

The Humboldt Schools.
Motivating achievement since 1906.

GOVERNING BOARD MEETING

Tuesday, June 10, 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 **June 10, 2014** at the **HUSD Transportation Facility**, located at **6411 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 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**

(Pages 1-3)

 - A. HUSD VIP – Dan Streeter, Director of Human Resources
 1. Sonya Liadis – Classified
 2. Jeannette Arntzen – Classified
 - (Page 6) B. Recognition of Prescott Valley United Methodist Church (Adopt a School Program) – Jessica Bennett, BMMS Principal
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 9-12) A. Personnel Recommendations
- (Pages 13-17) B. Governing Board Meeting Minutes of April 8, 2014 and May 13, 2014
- (Pages 18-371) C. Financial/Business
 - 1. Approval of Accounts Payable voucher(s) in the amount of \$ 751,639.71
 - 2. Approval of Payroll voucher(s) in the amount of \$ 4,300,534.45
- (Pages 372-379) D. Monthly Budget Report
- (Pages 380-385) E. Monthly Student Activities Report
- (Pages 4-11) F. Request for approval of Amendment 5 to the Department of Economic Security (DES) Contract for the Transition from School to Work Program
- (Pages 399-419) G. Request for approval to renew the AVID College Readiness system Services and Products Agreement for the 2014-15 fiscal year
- (Pages 420-425) H. Request for approval to renew the Educational Services, Inc. Retiree Re-employment Program Agreement for the 2014-15 fiscal year
- (Pages 433-434) I. Gifts and Donations

9. DISCUSSION ITEMS (*no action will be taken*)

- (Pages 435-436) A. Report from Glassford Hill Middle School students about their recent California trip
- (Pages 435-436) B. Educational Services Department update including: professional development activities, Literacy Cadre, professional development committee work, newly awarded AZ K-12 Center grant highlights
- (Pages 437-441) C. Meet & Confer Committee Report for fiscal year 2013-14

10. ACTION

- (Pages 472-499) A. Request for approval of the proposed signature program for Lake Valley Elementary School
- (Pages 442-463) B. Request for approval of the supplemental wage schedules for the 2014-15 fiscal year
- (Pages 442-463) C. Request for approval of the stipend schedule for the 2014-15 fiscal year
- (Pages 500-502) D. Request for approval of the Proposition 301 Performance Pay Program for fiscal year 2014-15
- (Pages 464-468) E. Request for approval of a new AP Biology textbook for use at Bradshaw Mountain High School
- (Pages 469-471) F. Request for approval of a new AP Chemistry textbook for use at Bradshaw Mountain High School

(Pages 469-471) G. Request for approval of an affiliation agreement with Rio Salado Community College for student teaching opportunities for students in their Noyce Scholars Program, and field experience opportunities for students in their education department

11. PERSONNEL

- (Pages 503-508) A. *Discussion and possible action regarding a request for an unpaid leave of absence for certified employee Sara Hopper
[Possible executive session pursuant to A.R.S. § 38-431.03 (A)(1) (Personnel)]
- (Pages 509-510) B. *Discussion and possible action regarding a request for an unpaid leave of absence for certified employee Mary Jo Thompson
[Possible executive session pursuant to A.R.S. § 38-431.03 (A)(1) (Personnel)]
- (Pages 482-483) C. *Discussion and possible action regarding the recommendation to terminate the work agreement for classified employee Kathleen Bartos
[Possible executive session pursuant to A.R.S. § 38-431.03 (A)(1) (Personnel)]

12. ANNOUNCEMENTS

A. Next Scheduled Board Meetings are:

June 24, 2014	6:30 p.m.	Special Meeting	@ Transportation Facility
July 8, 2014	6:30 p.m.	Regular Meeting	@ Transportation Facility
August 12 12 19 , 2014	6:30 p.m.	Regular Meeting	@ Mountain View Elementary

The August 12 meeting is rescheduled to August 19 and will be held at Mountain View Elementary School.

There will most likely be a second meeting in July to be held on July 22.

13. ADJOURNMENT

Copies of agendas and supporting documentation relative to public meetings are available on the District website 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 SUCCESES

Item 6

- A. HUSD VIPs**
- B. Recognition Prescott Valley United Methodist Church (Adopt a School Program)**



The Humboldt Schools.
Motivating achievement since 1906.

June 10, 2014

Governing Board:

President Adler, members of the Governing Board, Dr. Stanton and colleagues, I appreciate the opportunity to recognize one of our outstanding classified staff members as the HUSD VIP for the month of June. It is my sincere pleasure to introduce to you Mrs. Sonya Liadis.

Sonya is recognized as a hard working colleague who is self motivated and able to work collaboratively with her co-workers. Since 2009, Sonya has served the Humboldt Unified School District as the Personnel Coordinator. As the Personnel Coordinator, she is responsible for all matters related to our classified and certified staff. These duties are quite comprehensive. This includes processing all employment documents, professional development, certification, highly qualified status, background clearance, and E-Verify. Additionally, she is responsible for creating and publishing all work calendars, contracts and work agreements. In addition the her clerical duties, Sonya has been responsible for coordinating and presenting for our New Employee Orientation, as well as serving as a member and secretary for the District's Meet and Confer Committee.

Sonya has become a key contact for many Human Resource Personnel throughout our area due to her extensive knowledge and experience. While Sonya's work performance speaks for itself, it has been her leadership that has had the greatest impact on the Humboldt Unified School District. During her tenure in the Human resources Department, the District has seen a drastic shift in its operating procedures. Sonya has been instrumental in moving the District forward in regards to the implementation of the AESOP Sub Caller System, TalentEd Applicant System, and most recently our move to an online employee portal to improve the efficiency of submitting and receiving contracts and other District provided benefits.

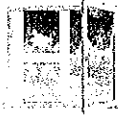
It is my pleasure to bring forward a critical team member for the success of our district, Mrs. Sonya Liadis, as our June HUSD VIP.

Sincerely,

Dan Streeter

DAN STREETER, DIRECTOR, HUMAN RESOURCES
6411 N. ROBERT ROAD, BUILDING 100, PRESCOTT VALLEY, AZ 86314
OFFICE 928.759.4006 • FAX 928.759.4020

HUMBOLDT UNIFIED SCHOOL DISTRICT #22
6411 N. ROBERT ROAD, PRESCOTT VALLEY, AZ 86314 • PHONE 928.759.4000 • FAX 928.759.4020



The Humboldt Schools.
Motivating achievement since 1906.

June 10, 2014

Governing Board:

President Adler, members of the Governing Board, Dr. Stanton and colleagues, I would like to take this opportunity to introduce another one of our outstanding classified staff members. It is my pleasure to bring forward Mrs. Jeannette Arntzen as another HUSD VIP for the month of June.

