



The Humboldt Schools.
Motivating achievement since 1906.

GOVERNING BOARD MEETING

Tuesday, December 9, 2014

**Lake Valley Elementary School
3900 N. Starlight
Prescott Valley, AZ**

Regular Session @ 6:30

Dr. Paul H. Stanton, Superintendent

**Richard Adler, President
Brian Letendre, Vice President
Gary Hicks, Member
Paul Leon, Member
Suzie Roth, Member**

POSTED
12-5-2014
4:00 p.m.

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 **December 9, 2014**, at **Lake Valley Elementary School**, located **3900 N. Starlight, 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, and on the district website www.humboldtunified.com and go to the Governing Board Tab.
- 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 REGULAR SESSION

1. **WELCOME AND CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE/FLAG CEREMONY**
3. **ROLL CALL**
4. **AGENDA REVIEW/ACCEPT**
5. **REPORTS**
 - A. Board
 - B. Assistant Superintendent
 - C. Superintendent
6. **CELEBRATING SUCCESSES**
 - A. Lake Valley Elementary School choral performance led by Abby Yost, Choir Director
 - (Pages 1-3) B. HUSD VIPs – Tusanne Cordes, LVES Principal
 1. Classified – Rosie Rodriguez
 2. Certified – Connie Hargis
 - (Page 4) C. HUSD Volunteer – Tusanne Cordes, LVES Principal
 1. Robert Anderson

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 5-7) A. Personnel Recommendations
- (Pages 8-12) B. Governing Board Meeting Minutes of November 18, 2014
- (Pages 13-181) C. Financial/Business
 - 1. Approval of Accounts Payable voucher(s) in the amount of \$ 548,548.92
 - 2. Approval of Payroll voucher(s) in the amount of \$ 2,410,215.86
- (Pages 182-188) D. Monthly Budget Report
- (Pages 189-193) E. Monthly Student Activities Report
- (Pages 194-198) F. Request for approval of an amended stipend schedule for fiscal year 2014-15
- (Pages 199-209) G. Request for renewal of an affiliation agreement with Las Fuentes Care Center to provide clinical experience to Bradshaw Mountain High School certified nursing students for the 2014/15 school year
- (Pages 210-211) H. Gifts and donations

9. DISCUSSION ITEMS (no action will be taken)

- (Pages 212-213) A. School Update from Lake Valley Elementary School including: Achievement, staff, signature program, S.T.E.A.M. program, Habitat project, sports, PTO, school adoption, student teachers, high school mentoring program with Big Brothers/Big Sisters
- (Pages 214-215) B. Assistant Superintendent Update including: Enrollment, Bell Schedule Committee, staffing update
- (Pages 216-217) C. Education Services Update including: Galileo results, Arizona's Measurement of Educational Readiness to Inform Teaching (AzMERIT)
- (Pages 218-220) D. First Reading of proposed revision to Policy A – District Mission and Belief Statement (District Shared Purpose)

10. ACTION

- (Pages 221-237) A. Discussion and possible action to approve the 2014-15 Board Goals
- (Pages 238-260) B. Discussion and possible action to approve the 2014-15 Revised Budget (revision #2)

- (Pages 261-262) C. Discussion and possible action to approve the establishment of a new Auxiliary Operations Fund clearing bank account
- (Pages 263-264) D. Discussion and possible action to approve distribution of Student Success Funding monies (performance funds received from the state)

11. ANNOUNCEMENTS

A. Next Scheduled Board Meetings are:

January 13, 2015	6:30 p.m.	Organizational & Regular Meeting	@ Granville Elementary
February 10, 2015	6:30 p.m.	Regular Meeting	@ Liberty Traditional
March 17, 2015	6:30 p.m.	Regular Meeting	@ Bradshaw Mtn. High

12. ADJOURNMENT

Copies of agendas and supporting documentation relative to public meetings are available at the District Administration Office during normal work hours, 24 hours prior to a meeting. Please call ahead (759-4000) to arrange copies to be picked up. Documentation is also available on the District website www.humboldtunified.com. On the home page, go to the School Board tab → Board Packets → Select Year → Select Meeting Date. (Note: Large packets are saved in multiple sections by date).

