

**CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD MINUTES**

**TAKEN May 8, 2018**

**Special Meeting**

**6:30 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 6:30 PM**

1. **WELCOME AND CALL TO ORDER**

Mr. Roth called the meeting to order at 6:33 pm.

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

Administrator-in-Charge Mr. Danny Howe led the Pledge of Allegiance. There was a moment of silence.

3. **ROLL CALL**

Board members present were: Tim Roth, Helen Freeman and Kitty McDowell. Bob Simbric joined the Special Session by teleconference. Board member Eric Lawton was absent.

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

**Motion:** Mrs. Freeman moved, seconded by Mr. Roth, to accept the agenda as presented. The motion carried 4-0.

5. **DISCUSSION AND POSSIBLE ACTION ITEMS**

**Discussion and possible action to accept or amend the Camp Verde High School Wrestling program description for regular season and off-season management.**

There was discussion on the program description and the need for more specificity with regards to coaches training and oversight of the program. There were a few amendments suggested for the document. It was also proposed that an athletic handbook, to include a code of ethics, be developed to guide all sports programs.

**Motion:** Mr. Simbric moved, seconded by Mr. Roth to accept the wrestling program description with the suggested amendments, to become effective immediately for regular season and off-season management. The motion failed 2-2 with nays from Mrs. Freeman and Mrs. McDowell.

After the motion, there was discussion on having the attorney review the document and then bringing it back for Board approval.

**Motion:** Mrs. Freeman moved to accept the proposal if the attorney approves it. Mr. Simbric seconded the motion. The motion carried 3-1 with a nay from Mrs. McDowell.

## REGULAR SESSION 7:00 PM

1. WELCOME AND CALL TO ORDER  
Mr. Roth called the meeting to order at 7:00 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: Tim Roth, Helen Freeman and Kitty McDowell. Board member Bob Simbric attended the meeting via teleconference. Board member Eric Lawton joined the meeting at 7:02 pm.
4. AGENDA REVIEW AND ACCEPTANCE  
Motion: Mrs. Freeman moved, seconded by Mr. Simbric to accept the regular meeting agenda as presented. The motion carried 4-0.
5. PUBLIC PARTICIPATION/ CALL TO PUBLIC  
Members of the community stated support for High School Principal Douvikas and his care for the students. They stated that, Principal Douvikas connects with students regardless of their demographics and takes genuine interest in student academic success. Speakers included: parents, Cherie Anzar and Nicole Wetzel; grandparent Dale Parrack; and student Kieran Chrisman.  
Elementary teacher Mr. Lewy spoke on the need to reestablish Meet and Confer next year to help ensure staff voices are heard. He also spoke on the garden planting at the Elementary School. He would like to get a non-profit involved to help fund and expand the garden. He would also like to dedicate the garden, naming it in honor of Jan Pender, long time Camp Verde Unified School District teacher and mentor.
6. STAFF, STUDENT, COMMUNITY RECOGNITION - CELEBRATION OF GOOD THINGS  
Administrator-in-Charge Mr. Howe introduced Christina Gilbert Director of Exceptional Student Services who was delighted to honor the District's exceptional special education staff on Teacher Appreciation Day. She presented a token of appreciation to a small portion of the very dedicated Special Education team. Present at the meeting were: Debbie Justus, Lisa Powers, Janet Anderson, Marie Gustin, Lois Warren, Sami Worssam, Stacey Munger and Tammey Carter. Brian Tankesley CTE Director recognized student CTE class completers, Edward Christensen and Jennifer Pelagio Rivera. The exemplary students completed three CTE courses and passed the tests. Jennifer completed courses in nursing, culinary arts and sports medicine. She plans on becoming a nurse. Edward completed courses in, automotive, construction and welding. Welding and agriculture instructor Mr. Teague described Edward as his go-to student with projects. Edward plans on starting a career in the construction field while becoming a paramedic.
7. POTENTIAL APPROVAL OF PERSONNEL MATTERS
  - A. Resignations/Retirements:
    - Elizabeth Larimer, custodian, resignation effective April 13, 2018*
    - Alba Urias, food services, retirement effective May 24, 2018*
    - Brandon Yost, Band teacher, resignation effective May 25, 2018*
    - Sarah Karlson, High School math teacher, resignation effective May 25, 2018*
  - B. Transfers:
    - Mark Showers, from Elementary Asst. Principal to High School Principal, effective July 1, 2018*
    - Brian Tankesley from South Verde Lead Teacher to SV Principal, effective July 1, 2018*

