

LAKE HAVASU UNIFIED SCHOOL DISTRICT NO.1

2200 Havasupai Blvd.

Lake Havasu City, AZ 86403

Governing Board Minutes

April 13, 2010

REGULAR MEETING SESSION:

1. Opening of Meeting

1.1 Call to Order

The regular session of the Governing Board of Lake Havasu Unified School District No. 1 was called to order by Governing Board President, Jo Navaretta at 6:00 pm in the District Boardroom, 2200 Havasupai Blvd., Lake Havasu City, Arizona, on April 13, 2010.

1.2 ROLL CALL

BOARD MEMBERS PRESENT: Jo Navaretta, President
Ross Hobday, Member
Dr. Randy Troyer, Member
Nancy Iannone, Member
Pat Rooney, Vice President

BOARD MEMBERS ABSENCE:

ADMINISTRATION PRESENT: Gail Malay, Superintendent
Dr. Barbara Goodwin, Assistant Superintendent
Missy Wood, Director of Business Services
Wes Brownfield, Director of Educational Services
Connie Hogard, Principal, Smoketree Elementary
Claude Sanders, Principal, Havasupai Elementary
Shaun Goodwin, Principal, Starline Elementary
Mari Jo Mulligan, Principal, Nautilus Elementary
Brad Gardner, Principal, Oro Grande Elementary
Paula Levensailor, Principal, Jamaica Elementary
Paul Olson, Principal, Thunderbolt Middle School
Hector Fimbres, Principal, Daytona Middle School
Dale Genger, Assistant Principal, LHHS
Denise Miner, Interim Principal, LHHS
Cole Morris, Maintenance Supervisor
Terry Fleming, Secretary

Others: 18

1.3 Call for Executive Session - none

1.4 Pledge of Allegiance

1.5 Moments of Silence

1.6 Recognition of Visitors

- Wes and Bonnie Humphrey were honored for their fundraising to get music stands for the High School Performing Arts Center. They were given a Certification of Appreciation.
- Principal Mari Jo Mulligan, and teachers; Amanda Rapstad, Sara Williams, Tracey Kennedy shared their experiences with the Nautilus Bloggers. Ella, a Nautilus student, demonstrated how to do a blog. Safety features are in place for this.
- Ms. Malay congratulated Ms. Ravnikar, Technology Teacher of Assignment, for having an article published in a national publication.
- Coaches of the Year were honored: Scott Becker-Boys Basketball Team; Max Milton-Swim Team; and Erika Washington-Girls Cross Country Team. Each received a Certificate of Appreciation and a movie tickets.
- Lake Havasu City Education Association (LHCEA) John Bradbury reported that LHCEA has been organizing and actively handing out flyers and door hangers on Yes to

Proposition 100. Their regional and state associations are in support of passing the override. Ms. Malay thanked the Association for their continued work on getting these passed.

2. Call to Public – none.

3. Consent Calendar

3.1.1 Approval of Minutes –

Regular Session of March 9, 2010

Special Session on March 5, 2010; March 9, 2010; March 22, 2010;

March 23, 2010; March 25, 2010

Executive Session on March 5, 2010; March 9, 2010; March 22, 2010; March 25, 2010

Work Session of March 2, 2010

3.1.2 Approval or Modification of Agenda

3.1.3 Personnel Report – Certified; Employment, Separation, Exception to Policy, Long Term Medical, Other. Support Staff; Employment, Separation, Exception to Policy, Long Term Medical, Other

3.1.4 Approval of Vouchers for March 2010 in the amount of \$3,858,107.97

Student Activity Funds for K-8 for February 2010 / \$118,549.00

Student Activity Funds 9-12 for February 2010/ \$142,271.77

Auxiliary Funds for 6-12 for February 2010/ \$538,634.04

3.1.5 Acceptance of Gifts and Donations to the Lake Havasu Unified School District in the amount of \$4,423.21 and to Student Activities Organizations in the amount of \$450.00. *A detailed list of donations can be viewed as background material by contacting the District.*

3.1.6 Other Annual Requirements – none

Mr. Hobday moved that the board approve the consent calendar as presented.

Mr. Rooney seconded the motion. No discussion.

ROLL CALL VOTE: Hobday: YES, Rooney: YES, Iannone: YES, Troyer: YES, Navaretta: YES

3.2 Item removed from the Consent Calendar - none

4. Old Business - none

5. Action Items

5.1 Approval of Compensation Package for 2010-11

Mrs. Wood and Dr. Goodwin recommended that, at this time, no changes be made to certified staff, support staff and administration salary schedules for fiscal year 2010-11, based on current budget numbers.