CELEBRATING SUCCESSIONS

Item 6

- A. LVES Choral Performance

- B. HUSD VIPs - LVES
 - 1. Rosie Rodriguez - Classified
 - 2. Connie Hargis - Certified

- C. HUSD Volunteer - LVES
 - 1. Robert Anderson



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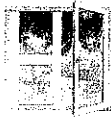
VIP Classified Employee of the Month for Lake Valley Elementary School – December 2014

It is my pleasure to honor Mrs. Rosie Rodriguez for my classified VIP staff member. I have worked with Rosie for many years in different positions at Lake Valley. She is an extremely loyal, dedicated and conscientious worker. She comes up with reports in a split second. She is also ready with a smile and a joke or a funny story that will brighten my day. With Rosie comes her husband Frank. He is so dedicated to Rosie (he's retired) and brings in flowers and food for her. I will get a smile or a smirk out of him. I have enjoyed being part of the Rodriguez's lives that have been very supportive.

Rosie Rodriguez was born and raised in Prescott, Arizona. She graduated from Prescott High School, after which she attended Lambson Business College in Phoenix. She married her husband of 42 years, Frank Rodriguez, in 1972, and they have been blessed with a daughter, Monica, and a son, Frankie, who both attended and graduated from Bradshaw Mountain High School. She has three beautiful granddaughters. Rosie began her career at Lake Valley Elementary School in 1989 as a playground aide. She also worked as a Resource Aide and a First Grade Aide, before becoming the Attendance Secretary in the school office. She is looking forward to retirement at some point, so that she can spend more time with her husband, as he has been retired for seven years. In the meantime, she will continue to enjoy the many wonderful staff members and community members she sees daily.

Respectfully,

Tusanne Cordes,
LVES Principal



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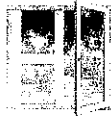
VIP Certified Employee of the Month Staff for Lake Valley Elementary School – December 2014

It is with great pleasure that I announce to you my certified V.I.P., Connie Hargis. She is completing her fourth year with me and I cannot imagine what it would have been like without her here on my staff. She jumped right in and brought our fourth grade team alive the first year she was here. She would come to me in a gentle and kind way and share great resources, curriculum, technology, and web-sites. It was hard to keep up with her energy. She embraced any feedback I would give her and I could always feel the excitement and learning in her classroom. Then she took on our Gifted Cluster combo classes two years in a row, doing third and fourth grade combo and fourth and fifth grade. This is not an easy task to instruct different grade levels, gifted students, and regular education students. She challenged them with instruction and developed relationships that encouraged them to succeed in education and behaviors. I can always count on her to help out Lake Valley staff and students. She shares her knowledge through professional development, research and resources she finds on the internet and her successful behavior plans that she sets with her students and parents. She was the mentor teacher of Mr. Andy Busk, her current team player, and has provided great instruction, both academic and behaviors, in fourth grade at Lake Valley and across the district. She is an important part of our RTI team.

Connie is a Navy brat and spent her first eight years moving up and down the west coast. They moved to Paulden, Arizona, and went through the Chino Valley school system from third grade through high school graduation. Her parents were a strong influence in her decision to become a teacher. She went to Northern Arizona University and received a Bachelor's of Science in Elementary Education. She began working in an inner city school in Phoenix where she taught for ten years. In 2006, she attained her Masters of Arts degree in Curriculum and Instruction from the University of Phoenix. As her husband's deployment was drawing to a close they decided to move back home to Paulden. In her first year at Lake Valley she was encouraged to gain her Arizona Master Teacher Certificate. Currently, she is working on her Doctoral journey in Organization Leadership and will begin her dissertation in May. She lives with her husband and dog Brutus in Paulden where they rebuild engines. She also enjoys knitting, crocheting, baking, and working on stained glass art.

Respectfully,

Tusanne Cordes,
LVES Principal



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Volunteer of the Month for Lake Valley Elementary School – December 2014

It is my pleasure to honor Mr. Robert Anderson as our volunteer of the year for Lake Valley Elementary. We call him Bob. He is a local general contractor and the husband of our talented Mrs. Terry Saunders, our resource teacher for grades four through six. They are a great team. It is with Terry's encouragement that he has become so involved with our school. Bob comes to many of our events; the Fall Festival, dresses up as Clifford the Big Red Dog and Cat in the Hat for the book fairs and our Bike a Thon. He is usually donating his own funds to make these events prosper, too. He is one of the volunteers in the S.T.E.A.M class that is building bird houses. Once again he donates the material and assists the students with their projects.

