

**LAKE HAVASU UNIFIED SCHOOL DISTRICT NO.1**

**2200 Havasupai Blvd.**

Lake Havasu City, AZ 86403

**Governing Board Minutes**

January 12, 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 January 12, 2010.

1.2 ROLL CALL

BOARD MEMBERS PRESENT:

Jo Navaretta, President  
Ross Hobday, Member  
Nancy Iannone, Member  
Pat Rooney, Vice President

BOARD MEMBERS ABSENCE:

Dr. Randy Troyer, Member

ADMINISTRATION PRESENT:

Gail Malay, Superintendent  
Dr. Barbara Goodwin, Assistant Superintendent  
Aggie Wolter, Director of Special 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  
Terry Fleming, Secretary

Others: 35

1.3 Call for Executive Session - none

1.4 Pledge of Allegiance

1.5 Moments of Silence

1.6 Recognition of Visitors

- Tech Showcase Michelle Ravnikar, Teacher on Assignment for Technology, gave a PowerPoint presentation. (copy with minutes)
- The Results of Teamwork Tami Roth, Teacher on Assignment for Educational Services, lead a presentation with our Academic Coaches. Coaches sharing about what their jobs are; Marie Gordier, Brian Wedemeyer, Corey Triassi, Pat Wolfe and Larry Olsen. Teachers who shared how the coaches helped them were; Dave Beccue, Katey Robinson, Wendy Nelson, Lindsay Dixon and Audrey Berniklau.
- Lake Havasu City Education Association (LHCEA) John Bradbury was thankful for the wonderful things going on in our district.

2. Call to Public – none.

3. Consent Calendar

3.1.1 Approval of Minutes –

January 12, 2010

Regular Session of December 8, 2009  
Special Session of December 15, 2009  
Executive Session of December 15, 2009  
Work Session of December 1, 2009

- 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 November 2009 in the amount of \$3,453,341.97 REVISED  
December 2009 in the amount of \$3,952,979.23  
Student Activity Funds for K-8 for November 2009 / \$82,956.49  
Student Activity Funds 9-12 for November 2009/ \$150,890.03  
Auxiliary Funds for 6-12 for November 2009/ \$551,405.25
- 3.1.5 Acceptance of Gifts and Donations to the Lake Havasu Unified School District in the amount of \$19,966.71 and to Student Activities Organizations in the amount of \$0. *A detailed list of donations can be viewed as background material by contacting the District.*
- 3.1.6 Other Annual Requirements – Approval of Teacher Evaluation Malay  
System Verification – FY 2010-2011

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

Mr. Hobday seconded the motion. No discussion.

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

3.2 Item removed from the Consent Calendar - none

#### 4. Old Business

- 4.1 Second Presentation/Review of Revised Policies BBBB-Board Member Oath of Office, CBA-Qualifications and Duties of the Superintendent, CBI-Evaluation of the Superintendent, JK-Student Discipline, and JKE-Expulsion of Students

Ms. Malay recommended that the Board approve the second official presentation of revised policies BBBB-Board Member Oath of Office, CBA-Qualifications and Duties of the Superintendent, CBI-Evaluation of the Superintendent, JK-Student Discipline, and JKE-Expulsion of Students.

Per Arizona School Boards Association Policy Services Advisories, dated November 2009, the following policy revisions are being presented: Policy Advisory 341 BBBB Board Member Oath of Office, Policy Advisory 344 CBA Qualification and Duties of the Superintendent, Policy Advisory 344 CBI Evaluation of the Superintendent, Policy Advisory 362 JK Student Discipline, and Policy Advisory 363 JKE Expulsion of Students. Ms. Malay stated that we appreciate that our Governing Board does all expulsion hearings.

No changes have been made to the policies since the first presentation on December 8, 2009, except to show that Governing Board will meet for each expulsion hearing (Option A) on JKE – Expulsion of Students.

