

CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD MINUTES TAKEN  
OPEN TO THE PUBLIC ON  
**September 12, 2017**  
**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.

**REGULAR SESSION 7:00 PM**

1. WELCOME AND CALL TO ORDER

Mrs. Schneider called the meeting to order at 7:00 pm.

2. PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Middle School Principal Danny Howe led the Pledge of Allegiance. There was a moment of silence.

3. ROLL CALL

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

4. AGENDA REVIEW AND ACCEPTANCE

Mrs. Freeman asked to pull Consent Item 10. J. - adoption of Psychology Text Books for discussion.

Mrs. Freeman asked to pull and table Item 9.d. Executive Session Minutes taken September 5, 2017 for action at a later date.

Motion: Mrs. Freeman moved, seconded by Mrs. McDowell to accept the agenda with exception of Items 9.d. and 10.J. The motion carried 5.0

5. PUBLIC PARTICIPATION/ CALL TO PUBLIC

There was no public participation.

6. STAFF/STUDENT/COMMUNITY RECOGNITION AND CELEBRATION OF GOOD THINGS

High School Astronomy Teacher Mr. Malloy and students celebrated their trip to witness the Total Eclipse of the Sun this last August. Six of the ten students who experienced the trip shared their privilege with the Board. Students Jayson Fang, Nick Bottcher, Jeremy Bell, Celeena Johnson, Liam Steinhardt and Jeff Glass all spoke on the trip as a fascinating and rewarding experience. Mr. Malloy reported on the logistics of the trip expressing his gratitude for the way it all came together. Thanks to the graciousness of others the travel cost was under \$ 1,000.00. He thanked Mrs. Showers who was a huge help co-chaperoning the trip.

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

- a. *Employment recommendations: Mollie Peterson, Paraprofessional; Melody Brady, Paraprofessional; Sabrina Crittenden, Paraprofessional; Bonnie Dunegan, Bus Driver*
- b. *Temporary: Jan Reeves, High School Attendance Secretary Substitute*

- c. *Extra Duty: Stacey Munger, Tammey Carter and Eric Hanson Middle School Friday School; Darrel Lewis, High School Credit Recovery; Jennifer Yeager and Sarina Drozd, Temporary Cafeteria Coverage: Stacey Munger, Sped at Accommodation School; Tammy Carter, Sped at Accommodation School and CPI Instruction; Steve Stone, South Verde PE; Tina Scott, High School Yearbook and Skills USA Sponsor; Rebecca Westfield, Student Council Sponsor; Charity Worden, Drama Sponsor; Kristi Mulcaire and Clint Teague, FFA Sponsors; Susan Bustya, Extra Nurse Aid Hours; Diane Miles, Custodian Training; Jennifer Yeager, additional bus driver as needed*
- d. *Training: Special Education Staff CPI/CPR Training (IDEA basic grant) Jenifer Mazur, Doree Mathews, Debbie Justus, Kelly Stephens, Shari Gardner, Jessica Bassous, Candice Ganis, Hanna Mackey, Tammey Carter, Stacey Munger, Jessie Murdock, Madeline Reay, Taylor Rezzonico, Michael Penrod, Janet Anderson, Lois Warren, Marie Gustin, Katy Izzo, Sami Worssam,*
- e. *Volunteers: Heather Cook, K-12; Elementary Volunteers: Larissa Golden, Blanca Ortega, Mark Pelfery, Carleton Worfolk, Rose Worfolk, Erin Myers, Ricky Petrie, Brittney Ortega and Lee Carpenter; Middle School Volunteers: David Murphy; High School Volunteers; Buddy Rocha Jr. Coaches: Jerome Rhoades, Head Coach, Mike Loza, Asst. Coach, Steve Sarkesian, Asst. Coach, Kendahl Chambers, Asst. Coach, Jake Spleiss, Asst. Coach*
- f. *Resignations/Retirements: Darla Mellentine, HS Paraprofessional, effective August 24, 2017; Boyd Copper, 3<sup>rd</sup> Grade Teacher, effective August 31, 2017*

Motion: Mr. Roth moved, seconded by Mrs. McDowell to approve the Personnel Matters as recommended by the Superintendent. The motion carried 5-0.

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

- a. *August Expense Vouchers in the amount of \$ 696,930.83*
- c. *Payroll Vouchers in the amount of \$ 412,788.51*
- d. *Financial Updates, August 2016-2017 & August 2017-2018*
- e. *Student Accounts ending Fiscal Year 2017 & beginning Fiscal Year 2018*

Motion: Mr. Roth moved, seconded by Mr. Lawton to approve the Business and Financial Matters as recommended by the Superintendent. The motion carried 5-0.

9. POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES

- a. *Minutes taken August 8, 2017 Regular Meeting*
- b. *Minutes taken August 8, 2017 Executive Session*
- c. *Minutes take September 5, 2017 Special Session*
- d. *Minutes taken September 5, 2017 Executive Session*

Motion: Mr. Roth moved, seconded by Mrs. Schneider to approve the minutes listed under A. B. and C. The motion carried 5-0.

10. POTENTIAL ACTION ON THE CONSENT AGENDA

- a. *Potential approval of Elementary School, Fifth Grade Adopt-a-Family Fundraiser 2017-2018*
- b. *Potential approval of Elementary School Cookie Dough Sales Fundraiser 2017-2018*
- c. *Potential approval of Policy EFDA Collection of Money/Food Tickets as Second Read*
- d. *Potential approval of Friday Camp Business and Community Presentations fundraiser 2017-2018*
- e. *Potential approval of Camp Verde Elementary Scholastic Book Fair fundraiser 2017-2018*
- f. *Potential approval of Camp Verde Middle School Book Fair fundraiser 2017-2018*
- g. *Potential approval of the Statement of Assurance regarding the Teacher Evaluation System*
- h. *Potential approval of donation made to Camp Verde High School Girls Soccer program from Ricardo Ortega of Broncos Trucking in the amount of \$ 300.00. A portion of the funds will be used to purchase a banner for the field advertising Broncos Trucking*
- i. *Potential approval of the Intergovernmental Agreement with Yavapai College regarding dual enrollment credit for Camp Verde students*
- j. ~~*Potential adoption of High School Psychology Text Books*~~ *moved to discussion*

Motion: Mr. Roth moved to approve Consent Items a –i. Mrs. McDowell seconded the motion. The motion carried 5-0.

11. DISCUSSION AND REPORT ITEMS

a. Principals report regarding staff feedback on forming a Meet and Confer Committee – Policy H

Superintendent Goodwin explained that staff members from each campus have expressed an interest in serving on a Meet and Confer Committee. He stated that once the committee is formed he would like them to evaluate the policy (regulation) to see if they feel it needs amending.

There was no action taken on the Item.

b. Report/Update on District Cash Accounts from Director of Business Services

Director of Business Services Steve Hicks reported on the District's cash accounts. The accounts are non-budgeted and can be used when the District expends beyond the budgeted amounts. However, the revenue fluctuates every year. The five main cash accounts are: Medicaid 290, Medicaid 291, Forest Fees, Erate and Impact Aid. Mr. Hicks answered questions regarding the amounts in the accounts, Federal and State reimbursements and expenses paid out of the cash accounts.

There was no action taken on the Item.

c. Superintendent report on Friday Programs plan to include Friday Camp Coaches Pay

Superintendent Goodwin reported Mrs. Dickey, Friday Programs Coordinator has gotten a great start with programs. However, there is still work to be done on Friday Camp Coaches pay. The District's Attorney is currently reviewing the item. There was discussion on the compensation, specifically regarding classified employees working over 29 hours a week which would require that the District to pay benefits at a significant cost to the District. Dr. Goodwin stated that clear job descriptions would need to be written to show that the coaching a program was clearly delineated from the regular duties of the classified employee in order for the employees to be paid a stipend. There was discussion on the item as Board members expressed that they wanted to make sure that the pay for the service is fair and equitable.

There was no action taken on that Item.

12. DISCUSSION AND POSSIBLE ACTION ITEMS

a. Presentation/discussion and possible approval of High School Spanish Club field trip to Puerto Rico in June of 2018 ~~2017~~

Mrs. Kaitie Potter, High School Spanish Teacher addressed the Board regarding an educational field trip to Puerto Rico in June of 2018. She explained that she was pursuing the field trip with the assistance of Education First. It will cost each student \$ 2,359.00 if the trip is locked in by the end of September. Up to 35 students can attend, however, at least 10 students will need to deposit \$ 95.00 by the end of the month in order to lock the trip in. Mrs. Potter plans on using tax credit donations to help pay for the cost. The money is refundable within 30 days of departure, with insurance purchased. Mrs. Potter answered questions regarding deadlines and cancelation and went over the trip itinerary.

Motion: Mr. Roth moved, seconded by Mrs. Schneider to approve of the High School Spanish Club field trip to Puerto Rico in June of 2018. The motion carried 5-0.

b. Discussion and possible action to accept Policy Advisory, Volume 29, Number 3, as First Read to include Policies: BBBA – Board Member Qualifications, EEAEA, Bus Driver Requirements; GCOF – Discipline, Suspension, and Dismissal of Professional Staff Members; IE – Organization of Instruction; IJJ – Textbook/Supplementary Materials Selection and Adoption; IJNDB-E – Use of Technology Resources in Instruction; IKE –RB – Promotion and Retention of Students; JFAA – Admission of Resident Students; JFABC – Admission of Transfer Students; JFB – Open Enrollment; JL – Student Wellness; KB – Parent Involvement in Education

There was discussion on Policy JB regarding the potential of including the optional language as outlined, as well as including line number 17 which referred to parent surveys. The Arizona Revised Statute (ARS 15. 353) that warranted the surveys was no longer in effect. Mr. Roth felt the term regarding parent surveys was too ambiguous and would tie the District into implementing surveys.

