

**The Humboldt Schools.**  
*Motivating achievement since 1906.*

## **GOVERNING BOARD MEETING**

**Tuesday, May 13, 2014**

**Transportation Training Facility  
6411 N. Robert Road (bldg. 500)  
Prescott Valley, AZ**

**Regular Session @ 6:30**

**Dr. Paul H. Stanton, Superintendent**

**Richard Adler, President  
Brian Letendre, Vice President  
Gary Hicks, Member  
Suzie Roth, Member  
Carm 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 **May 13, 2014** at the **HUSD Transportation Facility**, located at **6400 N. Robert Road (bldg. 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](mailto: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**

**6:30 PM REGULAR SESSION**

**1. WELCOME AND CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE/FLAG CEREMONY**

**3. ROLL CALL**

**4. AGENDA REVIEW/ACCEPT**

**5. CURRENT EVENTS**

- A. Board
- B. Superintendent

**6. CELEBRATING SUCCESSES**

- (Page 2) A. Presentation of accreditation plaque – Dr. Connie Harris, AdvancEd Arizona
- (Pages 3-5) B. Recognition of 2014 HUSD Retirees – Director of Human Relations Dan Streeter
- (Page 6) C. Glassford Hill Middle School's Matforce Poster Contest winners – Dr. Theresa Matteson, GHMS Principal
- (Page 7) D. Grant Award – Jennifer Woods, BMHS Education Professions Teacher
- (Page 8) E. Grant Awards – Pam Clark, Lani Hammond, Lynn Brown, CS&ES teachers

**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

(Pages 472-499) D. Second Reading and possible adoption/acceptance of Policy Advisories 499 - 503 as presented by Arizona School Boards Association

- 499 BCB Board Member Conflict of Interest
- 500 BE School Board Meetings
- 501 JICI Weapons in School
- 502 JL Student Wellness
- 503 JLF-EB Reporting Child Abuse/Child Protection (Request for Interview)
- JLF-EC Reporting Child Abuse/Child Protection (Request for Records)
- JLF-ED Reporting Child Abuse/Child Protection (Request for Records)

(Pages 500-502) E. Second Reading and possible adoption of proposed changes to Policy IIE – Student Schedules and Course Loads as recommended by HUSD administration

**11. PERSONNEL**

(Pages 503-508) A. Request for approval of classified work agreements for the 2014-15 fiscal year

(Pages 509-510) B. Request for approval to hire a principal at Humboldt Elementary School for the 2014-15 school Year

(Pages 511-512) C. \*Discussion and possible action regarding a request for an unpaid leave of absence for classified employee Robin Jones, May 5 through May 16, 2014  
[Possible executive session pursuant to A.R.S. § 38-431.03 (A)(1) (Personnel)]

(Pages 513-514) D. \*Discussion and possible action regarding a request for an unpaid leave of absence for classified employee Sharee Davis, May 3 through June 14, 2014  
[Possible executive session pursuant to A.R.S. § 38-431.03 (A)(1) (Personnel)]