His biggest accomplishment is his work on our Habitat last year. He recruited all sorts of "helpers" to bring in material like gravel and rock, install benches, dig and install the watering system and many hours of labor that his crews volunteered. He was working right along with everyone and always has a smile or a joke to tell. We couldn't have done this project without him.

I hope next year we can keep the two of them volunteering at our school. They say they are retiring! I want to thank Bob for all he has done for our school. Oh, yeah, he also received the credentials he needed to marry our two Lake Valley teachers, Andy and Marissa Busk.

Respectfully,

Tusanne Cordes,
LVES Principal

CONSENT

Item 8A.

Personnel Recommendations

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on December 9, 2014

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

Certified Staff

1. Mike Holder – Boys PE Teacher @ BMHS (resign effective 12/20/14)(Liquidated Damages Assessed)
2. Dr. Theresa Matteson – Principal @ GHMS (retire effective 6/30/14)

Classified Staff

1. Angela Cain – 7 Hr/Day Computer Lab Aide @ LTS (resign effective 12/12/14)
2. Helen Saiz – 7 Hr/Day Custodian @ GES (retire effective 11/28/14)

Substitute+ Staff

1. Matt Anderson- Teacher
2. Robert Duffield – Custodian
3. Ed Marty - Teacher
4. Magda Torres-Rosales – F & N Worker

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

Certified Staff

1. None

Classified Staff

1. Michael Colgan - 7 Hr/Day Computer Lab Aide @ LTS (replaces Angela Cain)
2. Jin Herrera – 5.5 Hr/Day F & N Worker @ BMHS (replaces Jennifer Zastrow)
3. Shelly Smith – 6.5 Hr/Day MSP Aide @ MVES (IEP)

Substitute+ Staff

- | | |
|---------------------------------------|----------------------------------|
| 1. Therese Baldic – Teacher | Worker |
| 2. Samuel Bohl III - Custodian | 11. Aleida Quick – Teacher |
| 3. Angela Cain – Teacher | 12. James Saylor – Bus Driver |
| 4. Nick D'Angelo – Bus Driver | 13. Rachael Simonson – Teacher |
| 5. Joan Fallon – Bus Driver | 14. April Swanson – F & N Worker |
| 6. Cynthia Franklin – Teacher | 15. Lisa Tatro – Teacher |
| 7. Sandra Geiger – Teacher | |
| 8. Susie Howeth – Teacher | |
| 9. Celinda Joe – Teacher | |
| 10. Claudia Olivarria-Rodriguez – F&N | |

C. SUPPLEMENTAL CONTRACTS

Overloads

1. None

Stipends Specifically Listed on Board-approved 2014-2015 Stipend Schedule

(\$32,163.75 M&O...\$3,725.00 Tax Credit...\$0.00 General Tax Credit...\$0.00 SPED...\$0.00 Other)

1. Doug Beilfuss – Head Boys Basketball Coach stipend @ BMHS
2. Jeff Brown – JV Wrestling Coach stipend @ BMHS**
3. Bruce Giles – JV Girls Soccer Coach stipend @ BMHS
4. Salvador Guerrero – Head Wrestling Coach stipend @ BMHS
5. Rick Haltom – JV Girls Basketball Coach stipend @ BMHS
6. Deana Hendrix – Head Girls Basketball Coach stipend @ BMHS
7. Brooke Herbert – Winter JV Cheer Coach stipend @ BMHS
8. Blair Hillig – Freshmen Boys Basketball Coach stipend @ BMHS
9. William Lamb – JV Boys Basketball Coach stipend @ BMHS

HUMBOLDT UNIFIED SCHOOL DISTRICT #22
PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on December 9, 2014

10. David Moran – Winter Weight Room Coach stipend @ BMHS
11. David Moran – Spring Weight Room Coach stipend @ BMHS
12. John Sterling – Head Girls Soccer Coach stipend @ BMHS
13. Rachel Walters – Winter Varsity Cheer Coach stipend @ BMHS
14. Brent Welsh – Elementary Girls Basketball Coach stipend @ CSES
15. Scott Woolley – Freshmen Girls Basketball Coach stipend @ BMHS
16. Anika Van Orden – Assistant Middle School Basketball Coach stipend @ GHMS

Other Stipends

(\$0.00 M&O...\$0.00 Tax Credit...\$0.00 F&N...\$0.00 Special Education...\$5,412.50 Other)