“She’s awesome! When I ever I talk to her she is always pleasant and helpful.”

“Jeannette is one of our leading authorities in the clerical world for HUSD.”

“I don’t know what the district would do without Jeannette.”

As you can see, Jeannette is recognized across the district for her collegiality and institutional knowledge. She is viewed as collaborative co-worker who is easy to get along with. Since 2007, Jeannette has served HUSD as the Administrative Secretary in the Special Services office. As the lead secretary in this office, Jeannette provides services for students and parents who call into the Special Services office. More importantly, she assists, and leads when necessary, the director of special services, six (6) school psychologists, the SSO counselor, IEP facilitator, and the various related service personnel. Jeannette has proven to be one of our authorities on the operations of our special education program.

In addition to the above duties, Jeannette is often used as a sounding board for difficult and stressful situations. Her experience and level headedness have proven to be critical assets to the special services department. Additionally, Jeannette has been a key member of our classified Meet and Confer Committee. She has often taken the lead on various sub-committees and proven to be a string voice and advocate for our classified employees.

It is my pleasure to bring forward another critical team member for the success of our district, Mrs. Jeannette Arntzen, as our June HUSD VIP.

Sincerely,

Dan Streeter

DAN STREETER, DIRECTOR, HUMAN RESOURCES
6411 N. ROBERT ROAD, BUILDING 100, PRESCOTT VALLEY, AZ 86314
OFFICE 928.759.4006 • FAX 928.759.4020

HUMBOLDT UNIFIED SCHOOL DISTRICT #22
6411 N. ROBERT ROAD, PRESCOTT VALLEY, AZ 86314 • PHONE 928.759.4000 • FAX 928.759.4020

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 6B
FROM:	Jessica Bennett, Principal BMMS	Reading
DATE:	June 10, 2014	Discuss
SUBJECT:	Recognition of Prescott Valley United Methodist Church	Action
		Consent

OBJECTIVE: Celebrating Success: To honor the Prescott Valley United Methodist Church for adopting Bradshaw Mountain Middle School and for their service during the 2013-2014 school year.

SUPPORTING DATA

The Prescott Valley United Methodist Church adopted BMMS in January of this school year. The congregation delivered Valentine treats to all teachers in February, they have donated over 50 reams of paper to the school, and one member of their congregation is helping our science department to secure part of their classroom supplies for next year. The congregation will also treat our teachers to lunch on May 23, 2014.

To recognize their service, BMMS would like to honor the Prescott Valley United Methodist Church with a plaque at the June HUSD Board Meeting.

Approved for transmittal to the Governing Board:



Dr. Paul Stanton, Superintendent

Questions should be directed to: Jessica Bennett (759-4900)

CONSENT

Item 8A.

Personnel Recommendations

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on June 10, 2014

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

Certified Staff

1. Frank Adams – Math Teacher @ BMMS (resign effective 5/23/14)
2. Tracy Breedlove – 1st Grade Teacher @ LTS (resign effective 5/23/14)
3. Diana Campbell – ELA Teacher @ GHMS (resign effective 5/23/14)
4. Mark Campbell – CTE Teacher @ BMHS (resign effective 5/23/14)
5. Kristine Carnes – 3rd Grade Teacher @ CSES (Declined Contract)
6. Jennifer Cooper – Academic Advisor @ BMHS (resign effective 6/5/14)
7. Mary Davis – Instructional Specialist @ HES (retire effective 5/23/14)
8. James Diehl – Science Teacher @ BMHS (resign effective 5/23/14)
9. Jane Gentzen – Middle School Math Teacher @ LTS (Declined Contract)
10. Audrey Harnish – Nurse @ HES (resign effective 5/23/14)
11. Nicole Hepworth – 1st Grade Teacher @ CSES (resign effective 5/23/14)
12. Aaron Huff – Spanish Teacher @ BMHS (resign effective 5/23/14)
13. Katherine McKeown – French Teacher @ BMHS (resign effective 5/23/14)
14. Jayne McManigal – Speech Pathologist @ CSES (resign effective 5/22/14)
15. Julie Mahurin – Extended Resource Teacher @ GHMS (Declined Contract)
16. Debbie Marks – 5th Grade Teacher @ CSES (resign effective 5/23/14)
17. Lauren Postula – Nurse @ CSES (resign effective 5/23/14)
18. Margaret Spencer-Coen – Extended Resource Teacher @ GHMS (resign effective 5/23/14)
19. Jared Woodruff – Boys PE Teacher @ BMHS (resign effective 5/15/14)

Classified Staff

1. Steven Chalcraft – IS Technician @ DO (resign effective 7/1/14)
2. Janet Hill – 6.5 Hr/Day MSP Aide @ BMHS (resign effective 5/22/14)
3. Bonnie Robinson – 7 Hr/Day GEAR Up Assistant @ BMHS (resign effective 6/5/14)

Substitute+ Staff

1. Dorothy Cohn – F & N Worker
2. Lola Lee Grishman – Bus Driver
3. Dave Holland – Bus Driver
4. Lynette McCall – Teacher
5. Brooke Myers – Bus Driver
6. Thomas Sheets – Teacher
7. Kelly Sibley – Aide
8. Carissa Wooten - Nurse

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

Certified Staff

1. Laura Brubaker – Foreign Language Teacher @ BMHS (replaces Katherine McKeown)
2. Todd Burke – Music Teacher @ LTS (replaces Darrell Rowader)
3. Lydia Cademartori – 1st Grade Teacher @ LTS (replaces Tracey Breedlove)
4. Bethany Corona – 2nd Grade Teacher @ GES (replaces Sarah Johnson)
5. Shannon DeWeese – ELD Teacher @ LVES (replaces Christina Jackman)
6. Sarah Feeney – 4th Grade Teacher @ MVES (Reserve Position)
7. John Foley – English Teacher @ BMHS (replaces Gary Griffith)
8. Rebecca Folk – English Teacher @ BMHS (replaces Jason Howard)
9. Carissa Johnson – ELA Teacher @ BMMS (replaces Alethea Ullerich)
10. Sean Paul Johnson – Spanish Teacher @ BMHS (replaces Scott Terry)
11. Elise Kesler – Science Teacher @ LTS (replaces Tim Derickson)
12. Angela Lawrence – ELD Kindergarten Teacher @ MVES (replaces Michele Mraz)
13. Marisela Maldonado - .5 FTE ELD Teacher @ GES (replaces Laurel Wolfinger)
14. Alyssa Pezone – English Teacher @ BMHS (replaces Amy Ernlund)
15. Charlotte Robinson – 4th Grade Teacher @ LTS (replaces Kristi Goeke)