Based on current budget projections, there are no funds available to increase the certified staff, support staff or administration salary schedules for the 2010-11 school year, therefore it is recommended that, at this time, the current salary schedule be retained. Because additional changes may be made by the State in the upcoming months, the following verbiage will be included in employee contracts and letters of intent for 2010-11:

General compensation reduction notice: Employee is hereby given notice that if: (1) the District's student base support level authorized for the 2010-2011 fiscal year is less or becomes less than that authorized at the beginning of the 2009-2010 fiscal year; (2) the

District fails to receive during the 2010-2011 fiscal year funds in the amount budgeted for such year; (3) the District does not receive funds that, as of the date of Contract issuance, the District anticipates receiving for use in the 2010-2011 fiscal year from the federal economic stimulus fund; (4) there are any cuts, delays, or other occurrences causing reduced funding as a result of state budget decisions; or (5) the Arizona voters do not approve an increase in the sales tax revenue in the May, 2010 election, the District may order a reduction in compensation. A compensation reduction, if any, shall not exceed 12% of compensation due under Section III of this Contract. In addition to this notice, Employee shall be advised twenty (20) calendar days prior to a reduction in compensation pursuant to this section. Alternatively, and at the sole discretion of the Board, the compensation set forth above can be modified through a reduction in steps.

Furlough: Employee is hereby given notice that the Governing Board may require Employee to take a furlough of up to ten (10) days, unpaid, on days for which the Employee would normally receive pay. Employee will perform no duties on furlough days and may not use paid leave on furlough days. Dates of furlough days, if any, shall be designated by the District. Furloughs may or may not be required in addition to a compensation reduction as described in this section.

Changes were made on the Employee contract to include legal wording on the two board approved furlough days and the possibility of future recommendations for additional salary cuts. Horizontal movements for next year are on hold.

Mrs. Iannone moved that the Board approve that, at this time, no changes be made to certified staff, support staff and administration salary schedules for fiscal year 2010-11, based on current budget numbers.

Mr. Hobday seconded the motion.

Mrs. Wood clarified that the general compensation reduction notice would be a reduction across the board.

ROLL CALL VOTE: Hobday: YES, Rooney: YES, Iannone: YES, Troyer: YES, Navaretta: YES

5.2 Approval of Certified and Support Staff for Reduction in Force

Dr. Goodwin recommended that the Governing Board approve the list of certified and support staff for reduction in force.

Statutorily we are required to present the Governing Board with a list of staff members to be considered for reduction in force (RIF) for your approval. Our intent is to attempt to maintain as many positions as possible and limit the number of reductions through natural attrition including retirement and resignation.

Mr. Hobday moved that the Board approve the list of certified and support staff for reduction in force.

Mrs. Iannone seconded the motion. No discussion.

ROLL CALL VOTE: Hobday: YES, Rooney: YES, Iannone: YES, Troyer: YES, Navaretta: YES

5.3 Approval of Certified/Administrative/Supervisor Staff for 2010-11 and Staff Moving From Non-Continuing to Continuing Status

Dr. Goodwin recommended that the Governing Board approve the lists for employment with the district for the 2010-2011 school year; Certified Staff: Teachers, Counselors, Librarian, Speech/Physical, Therapists, Psychologists, Directors, Administrators, Supervisors and list of Staff moving from non-continuing status to continuing status.

Mrs. Iannone moved that the Board approve the lists for employment with the district for the 2010-2011 school year. Certified Staff: Teachers, Counselors, Librarian, Speech/Physical, Therapists, Psychologists, Directors, Administrators, Supervisors and Staff moving from non-continuing status to continuing status.

Mr. Hobday seconded the motion. No discussion.

ROLL CALL VOTE: Hobday: YES, Rooney: YES, Iannone: YES, Troyer: YES, Navaretta: YES

5.4 Certification of Absence Approval Request

Mrs. Wood recommended the Governing Board certify an absence approval request to be submitted to the Arizona Department of Education for an adjustment of student absences at Lake Havasu High School, due to widespread illness (influenza), in September, 2009.

