

CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD MINUTES
TAKEN DURING MEETING
OPEN TO THE PUBLIC ON
February 13, 2018
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.

SPECIAL SESSION 6:00 PM

1. **WELCOME AND CALL TO ORDER**

Board President Roth called the meeting to order at 6:00 pm.

2. **PLEDGE OF ALLEGIANCE/ MOMENT OF SILENCE**

Mrs. Christine Schneider led the Pledge of Allegiance. There was a moment of silence.

3. **ROLL CALL**

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

4. **SPECIAL SESSION AGENDA REVIEW AND ACCEPTANCE**

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to accept the special session agenda as presented. The motion carried 5-0.

5. **DISCUSSION AND POSSIBLE ACTION ITEMS**

- A. **Discussion and possible action regarding the reassignment of the Superintendent. The Governing Board may vote to convene in an executive session, which will not be open to the public, pursuant to A.R.S. §38-431.03(A)(1) for discussion on personnel matters and/or A.R.S. §38-431.03(A)(4) for discussion or consultation with the District Attorney(s) with regards to contracts which are subject to negotiations. The District's Attorney(s) may appear telephonically.**

Motion: Mrs. Freeman moved to enter executive session pursuant to A.R.S. §38-431.03(A)(4) for discussion or consultation with the District Attorney. Mrs. Schneider seconded the motion. The motion carried 4-1 with a nay from Mrs. McDowell.

The Board entered executive session at 6:03 pm.

The Board reconvened in open session at 6:27 pm.

Motion: Mrs. Freeman moved, seconded by Mr. Roth to enter executive session, pursuant to A.R.S. §38-431.03(A)(1) for discussion on personnel matters. The motion carried 4-1, with a nay from Mrs. McDowell.
The Board entered executive session at 6:28 pm.
The Board convened in open session at 6:44 pm.

Motion: Mrs. Freeman moved, seconded by Mrs. Schneider to approve the drafted letter and reassignment to home for Superintendent Goodwin effective immediately for the remainder of the contract, June 30, 2018. The motion carried 4-1, with a nay from Mrs. McDowell.

Mr. Roth read the letter of reassignment to home out loud, thanking Dr. Goodwin for his services and supporting him in his relocation.

B. Discussion and possible action to approve the amendments to the Administrator-in-Charge Job Description

There was brief discussion on the job description and the need to include transferring responsibility to address legal matters and open legal files with the Trust to the Administrator-in-Charge.

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to approve the Administrator-in-Charge Job description amendments to include a statement to include that they will open and close legal files for the District. The motion carried 5-0.

C. Discussion and possible action to appoint Principal Danny Howe as Administrator-in-Charge for the remainder of the school year. The Governing Board may vote to convene in an 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.

Action requested:

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to convene in an executive session pursuant to A.R.S. §38-431.03(A)(1) for discussion of personnel matters. The motion carried 5-0.

The Board entered executive session at 6:51 pm

The Board reconvened in open session at 7:14 pm

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to appoint Principal Danny Howe as Administrator-in-Charge for the remainder of the school year. The motion carried 5-0.

REGULAR SESSION 7:00 PM

1. WELCOME AND CALL TO ORDER

Mr. Roth called the meeting to order at 7:18 pm.

2. PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Completed during work session above.

3. ROLL CALL

Completed during work session above.

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

4. AGENDA REVIEW AND ACCEPTANCE
Motion: Mrs. Freeman moved, seconded by Mr. Lawton to accept the agenda as presented. The motion carried 5-0.

5. STAFF/STUDENT/COMMUNITY RECOGNITION AND CELEBRATION OF GOOD THINGS
 President Roth and Administrator-in-Charge Mr. Howe recognized Board members Helen Freeman and Kitty McDowell for their Academy of Board Development Awards from the Arizona School Board's Association. Mrs. McDowell received 49.65 Continuing Education Units (CEU) and was awarded a Certificate of Boardsmanship. Mrs. Freeman accomplished 348.37 CEU's and will be receiving the Turquoise Star Award.
 Mr. Roth and Mr. Howe presented a plaque of appreciation to Board Member Christine Schneider who has served as a dedicated Board Member for the past five years and as Governing Board President in 2017. Mrs. Schneider has been a very valuable part to the Governing Board and will be missed.

