

CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD AGENDA  
SPECIAL SESSION, PUBLIC HEARING AND REGULAR MEETING MINUTES  
TAKEN TUESDAY, JULY 14, 2015, AT THE CAMP VERDE UNIFIED  
SCHOOL DISTRICT MULTI-USE COMPLEX LIBRARY

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.*

6:00 PM SPECIAL SESSION

1. WELCOME AND CALL TO ORDER

Board President Freeman called the meeting to order at 6:00 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, Bob Simbric, Tim Roth, and Kitty McDowell.

Christine Schneider entered the meeting at 6:09 pm.

4. DISCUSSION/TRAINING ON ARIZONA OPEN MEETING LAW  
TRAINING PROVIDED BY THE DISTRICT'S ATTORNEY ANTHONY  
CONTENTE-CUOMO OF UDALL SHUMWAY

The District's Attorney Mr. Contente-Cuomo presented a Power-Point to the Board and Superintendent Dennis Goodwin covering the Arizona Open Meeting Law as written under Arizona Revised Statute 38-431.01. He defined a "Meeting", a "Public Body", "Legal Action" and a "Quorum" with regards to law. He explained the need for clear and specific agenda language, Board legal discussion and legal posting of Agendas and Minutes. He made some recommendations in order to avoid potential pitfalls with regards to the Open Meeting Law. His recommendations included: deleting or tabling items that may stray off of the agenda, giving clear and specific direction to the Superintendent with regards to Agenda Item language, and avoiding electronic quorum dangers.

## 7:00 PM PUBLIC HEARING ON BUDGET

1. WELCOME AND CALL TO ORDER  
Board President Freeman called the meeting to order at 7:18 pm.
2. PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE  
Mr. Simbric led the Pledge of Allegiance. There was a moment of silence.
3. ROLL CALL  
Board Members present were: Helen Freeman, Bob Simbric, Tim Roth, Christine Schneider and Kitty McDowell.
4. BUDGET HEARING/CALL TO THE PUBLIC  
ARS 15-905
  - A. DISCUSSION ON THE CAMP VERDE UNIFIED SCHOOL DISTRICT'S ANNUAL BUDGET FOR FISCAL YEAR 2015-2016  
Mrs. Freeman asked if there were any public comments or questions. There was no public participation.
  - B. DISCUSSION ON THE SOUTH VERDE TECHNOLOGY MAGNET SCHOOL ANNUAL BUDGET FOR FISCAL YEAR 2015-2016  
Mrs. Freeman asked if there were any public comments or questions on the South Verde budget. There was no public participation.
5. PUBLIC HEARING ADJOURNMENT

## REGULAR MEETING

1. AGENDA APPROVAL ~~WELCOME AND CALL TO ORDER~~  
Board President Freeman explained that Item 4. A. iv. a., specifically Tim Lawrence, Financial Literacy class during prep was being tabled. It will be discussed at a later time.  
Mrs. Freeman also explained that Item 4. C. ix., the minutes up for approval, should read Executive Session, rather than Regular Session.  
Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to accept the agenda with the stated changes. The motion carried 4-1 with a nay from Mr. Roth.
2. STAFF/STUDENT/COMMUNITY RECOGNITION  
Board President Freeman welcomed District Superintendent Dr. Dennis Goodwin.

Middle School Principal Danny Howe said it was his pleasure to publically introduce Britta Booth as Principal at the Elementary School.

Superintendent Dennis Goodwin welcomed Marie Zawel to the South Verde Lead Teacher Administrator position stating that he was already very impressed with her leadership capacity.

3. PUBLIC PARTICIPATION

None.

4. CONSENT AGENDA

Motion: Mr. Simbric moved, seconded by Mrs. Schneider to accept the consent agenda with the corrections noted. The motion carried 5-0.

