



The Humboldt Schools.
Motivating achievement since 1906.

GOVERNING BOARD MEETING

Tuesday, June 12, 2012

**Transportation Training Center
6411 N. Robert Road (Building 500)**

Regular Session @ 6:00

Dr. Paul H. Stanton, Superintendent

Howard Moody, President

Shelly Damschroder, Vice President

Richard Adler, Member

Carmelite Staker, Member

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

A Caring, Learning Community Transforming Today's Learners into Tomorrow's Successes

NOTICE OF COMBINED PUBLIC MEETING AND EXECUTIVE SESSION OF THE GOVERNING BOARD OF EDUCATION

Notice is hereby given that the Governing Board of the Humboldt Unified School District #22 will convene during a meeting open to the public on **June 12, 2012**, at the **Transportation Training Center**, located at **6411 N. Robert Road (building 500)**, Prescott Valley, Arizona.

- If authorized by a majority vote of the members of the Governing Board, any matter on the Open Meeting Agenda may be discussed in executive session for the purpose of obtaining legal advice thereon, pursuant to A.R.S. 38-431.03 (A)(3). The Board may also vote to convene in executive session to review and discuss issues marked with an asterisk (*). These sessions are not open to the public; however, Board decisions will be made in open public assembly.
- Members of the HUSD Governing Board who are not able to attend in person may participate via an electronic medium.
- The Agenda may be revised up to twenty-four (24) hours prior to the meeting. Revisions will be posted at the HUSD District Office located at 6411 N. Robert Road, Prescott Valley, Arizona.
- Arrangements to accommodate disabilities may be made by contacting Mary Diaz at (928)759-4000 or mary.diaz@humboldtunified.com prior to the meeting.
- Members of the public wishing to address the Board are requested to complete a Public Participation Form provided at the entrance of the meeting area.
- Discussion by the Board is limited to items posted on the agenda.

AGENDA

6:00 PM REGULAR SESSION

- 1. WELCOME AND CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE/FLAG CEREMONY**
- 3. ROLL CALL**
- 4. AGENDA REVIEW/ACCEPT**
- 5. REPORTS**
 - A. Board
 - B. Superintendent
- 6. CELEBRATING SUCCESSES**
 - A. Presentation of "Hometown Heroes" book to Superintendent Stanton – Kristi Goeke, LTS Teacher
- 7. PUBLIC PARTICIPATION**

Participation is reserved for members of the public who have submitted a completed Public Participation Form. Total length of time shall not exceed 30 minutes. Individual times shall not exceed 5 minutes (Policy BEDH). When addressing the Board, speakers are to state their name and subject into the microphone so that their statements may be properly recorded.

Members of the Board may not discuss items that are not specifically on the agenda. Therefore, pursuant to A.R.S. §38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later time.
- 8. CONSENT ITEMS**

This section includes approval of items such as minutes, routine warrants, purchase orders, travel claims, employee leave requests, employee transfer requests and resignations, gifts to the District, and student and/or staff travel. Documentation concerning the matters on the Consent Agenda may

be reviewed at the District office. Upon the request of a Board member, a topic on the Consent Agenda may be removed from this segment of the meeting and discussed as a Regular Agenda item.