HUMBOLDT UNIFIED SCHOOL DISTRICT #22
PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on June 10, 2014

16. Denise St. Clair – 3rd Grade Teacher @ GES (replaces Jaclyn Beilfuss)
17. Elizabeth Steiner – 5th Grade Teacher @ MVES (Reserve Position)
18. Tricia Sokoloski – 3rd Grade Teacher @ LTS (replaces Mercedes Cloud)
19. Caltrin Swan – Resource Teacher @ BMMS (replaces Laura Russo)
20. Krissina Torres-Tucker – Art Teacher @ BMMS (replaces Sandra Balsiger)
21. Bryan Tubera – Math Teacher @ GHMS (replaces John Colgan)
22. Kristi Wade – ELD Teacher @ LTS (replaces Maryann Lawton)
23. Patrick Webb – PE Teacher @ BMHS (replaces Jared Woodruff)
24. Albert Zalfini – 4th Grade Teacher @ LTS (replaces Viola Jensen)

Classified Staff

1. Carol Beard – 7 Hr/Day MSP Aide @ BMHS (current employee, offer 2014-2015 Work Agreement)
2. Darrin Blake – Athletic Trainer @ BMHS (current employee, offer 2014-2015 Work Agreement)
3. Ed Bork – 6 Hr/Day Bus Driver @ DO (New Position, Board Approved 5/13/14)
4. Sandra Bowers – 6 Hr/Day Bus Aide @ DO (New Position, Board Approved 5/13/14)
5. Ron Clark – 4.5 Hr/Day Bus Driver @ DO (New Position, Board Approved 5/13/14)
6. Christopher Conway – 6.5 Hr/Day MSP Aide @ BMHS (current employee, offer 2014-2015 Work Agreement)
7. Emily Conway – 6.5 Hr/Day MSP Aide @ BMHS (current employee, offer 2014-2015 Work Agreement)
8. Lois Corona – 6.5 Hr/Day Resource Aide @ BMHS (current employee, offer 2014-2015 Work Agreement)
9. James Dixon – 5 Hr/Day Bus Driver @ DO (current employee, offer 2014-2015 Work Agreement)
10. Kari Foster – 7 Hr/Day Receiving Clerk @ LVES (replaces LeOra Budin)
11. Deborah Frank – 7 Hr/Day Custodian @ CSES (current employee, offer 2014-2015 Work Agreement)
12. Jennifer Gomez – 6.5 Hr/Day Bus Aide @ DO (New Position, Board Approved 5/13/14)
13. Martin Greenburg – 4 Hr/Day Bus Aide @ DO (New Position, Board Approved 5/13/14)
14. Glenn Hillig – 5.5 Hr/Day Security Guard @ BMHS (current employee, offer 2014-2015 Work Agreement)
15. Kyle Jarpe – 7 Hr/Day MSP Aide @ GHMS (replaces Denise Oskerson)
16. Eric Johnson – 5.5 Hr/Day Bus Driver @ DO (New Position, Board Approved 5/13/14)
17. Mark Jordan – 6.75 Hr/Day MSP Aide @ GHMS (replaces Leslie Moore)
18. Yolanda Ledesma – 5.25 Hr/Day F & N Worker @ LVES (current employee, offer 2014-2015 Work Agreement)
19. Tammy Lewis – 5 Hr/Day Bus Driver @ DO (current employee, offer 2014-2015 Work Agreement)
20. Carla Lovell - 7 Hr/Day Bus Aide @ DO (New Position, Board Approved 5/13/14)
21. Herschelle Mehus – 6.5 Hr/Day MSP Aide @ MVES (current employee, offer 2014-2015 Work Agreement)
22. Ron Mello – 3 Hr/Day Bus Driver @ DO (New Position, Board Approved 5/13/14)
23. Lynette Meunier – 5 Hr/Day Bus Driver @ DO (current employee, offer 2014-2015 Work Agreement)
24. Vincent Monteleone – 5.5 Hr/Day Bus Driver @ DO (New Position, Board Approved 5/13/14)
25. Patricia Naville – Attendance Secretary @ GES (current employee, offer 2014-2015 Work Agreement)
26. William Nicholas – 3.5 Hr/Day BASP Aide @ CSES (current employee, offer 2014-2015 Work Agreement)
27. Marrisa Onsaga – 7 Hr/Day F & N Cook @ GHMS (current employee, offer 2014-2015 Work Agreement)
28. Margaret Pacheco – 7 Hr/Day Resource Aide @ GHMS (current employee, offer 2014-2015 Work Agreement)
29. Ray Plumb – 4.25 Hr/Day Bus Driver @ DO (New Position, Board Approved 5/13/14)
30. Robbie Robinson - 7 Hr/Day Custodian @ BMHS (current employee, offer 2014-2015 Work Agreement)
31. John Romero – 4.5 Hr/Day Bus Driver @ DO (New Position, Board Approved 5/13/14)
32. Katherine Ruwald – 3 Hr/Day F & N Worker @ LVES (current employee, offer 2014-2015 Work Agreement)

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on June 10, 2014

3. Bobbi Jo Des Jarlais – from 6.5 Hr/Day Title One Aide @ LTS to 4 Hr/Day Title One Aide @ LTS (replaces Kristy Bethan)
4. James Dixon – from 5 Hr/Day Bus Driver @ DO to 7 Hr/Day Bus Driver @ DO (Board Approved 5/13/14)
5. Dawn Fite – from 3.5 Hr/Day Title One Aide @ LVES to 6.5 Hr/Day MSP Aide @ LVES (replaces Adieren Wood)
6. Deborah Frank – from Custodian @ CSES to Custodian @ GHMS (replaces Rex Nelson)
7. Michele Gerber – from 7 Hr/Day Resource Aide @ LTS to 8 Hr/Day ELD Aide @ LTS (replaces Paula Rhoden)
8. Nancy Kenoyer – from 5.75 Hr/Day Bus Driver @ DO to 6.5 Hr/Day Bus Driver @ DO (Board Approved 5/13/14)
9. Rex Nelson – from 7 Hr/Day Custodian @ GHMS to Lead Night Custodian @ GES (replaces Charles Mackley)
10. Fred Pamer – from 6 Hr/Day Bus Driver @ DO to 8 Hr/Day Bus Driver @ DO (Board Approved 5/13/14)
11. Paula Rhoden – from ELD Aide @ LTS to Title One Aide @ LTS (replaces Bobbie Jo Desjarlais, Title One Funds)
12. Adieren Wood – from 6.5 Hr/Day MSP Aide @ LVES to 6.5 Hr/Day ELD Aide @ LVES (replaces Felicitas King)

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

Certified

1. Kori Huibregtse – from .7 FTE ELD Teacher @ MVES to 1.0 FTE ELD Teacher @ MVES (replaces Loretta Simpson)
2. Lorretta Simpson – from .8 FTE ELD Teacher @ MVES to .5 FTE ELD Teacher @ MVES

Classified

1. None

CONSENT

Item 8B.