(The corrections are noted under Item 1, AGENDA APPROVAL  
~~WELCOME AND CALL TO ORDER~~)

A. PERSONNEL MATTERS

- i. *Resignations:* Blaine Hunting, Custodian; Austin Hudson, Paraprofessional;
- ii. *Retirements:*
- iii. *Terminations:*
- iv. *Transfers:* Jennifer Collins, from Special Education Paraprofessional to Elementary Secretary; Adrienne Wright from Middle School Math Substitute to Middle School Math Teacher; Laura Norman, from Elementary Teacher to Middle School Title I Teacher; Jessica Acock Paraprofessional from Special Education to Title I; Allison Bullard from Sub Bus Driver to Route Driver; John Baker from Bus Driver to Facilities Technician; John Petrie from Sub Bus Driver to Route Driver;
- v. *Employment Offers:*
  - a. *Certified:* Lucy Rodriguez, Elementary Teacher; Amy VanDenbugh, Elementary Teacher; Angela Grubbs, Elementary Teacher; Brenda Ayers, Elementary Teacher
  - b. *Classified:* Brianna Bergin, Elementary Secretary; Christina Boy, Custodian; Adrian Selby, Paraprofessional; Helen Houser, Food Service Worker; Merry Bolton, Food Service Worker; Melani Pomeroy, Accommodation School Paraprofessional; Emberly Collins, Special Education Paraprofessional; Jeanne Starak, Special Education Paraprofessional; Melina Kleinman, Special Education Paraprofessional
  - c. *Transportation:* Tanner Barker, Summer School Bus driver;
  - d. *Substitutes:* Ryan Russell, K-12; Derek D'Arison, K-12; Sally Epperson, Elementary; Brian Wattenbarger, Elementary

- e. *Coaches*: Rhonda Koeppe, Middle School Cross Country; Susan Holm, and Karen Crownoble, Middle School Volleyball; Bryan Pelfrey, Middle School Tackle Football;
- f. *Volunteers*: Will Davis, Middle School Tackle Football; Jeremiah Littlepage; Middle School Tackle Football; Mark Colbert, Middle School Cross Country; Brian Rayburn, Middle School Tackle Football;
- iv. *Other*:
  - a. *Extra Duty Contracts*: Tina Scott, Skills USA Advisor and Year Book Advisor 2015-2016; Kaylea Taylor, Summer Agri-Science, FFA Advisor; Kristi Mulcaire, Summer Agri-Science and FFA Advisor; Zeke Hebbert, Key Club Advisor 2015-2016; Boyd Copper, Capturing Kid’s Hearts Training; Sara Boland, Counselor Duties 5 days; Bryan Pelfey, Summer School Teacher; ~~Tim Lawrence, Financial Literacy class during prep~~; Holly Newberry, increased South Verde Nursery hours; Rod Consalvo, Summer School Driver; Ann Martin, extra hours Elementary Print Room; Tim Connerly, Bus Driver duties assigned to Mechanics Apprentice; Daria Weir, Student Council Advisor; Ann Martin, Elementary receiving temporary

**B. FINANCIAL/BUSINESS**

- i. Approval of vouchers
  - Payroll – No. 36 in the amount of \$ 253, 306.42
  - No. 37 in the amount of \$ 137, 088.15
  - No. 38 in the amount of \$ 116, 558.58
  - No. 39 in the amount of \$ 111, 127.26
  - No. 40 in the amount of \$ 1, 721.59
  - Expense- No. 1565 in the amount of \$ 2, 811.12
  - No. 1569 in the amount of \$ 14, 702.83
  - No. 1570 in the amount of \$ 707, 389.63
  - No. 1572 in the amount of \$ 95, 650.83
  - No. 1574 in the amount of \$ 127, 933.05
- ii. Student Auxiliary Reports (May 31, 2015)
- iii. Financial Reports

**C. POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES**

- i. Minutes taken May 27, 2015 Special Board Meeting
- ii. Minutes taken May 27, 2015 Executive Session
- iii. Minutes taken June 2, 2015 Special Session
- iv. Minutes taken June 2, 2015 Executive Session
- v. Minutes taken June 3, 2015 Special Session
- vi. Minutes taken June 3, 2015 Executive Session
- vii. Minutes taken June 4, 2015 Special Session