The Lake Havasu Unified School District #1 was placed on adjusted average daily membership due to excessive absences during the first 100 days of the 2009-10 school year. Statute ARS §15-902 allows a school district to apply for exclusion of certain absences, including widespread illness. The criteria for widespread illness include three or more consecutive days of school where absences totaled 10% or more of the total site student population. Lake Havasu High School experienced widespread illness for five consecutive days in September, 2009, due to the influenza epidemic that occurred in Mohave County.

As backup to this item, the governing board is asked to read the Arizona Department of Education Memorandum 09-045. Attached to the memorandum are various forms, which include the instructions for completing the absence approval request, the absence approval request form, the governing board certification form, the absence approval request district recap and information printed from the district's student management system, Power School, which shows how the information was determined.

The completed forms and governing board certification must be submitted to the Arizona Department of Education School Finance unit by April 16, 2010.

Mr. Hobday moved that the Board certify an absence approval request to be submitted to the Arizona Department of Education for an adjustment of student absences at Lake Havasu High School, due to widespread illness (influenza), in September, 2009

Mr. Rooney seconded the motion. No discussion.

ROLL CALL VOTE: Hobday: YES, Rooney: YES, Iannone: YES, Troyer: YES, Navaretta: YES

5.5 Approval of Change to High School Sports Fees

Mr. Burger and Mrs. Miner recommended that the Governing Board approve the following changes in the high school sports participation fee:

The fee for the first sport will be \$400 per athlete. There will be no additional fee for playing one or two additional sports. There will be no family cap.

Clarification A tax credit in the amount of \$400 can be used for the participation fee:

- If a family participates in the tax credit program by giving toward another tax credit activity, (Educational Tour Group, etc.) participation will not count toward the high school sports participation fee.
- If parents participate in the tax credit program at other schools in the district, that participation will not count toward the high school sports participation fee.
- A student or parent may ask a relative or another individual to make a tax credit contribution in the student's name in any amount up to \$400 and specify on the tax credit form that the money is to be applied to the athlete's participation fee.
- A student may apply for a scholarship. If she/he qualifies, the \$400 fee or a portion of the participation fee will be waived.

Mr. Hobday moved that the Board approve the following changes in the high school sports participation fee: The fee for the first sport will be \$400 per athlete. There will be no additional fee for playing one or two additional sports. There will be no family cap.

Mrs. Iannone seconded the motion.

Mr. Rooney stated his concerns with raising the fee. Dr. Troyer requested from Mr. Burger a list be provided to athletics of community members who could possibly be Tax Credit sponsors.

ROLL CALL VOTE: Hobday: YES, Rooney: YES, Iannone: YES, Troyer: YES, Navaretta: YES

5.6 Approval of Elementary and Middle School Handbooks

Ms. Malay recommended the Governing Board approve the 2010-2011 Elementary and Middle School Student Handbooks.

There is one unified Elementary School Student Handbook for all District elementary schools; Havasupai Elementary School, Jamaica Elementary School, Nautilus Elementary School, Oro Grande Elementary School, Smoketree Elementary School, and Starline Elementary School. Schools will have their unique information in an addendum given with this handbook.

Copies of the Elementary School and Middle School Handbooks were provided to the Governing Board and are available at each school. Principals were available to answer any questions that board members might have.

Mrs. Iannone moved that the Board approve the 2010-2011 Elementary and Middle School Student Handbooks.

Mr. Rooney seconded the motion. No discussion.

ROLL CALL VOTE: Hobday: YES, Rooney: YES, Iannone: YES, Troyer: YES,

Navaretta: YES

5.7 First Presentation/Review of Revised Policies BBBA Board Member Qualifications; BBBE Unexpired Term Fulfillment; BEDA Notification of Board Meetings; BEDB and BEDB-E Agenda; BEDC Quorum; and LBD Relations with Charter Schools

Ms. Malay recommended that the Board approve the first presentation of revised Policies BBBA Board Qualifications; BBBE Unexpired Term Fulfillment; BEDA Notification of Board Meetings; BEDB and BEDB-E Agenda; BEDC Quorum; LBD Relations with Charter Schools; and CBA – Qualifications and Duties of the Superintendent.

Per Arizona School Boards Association Policy Services Advisories, dated September 2009 and February 2010, the following policy revisions are being presented:

Policy Advisory 324 **BBBA - Board Member Qualifications.** House Bill 2432 adds to board member qualifications a limitation relating to immediate family members living in the same household serving on a five member board. The limitations restrict simultaneous service, nomination or election, and simultaneous candidacy of family members living in the same household within four years of the date of the present or intended specified activities.

