

CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD

MINUTES TAKEN

**JULY 10, 2018**

**WORK SESSION 6:30 PM**

**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.*

**WORK SESSION 6:30 PM**

1. WELCOME AND CALL TO ORDER

Mr. Roth called the meeting to order at 6:31 pm.

2. PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Mr. Steve Hicks led the Pledge of Allegiance. There was a moment of silence.

3. ROLL CALL

Governing Board members present were: Tim Roth, Helen Freeman, Eric Lawton and Bob Simbric.

Member Kitty McDowell was absent.

Others present were: Administrator-in-Charge Danny Howe, Director of Business Services Steve Hicks, Elementary Principal Britta Booth, High School Principal Mark Showers, South Verde Principal Brian Tankesley, and Governing Board Administrative Assistant Mary Hudson.

4. DISCUSSION ON PROFESSIONAL DEVELOPMENT BOOK – THE SPEED OF TRUST

Mr. Roth began the discussion on the book The Speed of Trust. The Board and administrative team members shared personal insights on section 1 (pages 1-41) of the book, applying it to relationships throughout the District and community. In August the group will discuss section 2, pages 41-90.

There was no action taken on the item.

**BUDGET- PUBLIC HEARING 7:00 PM**

1. BUDGET HEARING/CALL TO THE PUBLIC

ARS 15-905

a. DISCUSSION ON THE CAMP VERDE UNIFIED SCHOOL DISTRICT'S ANNUAL BUDGET FOR FISCAL YEAR 2018-2019

Mr. Roth opened the Call to the Public regarding the budget. There was no public participation.

**REGULAR SESSION 7:00 PM**

1. AGENDA REVIEW AND ACCEPTANCE

Mr. Roth pulled item 9. G. to be reported on at a later date. Mr. Howe asked to pull the 3<sup>rd</sup> person under Item 3.c.

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to accept the agenda with the exception of item 9. G. and the 3<sup>rd</sup> person on Item 3. C. The motion carried 4-0.

Ayes: Roth, Freeman, Simbric and Lawton

Nays: 0

2. PUBLIC PARTICIPATION/ CALL TO PUBLIC

Mr. Howe recognized members of the Board and others present, including members of the high school wrestling program, giving public affirmations. He thanked them for attributes and efforts specific to each individual.

3. POTENTIAL ACTION ON PERSONNEL MATTERS

a. Employment recommendations:

*Colleen McDowell , High School Biology*

*Madison Johnson, Fit Kids*

*Jacob Spleiss, High School Math/ PE/ Weights*

*Dawn Ritzenthaler, Elementary Secretary*

*Jennifer White, Elementary Nurse*

*Nancy Palatnik, Occupational Therapist*

b. Extra Duty/ Lane Change:

*Brian Pelfrey Summer School Substitute*

*Rhonda Austin, SAIS Supervisor, wage correction*

*Jocelyn Alvey, SPED Coordinator, wage correction*

*Kristi Mulcare, Middle School Ag-Science*

*Rick Watkins, Summer Custodian*

*Jennifer Cooley, from Elementary Secretary to lead ES Secretary*

c. Volunteers:

*Pepper Evans, Middle School*

*Jessica McGonigle, Middle School*

*Jesse Sharp, High School*

d. Resignations/Retirements:

*Erica Crittenden, Fit Kids Instructor, resignation effective May 24, 2018*

Motion: Mrs. Freeman moved, seconded by Mr. Roth to accept the personnel matters with the exception of the previously noted item (stricken). The motion passed 4-0.

Ayes: Roth, Freeman, Simbric, and Lawton.

Nays: 0

4. POTENTIAL APPROVAL OF BUSINESS AND FINANCIAL MATTERS

a. *Expense Vouchers in the amount of \$ 234, 632.92*

b. *Payroll Vouchers in the amount of \$ 604,586.85*

c. *Financial Updates*

d. *Student auxiliary accounts*

Motion: Mr. Lawton moved, seconded by Mr. Simbric to accept the business and financial matters. The motion carried 4-0.

Ayes: Roth, Freeman, Simbric, and Lawton.