- viii. Minutes taken June 9, 2015 Special and Regular Session
- ix. Minutes taken June 9, 2015 ~~Regular~~ Executive Session
- x. Minutes taken June 17, 2015 Special Session

D. OTHER ITEMS

- i. Recommendation to approve Camp Verde Unified School District authorized account maintainers for 2015-2016 with/for Chase Bank: Dr. Dennis Goodwin, Mr. Steve Hicks and Mrs. Becky Santo
- ii. Recommendation to approve Camp Verde Unified School District authorized check signers for 2015-2016 for Chase Bank accounts: Dr. Dennis Goodwin, Mrs. Becky Santo, Mr. Danny Howe and Mrs. Rhonda Austin
- iii. Recommendation to approve Camp Verde Unified School District Student Activity Treasurer 2015-2016: Tiffany Johnson
- iv. Recommendation to approve Fall Vision Screenings assistance from Southwestern Eye Centers (volunteer) for the 2015-2016 school year requested by Susan Collier, School Nurse
- v. Recommendation to approve Student Hearing Officers for the 2015-2016 school year Superintendent Dennis Goodwin, Principal Danny Howe, and the list of Certified Student Hearing Officers from the Arizona Risk Retention Trust
- vi. Recommendation to approve additional personnel/paraprofessional at the Elementary school to meet requirements of students Individual Education Plan (IEP)
- vii. Recommendation to approve additional personnel/paraprofessional at the Middle School to meet requirements of students IEP
- viii. Recommendation to approve Kelly Stephens as Elementary School Special Education Paraprofessional hired to meet student IEP needs
- ix. Recommendation to approve Amber Reed as Middle School Special Education Paraprofessional hired to meet student IEP needs
- x. Recommendation to approve a Middle School Robotics Club
- xi. Recommendation to approve Bennett Oil as the fuel provider for 2015-2016
- xii. Recommendation to approve Fundraiser for Robotics Clubs at Elementary and Middle School

6. DISCUSSION AND POSSIBLE ACTION ITEMS

A. RECOMMENDATION TO APPROVE OF YAVAPAI TITLE EXPENSE VOUCHER NO. 1567 IN THE AMOUNT OF \$ 5, 707.10 AND VOUCHER NO. 1571 IN THE AMOUNT OF \$ 5, 707.10

Motion: Mrs. Schneider moved, seconded by Mr. Roth to approve Yavapai Title Expense Voucher No. 1567 in the amount of 5, 707.10 and Voucher No. 1571 in the amount of \$ 5, 707.10. The motion carried 4-0 with an abstention from Mr. Simbric.

B. CAMP VERDE COMMUNITY LIBRARIAN DIANNA MANASSE WILL ADDRESS THE BOARD REGARDING THE YAVAPAI COUNTY KIDS OF AT HOPE PROGRAM

Dianna Manasse Kids at Hope Steering Committee Member addressed the Board and Dr. Goodwin regarding the Program. Ms. Manasse described the members of the committee as treasure hunters, empowering youth and their futures. The committee consists of local police departments, the juvenile detention department, fire departments, school districts and libraries. She invited the administration, Board and faculty to participate in Kids at Hope trainings coming up in Yavapai County. They hold a once a month meeting at the Municipal Court in Cottonwood, she welcomed everyone to attend and get involved. She handed out an information pamphlet and invitations for the upcoming trainings. There was no action taken on the Item.

C. POSSIBLE ACTION TO APPROVE THE CAMP VERDE UNIFIED SCHOOL DISTRICT'S ANNUAL BUDGET FOR FISCAL YEAR 2015-2016

Director of Business Services Steve Hicks noted that the budget that was proposed in June had not changed, however the estimated tax rate is still uncertain and is expected to decrease.

Motion: Mr. Simbric moved, seconded by Mrs. McDowell to approve the Camp Verde Unified School District's Annual Budget for Fiscal Year 2015-2016. The motion carried 5-0.

D. POTENTIAL ACTION TO APPROVE THE SOUTH VERDE TECHNOLOGY MAGNET SCHOOL ANNUAL BUDGET FOR FISCAL YEAR 2015-2016

Mr. Hicks explained that the budget was based on 94 ADM (Average Daily Membership). The Charter receives the money as the students attend school; it is a cash account.