Meeting Minutes

April 8, 2014

May 13, 2014

HUMBOLDT UNIFIED SCHOOL DISTRICT #22
Governing Board of Education
Meeting Minutes
Tuesday, April 8, 2014

A **regular** meeting of the Humboldt Unified School District Board of Education was held at Lake Valley Elementary School on Tuesday, April 8, 2014 in Prescott Valley, Arizona.

6:30 PM REGULAR SESSION

1. WELCOME AND CALL TO ORDER

President Adler called the meeting to order at 6:33.

2. PLEDGE OF ALLEGIANCE/FLAG CEREMONY

President Adler led in the Pledge of Allegiance.

3. ROLL CALL

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

4. AGENDA REVIEW/ACCEPT

Dr. Stanton reported that the choir performance was cancelled. There were no other changes to the agenda.

Brian Letendre accepted the agenda as amended. Carm Staker seconded and the motion carried unanimously.

5. CURRENT EVENTS

A. Board

Carm Staker

- Attended the Ecumenical meeting

Richard Adler

- Attended the Yavapai College Education Foundation Scholarship Brunch
- Attended the Lions Club 4.0 GPA Honors Banquet

B. Superintendent

Dr. Stanton

- Attended Kindergarten Round-up
- Announced a \$55,000 grant award to MVES for a special needs playground
- Attended the Lions Club 4.0 GPA Honors Banquet
- Spoke at the Arizona Town Hall Event focusing on Early Childhood Development
- Joined a task force to focus on retaining teachers in Arizona (especially rural)
- Announced the start of AIMS testing this week

6. CELEBRATING SUCCESSES

~~**A. LVES Choral Performance – Directed by Abby Yost**~~

B. HUSD VIP – Tusanne Cordes, LVES Principal

1. Amy Bowser – Certified

Mrs. Bowser has been at LVES since 2007; she started in first grade as a reading coach and has recently taken the lead with the district's gifted program. Amy was instrumental in implementing the STEAM program and applied for many grants to get the program running. In addition, Amy has worked as a Student Council advisor, Reading Counts advisor, professional development leader, Relay for Life team captain, and serves on multiple committees. Principal Cordes believes Amy to be a natural teacher and loves having her at Lake Valley.

2. Becky Cooley – Classified

Mrs. Cooley has been with the district for 28 years! She began as an aide at LVES, moving to receiving clerk, then to administrative secretary. She spent a few years at the district office, returning to the elementary school after two years. In her time with the district she has worked for five principals and six superintendents. Becky has witnessed

many changes throughout the district over the years. She has served on the district's Discipline Committee, Meet and Confer Committee, and on the Calendar Committee. Most recently, she served on the Superintendent's Steering Committee, and is active on the school PTO. Outside of school, Becky and her husband, Reed, are very involved with Boy Scouts of America.

C. HUSD VOLUNTEER OF THE MONTH – Tusanne Cordes, LVES Principal

1. Kristen Munchinsky – LVES

Mrs. Munchinsky revived the PTO this year at the school after it was non-existent for two years. Along with volunteering with PTO, Kristen is a substitute teacher, substituting for the music teacher long-term this year. Two of her three children are students at LVES. She has a lot planned through the PTO for Teacher Appreciation Week, has volunteered at several school events, and has set up an on-line spirit store to order school shirts. Principal Cordes appreciates all that Kristen has done and stated that she is "a breath of fresh air".

D. Grant Award – Amy Bowser, LVES Gifted Teacher

Mrs. Bowser reported that the \$500 grant received from Yavapai County Education Foundation was used to purchase supplies for the first year of the school's STEAM program. There were two sessions of STEAM and some of the courses were exploring the rock cycle, learning about the engineering design process through building edible cars, designing marble roller coasters, writing a newsletter and creating a newscast, any many more. Most students were able to choose and most received their first choice. At the end of each session a parent night was held where families could participate and observe the activities their student had been involved with. There were over 425 parents for the first session and 500 parents for the second session. The STEAM program has proven to be a huge success!

**E. Gift Recognition – Albertson's Grocery Store – Candice Blakely-Stump, CSES Principal
Michael DeRois, LTS Principal**

Mr. Tom Chase and Ms. Mary Mallory from Prescott Valley Albertson's attended the meeting to be recognized for their generous gift of \$1,000 to each Coyote Springs Elementary School and Liberty Traditional School. Liberty Traditional School has received this gift for two years and will use the money to purchase an automated external defibrillator.

President Adler expressed the importance of relationships with community partners and thanked Tom and Mary for their continued involvement with the district and for the store's generous donation.

F. Gift Recognition – Prescott Elks Lodge – Candice Blakely-Stump, CSES Principal

Principal Blakely thanked Dennis Dafoe and the Prescott Elks Lodge for their donation of \$1,144 to pay for 286 Coyote Springs Elementary School students to attend the Arizona Sundogs Hockey Student Game Day; community partnerships such as this help to enhance the school experience for district students.

President Adler thanked the organization for their donation.

7. PUBLIC PARTICIPATION

None.

8. 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 Hicks read the donations.

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

9. DISCUSSION ITEMS (no action will be taken)

A. Lake Valley Elementary School update including: STEAM, Habitat Schoolyard Learning Area, Parent Data Nights, Student Council, PTO, and announcement of spelling bee and art winners

A summary of the report follows:

- STEAM: This is the first year of the program for first through sixth grade students where each grade level can choose from Science, Technology, Engineering, Arts, or Math subject matter.
- Habitat Schoolyard Learning Area: The project involves teachers, students, and parents working hard to create an outdoor learning area. They have moved rock, dug trenches, planted many trees and plants, and installed irrigation lines. Next year, science lessons will be taught in the habitat area by the Highland Center.
- Parent Data Nights: Three parent nights have been held. Teachers explain the expectations and goals; students with their parents set and write goals; parents have a better understanding of what their student is expected to learn.
- Student Council: The Student Council is very strong this year. They provide leadership and assistance when needed and had several fundraisers that will support the Habitat, purchase of school equipment, and field day.
- PTO: The organization is up and running this year after a two year absence. The group is working hard to help teachers and staff.