**12. ANNOUNCEMENTS**

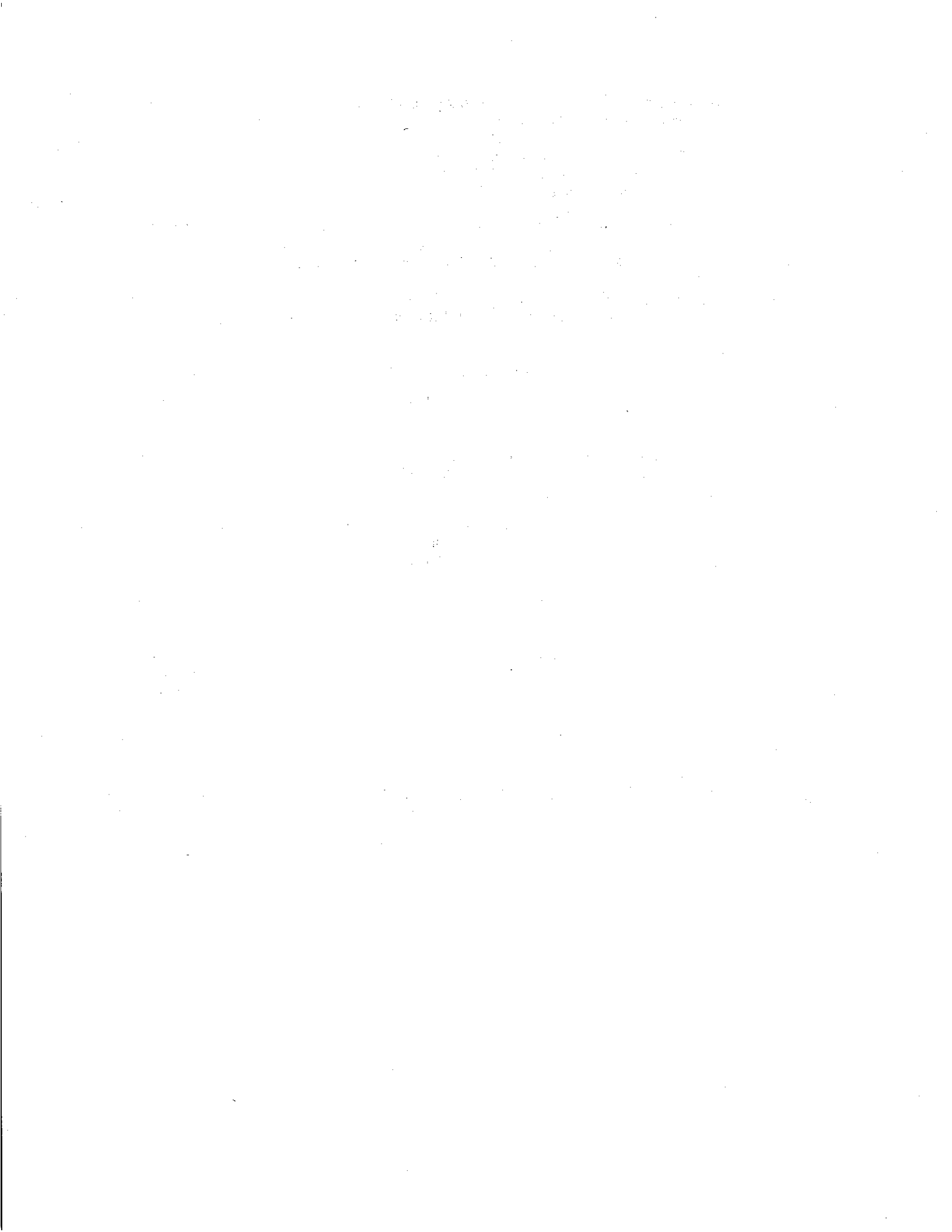
A. Next Scheduled Board Meetings are:

June 10, 2014	6:30 p.m.	Regular Meeting	@ Transportation Facility
July 8, 2014	6:30 p.m.	Regular Meeting	@ Transportation Facility
August 12, 2014	6:30 p.m.	Regular Meeting	@ Humboldt Elementary

**13. ADJOURNMENT**

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Copies of agendas and supporting documentation relative to public meetings are available on the District website [www.humboldtunified.com](http://www.humboldtunified.com) and at the District Administration Office during normal work hours, 24 hours prior to a meeting and immediately preceding the meeting.



# **CELEBRATING SUCSESSES**

## **Item 6**

- A. Presentation of Accreditation Plaque**
- B. Recognition of 2014 Retirees**
- C. GHMS Matforce Poster Contest Winners**
- D. BMHS Grant Award**
- E. CSES Grant Awards**

**HUMBOLDT UNIFIED SCHOOL DISTRICT**

TO: Humboldt Unified School District Governing Board      Item # 6A  
FROM: Dr. Paul Stanton, Superintendent      Reading  
DATE: May 13, 2014      Discuss  
SUBJECT: AdvancED Award Presentation      Action  
Consent

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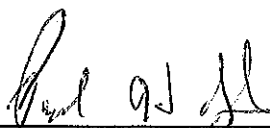
OBJECTIVE: Celebrating Success

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**SUPPORTING DATA**

To signify the district's accreditation and accomplishment in the journey of continuous improvement, Dr. Connie Harris, AdvancED Arizona, will present a plaque to the Board and HUSD administrative team.

Approved for transmittal to the Governing Board:



Dr. Paul Stanton, Superintendent

Questions should be directed to: Dr. Paul Stanton (759-4000)

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board      Item # **6B**  
FROM: Dan Streeter, Director of Human Resources      Reading  
DATE: May 13, 2014      Discuss X  
SUBJECT: Honoring of 2013-2014 Retiring HUSD Staff      Action

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OBJECTIVE: Goal # 4: To Attract and Retain Highly Effective Employees

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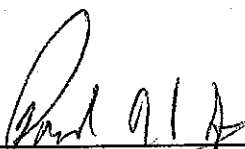
SUPPORTING DATA:

The Governing Board and Administration wish to recognize the valuable HUSD employees retiring at the conclusion of the 2013-2014 School Year. These outstanding individuals have provided indispensable services to the District in support of its academic mission.

SUMMARY & RECOMMENDATION:

It is recommended that the Governing Board acknowledge our 2013-2014 retirees through the following Resolution (Board President reads Resolution).

