

CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD MINUTES TAKEN
JULY 11, 2017
PUBLIC HEARING ON BUDGET ADOPTION 7:00 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.

BUDGET- PUBLIC HEARING 7:00 PM

1. WELCOME AND CALL TO ORDER
Board President Schneider called the meeting to order at 7:03 pm.
2. PLEDGE OF ALLEGIANCE/ MOMENT OF SILENCE
Tim Roth led the Pledge of Allegiance. There was a moment of silence.
3. ROLL CALL
Board Members present were: Christine Schneider, Kitty McDowell, Eric Lawton, Tim Roth and Helen Freeman.
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 2017-2018 TO INCLUDE THE 1.06% TEACHER WAGE INCREASE
President Schneider opened the budget discussion, asking if any member of the public wanted to address the District budget. There was no public participation.
Director of Business Services Steve Hicks addressed the 1.06 % teacher wage increase. The amount may be revised in October. However, currently the revenue increase to cover the wage is \$ 46,000. 00.
Mr. Hicks presented the budget and answered questions. The total budget subject to budget limits is \$ 9, 348,970.00, with a Maintenance and Operations budget of \$ 9,137,756.00. He addressed questions on salaries, benefits, cash accounts, and the primary tax rate.

REGULAR SESSION

1. AGENDA REVIEW AND ACCEPTANCE
Mrs. Schneider asked to move Consent Item 7.C. to Discussion and Possible Action Items.
Mrs. Schneider asked to pull and table the executive session minutes listed under Item 6. B C. and E.
Motion: Mrs. Schneider moved to accept the agenda with the exception of tabling the executive session minutes listed under Item 6. B C. and E and moving consent Item 7. C. to Items 9, Discussion and Possible Action. Mr. Lawton seconded the motion. The motion carried 5-0.

2. PUBLIC PARTICIPATION/ CALL TO PUBLIC

Teacher Denise Meyer spoke about the Next Generation Early Childhood Center that recently closed at South Verde High School. She stated that she was saddened by its closing and spoke of the many benefits that the early childhood education center had offered to students and their parents.

Community member Steve King also spoke on Next Generation Early Childhood Center. He honored the work that had been done over the last 10 years at the highly ranked preschool. He said that it was very unfortunate that the community and South Verde High School would no longer have the benefits of the preschool.

3. STAFF/STUDENT/COMMUNITY RECOGNITION AMND CELEBRATION OF GOOD THINGS

Technology Director Mr. Lagoy recognized Mr. Doug Reddell who stepped in to assist with District Technology after retiring from Intel. Mr. Reddell operated through the Intel Corporations Experience Matters Fellowship Program. Mr. Lagoy thanked him for being such an integral part of updating the infrastructure.

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

a. *Employment recommendations:*

Tod Nissle: HS Science teacher

Cecilia Ortiz: Bus Aide

Francina Karulak: ES one- on one registered nurse

Richard Lashley: Accommodation teacher

b. *Extra Duty:*

Jane Mathews: A-F Accountability

Vicki Douvikas: A-F Accountability

Diane Miles: MUC Custodian

c. *Volunteers:*

Kristopher Stephens ES

Diane Gillespie ES

Ernesto Varela ES

Amanda Petrie ES

Justina Bouse ES

Bonnie Dunagan ES

Leimomi Montijo ES

Jessica Miles ES

Jeremy Fowler ES

Rhianna Hamilton ES

Dora Blair ES

Maria Garcia ES

Adam Kliewer ES

Krytsal Lopez ES

Patricia Versteeg ES

d. *Resignations/Retirements: Mark Colbert:MS Math, Resignation*

John Meckem: Custodian, Resignation

e. *Transfers: Brian Tankesley: MS to SV/Lead teacher*

Daniel Wall: HS Part Time Asst Principal to Full Time Asst Principal

John Rawson: Mechanic to Mechanic Supervisor

Jonee Elsea: ES to MS Title I Math

f. *Coaches: MS: Volleyball: Katie Wilson; Tackle Football: Bryan Pelfery, Will Davis and Jeremiah Littlepage*

Motion: Mrs. Freeman moved, seconded Mr. Lawton to accept the Personnel Matters as recommended by the Superintendent. The motion carried 5-0.

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

- a. Expense Vouchers in the amount of \$ 252, 972.50
- b. Payroll Vouchers in the amount of \$ 648,168.90
- c. Financial Updates
- d. Student auxiliary accounts

Motion: Mrs. Freeman moved, seconded by Mrs. McDowell to approve the business and financial matters as recommended by the Superintendent. The motion carried 5-0.

6. POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES

- a. Minutes taken June 6, 2017 Special Meeting
- b. ~~Minutes taken June 6, 2017 Executive Session 1 – Superintendent Evaluation~~
- c. ~~Minutes taken June 6, 2017 Executive Session 2 – Superintendent Contract~~
- d. Minutes taken June 13, 2017 Regular Meeting
- e. ~~Minutes taken June 13, 2017 Executive Session – Superintendent Evaluation~~
- f. Minutes taken June 27, 2017 Special Meeting
- g. Minutes taken July 3, 2017 Special Meeting
- h. Minutes taken July 5, 2017 Special Meeting
- i. Minutes taken July 6, 2017 Special Meeting

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to approve the minutes taken June 6, 2017 Special Meeting, June 13, 2017 Regular Meeting, June 27, 2017 Special Meeting, July 3, 2017 Special Meeting, July 5, 2017 Special Meeting and July 6, 2017 Special Meeting. The motion carried 5-0.

7. POTENTIAL ACTION ON THE CONSENT AGENDA

- a. Recommendation to approve Resolution authorizing the execution of warrants between Board meetings regarding payment procedures for the 2017-2018 school year pursuant to ARS 15-321
- b. Recommendation to approve the excess expenditures within sub-section of the Maintenance and Operations budget for fiscal year 2017-2018
- e. ~~Recommendation to approve the Yavapai County Board of Director's resolution regarding negative cash balance (addressed under Item 9 – Discussion and Possible Action)~~
- d. Recommendation to approve Camp Verde Unified School District authorized account maintainers for 2017-2018 with/for Chase Bank: Dr. Dennis Goodwin, Mr. Steve Hicks and Mrs. Becky Santo
- e. Recommendation to approve Camp Verde Unified School District authorized check signers for 2017-2018 for Chase Bank accounts: Dr. Dennis Goodwin, Mrs. Becky Santo, Mr. Danny Howe and Mrs. Rhonda Austin
- f. Recommendation to approve Camp Verde Unified School District Student Activity Treasurer 2017-2018: Tiffany Johnson
- g. Recommendation to approve Fall Vision Screenings assistance from Southwestern Eye Centers (volunteer) for the 2017-2018 school year requested by Susan Collier, School Nurse
- h. Recommendation to approve Student Hearing Officers for the 2017-2018 school year: Principal Danny Howe and Superintendent Dennis Goodwin
- i. Recommendation to accept trained Qualified Evaluators for the 2017-2018 school year according to ARS 15-537: Superintendent Dennis Goodwin, Principal Danny Howe, Principal Britta Booth, Principal Jason Douvikas, ELL-Federal Projects Coordinator, Debbie Witt, Director of Special Education Christina Gilbert, Director of Business Services, Steve Hicks; Assistant Principal, Mark Showers; Assistant Principal Dan Wall
- j. Potential approval of Arizona School Boards Association Policy Advisory Volume 29, Number 2 as Second Read to include: EEAG-and EEAG-R (Regulation) Student Transportation in Private Vehicles; EEB – Business and Personnel Transportation Services; and JL- Student Wellness
- k. Recommendation to approve a donation of a gooseneck trailer to the High School Welding Class from Mr. Dennis Sterrett, valued at approximately \$ 200.00
- l. Recommendation to approve the donation of 43 computers for learning, donated by the US District Court – District of Arizona

- m. *Recommendation to accept the quote from Physical Therapist Sharon Wenger for educationally related services school year 2017-2018*
- n. *Recommendation accept the quote from Verde Valley Occupational Therapy for educationally related services for school year 2017-2018*

Motion: Mrs. Freeman moved, seconded by Mr. Roth to approve the Items on the Consent Agenda with exception of Item C. The motion carried 5-0.

8. REPORTS/ PRESENTATIONS AND DISCUSSION

- a. *Report/Update and discussion on Intergovernmental Agreement and Memorandum of Understanding with VACTE for 2017-2018 school year*

Superintendent Goodwin answered questions from the Board and reported on the IGA and MOU. He stated that he met with the Superintendents from VACTE, Sedona and Mingus and they had come to an agreement on the documents and were ready to move forward. However, the VACTE Governing Board had tabled them and the District once again needed to evaluate the revisions. Dr. Goodwin expressed a number of concerns with the agreement including cost of services provided, program location and lack of student participation because of location (centralized campus vs. Camp Verde High School campus) and lack of transportation for student traveling to a centralized campus.

There was no action taken on the Item.

- b. *Technology Director to report on District infrastructure upgrades*

Technology Director Mr. Lagoy reported on the infrastructure upgrades including 42 access points and 14 Cisco switches. The bandwidth and the range of wireless service have increased significantly.

