

CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD
MINUTES TAKEN DURING
MEETING
OPEN TO THE PUBLIC ON
DECEMBER 13, 2016
SPECIAL MEETING 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.

6:00 PM SPECIAL SESSION

1. WELCOME AND CALL TO ORDER

Board President Freeman called the meeting to order at 6:04pm.

2. PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Board Member Eric Lawton led the Pledge of Allegiance. There was a moment of silence.

3. ROLL CALL

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

4. AGENDA REVIEW AND ACCEPTANCE

Mrs. McDowell moved to accept the agenda as presented. Mrs. Schneider seconded the motion. The motion carried 5-0.

5. DISCUSSION AND POSSIBLE ACTION TO REVISE THE SUPERINTENDENT PERFORMANCE PAY COMPONENT OF THE SUPERINTENDENT'S EVALUATION TOOL ACCORDING TO ARS 15-341 (A)(39)

There was discussion on the pay for performance component of the superintendent's evaluation. Mrs. Freeman clarified that she had consulted the District's attorney and understood that the contract, pay for performance and the evaluation tool need to be congruent. The Board will need to revise the pay for performance component to suit the new evaluation tool prior to superintendent contract renewal.

6. DISCUSSION REGARDING MIDYEAR EVALUATION OF THE SUPERINTENDENT TO INCLUDE DISCUSSION ON GOVERNING BOARD AND SUPERINTENDENT RELATIONSHIP. 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

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to enter executive session pursuant to A.R.S. §38-431.03(a)(1) for the discussion of personnel matters regarding the midyear evaluation of the superintendent to include discussion on governing board and superintendent relationship. The motion carried 5-0. The Board entered executive session at 6:09 pm. The Board exited executive session at 7:11 pm.

REGULAR SESSION 7:00 PM

1. WELCOME AND CALL TO ORDER

Mrs. Freeman called the regular meeting to order at 7:17 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, Kitty McDowell and Eric Lawton.

4. AGENDA REVIEW AND ACCEPTANCE

Mrs. Freeman clarified some errors on the agenda. Under Item 8 the Board will be approving the minutes taken November 8, 2016. The other minutes listed have been approved. There was also a typo in Item 10.K.

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to accept with agenda with the itemized changes, as outlined. The motion carried 5-0.

5. PUBLIC PARTICIPATION/ CALL TO PUBLIC

Parent Mr. Steve Pike addressed the Board regarding sustaining the agriculture science credit as a graduation credit. He spoke on students learning leadership skills among other important aspects of the science program.

Parent Lonnie Ferguson addressed the Board speaking on the science of agriculture and the importance of the program asking the Board to look closely at the curriculum before making any decision on credits.

Camp Verde High School graduate Kaylee Oesterreich read the Mission Statement of the Camp Verde School District and the Mission Statement of the FFA (Future Farmers of America) noting their likenesses. She spoke on how she benefited from the program as a student.

Agri-science teacher Kristi Mulcaire explained that the CVHS agricultural science credits are accepted by the Arizona Universities – NAU, U of A and ASU. Without science credit for agriculture the FFA program would also dwindle.

Board President Freeman explained that the Board could not address the call to the public because the Item was not agendized for discussion.

Superintendent Goodwin asked that anyone who had concerns make an appointment to see him.

6. POTENTIAL ACTION ON PERSONNEL MATTERS AS RECOMMENDED BY THE SUPERINTENDENT

a. *Employment recommendations:*

Mellentine, Darla	SE Paraprofessional
Graham, Deborah	SE Bus Aide
Partridge, Gwendoline	ES Custodian

b. *Extra Duty:*

Worden, Charity	5 th Day Drama
Brogdon, Tel	5 th Day CTE
Cannon, Robin	Temp Bus Aide
Benson, Rodney	Strategic Planning
Wright, Adrienne	Strategic Planning
Brooks, Calliandra	Strategic Planning
Lawrence, Lara	Strategic Planning
Sperry, Jolynn	Curriculum/Rubric
Lawrence, Lara	Curriculum/Rubric
Westfield, Rebecca	Curriculum/Rubric
Fuller, Chris	Curriculum/Rubric
Mulcaire, Kristi	5 th Day FFA
Whitelaw, Debbie	Bus Aide

c. *Substitutes:*

DeCovis, Deborah	Substitute All Schools
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d. *Volunteers:*

Rebecca Cox	ES/HS Volunteer
Tina Davis	ES Volunteer
Henry Dykstra	ES Volunteer
Jessica Griffin	ES Volunteer
Vickie Simpson	ES Volunteer
Justin Bouse	ES Volunteer
Kelly Ayotte	ES Volunteer
Ryan Morris	ES Volunteer
Maria Grimsely	MS Volunteer
Rachel Tudor-Thomas	ES Volunteer
Lucas Hicks	ES Volunteer
Connie Lowman	ES Volunteer
Shelly Vankleeck	ES Volunteer

e. *Resignations/Retirements: Brett Wattenbarger, ES Custodian, effective 11/9/2016*

f. *Transfers: Webster, Mary, Sub Driver to Route Driver*

Motion: Mrs. Schneider moved, seconded by Mr. Roth, to accept the personnel matters as recommended by the superintendent. The motion carried 5-0.