Approved for transmittal to the Governing Board:

  
\_\_\_\_\_  
Dr. Paul H. Stanton, Superintendent

Questions should be directed to: Dan Streeter @ 759-4006



**The Humboldt Schools.**  
*Motivating achievement since 1906.*

**RESOLUTION**

**ADOPTED BY THE GOVERNING BOARD  
OF THE HUMBOLDT UNIFIED SCHOOL DISTRICT  
MAY 13, 2014**

**HONORING  
HUSD RETIRING STAFF**

**WHEREAS, Ms. Linda Nietupski retires at the end of this school year after completing 22 years of outstanding service, currently teaching Resource at Coyote Springs Elementary School.**

**WHEREAS, Ms. Maryann Lawton retires at the end of this school year after completing 10 years of outstanding service, currently teaching ELD at Liberty Traditional School.**

**WHEREAS, Ms. Denise Oskerson retires at the end of this school year after completing 26 years of outstanding service, currently as a Professional Aide for Moderately/Severe/Profound Special Ed Students at Glassford Hill Middle School.**

**WHEREAS, Ms. Lynette Ness retires at the end of this school year after completing 14 years of outstanding service, currently teaching third grade at Coyote Springs Elementary School.**

**WHEREAS, Mr. Charles Baldwin retires after completing 9 years of outstanding service, most recently as Lead Maintenance/custodian at Granville Elementary School.**

**WHEREAS, Ms. LeOra Budin retires after completing 14 years of outstanding service, currently as a Receiving Clerk at Lake Valley Elementary School.**

**WHEREAS, Ms. Linda Wilson retires at the end of this school year after completing 15 years of outstanding service, currently teaching SPED at Mountain View Elementary School.**

**WHEREAS, Mr. Steven Kane retires after completing 9 years of outstanding service, currently as the Occupational Therapist at Mountain View Elementary School.**

**WHEREAS, Mr. Dale Akers retires at the end of this school year after completing 8 years of outstanding service as a Counselor at Bradshaw Mountain High School.**

**WHEREAS, Ms. Amy Ernlund retires after completing 7 years of outstanding service, currently teaching English at Bradshaw Mountain High School.**



**WHEREAS, Mr. Gary Griffith retires at the end of this school year after completing 8 years of outstanding service, currently teaching English at Bradshaw Mountain High School.**

**WHEREAS, Ms. Juanita Apollnar retires at the end of this school year after completing 13 years of outstanding service, currently as Lead Maintenance/Custodian at Glassford Hill Middle School.**

**WHEREAS, Ms. Catherine Alger retires at the end of this school year after completing 8 years of outstanding service, currently teaching Science at Bradshaw Mountain Middle School.**

**WHEREAS, Ms. Nancy Vallely retires at the end of this school year after completing 25 years of outstanding service, currently as the nurse at Glassford Hill Middle School.**

**WHEREAS, Ms. Brenda Hofman retires at the end of this school year after completing 3 years of outstanding service, currently as a Title I Aide at Granville Elementary School.**

**WHEREAS, Ms. Pandora Gustafson retires at the end of this school year after completing 9 years of outstanding service currently as the Humboldt School District Benefits Coordinator.**

**WHEREAS Ms. Peggy Konecny retires after completing 4 years of outstanding service as the Humboldt School District Personnel Clerk.**

**WHEREAS Ms. Cherie Butler retires at the end of this school year after completing 6 years of outstanding service, currently as a Bus Driver for Humboldt Schools.**

**WHEREAS, Ms. Leslie Moore retires at the end of this school year after completing 6 years of outstanding service, currently as a Professional Aide for Moderately/Severe/Profound Special Ed Students at Glassford Hill Middle School.**

**WHEREAS, Ms. Lois Lyon retires at the end of this school year after completing 21 years of outstanding service, currently as a Professional Aide for Moderately/Severe/Profound Special Ed Students at Glassford Hill Middle School.**

**NOW, THEREFORE, BE IT RESOLVED, that this Governing Board expresses its sincere appreciation to these outstanding individuals for their contribution to the academic mission of the Humboldt Unified School District.**

**FURTHERMORE BE IT RESOLVED that this Governing Board extends to our retirees best wishes for the future.**

**Governing Board Members**

**Mr. Richard Adler, President  
Mr. Brian Letendre, Vice President  
Ms. Carmelite Staker, Member  
Mr. Gary Hicks, Member  
Ms. Suzie Roth, Member**

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # 6C  
FROM: Dr. Terri Matteson, Principal Glassford Hill MS Reading  
DATE: May 13, 2014 Discuss  
SUBJECT: GHMS students YCSO MATFORCE Poster winners Action  
Consent

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OBJECTIVE: Celebrating Success: To recognize and honor students at GHMS who are winners in the 2014 Yavapai County Sheriff's Office MATFORCE Poster contest

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To the HUSD Governing Board and Dr. Paul Stanton, Superintendent:

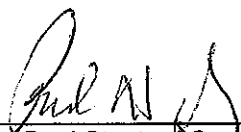
Glassford Hill Middle School is proud to present some of our outstanding visual art students this evening. The signature program at GHMS is STEAM and we work together as a team to provide opportunities for our students to excel across the curriculum using multiple intelligences for success. GHMS Art teacher, Julie Rodriguez, promotes partnership with community organizations and encourages her students to participate in many art contests. GHMS would like to present to the HUSD Governing Board the winning students from GHMS in the Yavapai County Sheriff's Office MATFORCE Drug Education Poster Contest. Deputy Sheriff Scott Reed will present the winning students with a certificate of recognition and a cash award. Additional students had their posters held for a 'Roadshow' display that will travel across the county.