6. PUBLIC PARTICIPATION/ CALL TO PUBLIC
 Community member and parent Autumn Kliever addressed the Board in favor of offering Friday Camps to homeschooled students in the community.
 Johnson O'Malley Coordinator Cindy Eaton read a statement from Yavapai-Apache Tribal Chairwoman Jane Russell-Wineicki in support of offering Superintendent Dr. Dennis Goodwin a contract renewal.

7. POTENTIAL ACTION ON PERSONNEL MATTERS
 - A. *Coaches:*
 - High School Baseball: Will Davis, Nate Jackson, and Bryan Pelfrey*
 - High School Softball: Henry Smith and Toni Harris*
 - High School Track: Mike O'Callaghan, Milfred Tewawina, Mike Edgerton, Amy Wall and Sam Swick*
 - High School Golf: Jerry Rhoades*
 - Middle School Soccer: Mike Reamer and David Miller*
 - Middle School Baseball: Bobby Justus*
 - Middle School Track: Rhonda Koeppe and Steve Wilson*
 - Middle School Softball: Katie Wilson and Taylor Rezzonico*
 - B. *Friday Camp Coaches:*
 - Danielle Fisher, Brenda Willis, Troliva Pauley, Sabrina Crittenden, Denise Meyer, Kathy King and Magda Cortez*
 - C. *Other/Extra Duty:*
 - Bus Driver: Mary Webster, increased hours*
 - Van Driver: Rick Watkins, as needed*
 - D. *Volunteers/Volunteer Coaches:*
 - Middle School Wrestling: Ryan Allred and Timothy Townsend*
 - High School Softball: Jon Huey and Susan Holm*
 - High School Girls Basketball: Donnie Buss*
 - High School Wrestling: Carlos Zavalza*
 - High School Boys Baseball: Steve Hicks, Kyle Lobaugh, Kevin Thornhill and Brian Rayburn*
 - High School Golf: Darrell Lewis and Rusty Kennedy*
 - High School Track: Matt Malloy*
 - Elementary School: Rebecca Poeppel, Dora Alviles, Kelsea Freeman, Joseph Bleak and Amanda Gagnon*
 - E. *Resignations/Retirements:*
 - Bassous, Jessica, ES Paraprofessional resignation effective March 30, 2018*

Boehm, Hannah, ES Paraprofessional resignation effective February 15, 2018
Hancock, Amy , Bus Driver/ will sub, effective February 1, 2018
Pieratt, Ida, Food Service Manager, retirement effective June 30, 2018
Morgan, Gary, ES Paraprofessional, retirement effective end of school year
Owen, Teri, MS Secretary, retirement effective 8-1-2018
Peterson, Mollie, MS Paraprofessional, resignation effective 1-25-18
Shlosman, Joe, HS Biology teacher, resignation effective end of school year

F. *Transfers:*

Brian Wattenbarger, from Long Term Sub/Intern Teacher, remainder of 17-18 school year

Matson Breakey, from Bus Driver to Bus Aide, transfer effective 1-22-2018

Motion: Mrs. Schneider moved, seconded by Mr. Lawton to approve the personnel matters. The motion carried 5-0.

8. POTENTIAL ACTION ON BUSINESS AND FINANCIAL MATTERS

A. *Expense Vouchers in the amount of \$ 161,164.65*

B. *Payroll Vouchers in the amount of \$ 636,176.65*

C. *Financial Updates*

D. *Student Accounts*

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to approve the business and financial matters as presented. The motion carried 5-0.

9. POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES

A. *Minutes taken January 9, 2018 Regular Meeting*

B. *Minutes taken January 9, 2018 Executive Session*

C. *Minutes taken February 5, 2018 Work Session – Board Retreat*

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to approve the Board minutes. The motion carried 5-0.

10. POTENTIAL ACTION ON THE CONSENT AGENDA

A. *Potential approval of CenturyLink Teachers and Technology Grant application by teacher Lucy Rodriguez*

B. *Potential acceptance of donation from Yavapai-Prescott Indian Tribe to be used for academic support in the amount of \$ 500.00*

C. *Potential approval of RAIN (Rural Activation and Innovation Network) Grant pursuit by Robotics Instructor Sheri Gardner in the amount of \$ 5,000.00 to be used for robots*

D. *Potential approval of District Transportation Department grant pursuit with Red Rock State park to be used to pay for school field trips to reimburse mileage and bus driver pay*