Policy Advisory 324 **BBBE – Unexpired Term Fulfillment.** Contained in Senate Bill 1196 is a provision which formalizes a board, if it so chooses, to submit to the county school superintendent up to three names of persons for consideration to fill a vacancy on the board. The county school superintendent is not, however, required to appoint a person from the names submitted.

Policy Advisory 326 **BEDA – Notification of Board Meetings.** Language added to A.R.S. 38-431.02 by Senate Bill 1303 further clarifies requirements for the posting of meeting notices. The statute now specifies that the minimum twenty-four hour notice of a meeting may include Saturday when the public has twenty-four hour access to a physical posting location of the notice, but does not include Sundays or holidays identified in A.R.S. 1-301.

Policy Advisory 327 **BEDB and BEDB-E – Agenda.** Substantial revisions to policy model BEDB are not the result of legislation, but by an expressed need of school board members and administrators for guidance in the structuring of a board meeting agenda and the effect of the various components of an agenda in accomplishing compliance with Arizona's open meeting law. The BEDB model is a guidance document, it is not to be perceived as a prescriptive format for an agenda. Rather, district boards and administrators are to craft a local agenda template that best serves their individual school system. The particular agenda form a district uses will now be displayed as a Manual exhibit following policy BEDB. See attached BEDB-E for agenda form our district will use.

Policy Advisory 328 **BEDC – Quorum.** Lacking a quorum, meetings cannot be convened and board actions necessary to authorize critical functions of the district may not be accomplished. Senate Bill 1196 adds a subsection to A.R.S. 5-321 that permits the remaining members of a board having one or more vacant member seats to qualify as a quorum for the purpose of transacting business, with the stipulation that a single board member does not constitute a quorum.

Policy Advisory 339 **LBD – Relations with Charter Schools.** Senate Bill 1386 made revision of A.R.S. 15-183, relating to charter schools. The amendments that will affect a traditional public school that sponsors a charter school have to do with an expansion of the length of a charter renewal from fifteen years to twenty years, and a provision enabling a charter school to initiate an early renewal of a charter by following certain features. A school district that sponsors a charter school needs to become familiar with the modified language.

Policy Advisory 366 **CBA – Qualifications and Duties of the Superintendent.** Policy Advisory 343 added to the CBA document model the requirement that the superintendent

has to be fingerprinted as prescribed by A.R.S. 15-503(A)(1). The Policy Advisory (PA) observed that the statute also requires the board to determine the qualifications for the superintendent by action taken at a public meeting. Although the fingerprint requirement was added to the document, inclusion of language concerning the superintendent's qualifications was not. HB 2011 modified A.R.S. 15-203(14) to remove the requirement that a superintendent had to be certificated by the State Board of Education. CBA is revised to state that the Superintendent shall have appropriate qualifications as determined by the Governing Board at a public meeting to comply with the statutory change.

Mr. Hobday moved that the Board approve the first presentation of revised Policies BBBA Board Qualifications; BBBE Unexpired Term Fulfillment; BEDA Notification of Board Meetings; BEDB and BEDB-E Agenda; BEDC Quorum; LBD Relations with Charter Schools; and CBA – Qualifications and Duties of the Superintendent.

Mr. Rooney seconded the motion. No discussion.

ROLL CALL VOTE: Hobday: YES, Rooney: YES, Iannone: YES, Troyer: YES, Navaretta: YES

5.8 First Presentation/Review of Revised Policies GBEB and GBEB-E Staff Conduct; GCF-EC Professional Staff Hiring; and LDA Student Teaching and Internships

Dr. Goodwin recommended that the Board approve the first presentation of revised Policies GBEB and GBEB-E Staff Conduct; GCF-EC Professional Staff Hiring; LDA Student Teaching and Internships.

Policy Advisory 332 **GBEB – Staff Conduct**. The 2008 Legislature enacted language effective January 1, 2009, stating that a school district employee who fails to report be arrested for or charged with a nonappealable offense listed in A.R.S. 41-1758.03 shall be immediately dismissed from employment or excluded from potential employment. In addition, Senate Bill 1049 revised A.R.S. 41-1758.03 to add “unlawful sale or purchase of children” and “child bigamy” as unappealable offenses.

Policy Advisory 333 **GCF-EC – Professional Staff Hiring**. House Bill 2118 contains a number of revisions to the statutory language in A.R.S. Title 38 pertaining to Arizona State Retirement System. Exhibit GCF-EC is modified to add new requirements affecting retiree elections related to return to employment as described at A.R.S. 38-766.01.

