6. Staff/ Student/ Community recognition and celebration of Good Things  
Middle School Teacher Mark Colbert awarded winners of the Southwestern Math League: Chelsey Batisse and Casey Corder for their placement during the Math Competition in Prescott. There were 250 mathletes, at the largest US competition so far this year. Chelsey placed #8 in the 7<sup>th</sup> grade cohort, and Casey placed #5 in the 6<sup>th</sup> grade group.

7. Potential action on Personnel Matters as recommended by the Superintendent

- a. Employment recommendations:  
Elementary Teacher, LaToya Lewy  
Facilities Custodian, Daniel Kleinman  
Fit Kids Instructor, Erica Crittenden
- b. Resignations/Retirements/Terminations/Retirements:  
Jennifer Dutton, Bus-driver, effective June 30, 2017  
Brenda Willis, Paraprofessional, effective February 5, 2016  
Resignation:  
Leanne Russell, Paraprofessional, effective March 3, 2016  
Termination:  
Jamie Partridge, Custodian, effective February 16, 2016
- c. Other  
Temporary Assignment:  
Rainee Armstrong, Supervisor of Transportation  
James Frank, Supervisor of Grounds  
Denise Consalvo, Supervisor of Facilities  
Extra Duty  
Sonya Williams-Rowe, Home Based Instruction  
Jenny Jackson, Home Based Instruction  
Fifth Day Instruction  
Chris Fuller, Rock Band Club  
Transfer  
Patricia Barker, from Transportation to Maintenance  
Hourly increase:  
Christina Brogdon, Paraprofessional  
Debbie Whitelaw, Paraprofessional  
Nita Smith, Paraprofessional  
Colleen Wade, Paraprofessional  
Coaches:  
Bob Justus, Middle School Baseball  
Austin Bower, Middle School Baseball
- d. Substitutes and Volunteers:  
Stacey Capp, K-12 Substitute  
Anna Collins, K-12 Substitute  
Tamara Piper, Elementary volunteer  
Rusty Kennedy, HS Golf Coach

Motion: Mrs. Schneider moved, seconded by Mr. Roth to approve the personnel matters as recommended by the Superintendent as currently outlined. The motion carried 4-0.

8. Potential action on Business and Financial Matters as Recommended by the Superintendent

- a. *Expense Vouchers in the amount of \$ 382,361.78*
- b. *Payroll Vouchers in the amount of \$ 631,839.30*
- c. *Financial Updates*
- d. *Student Accounts*

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to approve the business and financial matters as recommended by the Superintendent. The motion carried 4-0.

9. Potential approval of Yavapai Title expense voucher # 1648 in the amount of \$ 5,707.10  
Motion: Mrs. McDowell moved, seconded by Mrs. Schneider to approve the Yavapai Title expense voucher # 1648 in the amount of \$ 5,707.10. The motion carried 4-0.
10. Potential approval of Governing Board Minutes  
a. Minutes taken February 9, 2016  
Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to approve the minutes taken February 9, 2016 as written. The motion carried 4-0.
11. Potential action on the Consent Agenda  
a. *Potential acceptance of cabinet donated from Home Depot to Elementary Robotics Program*  
b. *Potential acceptance of Policy GCO Evaluation of Professional Staff Members as Second Read*  
Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to approve the of cabinet donated from Home Depot to Elementary Robotics Program and acceptance of Policy GCO Evaluation of Professional Staff Members as Second Read. The motion carried 4-0.
12. Reports/Presentations and Discussion  
a. *Discussion/Information on posting for South Verde High School Principal position for school year 2016-2017*  
Superintendent Goodwin explained that Administrator Mrs. Zawel has requested to be released from administrative duties next year. She will continue her duties as English teacher. The position will be posted for Principal/Teacher right away. There was no action requested on the Item.  
b. *Discussion/Update on school budget 2016-2017 with regards to the potential passing of Proposition 123*  
Director of Business Services Steve Hicks explained the calculations for the 2016-17 school year budget given Proposition 123 passes in May. If it passes it would increase the District's funds by \$ 293,424.13. Other expected impacts on the budget are: grant fund decreases; increased health insurance cost; and predicted student enrollment increase. Two budget scenarios will be developed, one to include the proposition dollars calculations. There was no action taken on the Item.  
c. *Discussion/Update on JTED (Joint Technology Education District) funding*  
High School Principal Bob Weir addressed the Board regarding the funding changes. The legislation adopted a change that restored the JTED funding in Arizona. Mr. Weir's report included news on JTED providing professional development, ongoing evaluation and support of satellite programs; and itemized listings of goods and services provided to member districts. There was no action taken on the Item.
13. Discussion and Possible Action Item  
a. *Discussion and potential approval of 2016-2017 school calendars for Camp Verde Unified School District and South Verde High School*  
There was brief discussion on the two proposed calendars.  
Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to approve the 2016-2017 school calendars for Camp Verde Unified School District and South Verde High School. The motion carried 4-0.