Nays: 0

5. POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES

a. *Minutes taken June 12, 2018 Regular Session*

b. *Minutes taken June 12, 2018 Executive Session*

c. *Minutes taken June 18, 2018 Governance Team Retreat*

d. *Minutes taken June 28, 2018 Joint Meeting with VACTE*

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to approve the Governing Board minutes as listed. The motion carried 4-0.

Ayes: Roth, Freeman, Simbric and Lawton.

Nays: 0

6. POTENTIAL ACTION ON THE CONSENT AGENDA

- a. *Potential approval of the excess expenditures within sub-section of the Maintenance and Operations budget for fiscal year 2018-2019*
- b. *Potential approval of the Yavapai County Board of Director's resolution regarding negative cash balance*
- c. *Potential approval of Fall Vision Screenings assistance from Southwestern Eye Centers (volunteer) for the 2018-2019 school year requested by Susan Collier, School Nurse*
- d. *Potential approval of Student Hearing Officers for the 2018-2019 school year: Administrator Danny Howe, Mark Showers and the Trust Certified Hearing Officers*
- e. *Potential acceptance of Qualified Evaluators for the 2018-2019 school year according to ARS 15-537: Admin-In-Charge & Principal Danny Howe, Principal Britta Booth, Principal Mark Showers, Principal Brian Tankesley, Lead Teacher Rod Benson, ELL-Federal Projects Coordinator, Debbie Witt, Director of Special Education Christina Gilbert and Director of Business Services, Steve Hicks*
- f. *Potential approval of the quote from Physical Therapist*
- g. *Potential approval of the 2019 School Facilities Board Capital Plan and authorize Steve Hicks to transmit the document*
- h. *Potential acceptance of donation of office and school supplies from Robert Keel in the approximate amount of \$ 300.00*
- i. *Potential approval of Textbook Policy IJJ as Second Read*

Mrs. Freeman asked to pull item 7.i. Policy IJJ for discussion.

Motion: Mrs. Freeman moved, seconded by Mr. Simbric, to approve the items under the consent agenda with the exception of item 7.i. The motion carried 4-0.

Ayes: Roth, Freeman, Simbric, and Lawton.

Nays: 0

Mr. Howe clarified some changes the policy should undertake with regards to the potential approval of supplementary materials.

Motion: Mrs. Freeman moved, seconded by Mr. Lawton, to approve Policy IJJ with the corrections made by Mr. Howe. The motion carried 4-0.

Ayes: Roth, Freeman, Simbric, and Lawton.

Nays: 0

7. DISCUSSION, REPORT AND POSSIBLE ACTION ITEMS

- a. *Discussion and possible action to approve the Camp Verde Unified School District's Annual Budget for fiscal year 2018-2019*

Mr. Howe explained the budget that had been proposed in June had not changed and was now up for adoption.

Motion: Mrs. Freeman moved, seconded by Mr. Simbric, to approve the District's Annual Budget for fiscal year 2018-2019. The motion carried 4-0.

Ayes: Roth, Freeman, Simbric, and Lawton.

Nays: 0

b. *Discussion and possible action to accept athletic training services from Verde Valley Medical Center*

Mr. Howe explained that the District has a great opportunity to have a certified athletic trainer for all major varsity sporting events and practices. The services from the Medical Center will also tie in nicely for CTE Sports Medicine classes. It will cost the District approximately \$ 6000.00 for a .8 FTE (full time equivalency) athletic trainer, while VVMC will pay the rest.

Motion: Mrs. Freeman moved to have the administration pursue athletic training services through VVMC. Mr. Lawton seconded the motion. The motion carried 4-0.

Ayes: Roth, Freeman, Simbric, and Lawton.

Nays: 0

c. *Discussion and possible action to accept SchoolsPLP software as Course Catalog for all sites to replace A+ Software Course Catalog*

Mr. Howe explained new curriculum is currently displayed on the District website. He will be bringing the curriculum adoption policy back to the Board with a recommendation to align it with the textbook adoption policy.

Mr. Tankesley presented on the pros and cons of the new curriculum, SchoolsPLP. Pros included data tracking to state standards, and 115 electives to choose from. The new curriculum is a little more expensive than A +.