Deborah Hristova, winner in the 11-12 age category, \$25  
Nikala Calia, Jordyn Bassford and Keith Comeno, honorable mention, \$10 each

Posters held for the 'Roadshow':

Brandon Estrada, Miah Devine, Derek Ray, Lala Sheldon, Amber LaBelle, Jacob Slocum, Debora Hristova, Phillip Satte, Kristina Leslie, Madai Espinoza, Luke Schaetzlz, Dylan Moser, Diane Cruz, Brandon Hayes, Angelique Winn, and Jacob Gonzalez.

Approved for transmittal to the Governing Board:

  
\_\_\_\_\_  
Dr. Paul Stanton, Superintendent

*Questions should be directed to: Dr. Terri Matteson 759-4600*

## HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 6D
FROM:	Kort Miner, BMHS-W Principal	Reading
DATE:	May 13, 2014	Discuss x
SUBJECT:	Grant received by Jennifer Woods, Education Professions teacher at BMHS-W	Action
		Consent

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OBJECTIVE: Integrate new technology into Education Professions and HUSD mentor classrooms

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### SUPPORTING DATA

Jennifer Woods will update the board on the YCEF grant she received and what the funds were used for.

### YCEF grant for \$329.00

"A technology rich environment engages students." That was the idea behind applying for a grant for the Education Professions course and mentor classes throughout HUSD.

Education Professions is a course that introduces and promotes the field of teaching at the high school level. It was the purpose of the YCEF grant to purchase one iPad to allow high school students to use and integrate this specific technology within the student's mentor classroom. BMHS students observe preschool, elementary, middle, and high school classrooms throughout HUSD known as mentor classrooms to gain a better perspective of what it is like to be in the field of teaching. The students are required to teach two lessons throughout the year; one lesson requires the use of technology.

With this one iPad, students were able to do the following:


- **Develop lessons** – students created a lesson based on the cycle of the butterfly, or the different types of clouds using the iPad, the BMHS student was able to show real life photos of a butterfly cycle or the different types of clouds and also allowing the students within the class to "swipe" the pictures. Students used the iPad to view the pictures and then identify and match the pictures to their worksheet.
- **Create a learning center** – in the Kindergarten/1<sup>st</sup> grade classrooms, students are able to create a lesson which integrated the iPad as a learning station – for example students were able to use the Apps that allowed students to practice identifying and writing letters, and also learning about basic numbers – these are objectives and standards that kindergarten and 1<sup>st</sup> grade teachers need to have students accomplish by the end of the year. With the simple integration of the iPad, the kindergarten students were excited about the new way to learn these concepts.

After creating, developing, and integrating their lesson using the iPad, the BMHS students wrote an evaluation about their lesson. In this specific reflection, they not only wrote about the successes and failures within the lesson, but they focused on how this type of technology enhanced their lesson. There are many ways that just one iPad can affect people within the classroom, the teacher and the students alike. Education Profession students (and teacher) are now dreaming of a one-to-one iPad for every student within in the classroom.

### SUMMARY & RECOMMENDATION

The YCEF Grant allowed monies Jennifer Woods to purchase and introduce this new technology to students who are thinking about entering the field of education.

Approved for transmittal to the Governing Board:

  
Dr. Paul Stanton, Superintendent

Questions should be directed to: Jennifer Woods 759-4155

**HUMBOLDT UNIFIED SCHOOL DISTRICT**

TO: Humboldt Unified School District Governing Board Item # **6E**  
FROM: Candice Blakely-Stump, CSES Principal Reading  
DATE: May 13, 2014 Performance  
SUBJECT: YCEF Grant Recipient, Thank You and Statement of Educational Impact Action  
Consent

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OBJECTIVE: Celebrating Successes

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**SUPPORTING DATA:**


As part of the Yavapai County Education Foundation grant guidelines, Pam Clark, Lani Hammond, and Lynn Brown will share with the HUSD Governing Board the educational impact of our students regarding the grants Coyote Springs Elementary School received from the Yavapai County Office of Education.

Pam Clark and Lani Hammond each received one grant, and Lynn Brown received four grants.