B. Educational Services Department update including: Family Resource Program

Pam VanDriel, Family Resource Program Coordinator, reported that the program provides assistance to students and families in the way of clothing, shoes, backpacks, and school supplies. The program relies heavily on community partnerships and donations; Emmanuel and Trinity Lutheran Churches have consistently provided backpacks and school supplies over the last several years. The Elks and Shriners Clothe-a-Child programs have helped hundreds of needy HUSD children for many years. Unfortunately, the Shriners will no longer be able to participate in the program because of decreased donations; the district is grateful for the generosity they have been able to share. Other services include: information regarding community resources; support for grandparents raising grandchildren; application forms for DES, AHCCS, TANF, etc.; referrals to community resources for assistance with rent, utilities, or low-income housing information.

Pam is also the district's Homeless Liaison. She reported the percentage of homeless students raises about nine or ten percent each year; this year there are 328 homeless students.

Sylva Ducharme, Parent Education Coordinator, was unable to attend the meeting. Pam VanDriel shared some of what Mrs. Ducharme offers to district parents: Grandparent Support Group, Parenting the Love and Logic Way, Parenting Traumatized Children, and 21 parent education workshops. The current month's classes and activity calendar can be found on the district's website www.humboldtunified.com (select Parents, and then Community/Workshops).

C. School Health Advisory Committee – Annual Report

Pam Liuzzo, District Nutritionist, summarized the report that was detailed in the packet. The full report is available at the District Office or on the district's website (select School Board, and then board packets); a summary of the report follows:

Evaluation of the Food Service Program

- Golden Plate Awards (issued by Yavapai County) were received at Bradshaw Mountain Middle School, Bradshaw Mountain High School, Glassford Hill Middle School, and Granville Elementary School
- New Breakfast Meal Pattern: Requires schools to increase the availability of fruits, whole grains, fat-free and low-fat milk, and to reduce sodium, saturated fat and trans fat, and meet calorie requirements

Review of Food and Beverages Sold

- Smart Snacks in Schools: Sets strict guidelines for ALL food and beverages sold during the school day
- Nutritional Analysis: Completed on a weekly basis
- Increase in Meal Cost: To be in compliance with Healthy Hunger Free Kids Act
- Menu Selections: Include lean meats, whole grains, fresh fruits and vegetables daily

Assessment of School Environment Regarding Wellness Issues

- School Health Advisory Council (SHAC): Meets bi-monthly
- Recess Before Lunch: The program has increased consumption of meals and has shown improved classroom behavior
- Arizona Nutrition Standards: All HUSD schools follow the standards
- Partners for Healthy Students: Provides free health care to eligible students and their siblings

Activities and Programs Conducted to Promote Nutrition and Physical Activity

- Breakfast in the Classroom: Implemented at Humboldt Elementary School and participation is encouraged at the other schools
- Play 60 Grant: Awarded to Glassford Hill Middle School
- Action for Healthy Kids Grant: Awarded to Lake Valley Elementary School
- National School Breakfast Week Art Contest: One winner from each school will be entered in the national competition
- Nutrition Education Materials: Materials are available for classroom education; the nutritionist is available as a guest speaker
- Health and Wellness Widgets: Nutrition tips are available on the Food & Nutrition Department's webpage
- Education Events: Made available through the Family Resource Center

Feedback of Students, Parent/Guardians and Community

- The director and nutritionist are in the schools daily and are available to parents and staff
- All are encouraged to participate in the School Health Advisory Council
- The team is consistently participating in activities at the schools

Goals for the 2014-15 School Health Advisory Council

A few of the goals include:

- Increase non-food fundraisers at schools
- Increase school gardens
- Increase participation in Recess Before Lunch
- Increase collaboration between Food and Nutrition and Physical Education Departments

10. ACTION

A. Request for approval of updated job descriptions effective July 1, 2014

In September 2013, the Human Resources Department began working with the Bagnall Company, a human resource consulting group. This contact was made regarding assistance with the review of all current job descriptions. The purpose for a review of all current job descriptions included:

- Ensuring that a job description existed for all current positions within HUSD
- Ensuring that all existing job descriptions were compliant with state and federal regulations
- Ensuring that the format of job descriptions were consistent
- Ensuring that the content of current job descriptions were consistent with actual tasks and responsibilities being performed by employees

The process for completing the job description review included input from all stakeholders and resulted in 112 updated job descriptions and in several instances the district was able to provide consistency to job descriptions; extensive work was done for library coordinator positions and clerical positions. All current jobs within the district now have an updated, compliant job description.

Carm Staker moved to approve the job descriptions effective July 1, 2014 in alignment with 2014-2015 contracts and work agreements. Brian Letendre seconded and the motion carried unanimously.

B. Request for approval of 2014-15 classified, certified, and administrator contract language

Human Resource Director Dan Streeter provided proposed 2014-2015 classified work notice language (*4+ hours and less than 4 hours*), proposed 2014-2015 classified term contract language (*12 month and less than 12 month*), proposed 2014-2015 certified contract language, proposed 2014-2015 psychologist contract language and proposed 2014-2015 administrative contract language. In addition to changes in date ranges, proposed changes were based on advice of legal counsel and District needs. Sample contracts with the proposed changes were included in the board packet and are available at the District Office and on the website.

Brian Letendre moved to approve:

- **2014-2015 contract language for certified employees, psychologists and for certified administrators**
- **2014-2015 contract language for 12 month classified term employees and for classified term employees working less than 12 month contracts**

Carm Staker moved to approve an increase in lunch prices as presented for the 2014-15 school year. Brian Letendre seconded and the motion carried unanimously.

11. PERSONNEL

A. Request for approval to hire a principal at Liberty Traditional School for the 2014-15 school year

Superintendent Stanton requested the board approve the selection of Danette Derickson as the new principal at Liberty Traditional School for the 2014-2015 School Year as recommended by the interview committee. Dr. Stanton and President Adler conducted the final interviews and believe Ms. Derickson is the best candidate for the position. President Adler stated that Danette has prepared well for the position of principal. Brian Letendre added that she represents the vision of Liberty Traditional School.

Both Dr. Stanton and President Adler thanked Mr. Derois for his leadership and hard work over the years at Liberty Traditional School.

Brian Letendre moved to approve the hiring of Danette Derickson as the 2014-2015 Principal of Liberty Traditional School on a one year contract as recommended by the Liberty Traditional School Principal Selection Committee. Carm Staker seconded and the motion carried unanimously.

B. Request for approval of administrator, director, and psychologist contracts, and the Administrative Salary Schedule for fiscal year 2014-15

During the 2013-2014 school year, all Administrators and Directors were evaluated by the Superintendent or by the Director of Human Resources; Psychologists are evaluated by the Director of Special Services. Based on both formal and informal evaluation components, Administrators, Directors and Psychologists have been performing their duties successfully and issuance of 2014-15 contracts was recommended (a list of names was provided in the board packet). The salary schedules remain the same as the previous year.