Motion: Mrs. Freeman moved, seconded by Mr. Simbric, to accept SchoolsPLP software as Course Catalog for all sites to replace A+ Software Course Catalog. The motion carried 4-0.

Ayes: Roth, Freeman, Simbric, and Lawton.

Nays: 0

d. *Discussion and possible action to elect a Board member to serve as delegate, and a Board member to serve as alternate delegate for ASBA Assembly*

Mr. Lawton exited at 7:39 pm and returned at 7:40 pm.

There was brief discussion on the assembly and the responsibility of serving as delegate.

There was no action taken on the item. The Board plans to revisit the item in August.

e. *Discussion and report on South Verde High School enrollment data and growth plans*

South Verde Principal Mr. Tankesley thanked the board for affording him the opportunity to be the principal of South Verde. He expressed his excitement about the school.

There was brief discussion on delaying the report because Board member McDowell was not present and she had requested it. The Board opted to bring the report back at a later meeting, thanking Mr. Tankesley for the work he had done on his South Verde growth plan.

There was no action taken.

f. *Discussion/update on High School Wrestling Program*

High School Principal Mr. Showers updated the Board saying that communication with the wrestling staff has been top notch. They are developing a new normal, transitioning from club to high school sports, which takes time.

Mr. Lawton suggested that the new protocol that was agreed upon be shared with coaches, parents and students participating in the program.

There was no action requested on the Item.

g. ~~*Discussion and report on District Gifted Program offerings*~~

- h. *Discussion and possible action on Arizona School Board's Association Policy Services Advisory volume 30, Number 2 to include acceptance of Policies DICA – Budget Format, DIE – Audits/Financial Monitoring, DJ – Purchasing, DJE – Bidding/Purchasing Procedures, FEA – Educational Specifications for Construction, GBEAA – Staff Conflict of Interest, JFABB – Admission of Exchange and Foreign Students, and JL – Student Wellness*

There was brief discussion on Policy JL- Student Wellness calling for an annual review by the Board. There was also discussion on making an exception for classroom parties in the nutrition guidelines.

Motion: Mrs. Freeman moved, seconded by Mr. Lawton, to accept the Arizona School Board's Association Policy Services Advisory Volume 30, Number 2 to include the listed policies. The motion carried 4-0.

Ayes: Roth, Freeman, Simbric, and Lawton.

Nays: 0

- j. *Discussion and possible action to accept Policy IIE Student Schedules and Course Loads as First Read*

Mr. Howe explained the financial impact of not having the students in school full time. It also affects CTE course competition and participation in sports. He was recommending the Board change the policy back to state that senior students take 4 hours of coursework, rather than 2.

Motion: Mr. Lawton moved, seconded by Mrs. Freeman to accept Policy IIE Student Schedules and Course Loads as First Read. The motion carried 4-0.

Ayes: Roth, Freeman, Simbric, and Lawton.

Nays: 0

- k. *Discussion and possible action to elect a board member to serve as ex-officio member on the Philip England Center for the Performing Arts Foundation*

There was brief discussion on who might be interested in serving.

Motion: Mr. Lawton moved, seconded by Mr. Roth to nominate Helen Freeman to serve as ex-officio member on the Philip England Center for the Performing Arts Foundation. The motion carried 4-0.

Ayes: Roth, Freeman, Simbric, and Lawton.

Nays: 0

8. INFORMATION ONLY

- a. 2018-2019 School Calendar
- b. Strategic Plan draft
- c. July enrollment report

9. BOARD REQUEST FOR FUTURE AGENDA ITEMS

Mr. Roth asked for the following items to be addressed at a future meeting: The curriculum policy, the student wellness policy, the ASBA delegate and the South Verde report.

10. ADJOURNMENT

Motion: Mr. Lawton moved, seconded by Mr. Simbric, to adjourn the meeting. The motion carried 4-0. The meeting adjourned at 8:08 pm.

Ayes: Roth, Freeman, Simbric, and Lawton.

Nays: 0

13. SIGNING OF DOCUMENTS