

CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD MINUTES

TAKEN June 11, 2019

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

Vision:

Providing students a safe and caring environment in which knowledge, skills, and attitudes enable learners to become productive citizens

Respect, Integrity, Positive Relationships, Accountability

Mission:

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**

Mrs. Freeman called the meeting to order at 6:31 pm.

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

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

3. **ROLL CALL**

Board Members present were: Helen Freeman, Bob Simbric, Eric Lawton and Carol German. Board President Tim Roth was absent.

4. **DISCUSSION ON PROFESSIONAL DEVELOPMENT BOOK – Creating the Schools Our Children Need**

The Board and administrators discussed chapters 2 and 3 of the book. They agreed to discuss chapters 4 and 5 during their next book discussion session.

The Board to a recess at 6:56 pm.

REGULAR SESSION 7:00 PM

1. **WELCOME AND CALL TO ORDER**

Mrs. Freeman called the meeting to order at 7:01 pm.

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

Elementary Principal Britta Booth led the Pledge of Allegiance. There was a moment of silence.

3. **ROLL CALL**

Board Members present were: Helen Freeman, Bob Simbric, Eric Lawton and Carol German. Board President Tim Roth was absent.

4. **AGENDA REVIEW AND ACCEPTANCE**

Mrs. Freeman asked to pull Item 10.F. in order to discuss it in July. She also asked to reorder Items 11. A. and B. to discuss Item B, first.

Motion: Mr. Lawton moved, seconded by Mrs. Freeman, to accept the agenda with the changes, removing Item 10 F and rearranging 11 A, and B. The motion carried 4-0.
Ayes: Freeman, Simbric, Lawton and German.
Nays: 0

3. PUBLIC PARTICIPATION/ CALL TO PUBLIC

Administrator-In-Charge Danny Howe addressed the Board recognizing the Steve Hicks the Business Manager. Mr. Howe stated we are fortunate to have Mr. Hicks. He is not only diligent, and careful with the school budget, he genuinely cares about the people of the District.

4. STAFF, STUDENT, COMMUNITY RECOGNITION - CELEBRATION OF GOOD THINGS

Administrator-In-Charge Mr. Howe recognized the High School Booster Club: Stacey Munger, Ann Martin, Alison Sowler and (not present at the meeting, Carla Kane). President Mrs. Munger reported Booster Club successes. They created Bylaws, and established a 501 C3 early on. Students are afforded the opportunity to gain community service hours with the Boosters. The Club was able to donate over \$16,000.00 to the teams this year. They also updated the concession stand equipment. Their next goal is to pay for a new sound system in the high school gymnasium. They are looking to build a larger volunteer base to help them continue to support CVHS.

5. POTENTIAL APPROVAL OF PERSONNEL MATTERS

A. Employment recommendations 2019-2020:

*Peggy Owens, Special Education K-2 Teacher
Chance Weir, Middle School Technology Teacher*

B. Transfers:

*Pam Hughes from K-2 Teacher to Preschool Teacher
Brianna Johnson, from long term Preschool Substitute to Computer Lab Paraprofessional
Shelley Surber, from Technology Teacher to Physical Education Teacher
Daria Weir, from Special Education Teacher to Elementary Assistant Principal/Dean of Students*

C. Extra Duty:

Summer School:

*Becky Westfield, High School Teacher
David Andrews, High School Teacher
Katy Potter, High School Teacher
Rebecca McIlvaine, High School Summer School Supervision, June 3-7, 2019
Deon Murphy, South Verde Summer School Supervision
Eric Hansen, Middle School Teacher
Adrienne Wright, Middle School Teacher
Stacy Munger, Middle School Teacher
Donnie Shanks, Middle School Teacher*

Extended School Year:

*Tammey Carter, ESY Coordinator and Teacher
Lisa Powers, ESY Teacher
Alicia Slaughter, Paraprofessional
Emberly Collins, Paraprofessional
Michael Penrod, Paraprofessional
Doree Mathews, Paraprofessional
Carol Neitzel, Paraprofessional
Tiffany Minton, Paraprofessional
Jennifer Cooley, Secretary/Summer Registrar
Debbie Whitelaw, Elementary Print room, 10 additional hours for printing services*