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to approve the South Verde Technology Magnet School Annual Budget for fiscal year 2015-2016. The motion carried 5-0.

E. DISCUSSION/UPDATE ON ELEMENTARY MATH CURRICULUM PILOT GO MATH ACCORDING TO BOARD POLICY IGA

Dr. Goodwin stated that he had talked to Elementary Principal Britta Booth about exploring the Go Math curriculum. He has had experience with this

curriculum and supported the piloting of the curriculum. Mrs. Booth added that one teacher in each grade level will pilot it and all the materials are free. It looks to be equal or less than what they are paying now. She will keep the board posted.

There was no action taken on the Item.

F. DISCUSSION/RECOMMENDATION AND POTENTIAL ACTION TO APPROVE THE ADDITION OF A FOURTH GRADE TEACHER AT THE ELEMENTARY SCHOOL

Superintendent Goodwin explained that the fourth grade classes at the Elementary School are currently at 29-30 students without the additional teacher. The addition of a fifth teacher to the fourth grade section will bring the class size down to respectively 24-26 students. Student achievement rises with smaller class sizes. The funding for the additional teacher will come from the Instructional Improvement Fund (40%) and Impact Aid (60%).  
Motion: Mrs. McDowell moved, seconded by Mrs. Schneider to approve the addition of a fourth grade teacher at the Elementary School. The motion carried 5-0.

G. POTENTIAL APPROVAL OF YAVAPAI COUNTY EDUCATION TECHNOLOGY CONSORTIUM INTERGOVERNMENTAL AGREEMENT

Mrs. Freeman explained that there was an amendment to the Intergovernmental Agreement that the Board had previously taken action on.  
Motion: Mrs. Schneider moved, seconded by Mr. Simbric to approve the Yavapai County Education Technology Consortium Intergovernmental Agreement with its current, new changes. The motion carried 4-1 with a nay from Mrs. McDowell.

H. DISCUSSION AND POSSIBLE ACTION TO ACCEPT TRAINED QUALIFIED EVALUATORS FOR THE 2015-2016 SCHOOL YEAR ACCORDING TO ARS 15-537: DR. DENNIS GOODWIN PRINCIPAL BOB WEIR, SOUTH VERDE LEAD TEACHER, MARIE ZAWEL, PRINCIPAL DANNY HOWE, PRINCIPAL BRITTA BOOTH, DIRECTOR OF BUSINESS SERVICES, STEVE HICKS, MARK SHOWERS, ASSISTANT HIGH SCHOOL PRINCIPAL AND DALE DEVRIES, DIRECTOR OF STUDENT SERVICES

Dr. Goodwin explained that the law required that certain procedures be followed when evaluating teachers. The evaluators are mandatorily trained.  
Motion: Mr. Roth moved, seconded by Mrs. McDowell to accept the above listed as qualified evaluators for the 2015-2016 school year. The motion carried 5-0.

I. DISCUSSION AND POSSIBLE ACTION TO SET A WORK SESSION/RETREAT FOR THE PURPOSE OF TEAM BUILDING ON (date) AT (time) IN (location)

During the Team Building Work Session the Governing Board and Superintendent will review their Governance Team Handbook, the District's Strategic Plan and Board Policies.



Dr. Goodwin recommended that the retreat be held on July 29, 2015 in the Library in the afternoon/evening or on July 23, 2015 in the afternoon/evening because the trainer from the Arizona School Board's Association would be available on either one of those days.

Motion: Mrs. McDowell moved, seconded by Mrs. Schneider to set a Work Session/Retreat for the purpose of Team Building on July 23, 2015 at at 5:30 pm in the library. The motion carried 5-0.