**SUMMARY & RECOMMENDATION:**

*Sample Motion:*

Approved for transmittal to the Governing Board:

  
\_\_\_\_\_  
Dr. Paul Stanton

*Questions should be directed to: Candice Blakely-Stump 759-4300*

# **CONSENT**

## **Item 8A.**

### **Personnel Recommendations**

# HUMBOLDT UNIFIED SCHOOL DISTRICT #22

## PERSONNEL DEPARTMENT

### Personnel Consent Agenda for Board Meeting on May 13, 2014

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

##### Certified Staff

1. Hannah Barrett – ELD Teacher @ LTS (resign effective 5/24/14)
2. Kristi Goeke – 4<sup>th</sup> Grade Teacher @ LTS (resign effective 5/24/14)
3. Liberty Hubbard – 3<sup>rd</sup> Grade Teacher @ HES (resign effective 5/24/14)
4. Sarah Johnson – 2<sup>nd</sup> Grade Teacher @ GES (resign effective 5/24/14)
5. Victoria Kendall – Social Studies @ BMHS (resign effective 5/24/14)
6. Maryann Lawton – ELD Teacher @ LTS (retire effective 5/24/14)
7. June Lombardi – English Teacher @ BMHS (resign effective 5/24/14)
8. Marda Magdaleno – Middle School ELA Teacher @ LTS (resign effective 5/24/14)
9. Sandra Miller-Balsiger – Art Teacher @ BMMS (resign effective 5/24/14)
10. Thomas Nardo – 6<sup>th</sup> Grade Teacher @ LTS (resign effective 5/24/14)
11. Julie Rodriguez – Art Teacher @ GHMS (resign effective 5/24/14)
12. Lynne Sechler – Nurse @ BMMS (resign effective 5/2/14)
13. Krista Shindledecker – Preschool Teacher @ BFPS (resign effective 5/24/14)
14. MaryAls Watson – 2<sup>nd</sup> Grade Teacher @ LTS (resign effective 5/24/14)
15. Laurel Wolfinger – ELD Teacher @ GES (resign effective 5/24/14)

##### Classified Staff

1. Juanita Apolinar - Lead Maintenance/Custodian @ GHMS (retire effective 4/25/14)
2. Tamara Armstrong – 6.5 Hr/Day MSP Aide @ MVES (resign effective 4/10/14)
3. Danica Jeffries – 6.5 Hr/Day MSP Aide @ MVES (resign effective 5/23/14)
4. Lois Lyon – 7 Hr/Day MSP Aide @ GHMS (retire effective 5/24/14)
5. Kathryn Marion – MSP Aide @ BMHS (resign effective 5/24/14)
6. Leslie Moore – 6.75 hr/Day MSP Aide @ GHMS (retire effective 5/24/14)

##### Substitute+ Staff

1. David Holland – Bus Driver
2. Bashir Uraizee – Bus Aide

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

##### Certified Staff

1. Dustin Beseler - 3<sup>rd</sup> Grade Teacher @ CSES (current employee, offer 2014-2015 contract)
2. Emily Brestel – Psychologist Intern @ SSO (replaces Steven Bonson)
3. Kristine Carnes – 3<sup>rd</sup> Grade Teacher @ CSES (replaces Lynn Ness)
4. Ericka Dahm – ELA Teacher @ GHMS (replaces Kim Glenn)
5. Mark Fenney – 6<sup>th</sup> Grade Teacher @ MVES (current employee, offer 2014-2015 contract)
6. Valerie James – Speech Pathologist @ SSO (replaces Vendor)
7. Cathy Johnson - .51 FTE Nurse @ GHMS (replaces Nancy Vallely)
8. Alissa Logan – Math Teacher @ BMHS (replaces Natali Washburn)
9. Julie Mahurin – Extended Resource Teacher @ GHMS (replaces Gail Caponi)
10. Jessica Marks – ELA Teacher @ GHMS (replaces Wendy Swanner)
11. Katherine Miller – Occupational Therapist @ SSO (replaces Steven Kane)
12. Kelly Sherlock – 3<sup>rd</sup> Grade Teacher @ CSES (replaces Chelsea Potts)
13. Joeli Tickner – 6<sup>th</sup> Grade Teacher @ GES (replaces Kristine Kruetter)
14. Nancy Vallely - .49 FTE Nurse @ GHMS (replaces Nancy Vallely)
15. Ashley Visitacion – Science Teacher @ BMMS (replaces Cathy Alger)

##### Classified Staff

1. James Dixon – 5 Hr/Day Bus Driver @ DO (replaces Bud Ward)
2. JoAnna Fouss – 6.5 Hr/Day MSP Aide for SY 1415 @ MVES (replaces Tamara Armstrong)
3. Patsy Franko – 7 Hr/Day Resource Aide @ BMMS (replaces Angie Casteneda)
4. Sophia Neeley – 6.5 Hr/Day MSP Aide for SY 1415 @ MVES (replaces Danica Jeffries)