Rod Benson, from Teacher Mentor to High School Lead Teacher, effective July 1, 2018

Dan Wall, from High School Asst. Principal, to Athletic Director/Math Teacher, effective July 1, 2018

Sara Boland, from Middle School Counselor to Middle School Counselor/~~Assistant Principal~~ Dean of Students, effective July 1, 2018

Jason Douvikas, from High School Principal to Elementary School Asst. Principal/District Test Coordinator, effective July 1, 2018

Jessie Jones Murdock, from Paraprofessional to Middle School Secretary, effective July 1, 2018

C. Employment offers 2017-2018:

Support Staff:

Tanner Barker, Bus Driver

D. Employment offers 2018-2019:

Certificated:

Rick Walsworth, High School PE Teacher, Head Football Coach

Kelsey Cochrine, Middle School ~~Science Teacher~~ Language Arts Teacher

E. Volunteers:

Elementary:

Samantha Rivenburg

Joshua Blair

Rebecca Sikes

Middle School Baseball

James Battise

Clint Gillespie

F. Extra Duty:

Tammey Carter, ESY Coordinator/Instructor

Lisa Powers, ESY Teacher

Barbara Bousman, ESY Paraprofessional

Caitlyn Harris, ESY Paraprofessional

Emberly Collins, ESY Paraprofessional

Michael Penrod, ESY Paraprofessional

Doree Mathews, ESY Paraprofessional

Jennifer Cooler, Summer Registration

Jill Rayburn, Summer Registration

Sandee Moore, Summer Registration

Lori Warren, Summer Registration

Jonae Elsea, Friday Camp Coach

Gaynel Arsenault, increased hours for Bus Driver

G. Step Increases:

Gary Lagoy, Lead Technician

Chris Hancock, Technician

Lance Ricci, Technician

Susan Collier, School Nurse

Mr. Howe had a couple of corrections on the listing (stricken-through above).

Mrs. McDowell stated that she felt the duties of Dean of Students and Student Counselor conflicted. Mr. Howe explained that a Counselor gets to know the students pretty well, making behavioral guidance easier.

Motion: Mr. Roth moved, seconded by Mr. Lawton, to approve the personnel matters with the stated corrections. The motion carried 4-1, with a nay from Mrs. McDowell.

Mrs. McDowell later asked, to go on record, that she was not opposed to the personnel list, only the placement of Mr. Douvikas at the Elementary School, Mr. Showers at the High School and Mrs. Boland to act as Counselor and Dean of Students at the Middle School.

8. POTENTIAL APPROVAL OF BUSINESS AND FINANCIAL MATTERS

- A. *Expense Vouchers in the amount of \$127,645.43*
- B. *Payroll Vouchers in the amount of \$ 682,175.45*
- C. *Financial Updates*
- D. *Student Accounts*

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

9. POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES

- A. *Minutes taken during April 10, 2018 Regular Meeting*
- B. *Minutes taken during April 17, 2018 Special Meeting*
- C. *Minutes taken during April 17, 2018 Executive Session*

Motion: Mrs. McDowell moved, seconded by Mr. Roth, to approve the minutes taken as listed. The motion carried 5-0.