1. Leta Barnes – Student Advisory Group Coordinator stipend @ GHMS (MGI Grant)
2. Chris Dalpiaz – Student Advisory Group Coordinator stipend @ GHMS (MGI Grant)
3. Adam Kenner – Student Advisory Group Coordinator stipend @ GHMS (MGI Grant)
4. Jennifer Lee – Art Program Coordinator stipend @ CSES (Paid w/ SITE Funds)
5. Matthew Mraz – Student Advisory Group Coordinator stipend @ GHMS (MGI Grant)

D. IN-DISTRICT TRANSFERS

Certified

1. None

Classified

1. Michelle Broxmeyer – from 5.75 Hr/Day F & N Worker @ CSES to 6 Hr/Day F & N Clerk @ CSES (replaces Denise Vaughn)
2. Donna Chavey – from 6.5 Hr/Day MSP Aide @ HES to 6.5 Hr/Day MSP Aide @ LVES (replaces Mary Hunsinger)
3. Jennifer Zastrow – from 5.75 Hr/Day F & N Worker @ BMHS to 5.75 Hr/Day F & N Worker @ CSES (replaces Michelle Broxmeyer)

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

Certified

1. Stacia Knotek – from 1.0 FTE Title One Teacher @ MVES to .6 FTE Title One Teacher @ MVES

Classified

1. None

**New position pending Board approval

CONSENT
Item 8B.

Minutes

November 18, 2014

HUMBOLDT UNIFIED SCHOOL DISTRICT #22
Governing Board of Education
Meeting Minutes
Tuesday, November 18, 2014

A **regular** meeting of the Humboldt Unified School District Board of Education was held at Coyote Springs Elementary School on Tuesday, November 18, 2014 in Prescott Valley, Arizona.

6:30 REGULAR 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 in the Pledge of Allegiance.

3. ROLL CALL

Present were members Richard Adler, Brian Letendre, Suzie Roth, Gary Hicks, and Paul Leon.

4. AGENDA REVIEW/ACCEPT

There were no changes to the agenda.

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

5. REPORTS

A. Board

Richard Adler:

- Welcomed Paul Leon, the newest HUSD Board member
- Attended a celebration for former Board member, Carm Staker
- Announced that GHMS will receive an Arizona Golden Bell award for their iChoose Program

B. Assistant Superintendent

Dan Streeter:

- Attended the ASA/ASBA Legislative Conference
- Spoke at the Prescott Valley and Dewey-Humboldt Town Council meetings (November was proclaimed as Charitable Tax Credit Giving Month)

C. Superintendent

Dr. Stanton:

- Congratulated HUSD athletic teams for successful fall seasons
- Thanked those who participated in the recent Board Retreat that focused on community engagement
- Attended the White Table event at GHMS in recognition of local veterans
- Attended the ASA/ASBA Legislative Conference
- Attended Carm Staker's celebration of service

The Coyote Springs Elementary School Choir, directed by David Johnson, performed three selections.

6. CELEBRATING SUCCESSES

A. HUSD VIPs – Candice Blakely-Stump, CSES Principal

1. Classified – Poppy Keegan

Mrs. Keegan, in her current position as Library Aide, is devoted to students' reading success. Poppy has transformed the library into a true multi-media experience for the students. She knows the importance of building relationships with students and their parents, greeting everyone with a smile. Poppy serves on the SITE Council and attends PTO meetings regularly. She also served on the Signature Program Strategic Planning Committee.

2. Certified – Jennifer Torp

Mrs. Torp has been an employee since 2007, beginning as a para-professional at CSES. While working full-time Jennifer completed her teacher certification and in 2014 was hired at the school as a first grade teacher! Her performance in the classroom is enhanced by her extensive knowledge and experience working with children as an aide. Her enthusiasm for teaching has generated a positive environment that promotes the love of learning. Jennifer is also a valuable member of the PTO and SITE Council.

B. HUSD Volunteer – Candice Blakely-Stump, CSES Principal

1. Paula Poitras

Ms. Poitras is the PTO President and has served on the PTO Board since 2012. She has three children at the school, runs a successful local business, and still finds time to support the school by volunteering. Paula can be counted on to organize fund raisers, and handle any task thrown her way. Her dedication to CSES truly makes a difference in the lives of students and staff.

7. PUBLIC PARTICIPATION

None.

8. CONSENT ITEMS

This section included approval of items such as minutes, travel claims, 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.

Paul Leon moved to approve the Consent Agenda. Gary Hicks seconded and the motion carried unanimously.