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on May 13, 2014

5. Lindsey Zanzuchi – 6.5 Hr/Day MSP Aide @ MVES (replaces Kathy Whitlock, add'l hours per IEP)

Substitute+ Staff

- |                                    |                             |
|------------------------------------|-----------------------------|
| 1. Stephen Babkow – Bus Driver     | 7. Magdalena Pena – Aide    |
| 2. Kay Burbank – Bus Driver        | 8. Valerie Pentony – Aide   |
| 3. Randy Fukuzawa - Custodian      | 9. Steve Welch – Bus Driver |
| 4. Kyle Jarpe – Aide               |                             |
| 5. Rebecca Knows the Ground – Aide |                             |
| 6. Tamara Nelson – Aide            |                             |

**C. SUPPLEMENTAL CONTRACTS**

Overloads

1. None

Stipends Specifically Listed on Board-approved 2013-2014 Stipend Schedule

(\$1,225.00 M&O...\$612.50 Tax Credit...\$0.00 General Tax Credit...\$0.00 SPED)

1. Anna Baumeister – Elementary Volleyball Coach stipend @ HES
2. Trudy Gruver – Middle School Band Director stipend @ GHMS

Other Stipends

(\$0.00 M&O...\$0.00 Tax Credit...\$0.00 F&N...\$0.00 Special Education...\$0.00 Other)

1. None

**D. IN-DISTRICT TRANSFERS**

Certified

1. Leta Barnes – from Math Teacher @ GHMS to Instructional Specialist @ GHMS (replaces Danette Derickson)
2. Jaclyn Beilfuss – from 3<sup>rd</sup> Grade Teacher @ GES to 6<sup>th</sup> Grade Teacher @ LTS (replaces Kenneth Van Emmerik)
3. Tim Derickson – from Science Teacher @ LTS to Science Teacher @ GHMS (replaces David Kreutter)
4. Christina Jackman – from ELD Teacher @ LVES to ELD Teacher @ LTS (replaces Hannah Barrett)
5. Cristina Poeppel – from 6<sup>th</sup> Grade ELA Teacher @ LTS to 8<sup>th</sup> Grade ELA Teacher @ LTS (replaces Marda Magdaleno)
6. Darrell Rowader – from Music Teacher @ LTS to Music Teacher @ BMMS (replaces Mary Supergan)
7. Elizabeth Rushton – from GEAR UP Coordinator @ BMMS to Instructional Specialist @ BMMS (replaces Michael Tannehill)
8. Mary Supergan – from Music Teacher @ BMMS to Music Teacher @ GHMS (New Position)
9. Rhea Taghon – from 6<sup>th</sup> Grade Math Teacher @ LTS to 6<sup>th</sup> Grade ELA Teacher @ LTS (replaces Cristina Poeppel)
10. Michael Tannehill – from Social Studies Teacher @ BMMS to Social Studies Teacher @ BMMS (replaces Stephanie Roberts)
11. Kenneth Van Emmerik – from 6<sup>th</sup> Grade Social Studies Teacher @ LTS to 6<sup>th</sup> Grade Math Teacher @ LTS (replaces Rhea Taghon)

Classified

1. Cynthia Harmon – from Lead Night Custodian @ MVES to Lead Night Custodian @ GHMS (replaces Rick Kenner)
2. Richard Kenner – from Lead Night Custodian @ GHMS to Lead Maintenance/Custodian @ GHMS (replaces Juanita Apolar)

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

*PERSONNEL DEPARTMENT*

Personnel Consent Agenda for Board Meeting on May 13, 2014

3. Claudia Stewart – from Registrar @ BMHS to Athletic Secretary @ BMHS (replaces Vikki Smith)
4. John Taylor – from 7 Hr/Day Custodian @ MVES to Lead Night Custodian @ MVES (replaces Cynthia Harmon)

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

Certified

1. None

Classified

1. Nancy Kenoyer – from 5.75 Hr/Day Bus Driver @ DO to a 6.5 Hr/Day Bus Driver @ DO



**CONSENT  
Item 8B.**

**Meeting Minutes**

**April 22, 2014**

HUMBOLDT UNIFIED SCHOOL DISTRICT #22  
Governing Board of Education  
Meeting Minutes  
Tuesday, April 22, 2014

A **special** meeting of the Humboldt Unified School District Board of Education was held at the HUSD Transportation Training Facility on Tuesday, April 22, 2014 in Prescott Valley, Arizona.

**6:30 PM SPECIAL SESSION**

**1. WELCOME AND CALL TO ORDER**

President Adler called the meeting to order at 6:30 p.m.

**2. PLEDGE OF ALLEGIANCE/FLAG CEREMONY**

President Adler led the Pledge of Allegiance.

**3. ROLL CALL**

Present were members Richard Adler, Brian Letendre, Carm Staker, Suzie Roth, and Gary Hicks

**4. AGENDA REVIEW/ACCEPT**

For Personnel Item 10B (2014-15 Teacher Contracts), the names of Dustin Beseler and Mark Feeney were removed.