- b. *Discussion and possible action to discontinue using the administrative weights chart in determining administrative salaries.*

Dr. Goodwin explained that the weight table is not used, but the policy on administrative placement is. The policy will stay the same.

Motion: Mrs. Schneider moved, seconded by Mr. Roth to discontinue using the administrative weights chart in determining administrative salaries. The motion carried 4-0.

- c. *Discussion and possible action to award contracts for 2016-2017 School Year to the following Principals: Bob Weir, Danny Howe and Britta Booth*

After brief discussion on upcoming legislative changes regarding two year contracts the Board took the following action.

Motion: Mr. Roth moved, seconded by Mrs. McDowell to award contracts for 2016-2017 School Year to the following Principals: Bob Weir, Danny Howe and Britta Booth. The motion carried 4-0.

- e. *Discussion and possible action to award Administrative Contracts for 2016-2017 to the following administrators: Steve Hicks, Director of Business Services; Dale DeVries, Director of Student Services/District Test Coordinator; and Debbie Witt, Director of Federal Projects/ELL Coordinator.*

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to award Administrative Contracts for 2016-2017 to the following administrators: Steve Hicks, Director of Business Services; Dale DeVries, Director of Student Services/District Test Coordinator; and Debbie Witt, Director of Federal Projects/ELL Coordinator. The motion carried 4-0.

- f. *Discussion and possible action to create a Music/Band Instructor position for Camp Verde High School and Camp Verde Middle School for the 2016-2017 School Year*

Dr. Goodwin talked about the positive impact music instruction has on students. He hoped that Proposition 123 funding would assist in paying for the additional position.

Motion: Mrs. McDowell moved, seconded by Mr. Roth to create a Music/Band Instructor position for Camp Verde High School and Camp Verde Middle School for the 2016-2017 School Year. The motion carried 4-0.

- g. *Discussion and possible action to accept Backbones Fuel Ed as curriculum for Camp Verde High School, South Verde High School and Camp Verde Middle School to replace A Plus Software*

Dr. Goodwin and High School Principal Weir gave a synopsis of the new instructional software. There will be a slight increase in software cost, however, the instructional improvement will be significant.

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to accept Backbones Fuel Ed as curriculum for Camp Verde High School, South Verde High School and Camp Verde Middle School to replace A Plus Software. The motion carried 4-0.

- h. *Discussion and possible acceptance of ASBA Policy Advisory, Volume 28, Number 1 as First Read*

There was discussion on Policy IKF as it will need to be amended to suit the District's high school's graduation requirements.

*BEC-Executive Session/Open Meetings*

*BEDA- Notification of Board Meetings*

*BEDH- Public Participation at Board meetings*

*EBBB-E- Accident Reports*

*GBEB-R-Staff Conduct*  
*GCCC-ED- Professional/ Support Staff Leaves of Absence without Pay*  
*GCQF-Discipline, Suspension and Dismissal of Professional Staff Members*  
*IKE- Promotion and Retention of Students*  
~~*IKF- Graduation Requirements*~~  
*JFAB- Tuition/ Admission of Nonresident Students*  
*JK- Student Discipline*  
*JK-RB- Student Discipline*  
*KDB-R- Public's Right to Know/ Freedom of Information*

Motion: Mrs. Schneider moved to accept policy advisories BEC; BEDA; BEDH; EBBB-E; GBEB-R; GCCC-ED; GCQF; IKE; JFAB; JK; JK-RB; and KDB-R as First Read. Mrs. McDowell seconded the motion. The motion carried 4-0.

14. Administrative/Board Report

a. Superintendent's Enrollment Report

Dr. Goodwin reported that enrollment in the District is predicted to continue to increase next year as it has this year.

b. Strategic Plan Phase II update

Dr. Goodwin reported that the strategic planning committee is comprised of 12 teachers, the principals, a member of the library and now an additional parent. The next meeting is Monday, March 21.

c. Upcoming Fieldtrip Policy and Regulation Update IJOA

Dr. Goodwin updated the Board saying that he was in the process of adding some language to the fieldtrip policy and regulation for student safety.

15. Board Request for Future Agenda Items

- Mrs. McDowell asked to address substitute teacher's pay
- Mrs. Freeman reminded Dr. Goodwin that Mr. Simbric had requested a safe schools update
- Mrs. Freeman asked to have a report from the Spring Legal Seminar attendees

16. Adjournment

Motion: Mrs. McDowell moved, seconded by Mrs. Schneider to adjourn the meeting. The motion carried 4-0. The meeting adjourn 7:59 pm.

17. Signing of documents

Respectfully Submitted,

Mary Hudson  
Gov. Board/Admin Assist

Helen Freeman  
President

Tim Roth  
Member

Christine Schneider  
Member

Kitty McDowell  
Member