- (Pages 1-3) A. Personnel Recommendations
- (Pages 4-7) B. Governing Board Meeting Minutes of May 15, 2012
- (Pages 8-199) C. Financial/Business
 - 1. Approval of Accounts Payable voucher(s) in the amount of \$ 707,205.74
 - 2. Approval of Payroll voucher(s) in the amount of \$ 5,289,426.21
- (Pages 200-205) D. Student Activities – Board Report
- (Pages 206-211) E. Request for approval of a Governing Board Resolution delegating authority to the District's Finance Director to certify the projected ending cash balance for fiscal year ending June 30, 2012
- (Pages 212-215) F. Request for approval of student fees for fiscal year 2012-13
- (Pages 216-217) G. Request for contract renewal for fleet fuel card system for fiscal year 2012-13
- (Pages 218-229) H. Request for contract renewal for HUSD to provide meal service to NACOG Head Start for fiscal year 2012-13
- (Pages 230-252) I. Request for contract renewal for the AVID (Advancement via Individual Determination) program for Bradshaw Mountain High School for fiscal year 2012-13
- (Pages 253-254) J. Request for contract renewal with Heinfeld & Meech, P.C., for annual financial audit services for fiscal year 2012-13
- (Pages 255-256) K. Request for contract renewal for speech therapy services for fiscal year 2012-13
- (Pages 257-258) L. Request for contract renewal with Patriot Disposal for trash removal and recycling services for fiscal year 2012-13
- (Pages 259-279) M. Request for contract renewal with Educational Services, Inc. (ESI) for a retiree re-employment program and client services for fiscal year 2012-13
- (Pages 280-283) N. Request for contract renewal for purchase services through Yavapai County Education Service Agency for one 1.0 FTE Speech Therapist for fiscal year 2012-13
- (Pages 284-288) O. Request for contract renewal with ASCEND (Autism Spectrum Center for Education and Neurological Development) for private day care for special needs students for the 2012-13 school year
- (Pages 289-306) P. Request for renewal of an Intergovernmental Agreement (IGA) with Rehabilitation Services Administration for the Youth Transition Program at Bradshaw Mountain High School for fiscal year 2012-13
- (Pages 307-312) Q. Request for approval of a Memorandum of Understanding (MOU) with the Highlands Center for Natural History for a Native Habitat Program at Mountain View Elementary School through the 2015 school year
- (Pages 313-324) R. Request for approval of a Memorandum of Understanding (MOU) with NACOG Head Start to provide special education services to Head Start students from June 1, 2012 to June 30, 2015
- (Pages 325-326) S. Gifts and donations

9. DISCUSSION ITEMS (no action will be taken)

- (Pages 327-328) A. Discussion and selection of a date for an additional Governing Board meeting to be held in June, 2012

10. ACTION

- (Pages 329) A. **STUDENT DISCIPLINARY MATTERS:** The Board may vote to move into executive session pursuant to A.R.S. §15-843 (F) to consider and possibly act upon the recommendation(s) from the hearing officer(s) regarding possible student expulsion
- (Pages 330-331) B. Discussion and possible action regarding the Governing Board's recommendation to the County School Superintendent in filling the vacant Board seat
- (Pages 332-341) C. Discussion and possible action to approve a Memorandum of Understanding (MOU) with Prescott College for an AmeriCorps VISTA Volunteer Coordinator
- (Pages 342-344) D. Discussion and possible action to approve the 2011-12 professional staff and support staff Meet and Confer Committee recommendations
- (Pages 345-364) E. Discussion and possible action to approve a new principal evaluation system for the 2012-13 school year
- (Pages 365-367) F. Discussion and possible action to approve postponement of full implementation of a new teacher evaluation system until the 2013-14 school year
- (Pages 368-369) G. Discussion and possible action to approve an increase of ten hours per week to the IEP (Individual Education Plan) Facilitator position
- (Pages 370-377) H. Discussion and possible action to approve GEAR UP (Gaining Early Awareness and Readiness for Undergraduate Programs) staff positions
- (Pages 378-379) I. Discussion and possible action to approve 2012 Summer Institute stipends