10. POTENTIAL ACTION ON THE CONSENT AGENDA

- A. *Potential approval of Camp Verde High School Boys Basketball Club out-of-state travel to San Diego, California to participate in the Point Loma Tournament, June 20-23, 2018*
- B. *Potential approval of Camp Verde High School Girls Basketball Club out-of-state travel to Biola University, California, to participate in Tournament at Biola, June 20-24, 2018*
- C. *Potential approval of Camp Verde High School Wrestling Club out-of-state travel to Aztec, New Mexico to participate in the 6<sup>th</sup> Annual Tigers Summer Duals, June 15 - 16, 2018*
- D. *Potential acceptance of donation from Alan G. Benfer Scholarship fund in the amount of \$6,000.00, to be used for Kathy Kings Culinary Arts class supplies for fall 2018*
- E. *Potential acceptance of donation from the CVHS Athletic Booster Club of two javelin's for boys and girls track teams at Camp Verde High School, valued at \$ 238.70*
- F. *Potential acceptance of donation from Tod Nissle of a used Visio 65" flat screen television model E65-E1, and a new Visio 48" flat screen television model E500i-A1 to Camp Verde High School, approximate total value of \$ 800.00*
- G. *Potential acceptance of donation from John and Victoria Ligon of a 1920 Vose & Sons grand piano to the Camp Verde Unified School District Music Department*
- H. *Potential approval of book donation (list attached) from Camp Verde Community Library to the CVUSD Library, in the approximate amount of \$ 4,770.84*
- I. *Potential acceptance of the addendum to the Intergovernmental Agreement with Valley Academy of Career and Technical Education, to include additional course offerings*

Motion: Mr. Lawton moved, seconded by Mrs. Freeman, to approve the items under the consent agenda. The motion carried 5-0.

11. REPORTS, DISCUSSION AND POSSIBLE ACTION ITEMS

- A. *Discussion/update on Red for Ed, walk-out and the plan for student seat time make up*

Administrator-in-Charge Mr. Howe updated the Board on the needed seat time after the Red for Ed walk-out and school closure on April 26<sup>th</sup>. Students in grades 4 and 5 would be four hours short according to the state. The rest of the grade levels are not be affected. The plan to make up the time is to have the fourth and fifth grade students stay one hour late, for one week, May 14-17. The students will ride the later bus home. There was no action requested on the Item.

*B. Report and discussion on Beaver Creek student enrollment, tuition and successes at CVHS*

Administrator-in-Charge Mr. Howe and Director of Business Services Mr. Hicks presented the information they had given the Beaver Creek Governing Board last month. Beaver Creek School (BCS) is currently investigating starting their own high school. Beaver Creek students generally choose from two high schools, CVHS and Mingus Union.

Mr. Hicks gave a power-point presentation that clarified the billing/tuition process. There was no action taken on the Item.

*C. Discussion and possible action on Fifth-day program funding plan for school year 2018-2019*

Mr. Hicks explained the program had generated monies to help support itself through tax credits, program fees and donations, in the proximity of \$15,000 this year. The Board had allocated \$85,000.00 to start up the Fifth-day programs. The programs serve a little over 200 students per semester on Fridays. The administration recommended the Board allocate \$ 45,000.00 next school year, while it continue to work towards self-sustainability.

Motion: Mr. Roth moved, seconded by Mr. Simbric, to fund Fifth-day programs, up to \$45,000.00. The motion carried 3-2, with nays for Mrs. Freeman and Mrs. McDowell.

*D. Discussion/report and possible action to accept the 2017-2018 Final Budget revision for Camp Verde Unified School District*

Mr. Hicks explained that the budget decreased \$63,000.00 after the 100<sup>th</sup> day aggregation and \$350,000.00 lower than what was originally adopted in July. The drops are due to current year funding and declined student enrollment.

Motion: Mrs. Freeman moved, seconded by Mr. Lawton, to accept the 2017-2018 Final Budget Revision for Camp Verde Unified School District. The motion carried 5-0.

*E. Discussion/Report and possible action to accept District Single Audit Reporting Package June 2017*

Mr. Hicks summarized the long report as a conversion of the cash accounts that reflects the Districts long-term net assets.