Summer School Bus Drivers:

Amy Hancock, Michelle MacDonald, Jon Ashby, John Petrie, Raymond Freeman, Bryce Garcia

D. Resignations/Retirements:

Paula Lester, Dispatcher, resignation effective May 20, 2019

Jocelyn Alvey, Special Education Coordinator, resignation effective June 30, 2019

Jolynn Sperry, High School Language Arts teacher, resignation effective June 3, 2019

Motion: Eric Lawton moved, seconded by Carol German, to accept the personnel matters. The motion carried 4-0.

Ayes: Freeman, Simbric, Lawton and German.

Nays: 0

6. POTENTIAL APPROVAL OF BUSINESS AND FINANCIAL MATTERS

The expense vouchers are available for public inspection at the District Office, located at 410 Camp Lincoln Rd, Camp Verde, AZ 8632

A. Expense Vouchers in the amount of \$ 172,887.03

B. Payroll Vouchers in the amount of \$ 1,563,092.86

C. Financial Updates

D. Student Accounts

Motion: Bob Simbric moved, seconded by Carol German, to approve the business and financial matters. The motion carried 4-0.

Ayes: Freeman, Simbric, Lawton and German.

Nays: 0

7. POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES

A. Minutes taken during, May 14, 2019

Motion: Carol German moved, seconded by Eric Lawton, to approve the minutes taken May 14, 2019. The motion carried 4-0.

Ayes: Freeman, Simbric, Lawton and German.

Nays: 0

8. POTENTIAL ACTION ON THE CONSENT AGENDA

A. *Potential approval of Library Support Services Agreement for the District Library Membership in the Yavapai County Free Library District and Yavapai Library Network*

B. *Potential approval of donation to the High School Culinary Arts Program from James and Gloria Henderson Endowment Fund in the amount of \$6,500.00*

C. *Potential approval of substitute consolidation services with Yavapai County and ESI Education Services, Inc.*

D. *Potential approval of Sole Source vender list for 2019-2020*

E. *Potential approval of 2019-2020 execution of warrants between Board meetings for payment of salary and other expenses*

F. ~~*Potential approval of excess expenditure processing without interruption, 2019-2020*~~

G. *Potential approval of Northern Arizona Speech and Language Service Providers as District Speech and Language Services for the 2019-2020, 2020-2021, and 2021-2022 school years*

H. *Potential approval of donation of materials and labor from the Durnez family in order to extend the softball dugout*

I. *Potential approval of Sharon Wenger as District Physical Therapy Provider for 2019-2020*

Motion: Mrs. German moved, to approve the Items listed on the Consent Agenda with exception of Item F. Mr. Lawton seconded the motion. The motion carried 4-0.

Ayes: Freeman, Simbric, Lawton and German.

Nays: 0

9. REPORTS, DISCUSSION AND POSSIBLE ACTION ITEMS

B. Discussion and possible action to approve the proposed 2019-2020 Budget for publication

Director of Business Services Mr. Hicks presented the proposed budget which has increased 6.4% from last year's budget, mostly due to the increase from the State for teacher salaries. Seventy six percent of the budget is going to salaries with an additional nineteen percent funding salaries from grants. Without the grants ninety eight percent of the budget would be allocated to salaries only.

Motion: Mr. Simbric moved, seconded by Mrs. German, to approve the proposed 2019-2020 Budget for publication. The motion carried 4-0.

Ayes: Freeman, Simbric, Lawton and German.

Nays: 0

A. Discussion and possible action to accept personnel recommendation for High School Counselor Jane Mathews as HS Summer School Supervisor, June 10-21, 2019.

There was brief discussion on the dates listed for the High School Summer School Supervisors.

Motion: Mrs. German moved, seconded by Mr. Lawton, to accept High School Counselor Jane Mathews as High School Summer School Supervisor June 10-21, 2019. The motion carried 3-0.