11. PERSONNEL

- (Pages 380-381) A. *Discussion and possible action regarding accepting report and evaluation of the Superintendent for the 2011-2012 school year [Possible executive session pursuant to A.R.S. § 38- 431.03 (A)(1) (Personnel)]
- (Pages 382-382a) B. *Discussion and possible action regarding a request for approval of an unpaid leave of absence for certified employee, Linda Sharkey-Wicks [Possible executive session pursuant to A.R.S. § 38-431.03 (A) (1) (Personnel)]
- (Pages 383-384) C. *Discussion and possible action regarding the possible termination of classified employee, Margaret Rogers [Possible executive session pursuant to A.R.S. § 38-431.03 (A) (1) (Personnel)]
- (Pages 385-386) D. *Discussion and possible action regarding the possible termination of classified employee, Monica Luckenbill [Possible executive session pursuant to A.R.S. § 38-431.03 (A) (1) (Personnel)]
- (Pages 387-388) E. *Discussion and possible action regarding the possible termination of classified employee, Cody Baskit [Possible executive session pursuant to A.R.S. § 38-431.03 (A) (1) (Personnel)]
- (Pages 389-390) F. *Discussion and possible action regarding the possible termination of classified employee, James Jack [Possible executive session pursuant to A.R.S. § 38-431.03 (A) (1) (Personnel)]
- (Pages 391-392) G. *Discussion and possible action regarding the possible termination of classified employee,

Lisa Lewis [Possible executive session pursuant to A.R.S. § 38-431.03 (A) (1)
(Personnel)]

12. ANNOUNCEMENTS

A. Next Scheduled Board Meetings are:

June (tbd)	6:30 p.m.	Special Meeting	@ tbd
July 10, 2012	6:30 p.m.	Regular Meeting	@ Transportation Training Facility
July 16, 2012	9:00 a.m.	Board Retreat	@ Transportation Training Facility
August 14, 2012	6:30 p.m.	Regular Meeting	@ Coyote Springs Elementary

13. ADJOURNMENT

Copies of agendas and supporting documentation relative to public meetings are available at the District Administration Office during normal work hours, 24 hours prior to a meeting and immediately preceding the meeting.

CONSENT

Item 8A.

Personnel Recommendations

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on June 12, 2012

A. RESIGNATIONS/MATERNITY LEAVES/LEAVES OF ABSENCE/OTHER

Certified Staff

1. Cris Caufield – Art Teacher @ GHMS (declined 2012-13 contract offer)
2. Rick Garrish – PE Teacher @ BMHS (resign effective 5/25/12)
3. Kerry Hunt – 6th Grade Teacher @ CSES (resign effective 5/25/12)
4. Susan Richards – 6th Grade Teacher @ CSES (resign effective 5/25/12)
5. Elizabeth Rushton – Resource Teacher @ BMMS (resign effective 5/25/12)
6. Jennifer Romero – 1st Grade Teacher @ LVES (resign effective 5/25/12)
7. Linda Sharkey-Wicks – School Psychologist (unpaid LOA 2012-13 school year)
8. Aron Smart – Elementary PE Teacher @ CSES/GES (resign effective 5/29/12)

Classified Staff

1. Marie Fiedler – Title 1 Aide @ LVES (retire effective 5/24/12)
2. Cynthia Franklin – Playground/Title 1 Aide @ HES (resign effective 5/24/12)
3. Sonya Guzman – Resource Aide @ BMMS (resign effective 5/24/12)
4. Becky Hudson – Mod/Sev/Prof Aide @ MVES (resign effective 6/1/12)
5. Cheryl Jones – Payroll Coordinator @ DO (resign effective 5/25/12)
6. William McIntyre – Bus Driver (retire effective 6/15/12)
7. Lara Moore – Before/After School Coordinator (resign effective 5/25/12)
8. Sheryl Pappas – Payroll Specialist @ DO (resign effective 6/30/12)
9. Magdalena Pena – Title 1 Aide @ LTS (resign effective 5/24/12)
10. William Poole – Computer Lab Aide @ HES (resign effective 5/24/12)
11. Chelsea Potts – Title 1 Aide @ CSES (resign effective 5/24/12)
12. Danielle Sikora – Before/After School Aide @ CSES (resign effective 5/25/12)

Substitute+ Staff

- | | |
|----------------------------|-----------------------------|
| 1. Kim Baldwin - Secretary | 3. Sarah Moglewer - Teacher |
| 2. Karen Levosky – Teacher | 4. Teresa Stemmann - Aide |