The good news is, there were no unmodified opinions; which translates to mean the District has good internal controls and does not require any corrective action.

Motion: Mrs. McDowell moved, seconded by Mrs. Freeman, to accept the District's Single Audit Reporting Package from June of 2017. The motion carried 5-0.

*F. Discussion and possible action to accept Drafting as a new course offering for Camp Verde High School to begin next school year*

The Board opted to discuss Items F and G simultaneously. (See Item G for action taken.)

*G. Discussion and possible action to accept Digital Photography as a new course offering for Camp Verde High School to begin next school year*

Mr. Tankesley explained the great student interest in the courses.

Motion: Mrs. Freeman moved, seconded by Mrs. McDowell to accept Drafting and Digital Photography as new course offerings for Camp Verde High School to begin next school year. The motion carried 5-0.

*H. Discussion/Update on District Strategic Plan*

Mr. Howe explained that the document reflected the work the committee of 30 to 40 stakeholders did a few years ago. It had been broken down into 1, 2 and 3-5 year goals. He asked the Board look it over the document and give feedback either before or during

the June Board meeting. The Board will meet later to work on the Plan at a work session.

There was no action requested on the Item.

*I. Discussion and possible action to choose a Governance Team Development Leadership book from the following resources, or other resources: The Ideal Team Player, The Speed of Trust, 21 Irrefutable Laws of Leadership*

There was discussion on the resources. The Board agreed to read *The Speed of Trust* for Team Development and then discuss it at a later date.

There was no action taken on the Item.

*J. Discussion and possible action to set a Summer Retreat for Team Building and Strategic Plan Writing Purposes*

Mr. Roth explained that he would like the Board to set a full day aside. The first half of the day would be for team building activities, then break for lunch and finally, work on the strategic plan. Members of the administration will also be asked to participate in the Work Session.

Motion: Mr. Simbric moved, seconded by Mr. Lawton, to set the Work Session for Tuesday, the 19<sup>th</sup> of June from 9:00 am to 3:00 pm. The motion carried 5-0.

*K. Discussion and possible action to set the Board's top five to seven priorities for the Arizona School Board's Association's 2019 Political Agenda for discussion at the Delegate Assembly in September*

The Board went through the priorities and agreed to send the following to ASBA for the 2019 Delegates Assembly.

1. Provide adequate ongoing resources to comply with at least minimum school facility standards to ensure school district equipment and facilities are adequately maintained.
2. Eliminate unfunded mandates and administrative burdens.
3. Revise the school Finance formula to allow districts the option to operate individual schools for 200-day school years and increase accompanying funding to 8% from 5% to improve student achievement.
4. Renew, and continue to expand and improve Prop 301.
5. Fully restore 9<sup>th</sup> grade CTE/JTED eligibility and funding to allow students to explore career fields and/or completion.

Motion: Mrs. Freeman moved, seconded by Mr. Lawton, to include the Items selected by the Governing Board as their top five priorities for the 2019 Political Agenda. The motion carried 5-0.

*12. BOARD/ADMINISTRATION REQUEST FOR FUTURE AGENDA ITEMS*

Mr. Roth asked that the Board discuss the following items on a future agenda: athletic policies; reinitiating meet and confer; the elementary garden; the plan for the 9% increase; quarterly updates on the strategic plan; and a joint meeting with the VACTE Board.

*13. INFORMATION ONLY*

- A. Enrollment Report
- B. Free and Reduced Meal Report
- C. Upcoming agenda items  
*June – Yavapai-Apache Nation Wilderness Grant and MOU*

*14. ADJOURNMENT*

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to adjourn the meeting. The motion passed 5-0. The meeting adjourned at 8:37 pm.

15. SIGNING OF DOCUMENTS

*Respectfully Submitted,*

*Mary Hudson  
Board/Admin Assist*

*Tim Roth  
President*

*Helen Freeman  
Clerk*

*Kitty McDowell  
Member*

*Eric Lawton  
Member*

*Bob Simbric  
Member*