Mr. Hobday moved that the Board approve the second presentation of revised policies BBBB-Board Member Oath of Office, CBA-Qualifications and Duties of the Superintendent, CBI-Evaluation of the Superintendent, JK-Student Discipline, and JKE-Expulsion of Students.

Mrs. Iannone seconded the motion. No discussion.

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

4.2 Second Presentation/Review of Revised Policy GCCH and GCCH-R Professional / Support Staff Bereavement Leave

Dr. Goodwin moved that the Board approve the second official presentation of revised Policy GCCH and GCCH-R Professional / Support Staff Bereavement Leave.

Policy Group Committee met regarding these changes on March 4, 2009. Changes in Policy GCCH and GCCH-R will take effect on July 1, 2010. No changes have been made to this policy since the first reading on December 8, 2009.

Mr. Hobday moved that the Board approve the second presentation of revised Policy GCCH and GCCH-R Professional / Support Staff Bereavement Leave.

Mrs. Iannone seconded the motion. Discussion with Board and John Bradbury and Sue Keith, LHECA representatives. Dr. Goodwin stated that the Policy Group did meet on this an only one member was opposed. Board members felt the process had been completed and this would not be a burden to any, and employees can still take Bereavement Leave when needed.

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

4.3 Second Presentation/Review of Revised Policy JLCD Medicines/Administering Medicines to Students & JLCD-R Medicines/Administering

Mrs. Wolter recommended that the Board approve the second official presentation of revised Policy JLCD – Medicines / Administering Medicines to Students and JLCD-R Medicines / Administering Medicines to Students (Medication Procedures).

Per Arizona School Boards Association Policy Services Advisories, dated November 2009, the following policy revisions are being presented: Policy Advisory 362 JLCD and JLCD-R. No changes have been made to this policy since the first reading on December 8, 2009.

Mrs. Iannone moved that the Board approve the second presentation of revised Policy JLCD Medicines / Administering Medicines to Students and JLCD-R Medicines / Administering Medicines to Students (Medication Procedures).

Mr. Hobday seconded the motion. No discussion.

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

4.4 Second Presentation/Review of Revised Policies IKFA Early Graduation, JEB Entrance Age Requirements, JII, JII-R and JII-ED Student Concerns, Complaints & Grievances, and KHB Advertising in Schools

Ms. Malay recommended that the Board approve the second official presentation of revised Policies IKFA Early Graduation, JEB Entrance Age Requirements, JII, JII-R and JII-ED Student Concerns, Complaints and Grievances, and KHB Advertising in Schools.

Per Arizona School Boards Association Policy Services Advisories, dated November 2009, the following policy revisions are being presented: Policy Advisory 359 IKFA Early Graduation, Policy Advisory 358 JEB Entrance Age Requirements, and Policy Advisory 365 KHB Advertising in Schools. No changes have been made since the first reading on December 8, 2009.

Mr. Hobday moved that the Board approve the second presentation of revised Policies IKFA Early Graduation, JEB Entrance Age Requirements, JII, JII-R and JII-ED Student Concerns, Complaints and Grievances, and KHB Advertising in Schools.

Mrs. Iannone seconded the motion. Discussion on entrance age requirements at High School level.

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

4.5 Second Presentation/Review of Revised Policies DBF Budget Hearings and Review/Adoption Process, DBJ Budget Transfers, DFF Income from School Sales and Services, DIA Accounting System, DIE-R Audits/Financial Monitoring, and DJE-R — Bidding/Purchasing Procedures

Ms. Malay recommended that the Board approve the second official presentation of revised Policies DBF Budget Hearings and Review/Adoption Process, DBJ Budget Transfers, DFF Income from School Sales and Services, DIA Accounting System, DIE-R Audits/Financial Monitoring, and DJE-R Bidding/Purchasing Procedures.

Per Arizona School Boards Association Policy Services Advisories, dated November 2009, the following policy revisions are being presented: Policy Advisory 345 DBF Budget Hearings and Review/Adoption Process, Policy Advisory 346 DBJ Budget Transfers, Policy Advisory 347 DFF Income from School Sales and Services, Policy Advisory 348 DIA Accounting System, and Policy Advisory 350 DJE-R Bidding/Purchasing Procedures. No changes have been made to policies since the first presentation on December 8, 2009.