Policy Advisory 340 **LDA – Student Teaching and Internship**. A minor modification to LDA is made to more closely align with a revision in House Bill 2031 relating to fingerprinting of a person in a teacher preparation program who participates in a student teaching or other field experience.

Mrs. Iannone moved that the Board approve the first presentation of revised Policies GBEB and GBEB-E Staff Conduct; GCF-EC Professional Staff Hiring; LDA Student Teaching and Internships.

Mr. Rooney seconded the motion.

ROLL CALL VOTE: Hobday: YES, Rooney: YES, Iannone: YES, Troyer: YES, Navaretta: YES

5.9 Approval of Sole Source – L to J Consulting Group, Inc.

Mr. Brownfield recommended the Governing Board approve L to J Consulting Group, Inc.

as the sole source for training related to LEA Improvement student achievement classroom tracking systems, funded by grants, not to exceed \$25,000.

The L to J process improves the learning systems for all students and educators. Leadership can be defined as meeting needs that are common to all. L to J offers comprehensive training in the type of leadership which supports the teacher as leader of students, the principal as leader of the staff, and central office members as leaders of multiple staffs. Leadership requires all students meet grade level expectations Leadership requires all students retain their kindergarten level of enthusiasm. Leadership requires that all students improve. Leadership requires that all students know they contributed to the success of the classroom and the whole school.

The training L to J provides through such techniques as the Scatter Diagram, Class Run Charts, and Histograms showing the L, to Bell, to J Curve engages students in their own learning through a wide variety of cooperative and student led graphing and formative assessment activities. L to J also provides educators a deep understanding of why failure in a organization such as a classroom, school, or district are most often the fault of the various systems in place rather than the people in those systems. L to J is a highly respected provider of these unique trainings and is the sole source of these services for the Arizona Department of Education solutions teams. L to J is highly recommended to districts in LEA Improvement. The LHUSD Plan calls for a long term relationship with L to J with comprehensive training for all teachers and leaders the first year and school imbedded trainings after that. This activity is fully grant funded and has been reviewed by purchasing and will not exceed \$25,000.

Mr. Hobday moved that the Board approve L to J Consulting Group, Inc. as the sole source for training related to LEA Improvement student achievement classroom tracking systems, funded by grants, not to exceed \$25,000.

Mr. Rooney seconded the motion. No discussion.

ROLL CALL VOTE: Hobday: YES, Rooney: YES, Iannone: YES, Troyer: YES, Navaretta: YES

5.10 Approval to have Semester Report Cards Issued vs. Quarterly Report Cards at Lake Havasu High School

Mrs. Miner recommended that the Governing Board approve issuing report cards at Lake Havasu High School on a semester basis rather than on a quarterly basis.

Currently the 1st quarter and 3rd quarter report cards consist of grades that are equivalent to a progress report and are available to parents already on PowerSchool. Semester grades, which are what go on a student's transcript, are based on an 80/20 percentage. The 80% represents the work completed over the course of the 18 week semester and the 20% represents the final exam. If approved, each student's Knight Time teacher will provide a cumulative progress report at the 9 weeks for all students. Honor Roll will be released at the semester for final grades rather than "progress report" grades and citizenship grades will continue to be reported on the report card as well.

Mr. Rooney moved that the Board approve issuing report cards at Lake Havasu High School on a semester basis rather than on a quarterly basis.

Mrs. Iannone seconded the motion.

Mrs. Miner stated that Athletic eligibility is prepared weekly.

ROLL CALL VOTE: Hobday: YES, Rooney: YES, Iannone: YES, Troyer: YES,
Navaretta: YES

6. Informational

6.1 Superintendent

- Ms. Malay gave appreciation of the Gifts and Donations.
- Ms. Malay shared a letter from legal advisors, The Ledbetter Law Firm, with instructions to add additional Notice Language on our Agenda formats.
- Ms. Malay invited everyone to a Board Work Session on the current state of our budget. Work Session will be on April 20, 2010 at 6:00 pm in the Little Theater at the High School.

7. Communications – none.

7.1 News Conference – none.

8. Adjournment

Following a motion by Mr. Rooney, seconded by Mr. Hobday, and approved unanimously the meeting was adjourned at 6:55 pm.

Minutes of the Regular Governing Board meeting of April 13, 2010 are approved as submitted.

Jo Navaretta, Board President

Pat Rooney, Board Vice President