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

A. School Update from Coyote Springs Elementary School

- Ali Conant presented a PowerPoint on the school's signature program – 21st Century Professional Learning Community
- Brent Welsh spoke about the school's successful Habitat Program

President Adler acknowledged Principal Blakely-Stump for having school leaders come forward.

B. Assistant Superintendent Update including:

- Enrollment
 - 60th day numbers forthcoming
- Staffing
 - Six certified teaching positions open
 - Difficult to find highly qualified applicants for open Special Education positions
- Meet and Confer
 - Topics include work calendars, personal leave days, employee morale
 - Committee implemented the performance pay program, calendar committee, coordinating a PD program, and bereavement benefit
 - Addressed mid-year hires for certified teaching positions

10. ACTION

A. Second Reading and possible adoption of Policy BEDG – Minutes *(post audio/video on district website)*

Currently, written minutes are prepared to document each board meeting. It was proposed that digital minutes replace written minutes. Digital minutes will be posted on the district website using an index that identifies when a particular agenda item is discussed. This proposal requires two minor revisions to the second paragraph of Policy BEDG-Minutes. The revisions were indicated on a sample document.

This is the Second Reading. The First Reading was held October 14, 2014.

Brian Letendre moved to adopt Policy BEDG-Minutes, as presented. Gary Hicks seconded and the motion carried unanimously.

B. Request for approval to continue the Preschool Teaching Position for 2014-15 & 2015-16

In the 2013-2014 school year, the tuition generated from 28 tuition based students was approximately \$44,000.00. Currently in the 2014-2015 school year there are 23 fee-based students, this number grows all year. The amount needed annually for the .75 FTE teacher position, including salary and benefits, is \$39,871. Sufficient revenue is generated to maintain this position for the FY 14-15 school year. Administration is confident that the tuition will generate the same funding for the 2015-2016 school year.

Suzie Roth moved to approve the continuation of a 0.75 FTE certified regular education preschool teacher position at Bright Futures Preschool for the 2014-2015 and 2015-2016 school year, with all costs paid using regular education preschool tuition collected during the 2013-14 and 2014-2015 school year. Paul Leon seconded and the motion carried unanimously.

C. Request for approval of a Mutual Aid Agreement with Yavapai County Office of Emergency Management for providing transportation services in the event of an emergency

The Yavapai County Office of Emergency Management is requesting a mutual aide agreement be established between Yavapai County and certain school districts for the provision of providing transportation services in the event of an emergency (evacuation). The agreement was included in the board packet. District administration recommended approval of the agreement. The agreement was reviewed and approved the District legal counsel.

Brian Letendre moved to approve the Mutual Aid Agreement by and between Humboldt Unified School District #22 and the Yavapai County Office of Emergency Management for the provision of emergency transportation services. Suzie Roth seconded and the motion carried unanimously.

D. Request for approval to hire a full-time Title I Reading Teacher between Liberty Traditional School and Coyote Springs Elementary School

Coyote Springs Elementary School (CSES) continues to transition into School-wide Title I status; now serving students with reading interventions, grades K-6. Coyote Springs would like to increase its capacity to serve more students by hiring a half-time reading teacher position. Liberty Traditional School (LTS) would also like to increase its capacity to serve more students. School administrators would like to share this position having the reading teacher split time equally between both schools. Estimated cost, including salary and benefits, would be approximately \$42,732.00. Both Liberty Traditional School and Coyote Springs Elementary School have funding capacity within their Title I budgets to pay for this position.

Suzie Roth moved to approve a full-time Title I position as presented. Paul Leon seconded and the motion carried unanimously.

11. ANNOUNCEMENTS

A. Next Scheduled Board Meetings are:

December 9, 2014	6:30 p.m.	Regular Meeting	@ Lake Valley Elementary
January 13, 2015	6:30 p.m.	Regular Meeting	@ Bradshaw Mountain High
February 10, 2015	6:30 p.m.	Regular Meeting	@ Bradshaw Mountain Middle

12. ADJOURNMENT

Brian Letendre moved to adjourn. Suzie Roth seconded and the motion carried unanimously. The Meeting adjourned at 7:50 p.m.

Respectfully submitted,

Mary Diaz,
Board Secretary

APPROVAL

Richard Adler, President

Brian Letendre, Vice President

Gary Hicks, Member

Paul Leon, Member

Suzie Hicks, Member