Mrs. Iannone moved that the Board approve the second presentation of revised Policies DBF Budget Hearings and Review/Adoption Process, DBJ Budget Transfers, DFF Income from School Sales and Services, DIA Accounting System, DIE-R Audits/Financial Monitoring, and DJE-R Bidding/Purchasing Procedures.

Mr. Hobday seconded the motion. No discussion.

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

5. Action Items

5.1 Approval to Appoint Interim High School Principal

Dr. Goodwin recommended that the Governing Board approve the appointment of Denise Miner to the position of Interim High School Principal.

Denise has worked in the Lake Havasu Unified School district in various capacities since 1985. She started her career as a volleyball and basketball coach at Lake Havasu High School immediately after moving to Lake Havasu City from Nebraska and continued to do so for four years. Denise attended the University of Nebraska prior to moving and after marrying and having two children she finished her undergraduate degree through Prescott College in 1991. She began teaching in the fall of 1991 at Oro Grande Elementary School

and completed her M.A. in education in 1995 through Grand Canyon University. She continued to teach at Oro Grande through the 2004-2005 school year. She started taking classes for her administrative certificate during her last year at Oro Grande and served as acting principal when needed.

Denise has been the Assistant Principal at Lake Havasu High School for the past 5 years. She holds an administrative certificate issued through the Arizona Department of Education and continues to enhance her education by taking university courses. Denise also completed the Chamber of Commerce Leadership Development Class and recently attended the NAU Leadership Academy.

Mr. Hobday moved that the Board approve the appointment of Denise Miner to the position of Interim High School Principal.

Mr. Rooney seconded the motion. Ms. Malay and Dr. Goodwin thanked Mrs. Miner for stepping in and doing whatever was needed.

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

## 5.2 Approval to Appoint Interim High School Teacher on Assignment

Dr. Goodwin recommended that the Governing Board approve the appointment of Larry Olsen to the position of Interim High School Teacher on Assignment.

Larry graduated with a Bachelor's of Science in Secondary Mathematics Education from the University of Wyoming in 1990. He completed a Master's Degree in Secondary Education from Grand Canyon University in 1995.

Larry started his career teaching math at Lake Havasu High School in 1990 and continued to serve in that capacity until the spring of 2009. He also acted as the Math Department Chair from 2001 -2005. For the past 8 years he has been teaching college algebra at Mohave Community College. In addition, Larry has coached both volleyball and girls basketball.

Larry moved into the position of Academic Coach at Lake Havasu High School this past July and has been instrumental in supporting the high school teachers as they build capacity in classroom instruction.

Mrs. Iannone moved that the Board approve the appointment of Larry Olsen to the position of Interim High School Teacher on Assignment.

Mr. Hobday seconded the motion. No discussion.

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

## 5.3 First Presentation/Review of Revised Policies GCB Professional Staff Contracts and Compensation, GCBA Professional Staff Salary Schedules, GCCE and GCCE-R Professional /Support Staff Conferences/Visitations/ Workshops, GCF Professional Staff Hiring, GCMF Professional Staff Duties And Responsibilities, GCO and GCO-RA Evaluation Of Professional Staff Members, GCQA and GCQA-R Professional Staff Reduction In Force, and GDQA and GDQA-R Support Staff Reduction In Force

Dr. Goodwin recommended that the Board approve the first presentation of revised Policies GCB Professional Staff Contracts and Compensation, GCBA Professional Staff Salary Schedules, GCCE and GCCE-R Professional /Support Staff Conferences/Visitations/ Workshops, GCF Professional Staff Hiring, GCMF Professional Staff Duties And Responsibilities, GCO and GCO-RA Evaluation Of Professional Staff Members, GCQA and GCQA-R Professional Staff Reduction In Force, and GDQA and GDQA-R Support Staff Reduction In Force.