Ayes: Freeman, Lawton and German.

Nays: 0

Abstention: Simbric

C. Report/update on the Lease agreement with NACOG Head Start

Mr. Howe explained there was some investigation taking place on the ownership of the building as the land belongs to the District. There may be a simpler arrangement that can be made rather than having to renew an annual lease. No action was requested on the item at this time.

D. Discussion and possible action to set a Summer Retreat date and agenda

There was brief discussion on the item as no the Board did not have an agenda for the potential retreat. There was no take action on the Item.

E. Discussion and possible action to set a Special Session for the purposes of the Administrator-In-Charge evaluation

There was brief discussion on dates available. Mrs. Freeman stated the Board may need to use a hybrid evaluation for the Administrator-in-Charge because he also needs to be evaluated as Principal.

Motion: Mrs. German moved, seconded by Mr. Simbric to set a Special Session for Thursday June 20th, at 8:00 am. The motion carried 4-0.

Ayes: Freeman, Simbric, Lawton and German.

Nays: 0

F. Discussion and possible action to accept Policy EEAEA – Bus Driver Requirements, Training and Responsibility, along with Policy Regulation and Exhibit

Mr. Howe explained the recommended policy and regulation amendments were in order to help hold incoming bus drivers accountable for training received on the district's dime and retain them for at least one year.

Mrs. German asked to look into bus drivers paying a deposit for training and then receiving the return once they completed a year of work. Mr. Howe will look into this prior to the second reading of the policy.

Motion: Mr. Lawton moved, seconded by Mrs. German to accept Policy EEAEA – Bus Driver Requirements, Training and Responsibility, along with Policy Regulation and Exhibit as First Read.

Ayes: Freeman, Simbric, Lawton and German.

Nays: 0

B. Discussion and possible action to accept Policy Advisory Volume 31, Number 3 to include Policy DIE – Audits/Financial Monitoring, Policy JFAA – Family Life Education, and JFAB-Admission of Nonresident Students as First Read

There was brief discussion on the policies as Mrs. Freeman explained they were recommendations from the Arizona School Boards Association; amended as laws change.

Motion: Mrs. German moved, seconded by Mr. Simbric, to accept Policy Advisory Volume 31, Number 3 to include Policy DIE – Audits/Financial Monitoring, Policy JFAA – Family Life Education, and JFAB-Admission of Nonresident Students as First Read. The motion carried 3-1.

Ayes: Freeman, Simbric, and German.

Nays: Lawton

C. Discussion and possible action to enter into an Intergovernmental Agreement with Cottonwood Oak Creek School District for Special Education Services through Southwest Academy for children with emotional disability and/or autism

Mr. Howe explained the agreement may be needed for an elementary student who may need this placement for services. Mr. Simbric had questions on the affiliation with Southwest Academy that Ms. Warburton the incoming Special Education Director helped to answer.

Motion: Carol German moved, seconded by Eric Lawton, to approve the Intergovernmental Agreement with Cottonwood Oak Creek School District for Special Education Services through Southwest Academy. The motion carried 4-0.

Ayes: Freeman, Simbric, Lawton and German.

Nays: 0

D. Discussion/Report from Board Member Freeman on Arizona School Boards Association Summer Leadership Conference

Mrs. Freeman reported on the conference she attended. The conference theme was based on creating supportive cultures in schools. She spoke on many sessions she attended including: remoralizing teaching, AZMERIT statistics, Impact Aid and Title Programs.

There was no action requested on the item.

10. BOARD/ADMINISTRATIVE REQUEST FOR FUTURE AGENDA ITEMS

None.

11. INFORMATION ONLY

- a. Board annual calendar

12. ADJOURNMENT

Motion: Mr. Lawton moved, seconded by Mrs. German, to adjourn the meeting. The motion carried 4-0.

The meeting adjourned at 8:12 pm.

Ayes: Freeman, Simbric, Lawton and German.

Nays: 0

13. SIGNING OF DOCUMENTS