E. *Potential approval of grant pursuit by Fifth-Day Coordinator Peggy Dickey for APS Foundation grant in the amount of \$15,000 to be used to/for Friday Camps STEM program coach/instructor wages, robots, replacements parts, course, computer and technology supplies*

F. *Potential approval of grant pursuit by Peggy Dickey for Voya Foundation grant in the amount of \$ 50,000.00 to be used to/for Friday Camps STEM program coach/instructor wages, robots, replacements parts, course, computer and technology supplies*

G. *Potential approval of grant pursuit by Peggy Dickey for Arizona Community Foundation grant in the amount of \$20,000 to be used to/for Friday Camps STEM program coach/instructor wages, robots, replacements parts, course, computer and technology supplies*

- H. *Potential approval of grant pursuit by Peggy Dickey for Best Buy Community Giving grant in the amount of \$20,000 to be used to/for Friday Camps STEM program coach/instructor wages, robots, replacements parts, course, computer and technology supplies*
- I. *Potential approval of grant pursuit by Peggy Dickey for Henderson Foundation grant in the amount of \$1,900 to be used to/for Friday Camps Culinary program coach/instructor wages, course and cooking supplies.*
- J. *Potential approval of a donation of a Singer Quantum Stylist, model 9960, valued at approximately \$ 125.00 and fabric valued at approximately \$ 75.00 from Susan Peterson*
- K. *Potential approval of donation for Kathy Kings Culinary Arts Program from the Henderson Foundation to be used for Friday Program culinary arts pay and benefits in the amount \$30.00 an hour*
- L. *Potential approval of donations to the District from the Federal Court System in Phoenix Arizona through the Computers for Learning Program: 10 HP LaserJet PO4015n Printers with toner cartridges and 10 HP LaserJet P2055d Printers with toner cartridges. The approximate value of the donations is \$ 21,400.00*
- M. *Potential approval of a Kueriq coffeemaker with the approximate value of \$ 65.00 from Betty J. Chapko to the Multi-Use Library*

Motion: Mrs. Schneider moved, seconded by Mrs. McDowell to approve the consent agenda as outlined. The motion carried 5-0.

11. DISCUSSION/REPORT ITEMS

- A. *Discussion/report from Director of Business Services Steve Hicks on budget projections 2018-2019 and cost saving measures including staff attrition*
 Director of Business Services Mr. Hicks presented a Power-point on the 2019 Budget projections and a potential shortfall. There was discussion on various factors contributing to the shortfall, including declining student enrollment. There was also discussion on ways to protect the funds in the upcoming year, including putting projects on hold and absorbing positions through staff attrition.
 There was no action taken on the Item.

- B. *Discussion/report from Steve Hicks on the athletic program costs*
 Mr. Hicks gave an update on the cost of athletic programs at the High School including the income from gate receipts and tax credit donations.
 There was no action taken on the Item.

- C. *Discussion/report from Middle School Principal and Hearing Officer Danny Howe on substance abuse/drug and alcohol prevention and education K-12*
 Mr. Howe addressed the Board regarding the community-wide problem. He reported on what programs the District already has in place stating that we will continue to be proactive, and look for other means to help educate these kids.
 Mrs. Freeman shared about a recent visit she had with Camp Verde High School students who gave some input on the problem. Some ideas presented were: more assemblies, further counseling services; more awareness of the resources already available; and placing an anonymous box for student concerns.
 There was no action taken on the Item.

D. *Discussion/report from High School Principal Jason Douvikas on text book adoption at the High School 2017-2018*

Mr. Douvikas explained that supplemental workbook materials were given to the students on a Math curriculum that had been previously adopted.

There was some discussion on the need to ensure that the Textbook adoption policy was being adhered too. There was some discussion on the High School English book list that is currently being updated.

There was no action taken on the Item.

12. DISCUSSION AND POSSIBLE ACTION ITEMS

A. *Board Organization Policy BDA: Elect Governing Board Clerk 2018*

Mr. Roth opened nominations for Board Clerk.

Motion: Mr. Lawton nominated Mrs. Freeman. Mrs. Schneider nominated Mrs. McDowell.

Mr. Roth asked for a vote after closing nominations. The vote for Mrs. Freeman as Board Clerk carried 3-2.