Per Arizona School Boards Association Policy Services Advisories, dated November 2009, the following policy revisions are being presented: Policy Advisory 351 GCB Professional Staff Contracts and Compensation, Policy Advisory 352 GCBA Professional Staff Salary Schedules, Policy Advisory 353 GCCE and GCCE-R Professional /Support Staff Conferences/Visitations/ Workshops, Policy Advisory 354 GCF Professional Staff Hiring, Policy Advisory 355 GCMF Professional Staff Duties And Responsibilities, Policy Advisory 356 GCO and GCO-RA Evaluation Of Professional Staff Members, Policy Advisory 357 GCQA and GCQA-R Professional Staff Reduction In Force, and GDQA and GDQA-R Support Staff Reduction In Force.

Dr. Goodwin stated that these were in effect on November 24, 2009. The District will stay with current policies for the rest of this year and these will go into effect July 1, 2010.

Mrs. Iannone moved that the Board approve the first presentation of revised Policies GCB Professional Staff Contracts and Compensation, GCBA Professional Staff Salary Schedules, GCCE and GCCE-R Professional /Support Staff Conferences/Visitations/ Workshops, GCF Professional Staff Hiring, GCMF Professional Staff Duties And Responsibilities, GCO and GCO-RA Evaluation Of Professional Staff Members, GCQA and GCQA-R Professional Staff Reduction In Force, and GDQA and GDQA-R Support Staff Reduction In Force.

Mr. Rooney seconded the motion. Discussion on possible policy regulation that states date certified contracts would be issued. Board requests that Personnel check with Arizona School Boards Association concerning wording and their recommendation on this.

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

#### 5.4 Approval of Out of State Travel

Dr. Goodwin recommended the Governing Board approve that Heidi Gray-Information Management Specialist, Linda Bowes-Administrative Assistant, Alexis Clark-Registrar, and one additional staff member (to be determined) travel out of state July 11-15, 2010 to PowerSchool University training in Anaheim, California. Related travel expenses will be funded by the Title IID Technology grant.

On December 9, 2008, the Governing Board approved the purchase of a new student management software from Pearson, named PowerSchool. PowerSchool went live on July 13, 2009. In order for PowerSchool to be utilized to its fullest extent, continued and advanced training is necessary. PowerSchool University attendees will receive hands-on training from experienced trainers, enabling them to further implement methodologies and train other staff members district-wide. This dynamic training opportunity will allow the participants to become more effective and efficient – working smarter, not harder.

Specialized training areas include the following topics:

- Report, Searches, Alerts
- Customization, Codes
- Attendance, Scheduling & Gradebook
- State Reporting
- System Management and Administration
- SIF (Schools Interoperability Framework)
- Troubleshooting

Registration fees will be funded using soft capital already encumbered to Pearson for training purposes. Related travel expenses will be funded by the Title IID Technology grant.

Costs not to exceed:	Registration:	\$8,000 (encumbered on original software purchase)
	Lodging:	\$1,700 (Title IID grant)
	District fleet:	\$130 (Title IID grant)
	Gas:	\$200 (Title IID grant)
	Meals per diem:	\$59.00 each per day* (Title IID grant)

\*Breakfast and lunch included in tuition. Dinner will be the only meal expense.

Mr. Hobday moved that the Board approve that Heidi Gray-Information Management Specialist, Linda Bowes-Administrative Assistant, Alexis Clark-Registrar, and one additional staff member (to be determined) travel out of state July 11-15, 2010 to PowerSchool University training in Anaheim, California. Related travel expenses will be funded by the Title IID Technology grant.

Mr. Rooney seconded the motion. No discussion.

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

#### 5.5 Approval to Begin 2010-2011 E-Rate Filing and Projects

Dr. Goodwin recommended that the Governing Board approve the request to begin the 2010-2011 E-Rate filing and procurement process.