**Brian Letendre moved to accept the agenda as amended. Gary Hicks seconded and the motion carried unanimously.**

**5. CELEBRATING SUCCESSES**

**A. Gift Recognition – ACE Hardware – Dr. Terri Matteson, GHMS Principal**

Ace Hardware was recognized for their donation of two gas grills and a tool chest to be used as incentive prizes at Glassford Hill Middle School. Marsha Sprunger accepted a Certificate of Appreciation on behalf of the store. The Board thanked Ms. Sprunger for the store's ongoing partnership with the district.

**B. Grant Award - \$55,000 from Arizona Community Foundation to Mountain View Elementary School for a new adaptive playground – Principal JoAnne Bindell**

Principal Bindell introduced special education teacher JoAnn Hayden, Steve Reynolds, advocate for education at Mountain View Elementary, and Tracey McConnel of the Arizona Community Foundation. Ms. Hayden spoke of her vision of an inclusive playground, and with the help of Mr. Reynolds in writing the grant application, the vision will become reality; they plan to have the playground open at the start of the next school year. This project is also a dream-come-true for President Adler; he has wanted a playground for special needs students but realized it couldn't be accomplished within the confines of public school finances. The Board expressed their appreciation to The Arizona Community Foundation and their donors, and to Ms. Hayden and Mr. Reynolds.

**C. Student Recognition – National School Breakfast Week “What will school breakfast look like in the year 3014” Art Contest – Pamela Liuzzo, Nutritionist**

Several of the nine winning students attended the meeting and received certificates from Ms. Liuzzo. Winners will have the chance to become one of three national winners. Student artwork was included in the Board packet.

**D. Golden Plate Awards – Pamela Liuzzo, Nutritionist**

Ms. Liuzzo announced that four of our schools received the 2013 Golden Plate Award. Only 168 Yavapai County food establishments have earned the award this year.

Bradshaw Mountain Middle School  
Bradshaw Mountain High School  
Glassford Hill Middle School  
Granville Elementary School

Paula DeHeer (7<sup>th</sup> year in a row)  
Julee Baeighkley (6<sup>th</sup> year in a row)  
Kay Timm (2<sup>nd</sup> year in a row)  
Stacy Costanzi (2<sup>nd</sup> year in a row)

**6. PUBLIC PARTICIPATION**

None.

## 7. 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. Suzie Roth read the donations.

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

## 8. DISCUSSION ITEMS *(no action will be taken)*

### A. First Reading of Policy Advisories 499 - 503 as presented by Arizona School Boards Association

#### 499 BCB Board Member Conflict of Interest

Board Members are forbidden from supplying school districts with equipment, material, supplies or services unless pursuant to an award or contract let after public competitive bidding. An exception exists for equipment, material, and supplies under certain dollar amounts. Policy BCB is revised to clarify that the exception for Board Member purchases applies only to equipment, materials, and supplies, and NOT services.

#### 500 BE School Board Meetings

Arizona Revised Statute 15-321(D) states, "The board shall prescribe rules for its own government. It shall hold a regular meeting at least once each month during the regular school year and may hold other meetings as often as called. If action has been taken and documents approved at a meeting, they may be signed subsequently by individual board members." ASBA Policy Services has determined that an adjustment to meet the minimum standard stated in A.R.S. 15-321(D) is appropriate for the document model. Governing Boards "may hold other meetings as often as called." Thus, should a local Governing Board schedule regular meetings on a more frequent basis than the minimum of once each month, the Policy Manual may reflect this schedule.

#### 501 JICI Weapons in School

The description of a knife in the bulleted item under "Weapon means any of the following" is deleted. The length of a knife is inconsequential when issues of school safety are involved.

#### 502 JL Student Wellness

Specific language is added within the policy that includes a measurable evaluation specific to the implementation of the policy.

#### 503 JLF-EB Reporting Child Abuse/Child Protection (Request for Interview)

Form: "Request for Interview at School". Outlined in the form are specific notations as to who may be present during an interview, and confidentiality. Also noted in the form is that the CPS investigator is to provide a "Notice of Removal" form if he/she takes temporary custody of a child.

#### JLF-EC Reporting Child Abuse/Child Protection (Request for Records)

Form: "Request for Release of Education Records". This form also highlights confidentiality in that no person shall inform the parent/guardian or anyone else related to the investigation.

#### JLF-ED Reporting Child Abuse/Child Protection (Request for Records)

Form: Same as JLF-EC except that it deals with children who are wards of the Court or in the legal custody and control of the AZ Department of Economic Security.

Summaries from ASBA and recommendations of HUSD administration were included in the board packet.

*Note: Governing Board adoption is not required for exhibits but they were provided in the packet for information purposes.*

Questions from the Board will be researched prior to the next meeting:

BCB – Board Member Conflict of Interest

- Are services subject to the dollar limits, or are there no limits?

JICI – Weapons in School

- Clarification is needed for a pocketknife (carried by a student or other person)

JL – Student Wellness

- Is there an evaluation currently in place?