7. POTENTIAL ACTION ON BUSINESS AND FINANCIAL MATTERS AS RECOMMENDED BY THE SUPERINTENDENT

- A. *Expense Vouchers in the amount of \$215, 055.74*
- B. *Payroll Vouchers in the amount of \$ 658, 854.78*
- C. *Financial Updates*
- D. *Student Accounts November 2016*

Motion: Mr. Roth moved, seconded by Mrs. Schneider, to approve the financial matters as recommended by the superintendent. The motion carried 5-0.

8. POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES

- A. ~~Minutes taken November 8 11, 2016– Regular Meeting~~
- B. ~~Minutes taken November 1, 2016– Special Board Meeting (approved 11-8-16)~~
- C. ~~Minutes taken November 1, 2016– Executive Session (approved 11-8-16)~~

Motion: Mr. Roth moved, seconded by Mrs. Schneider to approve the minutes taken during the November 8, 2016, regular board meeting. The motion carried 5-0.

9. POTENTIAL ACTION ON THE CONSENT AGENDA

- A. Potential acceptance of Policy JLCD - Medicines/ Administering Medicines as Second Read.
- B. Potential acceptance of Policy GCO-Evaluation of Professional Staff as Second Read.
- C. Potential acceptance of items donated to High School Woods Class from Ralph Wilson: Horizontal boring machine, large metal cabinet and small metal cabinet
- D. Potential acceptance of HP laptop donated to Elementary Robotics Program from Tami Wattenbarger.
- E. Potential acceptance of donations to Elementary Robotics Program through field trip fundraisers:
 - a. Cash Donations from:

Taylor Waste	\$500
Yavapai Title	\$200
Sutler's Steak House	\$200
Ace Hardware	\$200
Southwest Environmental Consultants	
S.E.C.	\$200
Verde Dental	\$100
UPS Store	\$50
Mr. Gardner	\$50
 - b. Item Donations valued at:

Whistlestop Screen Printing Competition Shirts	\$985.00
Diamond L. Ranch Beef	\$200.00
- F. Potential acceptance of donation from Alan G. Benfer in the amount of \$4,500.00 to Kathy King's Culinary Arts program to be used for supplies from January –June of 2017.
- G. Potential approval of grant pursuit by High School Welding and Agriculture Teacher Clint Teague from the Yavapai County Education Foundation in order to expand the CNC (Center, Mark and Cutting) Plasma Center.

Motion: Mr. Roth moved to accept the consent agenda. Mrs. Schneider seconded the motion. The motion carried 5-0.

10. DISCUSSION AND POSSIBLE ACTION ITEMS

- A. Discussion/update and possible acceptance of CVUSD Budget Revision 2016-2017.

Director of Business Services Mr. Steve Hicks gave a summary of the budget revisions. Annually, the District's budget is adopted in July based on estimates and needs to be reevaluated in December. This year, the tax rate decreased because local property net evaluations increased. However, the revised budget has an increase of \$ 135, 000.00, mainly due to carry over.

Motion: Mr. Roth moved, seconded by Mrs. McDowell, to accept the CVUSD Budget Revision 2016-2017. The motion carried 5-0.

- B. *Discussion on the District Strategic Plan. The Board and Superintendent will discuss the draft of the plan. The discussion may include student seat time, hours and days needed in order to fulfill the aspects of the plan.*

Superintendent Goodwin spoke on the District Strategic Plan noting that in order to achieve the goals of the plan more student seat time will be required. He handed out the draft of the plan, calendar draft options, and a sheet that estimated student seat time regarding each potential calendar. There was some discussion on optional ways to extend student's school time whether it be for four days a week or five days a week.

There was no action taken on the Item at this time. However, the Board will be asked to consider taking action on the calendar in January and/or February.

- C. *Discussion and possible action to accept the Teacher Evaluation Tool as revised.*

There was brief discussion on the evaluation tool as Elementary School Principal Britta Booth explained that the tool was essentially the same, but condensed and more user friendly.

Motion: Mr. Roth moved, seconded by Mrs. Schneider, to accept the Teacher Evaluation Tool as revised. The motion carried 5-0.