There was no action taken on the Item.

9. DISCUSSION AND POSSIBLE ACTION ITEMS

- a. *Discussion and possible action to approve the allocation of 1.06% teacher wage increase in the District's Annual budget for fiscal year 2017-2018*

Motion: Mr. Roth moved, seconded by Mrs. McDowell to approve the allocation of a 1.06% teacher wage increase in the District's Annual budget for fiscal year 2017-2018. The motion carried 5-0.

- b. *Discussion and possible action to approve the Camp Verde Unified School District's Annual Budget for fiscal year 2017-2018*

Motion: Mrs. Freeman moved, seconded by Mr. Roth to approve the Camp Verde Unified School District's Annual Budget for fiscal year 2017-2018. The motion carried 5-0.

- c. *Discussion and Possible action to accept the findings of on the District ADM (Average Daily Membership) audit conducted by Arizona Department of Education*

Dr. Goodwin explained that he did not recommend that the Board challenged the audit because it would cost the District more in the long run. He went into some detail and explained that the State would be withholding \$ 1,867.00 a month from the District's budget.

Motion: Mr. Roth moved, seconded by Mrs. McDowell to accept the findings of on the District ADM audit conducted by Arizona Department of Education. The motion carried 5-0.

- d. *Discussion and possible action to accept voucher number 1755 in the amount of \$ 48, 996.16, \$ 500.00 of which was paid to Board Member Eric Lawton for purchase of Scissor Lift by the High School Auto Shop*

Motion: Mr. Roth moved, seconded by Mrs. Freeman to approve voucher number 1755 in the amount of \$ 48, 996.16. The motion carried 4-0 with Mr. Lawton recusing himself from the vote.

- e. *Discussion and possible action on the waiver for the Yavapai County Attorney General for resolution of ARS 15-992 between Yavapai County, Yavapai County Education Services Agency (YCESA) and CVUSD*

Mr. Hicks explained that the Yavapai County Attorney General represents both the YCESA and the District. The waiver should be in place as a precautionary measure should there be an unanticipated problem between the two parties.

Motion: Mr. Roth moved, seconded by Mrs. McDowell to approve the waiver for the Yavapai County Attorney General for resolution of ARS 15-992 between Yavapai County, Yavapai County Education Services Agency and CVUSD. The motion carried 5-0.

- f. *Discussion on progress made on the Superintendent's Evaluation Tool Form and the Goals therein for the 2017-2018 School Year – The Board may take action to schedule a work session to complete the Evaluation Tool Form and Goals.*

Mrs. Freeman had prepared a document to hand out to the Board regarding the work they had done on the evaluation tool and the goals. She asked the Board to look over her ideas.

Mrs. Schneider asked that the Board consider the document that Dr. Goodwin provided when addressing the goals again.

The Board discussed the need for the Superintendent to be involved in the process.

Motion: Mrs. McDowell moved to schedule a work session for the purposes of completing the Superintendent's Evaluation Tool and Goals.

After discussion, Mrs. McDowell retracted her motion.

Motion: Mrs. McDowell moved, seconded by Mr. Roth to set a Work Session on July 18, 2017 at 4:00 pm, for the purposes of completing the Superintendent's Evaluation Tool and Goals. The motion carried 5-0.

- g. *Discussion and possible action to accept amended calendars for Camp Verde USD and South Verde High School for school year 2017-2018 to include holiday observances as required by Arizona Revised Statutes 1-301; 15-801 and 38-608*

Dr. Goodwin, explained that according to statutes school could not be in session on Columbus Day or President's Day. Observing the holidays will drop the student attendance days to 149. However, the District will still meet student seat time.

It was requested that a legend or key be added to the footer of the calendars.

Motion: Mr. Roth moved, seconded by Mr. Lawton to accept the amended calendars for Camp Verde USD and South Verde High School for school year 2017-2018 to include holiday observances as required by Arizona Revised Statutes 1-301; 15-801 and 38-608. The motion carried 5-0.

- h. *Discussion and possible action to suspend Policy and Regulation BCB and BCG-R requiring First and Second Read of Policy for the purposes of adopting Policy GCD effective immediately (Item 9.I)*

The Board chose to address items 9. H and I simultaneously.

No action was taken on the Item.

- i. *Discussion and possible action on Policy GCD –All Staff Paid Time Off and Holidays and Policy effective immediately*

Mr. Hicks addressed the PTO and Holiday policy recommendation saying that last month the Board approved the minimum amount of sick time in the Policy (GCCA). The PTO and Holiday policy was written in order to give the staff a compensation package that was equivalent to what they had previously with sick time.