First Reading complete. A Second Reading will be held at a future meeting of the board. Upon approval these policies and exhibits will become effective immediately and will be added to the current Policy Manual.

**B. First Reading of proposed changes to Policy IIE – Student Schedules and Course Loads as recommended by HUSD administration**

Within the current policy graduating seniors are required to enroll in a minimum of four classes. With the advent of early release Wednesdays, graduating seniors could not attend the high school for the required State minimum of four hours. Graduating seniors are now required to attend five classes to meet this minimum requirement. (It was noted that seniors are currently attending five classes.)

A second reading with possible adoption will be added to a future governing board meeting agenda.

**9. ACTION**

**A. Request for approval of salary schedules for certified staff, psychologists, speech therapists, nurses, occupational therapists/certified assistants/physical therapists, and classified staff, and the 2014-15 classification list**

At the March 24, 2014 Combined Professional and Support Staff Meet & Confer Committee Meeting, the Committee voted to recommend that the Certified Salary, Psychologist Salary, Professional Speech Language Salary, Nurse Salary, OT/COTA/PT Salary, and Classified Pay Schedules for the 2014-2015 school year be approved with no changes from the previous year. The committee also recommended that the Classification List be approved with no changes from the previous year.

President Adler noticed discrepancies within the footnotes of the schedules and asked that they be reviewed and corrected.

**Brian Letendre moved to approve the 2014-2015 Certified Salary Schedule, 2014-2015 Psychologist Salary Schedule, 2014-2015 Professional Speech Language Salary Schedule, 2014-2015 Nurse Salary Schedule, 2014-2015 OT/COTA/PT Salary Schedule, 2014-2015 Classified Pay Schedule, and 2014-2015 Classification List with the understanding that the footnotes are to be reviewed and corrected. Carm Staker seconded and the motion carried unanimously.**

**B. Request for approval of one step movement for all employees on the appropriate pay scale or pay schedule for fiscal year 2014-15**

Based on the budget presentation at the March 24, 2014 Combined Professional and Support Staff Meet & Confer Committee Meeting, and the recommendation from the district administration, the Committee voted to recommend that wage scales and salary schedules be unfrozen and that all employees receive one step movement on the appropriate board approved scale or schedule.

Board members were extremely happy to be able to do this after many years of not being able to offer an increase.

**Suzie Roth moved to approve one step movement on the appropriate board approved scale or schedule for all employees for the 2014-15 fiscal year. Carm Staker seconded and the motion carried unanimously.**

**10. PERSONNEL**

**A. Request for approval to reassign reading coaches to instructional specialist positions beginning fiscal year 2014-15**

In order to provide consistency across the district and, more importantly, to increase the scope of mentoring and instructional support within our elementary schools, Director of Educational Services Danny Brown requested the transfer of our current reading coach positions into the role of instructional specialists. This would allow our current coaches at the elementary level to now be able to observe, coach and mentor teachers across all subjects including the area of reading.

**Gary Hicks moved to approve the reassignment of elementary reading coaches Pamela Clark, Rosamaria Corradi, Mary Davis, Diane Lerette, Mary Reeves, and Catherine Trotter to the positions of Instructional Specialists for the 2014-15 fiscal year. Suzie Roth seconded and the motion carried unanimously.**

**B. Request for approval of certified teacher contracts for fiscal year 2014-15**

In preparation for the 2014-15 school year, all current certified staff positions were reviewed to determine whether they were needed to support District programs and student needs next year. A list of teachers recommended to be rehired for the 2014-15 school year was included in the packet. It was noted that a small number of additional certified recommendations will be brought to the Board at a later meeting once various certification, evaluation, and/or highly qualified issues are addressed.

Brian Letendre clarified that the district did not RIF (Reduction in Force) any teachers.

**Carm Staker moved to approve the issuance of 2014-15 contracts to the certified employees listed on the Recommend to Rehire Certified Employees for 2014-15 document. Brian Letendre seconded and the motion carried unanimously.**

**11. ANNOUNCEMENTS**

A. Next Scheduled Board Meetings are:

May 13, 2014	6:30 p.m.	Regular Meeting	@ Transportation Facility
June 10, 2014	6:30 p.m.	Regular Meeting	@ Transportation Facility
July 8, 2014	6:30 p.m.	Regular Meeting	@ Transportation Facility

Note: There will most likely be a second (special meeting) in May to be held Tuesday, May 27, 2014.

**12. ADJOURNMENT**

**Brian Letendre moved to adjourn. Carm Staker seconded and the motion carried unanimously. The meeting adjourned at 7:21 p.m.**

Respectfully submitted,

Mary Diaz,  
Board Secretary

**APPROVAL**

\_\_\_\_\_  
Richard Adler, President

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Brian Letendre, Vice President

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Gary Hicks, Member

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Suzie Roth, Member

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Carm Staker, Member