- D. *Superintendent update on Proposition 206, State of Arizona wage increase and employee sick time and upcoming policy changes.*

Dr. Goodwin explained that mandatory sick time is being implemented along with the increase in minimum wage. The Arizona School Board's Association will weigh in with a Policy Advisory prior to the July 1, 2017 law implementation.

There was no action taken on the Item.

- E. *Discussion and possible acceptance of Support Staff Salary Schedules according to Proposition 206, State of Arizona wage increase effective January 1, 2017 and to include fiscal years 2017-2018, 2018-2019 and 2019-2020.*

Dr. Goodwin explained that the support salary schedules reflected the wage increase required by the State. The minimum wage will be gradually increased to \$ 12.00 an hour by 2019.

Motion: Mr. Roth moved, seconded by Mr. Lawton, to approve the Support Staff Salary Schedules according to Proposition 206, State of Arizona wage increase as presented. The motion carried 5-0.

- F. *Discussion and possible acceptance of health insurance benefit provided by the District for employees who work 20 hours and over, Healthiestyou telehealth and wellness solution.*

Dr. Goodwin stated that he would like to have the call in doctor service in effect for employees who work over 20 hours by January 1, 2017. The cost to the District will be approximately \$ 20, 000.00 and will be in addition to the regular insurance.

Motion: Mr. Roth moved, seconded by Mrs. Schneider to accept the health insurance benefit, provided by the District for employees who work 20 hours and over, Healthiestyou telehealth and wellness solution. The motion carried 5-0.

- G. *Discussion and possible acceptance of Supplementary Salary Schedule A.*

Dr. Goodwin explained that the salary schedule was amended to be more consistent and to more closely match other districts. The salary schedules are to be approved annually. Next year, a supplementary salary for Marching Band is expected to be added.

Motion: Mrs. Schneider moved, seconded by Mr. Roth to accept the Supplementary Salary Schedule A. The motion carried 5-0.

H. *Discussion and information on upcoming Joint Board Meeting on January 10 at 6pm at Sedona Oak Creek School District to discuss High School Joint Technology Education – meeting to include Governing Boards of Sedona Oak Creek, Mingus Union and VACTE (Valley Academy of Career and Technical Education).*

There was brief discussion on the meeting invitation as the CVUSD Governing Board holds their regular meeting on the same day. Mrs. Freeman asked that Dr. Goodwin ask VACTE for a presentation at a later time.

There was no action taken on the Item.

I. *Discussion and possible action to set a Special Board Meeting with the District's Attorney for the purposes of training on the Open Meeting Law and Board member roles and responsibilities.*

Motion: After discussion, Mrs. McDowell moved, seconded by Mr. Lawton, to set a Special Board Meeting with the District's Attorney for the purposes of training on the Open Meeting Law and Board member roles and responsibilities on Wednesday, January 4, at 9:00 am. The motion carried 5-0.

J. *Discussion, review and possible action on Board Operational Handbook*

There was discussion on the changes that needed to be made to the handbook. The Board will discuss setting goals and approving the handbook at a future meeting. There was no action taken on the Item.

K. *Oath Of Office Ceremony with County Superintendent Tim Carter: Swearing In of New Board Member Eric Lawton as Appointee for the duration of 2016 and as Elected Governing Board Member for Term January 1, 2017- December 31-2020. And Oath Of Office, Swearing In, of Elected Returning Board Members Helen Freeman and Christine Schneider for Terms January 1, 2017-December 31, 2020.*

Mr. Tim Carter, Yavapai County Superintendent performed the ceremonial swearing in of Christine Schneider, Helen Freeman and Eric Lawton.

11. ADMINISTRATIVE AND BOARD REPORTS

A. *Superintendent's Enrollment Report.*

Dr. Goodwin stated that overall the District Student numbers continue to increase.

B. *Dedication and naming of High School Gymnasium, Marcus J. Westervelt Gymnasium on January 19, 2017.*

Dr. Goodwin stated that the Gymnasium dedication is scheduled for January 19th at 6:30 pm between the girls and boys basketball games vs. Chino Valley.

12. BOARD REQUEST FOR FUTURE AGENDA ITEMS

- A discussion on Board Goals to be written in the Board Operational Handbook will be agendized at a future meeting, as requested by Mrs. Freeman.
- A discussion on Agricultural Science credits will be added to an upcoming agenda, as requested by Mrs. McDowell.

13. INFORMATION ONLY

A. *2016-2017 School Calendar*

B. *Board Self Evaluation Results 2016*

14. ADJOURNMENT

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell, to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 8:56 pm.

15. SIGNING OF DOCUMENTS