Mr. Streeter indicated that a request for one step movement for all employees will be recommended at a future board meeting.

Gary Hicks moved to approve the issuance of 2014-2015 administrative and psychologist contracts for the administrators, directors and psychologists as listed and to approve the 2014-2015 Administrative Salary Schedule. Carm Staker seconded and the motion carried unanimously.

12. ANNOUNCEMENTS

A. Next Scheduled Board Meetings are:

April 22, 2014	6:30 p.m.	Special Meeting	@ Transportation Facility
May 13, 2014	6:30 p.m.	Regular Meeting	@ Transportation Facility
June 10, 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.

13. ADJOURNMENT

Carm Staker moved to adjourn. Brian Letendre seconded and the motion carried unanimously. The meeting adjourned at 8:15 p.m.

Respectfully submitted,

Mary Diaz,
Board Secretary

APPROVAL

Richard Adler, President

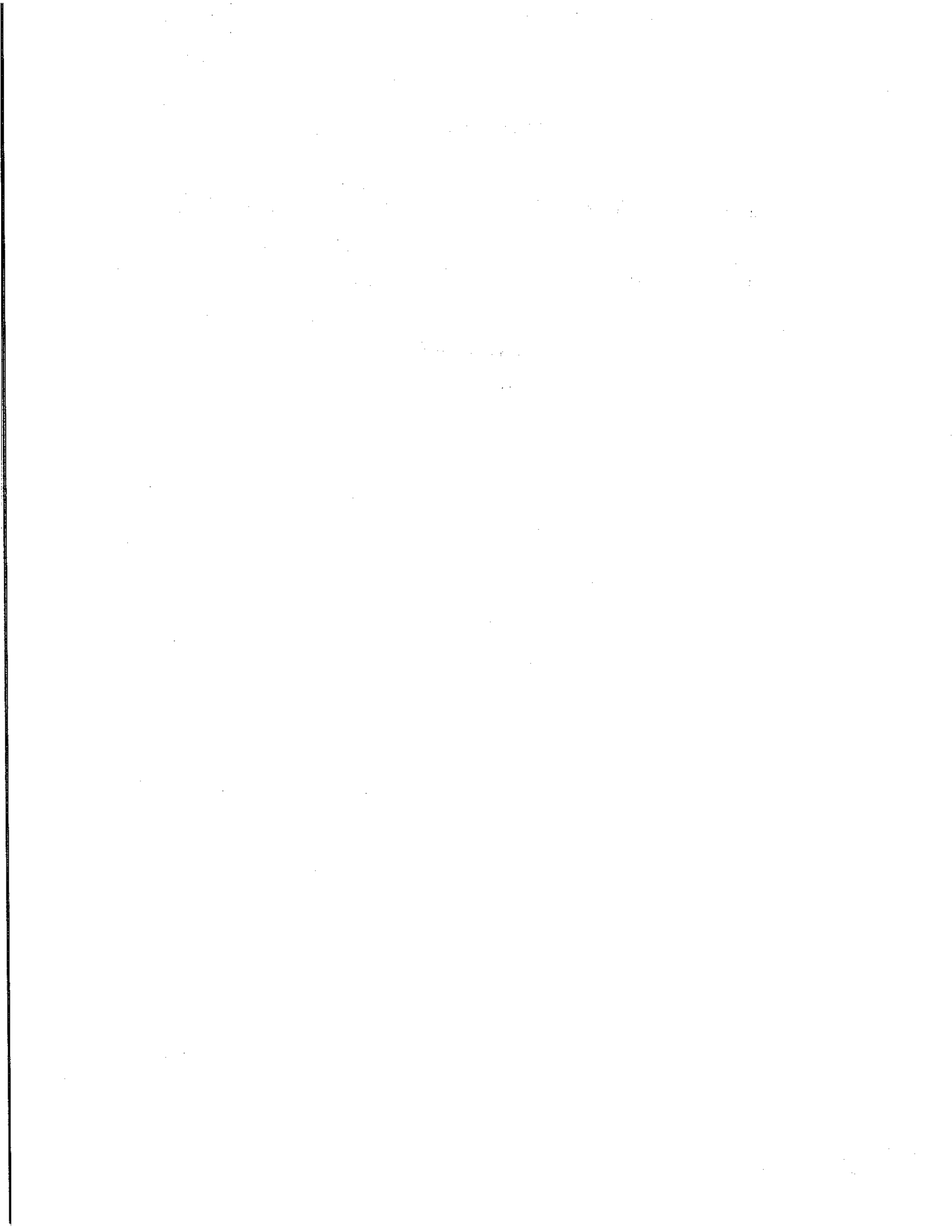
Brian Letendre, Vice President

A B S E N T

Gary Hicks, Member

Suzie Roth, Member

Carm Staker, Member



HUMBOLDT UNIFIED SCHOOL DISTRICT #22
Governing Board of Education
Meeting Minutes
Tuesday, May 13, 2014

A regular meeting of the Humboldt Unified School District Board of Education was held at the HUSD Transportation Training Facility on Tuesday, May 13, 2014 in Prescott Valley, Arizona.

6:30 PM REGULAR SESSION

1. WELCOME AND CALL TO ORDER

Vice President Brian Letendre called the meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE/FLAG CEREMONY

Vice President Brian Letendre led in the Pledge of Allegiance.

3. ROLL CALL

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

4. AGENDA REVIEW/ACCEPT

Dr. Stanton removed Personnel Item 11C, and requested that Personnel Item 11B be moved to the end of Celebrating Successes.

Suzie Roth moved to approve the agenda as amended. Gary Hicks seconded and the motion carried unanimously.

5. CURRENT EVENTS

A. Board

Brian Letendre

- Attended Mountain Institute JTED Awards Celebration where several high school students were honored
- He and his wife, Kristi (GES PTO President), hosted a gathering for Granville Elementary School retirees

B. Superintendent

- Participated in the ribbon cutting for the Prescott Valley Arts Festival
- Was a guest for the Chamber of Commerce One-on-One event
- Participated in the Chamber of Commerce "Team Up to Clean Up"
- Attended the Prescott Valley Optimists Award Celebration where many high school and middle school students were honored
- Attended an APS STEM Celebration with Principal Terri Matteson
- Announced last week as National Teacher/Nurse/Food & Nutrition Workers Appreciation Week
- Attended the high school's scholarship awards; scholarship awards increased from last year's \$2.9 million to this year's \$7.2 million

6. CELEBRATING SUCCESSES

A. Presentation of accreditation plaque – Dr. Connie Harris, AdvancEd Arizona

Dr. Harris presented a plaque to Dr. Stanton and the Board in recognition of our recent AdvancEd accreditation status. We are one of the first rural districts to gain accreditation. In addition, Dr. Harris announced Dr. Stanton's Circle of Excellence Award. The Circle of Excellence Award will be presented to Dr. Stanton at this summer's ASA Annual Conference being held in June.