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to accept the listed policies as First Read with corrections made to Policy KB and including the optional language. The motion carried 4-1 with a nay from Mr. Roth.

- c. Discussion and possible action to accept Policy Advisory, Volume 29, Number 4, as First Read to include Policy IJNDB- Use of Technology Resource in Instruction  
Motion: After brief discussion on the policy Mrs. Schneider moved, seconded by Mr. Lawton to accept the Policy Advisory, Volume 29, and Number 4, as First Read, Policy IJNDB- Use of Technology Resource in Instruction. The motion carried 5-0.
- d. Discussion/update and possible action the set a Joint Board Meeting with the VACTE Governing Board in October or November  
Dr. Goodwin stated that the VACTE Governing Board and Superintendent would like to meet to share their goals and directions and collaborate with the CVUSD Board. The Board discussed potential dates for the meeting settling on a Work Session at 6pm on October 10, 2017 pending on the VACTE Governing Boards ability to attend at that time. There was no action taken on the Item.
- e. Discussion/update and possible action to set a Joint Board Meeting with the Yavapai Apache Nation in November  
The Board discussed proposing potential meetings to the Yavapai-Apache Council for them to choose from. The dates include November 8, 15 or 29<sup>th</sup>. There was no action taken on the Item.
- f. Discussion and possible action to approve the Superintendent's Evaluation Tool as Policy Exhibit CBI-E, as Evaluation and as Performance Pay Tool for 2017-2018  
Motion: After brief discussion Mrs. Freeman moved, seconded by Mrs. McDowell to approve the Superintendent's Evaluation Tool as Policy Exhibit CBI-E, as Evaluation and as Performance Pay Tool for 2017-2018. The motion carried 5-0.
- g. Discussion and possible action to move Regular Board Meeting time from 7pm to 6pm.  
Dr. Goodwin explained that the Board meetings had been going past 9:00 pm. Mrs. Freeman, Mr. Lawton and Mr. Roth stated support for sticking with the standard meeting time and being more efficient with meeting time. There was no action taken on the Item.

10.j. Consent item pulled for discussion- Potential adoption of High School Psychology Text Books—moved to discussion  
Mrs. Freeman asked if the Text Book Adoption Policy had been followed when purchasing the books. Dr. Goodwin stated that it had not therefor the Item would be tabled and the books would be on display for 60 days. The Item will come back for approval at a later date.

13. ADMINISTRATIVE AND BOARD REPORTS

a. Report from attendees of the September Law Conference

Dr. Goodwin stated that he got a lot of information at the preconference regarding the education funding battles at the State level.

Mrs. McDowell learned about the new and unpredictable A through F grading system. She also spoke on a session on restorative discipline.

Mrs. Freeman reported on sessions she attending including: restorative discipline, the issues girls and boys are currently facing, liability insurance, first amendment rights and crowd funding. On session that left an impression was the issue of schools needing to define a clear guide to using social media for its employees.

b. Superintendent report on Enrollment and Average Daily Membership

Dr. Goodwin reported that enrollment is still down District-wide. He stated that a smooth transition was made at the Elementary School moving one kindergarten teacher to 3<sup>rd</sup> grade as the classroom sizes warranted.

c. Exceptional Student Services Parent University

Chris Gilbert, Director of Student Services explained the school is starting a Parent University to help educate parents on Special Education guidelines and processes. The first meeting is on October 10<sup>th</sup> at 4:00 pm.

d. *Yavapai County Joint Governing Board Meeting with Superintendent of Public Instruction Candidates in Sedona on September 13, 2017*

Dr. Goodwin reminded the Board the Joint meeting would take place the following evening, September 13<sup>th</sup> at 6pm.

14. *BOARD REQUEST FOR FUTURE AGENDA ITEMS*

- Mrs. Freeman asked to have a report on having students who are not enrolled in the District participate in fifth-day programs.
- Mrs. Schneider asked to address the topic of employee use of social media.
- Mr. Lawton asked to have a follow up conversation on parent surveys to see what is already in place and what the District does with that information.

15. *INFORMATION ONLY*

- a. *2017-2018 School Calendar*
- b. *Upcoming in October: Strategic Plan Update*
- c. *Upcoming: Governance Team Handbook Review*
- d. *Upcoming October: Report on Student AZ Merit Test Results*
- e. *Rules of Order*
- f. *Upcoming: Superintendent SMART Goal update*

16. *ADJOURNMENT*

Motion: Mr. Lawton moved, seconded by Mrs. Freeman to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 9:20 pm.

17. *SIGNING OF DOCUMENTS*