There was discussion on the Policy as some members of the Board considered the amount of PTO to be too high. Discussion included establishing a waiting period before allowing the use of PTO, accrual rates and financial responsibility.

Dr. Goodwin stated that he would ask the District's Attorney to outline why that when Holidays that fall on a Friday they have to be observed on a Thursday, given the four-day school week.

No action was taken on the Item.

j. *Discussion on Meet and Confer Policy and implementing a Meet and Confer Committee*
There was discussion on the Meet and Confer Policy and implementing a committee this coming school year. There was brief discussion on the regulation that may need amending to suit the needs of the committee. It is understood that Meet and Confer is a subcommittee of the Governing Board and falls under Open Meeting Law requirements regarding the posting of agendas and minutes. The Board asked that Dr. Goodwin survey the interest of the staff in forming a committee.

Mr. Roth exited at 8:57 pm and returned at 8:59 pm. Mr. Lawton exited at 8:59 pm and returned at 9:01 pm.

There was no action taken on the Item.

k. *Discussion/review and acceptance of revised Superintendent Contract for current term ending June 30, 2018*

Mrs. Schneider explained that the contract had been put together by the District's Attorney. Mrs. Freeman expressed concerns with the financial terms of the contract. She believed that there was an error in the dollar amount and asked to address the Item in executive session at a later date with the District's Attorney for clarification. Mrs. Schneider did not see the need for an executive session. Mrs. Freeman stated concern regarding the Pay for Performance Statute outlining a withholding of 3% of the Superintendent's pay until the Superintendent's evaluation granted it; specifically she was concerned that the 3% that should have been withheld had rather been added to the Superintendent's base salary in June of 2016. She did not believe that is what the Board had intended. There was some discussion on the original amount of the contract awarded in 2015 of \$ 94,000.00 and the amended contract awarded \$112, 551.46. Mrs. Schneider stated that she had obtained information from Dr. Goodwin and the attorney in June of last year that supported the contract amount, given a 4% administrative raise and a 7% superintendent raise.

Motion: Mr. Roth moved, seconded by Mrs. Schneider to accept the revised Superintendent Contract for current term ending June 30, 2018. The motion carried 3-2 with nays from Mrs. Freeman and Mr. Lawton.

Mrs. Freeman stated that if the District is paying the contract incorrectly it is a gift of public funds and thus breaking the law.

l. *Discussion and report on Request for Future Agenda Items as well as how items are prioritized on Board agendas*

The Board went through the items listed as Dr. Goodwin explained which items had been addressed and those that still needed addressing. Some of the requests were not agendized because they were addressed by other means. Mr. Lawton expressed concern about getting Items at the last minute; it makes it difficult for the Board to make good decisions. Mrs. Schneider explained that Items are placed according to priority and how much time is allotted on the agenda. Dr. Goodwin explained that steps were being taken to get the items addressed in a timelier fashion.

No action was taken on the Item.

Discussion and Action on Item 7. C. Recommendation to approve the Yavapai County Board of Director's resolution regarding negative cash balance

Mr. Hicks explained that the resolution authorizes the levy of taxes for the negative cash balance approved by the Yavapai County Board of Supervisors. However, that the resolution had not been finalized at the County Attorney's office as of yet.

Motion: Mr. Roth moved, seconded by Mrs. McDowell to approve the *Yavapai County Board of Director's resolution regarding negative cash balance. The motion carried 5-0.*

10. ADMINISTRATIVE AND BOARD REPORTS

a. Superintendent report on Back to School events schedule

Dr. Goodwin shared the following information:

- The Yavapai Apache Nation will be holding a back to school night on July 20th at 6:00 pm. Representatives from each campus will be there.

- Welcome back to school staff on August 2 at 7 am. He would like to introduce the Board at 8:00 in the auditorium.
- School starts on August 7th
- b. Upcoming Arizona School Board's Association Law Conference, September 6-8, 2017
- c. Upcoming - Technology teachers report on K-12 Tech teaching plan in September

11. BOARD REQUEST FOR FUTURE AGENDA ITEMS

- Mrs. Freeman asked to agendaize scheduling an executive session meeting with the attorney to discuss whether or not the pay for the superintendent had been calculated correctly to include a 3% increase to his base salary in June of 2016.
- Mrs. Freeman said that there were a number of policies that she would bring forward that the Board needed to address at a later date.

12. ADJOURNMENT

Motion: Mrs. McDowell moved, seconded by Mr. Lawton to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 9:43 pm

13. SIGNING OF DOCUMENTS