B. Recognition of 2014 HUSD Retirees – Director of Human Relations Dan Streeter

Twenty retirees were recognized for their service to the district. A reception was held in their honor prior to the meeting. Each retiree received a lifetime pass to district events.

C. Glassford Hill Middle School's Matforce Poster Contest winners – Dr. Theresa Matteson, GHMS Principal

Deputy Sheriff Scott Reed presented certificates and cash awards to contest winners. This year's contest theme was "Dreams, Not Drugs".

D. Grant Award – Jennifer Woods, BMHS Education Professions Teacher

Ms. Woods received a \$329 grant from the Yavapai County Education Foundation and purchased one iPad to allow high school students to use and integrate specific technology within the student's mentor classroom. High school students observe classrooms throughout the district known as mentor classrooms to gain a better perspective of what it is like to be in the field of teaching. The students were required to teach two lessons; one required the use of technology; the iPad was used to develop lessons and to create a learning center.

E. Grant Awards – Pam Clark, Lani Hammond, Lynn Brown, CSES teachers

The three teachers received a total of \$3,407 in grant money to purchase technology for the special education classroom, cooking equipment for life skills, field trips to the Prescott Humane Society, Out of Africa, the Arizona Science Center, and Sharlot Hall Museum. Funds were also used for professional development in math, and for an afterschool math program where parents could come with their students to learn math games.

11. PERSONNEL

B. Request for approval to hire a principal at Humboldt Elementary School for the 2014-15 school Year

On behalf of the HES selection committee, Dr. Stanton presented the recommendation to hire Ms. Lisa Navarro as the 2014-15 principal of Humboldt Elementary School. He reported that Ms. Navarro comes to us with extensive leadership experience at the elementary level. This includes serving seven years as an elementary school principal in the state of Washington. In addition, she has presented at the state and national level, taught teacher preparation courses, and worked with the Bill and Melinda Gates Foundation.

Suzie Roth moved to approve the hiring of Lisa Navarro as the 2014-15 Principal of Humboldt Elementary School on a one year contract as recommended by the Humboldt Elementary School Principal Selection Committee. Gary Hicks seconded and the motion carried unanimously.

7. PUBLIC PARTICIPATION

None.

8. 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. Suzie Roth seconded and the motion carried unanimously.

9. DISCUSSION ITEMS (no action will be taken)

A. Educational Services Department update including: Introduction of Scott Terry, Data Coordinator; PARCC Field Test

Mr. Terry reported that since his transfer from the high school to the Data Coordinator position he has been learning a lot about various software programs being used in the district such as Schoolmaster and Galileo. He has also worked on PARCC preparations and high school AIMS testing. Mr. Terry is involved in managing all automated systems throughout the district including DIBELS, library systems, and everything involved with data. Danny Brown, Educational Services Director, is highly satisfied with the selection of Mr. Terry and the positive impact he is making in his new position.

B. Discussion of the Board's issues of importance for consideration by the Arizona School Boards Association as their focus of legislative effort for fiscal year 2014-15

ASBA's legislative committee has asked that issues that fall into three categories: long term, short term, and session specific be submitted by all governing boards by May 28. The committee will create a draft document that will be the basis for discussion at the Delegate Assembly in September.

Mr. Hicks and Ms. Roth expressed their opinion that the ASBA process is not working and that efforts of the committee are not successful; they are not reaching the legislators. Mr. Hicks stated that Arizona is 50 out of 50 for student support (funding). Mr. Letendre agreed that the process needs reassessment, but does not agree that the

committee was not successful; there were several legislative issues backed by corporations with a lot of money that were blocked by ASBA.

Superintendent Stanton mentioned a few of his priorities being the reinstatement and funding of full-day kindergarten, and giving rural students the same opportunities as students in larger cities.

Some of the issues to be submitted to the committee are:

2015 Session Specific

- Reinstatement of full-day funding for statewide voluntary full day kindergarten
- Fund technology and capital to bring all schools up to speed for Common Core and PARCC, and new teacher/principal evaluations specifically with Professional Development
- Give school immediate funds to cover cost of living increases over the last five years

Short-Term

- Oppose unfunded mandates by requiring a dedicated funding source for all state mandated curriculum and/or assessment changes
- Ensure full funding for inflation, especially in years where inflation is greater than two percent
- Change and implement a new ADM (average daily membership) accounting system to replace the current system

Long-Term

- Raise public education budgets to at least median level for all states
- Bring equal funding to both public and charter schools
- Fund rural schools with grants, etc., to allow all Arizona an equal opportunity to get a quality education

10. ACTION

A. Discussion and possible action to approve the District's revised annual budget for fiscal year 2013-14

Director of Finance Cynthia Windham requested a final budget revision for fiscal year 2013-14. The budget document was included in the board packet. A summary of her report follows:

Maintenance/Operation Budget:

- 1) Budget Balance Carry Forward (BBCF) adjusted to actual to \$964,749 which represents 3% of the Revenue Control Limit (RCL)
 - Maintenance/Operation decrease: (\$169,887)
- 2) Redirect District Sponsored Charter School (DSCS) current year funding for new students to Capital
 - Maintenance/Operation decrease: (\$509,673)

Total Net Maintenance/Operation Adjustment Decrease: (\$679,560)

Total Revised Maintenance/Operation Budget = \$28,389,417

Unrestricted Capital Budget:

- 1) Adjustment for final adjusted figures for DSCS ADM current year students
 - Net Unrestricted Capital increase: \$1,993,630
- 2) Adjustments to the Unrestricted Capital Budget Limit (UCBL) for tuition (Arizona School for the Deaf and Blind) to \$58,512 from \$60,000
 - Unrestricted Capital decrease of (\$1,488)
- 3) Adjustment to projected final expenses resulting in an increase in carry forward
 - Unrestricted Capital increase of \$42,626
- 4) Additional reduction of CORL for state budget adjustments
 - Unrestricted Capital decrease of (\$34,396)

- 5) Adjustment for miscellaneous interest income and beginning FY 2012 Unrestricted Capital Budget Limit (UCBL)
 - Unrestricted Capital increase \$248
- 6) Previous years ADM capacity adjustments
 - Unrestricted Capital increase of \$52,657
- 7) Soft Capital transfer adjustment
 - Unrestricted Capital increase of \$6,805

Total Net Unrestricted Capital Adjustments Increase of: \$2,060,082
Total Revised Unrestricted Capital Budget = \$7,753,322

The Board commended Ms. Windham and Superintendent Stanton for fiscal responsibility and constant focus on the good of the students and meeting their needs.