B. EMPLOYMENT OFFERS (Employment offer is subject to acceptable background/fingerprint checks.)

Certified Staff

1. Andy Busk – 4th Grade Teacher @ LVES (replaces Stephanie Keller)
2. Lisa Busk – 1st Grade Teacher @ LVES (replaces Jennifer Romero)
3. John Colgan – Math Teacher @ GHMS (replaces Anne Mayes)
4. Ashlee Copper – Online TLC Facilitator @ BMHS-E (replaces Tom Veatch)
5. Brett Dahl – Assistant Principal @ BMHS (replaces Kort Miner)
6. Lucas Davis – Social Studies Teacher @ BMHS (replaces Nancy Cereghino)
7. Jessica Desjardson – 3rd Grade Teacher @ LTS (replaces Kurt Albrecht)
8. Deborah Galliers – Resource Teacher @ HES (current employee, offer 2012-13 contract)
9. Cheramine Hawkins – Kindergarten Teacher @ LTS (replaces Theresa Crisp)
10. Amy Hendershot – Resource Teacher @ BMMS (replaces Elizabeth Rushton)
11. Erin Hermanson – Math Teacher @ BMMS (replaces Hillary Herman)
12. Allison Loesl – Math Teacher @ BMHS (replaces Rick Garrish)
13. Tad MacGregor – Math Teacher @ BMHS (replaces Charles Apap)
14. Hailey Macey – 1st Grade Teacher @ CSES (replaces Margaret Sullivan)
15. James McKeen – Resource Teacher @ GES (current employee, offer 2012-13 contract)
16. Jennifer Medina – 0.5 FTE ELD Teacher (replaces 0.5 FTE Christina Jackman)
17. Joann Teixeira – 4th Grade Teacher @ LVES (current employee, offer 2012-13 contract)
18. Natali Washburn – Math Teacher @ BMHS (replaces Kathleen Mezeske)

Classified Staff

1. Steven Chalcraft – IS Technician (current employee, offer 2012-13 work agreement)
2. Ralph Dominguez – Bus Driver (replaces Vernon McMains)
3. Amy Dutton – Title 1 Aide @ CSES (replaces Chelsea Potts)
4. Anthony Franklin – Bus Driver (replaces Roxane Gross)
5. Maria Guerra – Custodian @ GES (current employee, offer 2012-13 work agreement)

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on June 12, 2012

6. Gary Henze – Bus Driver (replaces Paul Barnes)
7. Jennifer Kesl – Librarian Assistant @ LTS (replaces Sally Stolz)
8. Mark McClaskey – IS Specialist (current employee, offer 2012-13 work agreement)
9. Richard Ponczek – Bus Driver (replaces Charlotte Brauning)
10. Courtney Stephenson – Attendance Secretary @ MVES (replaces Prudy Gill)
11. Christina Terry – Title 1 Aide @ LTS (current employee, offer 2012-13 work agreement)
12. Vincent Vianello – IS Technician (current employee, offer 2012-13 work agreement)
13. Benn Wagner – Lead Maintenance/Custodian @ LVES (replaces Dan Clinton)
14. Wendy Woolley – Title 1 Aide @ LTS (replaces Jennifer Cilano)

Substitute+ Staff

1. Yadira Garcia – Bus Driver
2. Maria Munoz – F&N Worker
3. Richard Varney – Bus Driver

C. SUPPLEMENTAL CONTRACTS

Overloads

1. None

Stipends Specifically Listed on Board-approved 2011-12 Stipend Schedule

(\$0.00 M&O...\$0.00 Tax Credit...\$0.00 General Tax Credit...\$0.00 SPED)

1. None

Other Stipends

(\$6,000.00 M&O...\$0.00 Tax Credit...\$0.00 F&N...\$0.00 General Tax Credit)

1. Ashlee Copper – Online TLC Facilitator @ BMHS-E (Summer Session 1 & Summer Session 2)

D. IN-DISTRICT TRANSFERS

Certified

1. Brett Dahl – from Teacher/Instructional Specialist @ BMHS for 2011-12 to Assistant Principal @ BMHS for 2012-13 (replaces Kort Miner)
2. Breesa Patrick – from ELD teacher @ LVES for 2011-12 to 2nd Grade Teacher @ LVES for 2012-13 (replaces LeighAnn Van Dyke)