Approval of this action item will allow the district to prepare and file paperwork necessary for participation in the 2010-2011 E-Rate program for the following projects:

1. Switch replacements district wide
2. Upgraded LAN/WAN components
3. Local, long distance, T1 and cellular phone service
4. Basic maintenance contracts for telecommunication systems

All proposed purchases would coincide with strategies detailed in the District Technology Plan as required by E-Rate policy. Dr. Goodwin stated that since Free & Reduced Lunches have gone up in our District, our E-Rate has increased.

Mr. Hobday moved that the Board approve the request to begin the 2010-2011 E-Rate filing and procurement process.

Mrs. Iannone seconded the motion. No discussion.

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

## 5.6 Approval of Hearing Officer for 2010

Mrs. Navaretta recommended that the Governing Board approve Mr. Lee Barnes as Hearing Officer for 2010 funded from Medicaid. Mr. Wes Brownfield, Director of Educational Services, and Mrs. Shaun Goodwin, Principal of Starline Elementary School, in this order, will preside if Mr. Barnes is unavailable. It is further recommended that the Governing Board, per district policy, continue to meet in Executive Session to hear all Expulsion hearings referred or requested by Administration.

Per Board Policy JKE the board can appoint a hearing officer to oversee discipline suspension hearings. Due to the increased number of discipline hearings a hearing officer is needed. Position will be reviewed annually and funding will be from Medicaid. Per Job Description for Hearing Officer approved December 12, 2006; II. B. A Hearing Officer will be approved by the Governing Board at the first meeting in January of each year. A Special Services representative will continue to attend any discipline hearing for a Special Education student.

Mr. Rooney moved that the Board approve Mr. Lee Barnes as Hearing Officer for 2010 funded from Medicaid. Mr. Wes Brownfield, Director of Educational Services, and Mrs. Shaun Goodwin, Principal of Starline Elementary School, in this order, will preside if Mr. Barnes is unavailable. It is further recommended that the Governing Board, per district policy, continue to meet in Executive Session to hear all Expulsion hearings referred or requested by Administration.

Mrs. Iannone seconded the motion. No discussion.

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

## 5.7 Approval to Move February 2010 Governing Board Meeting Date

Ms. Malay recommended that the Governing Board approve that the February 9, 2010, Regular Board Meeting be moved to February 16, 2010 at 6:00 pm.

If the Governing Board decides to take action on the closure of Daytona Middle School, to be in compliance with A.R.S.15-341(A)(33) action to close a school requires a 30 day notice of public meeting (January 11, 2010) which is to be held no less than 30 days before action is taken. The scheduled February 9, 2010 Governing Board Meeting is before the 30 days in which action can be taken.

Mr. Hobday moved that the Board approve that the February 9, 2010, Regular Board Meeting be moved to February 16, 2010 at 6:00 pm.

Mr. Rooney seconded the motion. No discussion.

ROLL CALL VOTE: Hobday: NO, Rooney: YES, Iannone: YES, Navaretta: YES

## 6. Informational

### 6.1 Superintendent

- Ms. Malay gave appreciation of the Gifts and Donations.
- Ms. Malay shared with the Board a letter of appreciation regarding Roger Burger, High School Athletic Director.
- Ms. Malay stated the training with Lee Jenkins, which was held today and tomorrow, is

from a Sole Source Provider - From LtoJ Consulting Group, Inc.

- Ms. Malay was proud to announce that Arizona has nominated Jamaica Elementary School for the 2010 Blue Ribbon Schools award. As one of 5 outstanding school nominated from Arizona as deserving of the Blue Ribbon Schools Award Jamaica will submit an application to the U.S. Department of Education by February 26, 2010.

7. Communications – none.

7.1 News Conference – none.

8. Adjournment

Following a motion by Mr. Hobday, seconded by Mrs. Iannone, and approved unanimously the meeting was adjourned at 8:45 pm.

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Minutes of the Regular Governing Board meeting of January 12, 2010 are approved as submitted.

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Jo Navaretta, Board President

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Pat Rooney, Board Vice President