Gary Hicks moved to approve the revised budget for fiscal year 2013/14 including, ADE budget adjustments, and the realignment of subsections as presented, per ARS statute 15-905 and 15-915. Suzie Roth seconded and the motion carried unanimously.

B. Request for approval of a District Office Receptionist position

Director of Human Resources Dan Streeter reported that in 2011, the district administration made the decision to cut the District Office Receptionist position in an effort to reduce positions in response to severe budget cuts. The duties associated with this position were originally handled by a substitute clerical worker during the school year. This resulted in a significant savings to the district's budget due to the absence of health insurance costs and reduced hours during the summer months. Over the past few years, the demands of the district office have continued to increase. This has included the district office taking a more active role in summer registrations, and this particular position taking on the duties of the vacated Volunteer Coordinator position. These demands have been met through the use of a substitute clerical aide. Due to the continued need for this position, the administration recommended re-instating the District Office Receptionist position at a classification six pay rate on a 260-day calendar.

Suzie Roth moved to approve the addition of a District Office receptionist position. Gary Hicks seconded and the motion carried unanimously.

C. Request for approval of additional Bus Driver positions, Bus Aide positions, and amended hours for current Bus Driver positions

Upon review of district needs for the upcoming school year, Mr. Streeter reported that several positions in the Transportation Department need to be amended:

- Bus Drivers with current work agreements who are routinely working additional hours
- Substitute Bus Drivers who have been performing work duties on a regular basis
- Substitute Bus Aides who have been performing work duties on a regular basis

The administration seeks to amend and/or offer work agreements based on actual hours being performed. Due to the continued need for these different positions and associated hours, Mr. Streeter recommended amending the current positions and adding other necessary positions as follows:

Position	Current Wk. Agree.	Actual Hours	Budget Impact
PCC 1137 Bus Driver	5	7	\$5,360 (Insurance)
PCC 2997 Bus Driver	5.75	6.5	\$5,360 (Insurance)
PCC 1977 Bus Driver	6	8	
PCC 2998 Bus Driver	5	7	\$5,360 (Insurance)
PCC 1563 Bus Driver	5.5	6	\$5,360 (Insurance)
Substitute Bus Driver		6	\$5,360 (Insurance)
Substitute Bus Driver		4.5	
Substitute Bus Driver		3	
Substitute Bus Driver		5.5	

Substitute Bus Driver	4.25	
Substitute Bus Driver	4.5	
Substitute Bus Driver	4	
Substitute Bus Aide	6.5	\$5,360 (Insurance)
Substitute Bus Aide	6.5	\$5,360 (Insurance)
Substitute Bus Aide	7	\$5,360 (Insurance)
Substitute Bus Aide	6	\$5,360 (Insurance)
Substitute Bus Aide	8	\$5,360 (Insurance)
Substitute Bus Aide	3.75	

Mr. Hicks commented that many districts have not done this; we are doing what is right for our employees, and we are in compliance with the Fair Labor Standards Act.

Gary Hicks moved to approve:

- the amended hours to the attached, current Bus driver positions
- the addition of seven (7) Bus Driver Positions as presented
- the addition of six (6) Bus Aide positions as presented

Suzie Roth seconded and the motions carried unanimously.

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)

To insure compliance with State Statutes, Policy Advisories 499 – 503 were submitted by the Arizona School Boards Association (ASBA) relating to Section B (Board Governance & Operations) and Section J (Students). The First Reading was held April 22, 2014. Upon approval these policies and exhibits will become effective immediately and will be added to the current Policy Manual.

Gary Hicks moved to adopt Policy BCB – Board Member Conflict of Interest, BE – School Board Meetings, JICI – Weapons in Schools, and JL – Student Wellness, and to accept Exhibits JLF-EB, JLF-EC, and JLF-ED – Reporting Child Abuse/Child Protection as presented by ASBA. Suzie Roth seconded and the motion carried unanimously.

E. Second Reading and possible adoption 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. The First Reading was held at the April 22, 2014 Governing Board meeting. Upon approval this policy will become effective immediately and will be added to the current Policy Manual.

Suzie Roth move to adopt revisions to Policy IIE – Student Schedules and Course Loads as recommended by the administration. Gary Hicks seconded and the motion carried unanimously.

11. PERSONNEL

A. Request for approval of classified work agreements for the 2014-15 fiscal year

In preparation for the 2014-15 school year, all current classified staff positions were reviewed to determine whether they were needed to support District programs and practices and whether there were funds to support the positions next year. Based on current information, it was recommended that 2014-2015 work agreements be issued to those

2013-14 classified employees listed on the *Recommend to Rehire Classified Employees for 2014-2015* document (included in the Board packet).

Should future financial issues require changes to the above staffing, most all of the employees listed are on classified at-will indefinite term work agreements that may be terminated by providing notice to the employee. A few other recommendations will follow once staffing, evaluation, and enrollment issues are clarified.

Suzie Roth moved to approve the issuance of 2014-2015 work agreements to the classified employees listed on the Recommend to Rehire Classified Employees for 2014-2015 document. Gary Hicks seconded and the motion carried unanimously.

B. Request for approval to hire a principal at Humboldt Elementary School for the 2014-15 school year

This item was addressed earlier in the meeting.

~~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)]~~

Announcements moved here in order to dismiss the audience prior to moving to executive session.

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

11. PERSONNEL (continued)

Suzie Roth motioned to move to executive session pursuant to A.R.S. § 38-431.03 (A)(1) (Personnel) for Item 11D as presented on the agenda. Gary Hicks seconded and the motion carried unanimously.

Minutes of executive sessions are confidential and it is unlawful to disclose or otherwise divulge to any person who is not present, other than a current member of the Board, or pursuant to a specific statutory exception, anything that has transpired or has been discussed during this executive session. Failure to comply is a violation of A.R.S. § 38-431-03.

The Board reconvened in regular session at 7:58 p.m.

Gary Hicks motioned to return to open session. Suzie Roth seconded and the motion carried unanimously.

~~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)]~~

Gary Hicks moved to approve an unpaid leave of absence for classified employee Sharee Davis, May 3 through June 14, 2014. Suzie Roth seconded and the motion carried unanimously.

13. ADJOURNMENT

Suzie Roth moved to adjourn. Gary Hicks seconded and the motion carried unanimously. The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Mary Diaz,
Board Secretary

APPROVAL

A B S E N T

Richard Adler, President

Brian Letendre, Vice President

Gary Hicks, Member

Suzie Roth, Member

A B S E N T

Carm Staker, Member