Classified

1. Leah Hillig –from Counseling Secretary @ BMHS to Payroll Coordinator @ DO (replaces Cheryl Jones)
2. Mary Soriano – from Title 1 Aide @ GES for 2011-12 to Mod/Sev/Prof Aide @ GHMS for 2012-13 (replaces Margaret DelRio)
3. Adieren Wood – from Mod/Sev/Prof Aide @ BMHS for 2011-12 to Mod/Sev/Prof Aide @ LVES for 2012-13 (replaces Jan Suderman)

E. INCREASE/ DECREASE IN HOURS (+OR -) OR FUNDING

Certified

1. Paul Leon – from 0.6 FTE Data Coordinator for 2011-12 to 1.0 FTE Data Coordinator for 2012-13 (increased data tracking requirements)
2. LeighAnn Van Dyke – from 2nd Grade Teacher @ LVES for 2011-12 to Title 1 Teacher @ LVES for 2012-13 (new Title 1-funded position approved by Board)

Classified

4. Marvin Tillman – from 5.5 Hr/Day Security Guard @ BMHS for 2011-12 to 8 Hr/Day Security Guard @ BMHS for 2012-13 (replaces Travis Grant)

CONSENT

Item 8B.

Minutes

May 15, 2012

HUMBOLDT UNIFIED SCHOOL DISTRICT #22
Governing Board of Education
Executive Session and Regular Meeting Minutes
Tuesday, May 15, 2012

A **special** meeting of the Humboldt Unified School District Board of Education was held at the District Office Conference Room on Tuesday, May 15, 2012, in Prescott Valley, Arizona.

11:05 AM SPECIAL SESSION

1. WELCOME AND CALL TO ORDER

President Moody called the meeting to order at 11:05 a.m.

2. PLEDGE OF ALLEGIANCE/FLAG CEREMONY

President Moody led in the Pledge of Allegiance

3. ROLL CALL

Present were members Howard Moody, Shelly Damschroder, Gary Marks, and Carm Staker. Richard Adler was absent.

4. AGENDA REVIEW/ACCEPT

Gary Marks moved to accept the agenda as presented. Carm Staker seconded and the motion carried unanimously.

5. PUBLIC PARTICIPATION

There was no public participation

6. CONSENT ITEMS

This section included approval of items such as minutes, routine warrants, purchase orders, travel claims, employee leave requests, employee transfer requests and resignations, gifts to the District, and student and/or staff travel. Documentation concerning the matters on the Consent Agenda may be reviewed at the District office.

Gary Marks moved to approve the consent agenda as presented. Carm Staker seconded and the motion carried unanimously.

7. ACTION

A. Discussion and possible action to approve the Guaranteed Maximum Price (GMP) from N.L. Booth & Sons, Inc., for the District's infrastructure wiring project

Director of Human Resources Phil Young reported that at the October 18, 2011 Governing Board meeting, \$600,000 of Bond funds were approved to support needed infrastructure wiring in classrooms. Once approved, the IT Department developed comprehensive specifications for all of the work required to complete the project. The scope of work includes wiring 338 classrooms to fully support the integration of technology to enhance instruction such as overhead-mounted LCD projectors, document cameras and interactive white boards. The scope also includes additional cabling for future technologies as instructional needs arise. As part of the project, rooms will receive additional electrical power (as needed) to support the new technology.

The original quote for the project was \$886,700. However, thanks to hard work by Bob Booth of N.L. Booth, our CM@RISK, and Patrick Keeling, our Lead IS Specialist, the cost was reduced to \$748,910 while protecting the essential elements of the project at the point of instruction.

It is anticipated that the project will be completed by August 8, 2012, just in time for the start of school. As rooms are completed, the IT Department will be deploying LCD projectors so that they will also be in service at the start of the 2012-13 school year.