B. *Discussion, report and possible approval for Ken Zoll of the Verde Valley Archaeology Center and the Verde Valley Sinfonietta to pursue improvements to the Phillip England Theater of Performing Arts via grants and fundraisers*

Mr. Zoll addressed the Board regarding the Performing Arts Center and potential improvements. The District theater recently hosted the Verde Valley Sinfonietta and sold out. Mr. Zoll proposed pursuing grants and fundraisers to help the District turn the theater into a world class performing arts center.

Motion: Mrs. Freeman moved, seconded by Mrs. McDowell to approve allowing Mr. Zoll of the Verde Valley Archaeology Center and the Verde Valley Sinfonietta to pursue improvements to the Phillip England Theater of Performing Arts via grants and fundraisers. The motion carried 5-0.

C. *Potential action to accept the Midyear Evaluation of the Superintendent without comments and approval of President Roth to deliver the evaluation to the Superintendent on behalf of the Governing Board.*

Action requested: A motion to accept the midyear evaluation of the Superintendent without comments and approval of Board President Roth to deliver the evaluation on behalf of the Governing Board.

Motion: Mr. Roth moved, seconded by Mrs. Freeman to accept the midyear evaluation of the Superintendent without comments and approval of Board President Roth to deliver the evaluation on behalf of the Governing Board.

The motion carried 5-0.

D. *Discussion/work and possible action on 5th Day Programs and its one (1) and three (3) year plan presented by Fifth-Day Coordinator Peggy Dickey*

Mrs. Dickey presented the plan and goals for Friday Camps and answered questions from the Governing Board. The camps are making great progress and are now servicing 190 students. Much of the program is being supported by STEM grants. There was no action taken on the Item.

- E. *Discussion and possible action to approve the 2018-2019 school year calendar for Camp Verde Unified School District as a four-day school year and the South Verde High School calendar as a five-day school year as proposed*

There was brief discussion on calendars that mirrored the current school year calendars.

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to approve the 2018-2019 school year calendar for Camp Verde Unified School District as a four-day school year and the South Verde High School calendar as a five-day school year as proposed. The motion carried 5-0.

- F. *Discussion and possible action to accept the Arizona School Board's Associations Executive Search Services Agreement for Superintendent Search or to search for internal leadership options. The Board may take action to set a Work Session to discuss internal leadership options for the District or to set a Work Session with the Arizona School Board's Association to begin a Superintendent Search*

There was discussion on exploring the two options. There was discussion on the search helping the Board put together a profile of attributes they would like to see in a Superintendent, whether it be internal placement or external placement.

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to accept the Arizona School Board's Associations Executive Search Services Agreement for Superintendent Search. The motion carried 5-0.

Motion: Mrs. Freeman moved to set a work session with ASBA to establish the characteristics they are looking for in a Superintendent and to discuss and determine internal leadership options. Mr. Lawton seconded the motion. The motion carried 5-0.

- G. *Discussion and possible action to accept Mr. Danny Brown to serve as alternate student hearing officer the remainder of school year 2017-2018*

There was brief discussion on using Mr. Brown as a backup Hearing Officer.

Motion: Mr. Roth moved, seconded by Mrs. Freeman to accept Mr. Danny Brown to serve as alternate student hearing officer the remainder of school year 2017-2018. The motion carried 5-0.

- H. *Discussion and possible action to set a Work Session for the purposes of discussing and adopting the Governance Team Goals*

There was brief discussion on the proposed goals of: making good use of the Governance Team Handbook and continuing the goal from last year to gain input from the community. The Board agreed to have the goals and the handbook on the next agenda for approval rather than setting a Work Session.

There was no action taken on the Item.

13. ADMINISTRATIVE AND BOARD REPORTS

- A. *Director of Business Services Steve Hicks to report on Flame Propane school days program*

Mr. Hicks reported that the propane company has a school program that gives the school a .02 cent reimbursement for every gallon of propane purchased.

14. BOARD REQUEST FOR FUTURE AGENDA ITEMS

None.

15. INFORMATION ONLY

- A. *2017-2018 School Calendar*
- B. *Enrollment Report and Free and Reduced counts*
- C. *Substitute stats from Yavapai County Education Services*
- D. *VACTE plan for course offerings 2018-2019 to be discussed in March*
- E. *District Tax Credit information to be discussed in March*
- F. *Upcoming: Faculty and staff 2018-2019 rehire lists for approval during March Board meeting*
- G. *Upcoming: Letter grade reports from site principals in March*

16. ADJOURNMENT

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 9:01 pm.

17. SIGNING OF DOCUMENTS