J. DISCUSSION ON ARIZONA SCHOOL BOARDS ASSOCIATION PROPOSED 2016 POLITICAL AGENDA AND DELEGATE'S ASSEMBLY AND POTENTIAL ACTION TO NAME A DELEGATE AND ALTERNATE DELEGATE TO REPRESENT THE CAMP VERDE UNIFIED SCHOOL DISTRICT GOVERNING BOARD

Board President Freeman asked if the Board wanted to add anything to the Arizona School Board's Association Political Agenda for 2016 as contained in the board packet. Mrs. Freeman and Mrs. Schneider volunteered to act as Delegate and Alternative Delegate on behalf of the Board. Dr. Goodwin would like to meet with whomever represents as Delegate before the assembly to share his ideas regarding the political agenda. Mrs. Freeman encouraged the members of the Board to submit any ideas prior to the assembly.

Motion: Mr. Simbric moved, seconded by Mrs. McDowell to appoint Mrs. Freeman and Alternate Mrs. Schneider to serve as Delegates for the Arizona School Boards Association Delegates Assembly. The motion carried 5-0.

K. POTENTIAL APPROVAL OF JOB DESCRIPTION OF SUPPORT SERVICES COORDINATOR FOR SOUTH VERDE TECHNOLOGY MAGNET SCHOOL. THE JOB DESCRIPTION IS GENERATED FROM COMBINED DUTIES ALREADY PERFORMED AT THE SCHOOL

Dr. Goodwin explained that the job description contained three jobs combined into one role, paraprofessional, athletic director and building custodian. There was discussion on the job description and the need for consistency. The Support Services Coordinator will report to the Teacher Administrator. Dr. Goodwin will ensure that the job description will be amended to replace the words *Building Principal/Administrator* with *Lead Teacher/Administrator*.

Motion: Mr. Simbric moved, seconded by Mrs. Schneider to approve the job description for South Verde Support Services Coordinator with the changes described by Mrs. Schneider and Dr. Goodwin. The motion carried 4-1 with Mrs. McDowell voting nay.

L. POTENTIAL APPROVAL OF LUKE HICKS TO BE EMPLOYED AS THE SUPPORT SERVICES COORDINATOR AT SOUTH VERDE

There was discussion on the twelve month position, the proposed salary, and time management with the combined duties. The proposed salary figure came from the multiple jobs that were gathered into one. Dr. Goodwin explained that since it is a salaried position if it took over forty hours to get the job done then that was the expectation. Mrs. McDowell and Mrs.



Freeman expressed concerns about the salary amount. Mrs. Freeman asked that the position and all of its components be monitored closely and that Dr. Goodwin report back to the Board on how it is working.

Motion: Mr. Roth moved, seconded by Mrs. Schneider to approve Luke Hicks' employment as the South Verde Support Services Coordinator. The motion carried 4-1 with a nay from Mrs. McDowell.

7. INFORMATION ONLY

- a. 2015-2016 School Calendar
- b. Draft of Back to School events schedule
- c. Rules of Order during Governing Board Meeting
- d. Sample Board Operating Protocol
- e. Upcoming agenda item: solar project and retrofit efficiency update.
- f. Information on Community School Programs
- g. Board Annual Calendar
- h. Student Enrollment Report

8. BOARD/ ADMINISTRATIVE REPORT

- a. Report on Arizona School Boards Association Summer Leadership Institute from Board Members Freeman and McDowell
  - Mrs. McDowell reported that she enjoyed a session on school district teams consisting of teachers, administrators and active board members. The session encouraged board members to have direct contact with staff and students, contrary to other trainings that she had received.
  - Mrs. Freeman reported that she enjoyed networking with board members from other districts and gleaning from their experiences. She attended sessions on policy updates, board agendas, and the budget.

9. REQUEST FOR FUTURE AGENDA ITEMS

- Mrs. McDowell asked that the Board receive a report on how the students do test during the Pre Tests as soon as reasonable.
- Dr. Goodwin will be giving a monthly Board update that will align with the Strategic Plan as it comes together.
- Dr. Goodwin will also be giving an enrollment report monthly. Currently, the district is expected to gain about 42 students.

10. ADJOURNMENT

Motion: Mrs. McDowell moved, seconded by Mr. Simbric to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 8:45 pm.

11. SIGNING OF DOCUMENTS