Shelly Damschroder moved to approve the GMP (Guaranteed Maximum Price) from N.L. Booth & Sons, Inc., for an infrastructure wiring project, with the cost of \$748,910 coming from Bond funds and, as needed, Forest Fee and/or CORL funds. Gary Marks seconded and the motion carried unanimously.

B. Discussion and possible action to approve a Memorandum of Understanding (MOU) with Mingus Mountain Estate Residential Center, Inc., for fiscal management of Title I Grant funds

Director of Educational Services Diana Green reported that the purpose of this agreement is to establish the roles and responsibilities of HUSD, the fiscal agent and local education agency (LEA), and Mingus Mountain Academy (MMERCI) in the distribution of Title I, Part D, Subpart 2 funds. These funds will be used to prepare Mingus Mountain Academy students academically, emotionally, and behaviorally as part of their educational programming. The allocation amount is based on the annual count of students who reside at Mingus Mountain Academy. HUSD recognizes that MMERCI has the responsibility to assure that these students receive an educational program consistent with the laws, rules, regulations of the State of Arizona and the Department of Education.

The agreement provided a description of the MMERCI academic program, the specific roles and responsibilities of HUSD as the fiscal agent of the funds, and an explanation of compliance with the rules and regulations governing Title I funding.

HUSD and MMERCI signed the agreement May 9, 2012. Both parties will review the agreement annually to address any changes, either at LEA level or State level, that occur within the year. This MOU shall terminate automatically should either party cease to exist in its current form.

Carm Staker moved to approve the agreement between Humboldt Unified School District and Mingus Mountain Estate Residential Center, Inc. for the 2012-13 school year. Shelly Damschroder seconded and the motion carried unanimously.

8. PERSONNEL

A. Discussion and possible action to approve the hiring of the Bradshaw Mountain High School Principal

Superintendent Stanton announced Mr. Kort Miner, who currently serves as an assistant principal at the high school, as the interview committee's unanimous choice to fill the principal position starting in July, 2012. Mr. Miner will replace Principal Dan Streeter.

Shelly Damschroder moved to approve the hiring of Kort Miner as the 2012-13 Principal of Bradshaw Mountain High School on a one year contract starting on Step 1 of the Administrative Salary Schedule as recommended by the Bradshaw Mountain High School Interview Team. Gary Marks seconded and the motion carried unanimously.

B. Discussion and possible action to approve the hiring of the Food and Nutrition Director

Dr. Stanton recommended Tami Hitt-Wyant to be the new Director of Food & Nutrition starting July 1, 2012. She was the first choice of the Director of Food & Nutrition Interview Team. From the applications received, two strong candidates were interviewed, Ms. Hitt-Wyant and one outside candidate. The team unanimously selected Tami Hitt-Wyant.

Gary Marks moved to approve the hiring of Tami Hitt-Wyant as the 2012-13 Director of Food & Nutrition on a one year contract starting on Step 1 on the Administrative Salary Schedule. Carm Staker seconded and the motion carried unanimously.

9. ANNOUNCEMENTS

A. Next Scheduled Board Meetings are:

June 12, 2012	6:30 p.m.	Regular Meeting	@ Transportation Training Facility
July 10, 2012	6:30 p.m.	Regular Meeting	@ Transportation Training Facility
July 16, 2012	9:00 a.m.	Board Retreat	@ Transportation Training Facility
August 14, 2012	6:30 p.m.	Regular Meeting	@ Coyote Springs Elementary

10. ADJOURNMENT

Gary Marks moved to adjourn. Shelly Damschroder seconded and the motion carried unanimously. The meeting adjourned at 11:42 a.m.

Respectfully submitted,

Mary Diaz
Board Secretary

APPROVAL

Howard Moody, President

Shelly Damschroder, Vice President

A B S E N T

Resigned as of 5/25/12

Richard Adler, Member

Gary Marks, Member

Carm Staker, Member