

The Humboldt Schools.  
*Motivating achievement since 1906.*

## GOVERNING BOARD MEETING

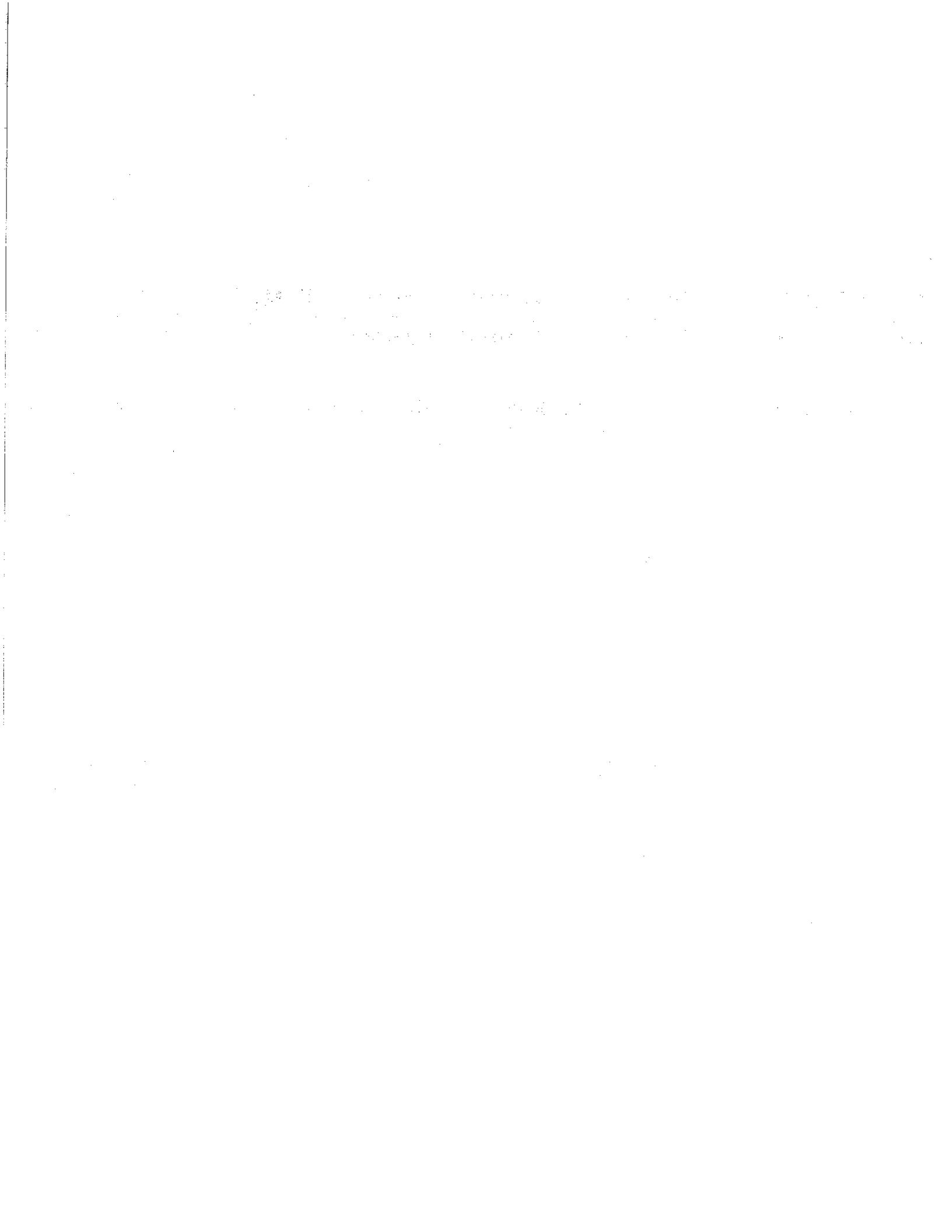
Tuesday, January 13, 2015

Granville Elementary School  
5250 Stover Drive  
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  
1-9-2015  
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 **January 13, 2015**, at **Granville Elementary School**, located **5250 Stover Drive, 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](http://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](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 REGULAR SESSION**

- 1. WELCOME AND CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE/FLAG CEREMONY**
- 3. ROLL CALL**
- 4. AGENDA REVIEW/ACCEPT**
- 5. REPORTS**
  - A. Board
  - B. Superintendent
  - C. Assistant Superintendent
- 6. BOARD ORGANIZATIONAL MEETING PURSUANT TO A.R.S. § 15-321**
  - A. Election of Governing Board President
  - B. Election of Governing Board Vice-President
  - C. Establish regular board meeting dates, times, and location(s)
  - D. Establish official location(s) for posting of board notices/agendas
  - E. Possible action regarding choice of options for student expulsion hearings
- 7. CELEBRATING SUCCESSES**
  - A. Granville Elementary School choral performance led by Becky Brooks, Choir Director
  - B. HUSD VIPs – Bucky Bates, GES Principal
    1. Classified – Heidi Force

(Pages 1-2)

(Pages 3-5)

2. Certified – Cheryl Peterman

(Page 6)

C. HUSD Volunteer – Bucky Bates, GES Principal  
1. Mr. & Mrs. Daniel Hilton

(Page 7-8)

D. Prescott POPS Symphony Grant Award to Glassford Hill Middle School and Liberty Traditional School – Dr. Terri Matteson, GHMS Principal

## 8. 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.

## 9. 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 9-11)

A. Personnel Recommendations

B. Governing Board Meeting Minutes of December 9 and 15, 2014 and January 6, 2015 (audio recordings are posted on the district's website at [www.humboldtunified.com](http://www.humboldtunified.com))

(Pages 12-202)

C. Financial/Business

1. Approval of Accounts Payable voucher(s) in the amount of \$ 1,712,358.77
2. Approval of Payroll voucher(s) in the amount of \$ 4,264,821.55

(Pages 203-209)

D. Monthly Budget Report

(Pages 210-214)

E. Monthly Student Activities Report

(Pages 215-221)

F. Request for approval of an amended supplemental wage schedule and stipend schedule for fiscal year 2014-15

(Pages 222-230)

G. Request for approval of an out of state field trip for high school band students to travel to Los Angeles, California March 20-23, 2015

(Pages 231-232)

H. Gifts and donations

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

(Pages 233-234)

A. School Update from Granville Elementary School including: Response to Intervention (RTI), AVID Elementary signature program, extra-curricular activities, and Positive Behavior Intervention Supports (PBIS)

## 11. ACTION

(Pages 235-236)

A. Second Reading and possible adoption of proposed revision to Policy A – District Mission and Belief Statement (District Shared Purpose)

(Pages 237-238)

B. Discussion and possible action to approve two additional Title I paraprofessional positions at Mountain View Elementary School

- (Pages 239-271) C. Discussion and possible action to approve the selection of a search firm to conduct superintendent search services
- (Pages 272-273) D. Discussion and possible action to approve participation with other Yavapai County school districts in the hiring of a lobbyist
- (Pages 274-275) E. Discussion and possible action to approve issuance of a request for proposals for wide area network services

**12. PERSONNEL**

- (Pages 276-277) A. Discussion and possible action to approve additional hours for two Title I paraprofessionals at Mountain View Elementary School, Theresa Asbury and Aimee Lerette
- (Page 278-279) B. \*Discussion and possible action to accept the report and evaluation of the Superintendent for the 2014-2015 school year  
[Possible executive session pursuant to A.R.S. § 38- 431.03 (A)(1) (Personnel)]

**13. ANNOUNCEMENTS**

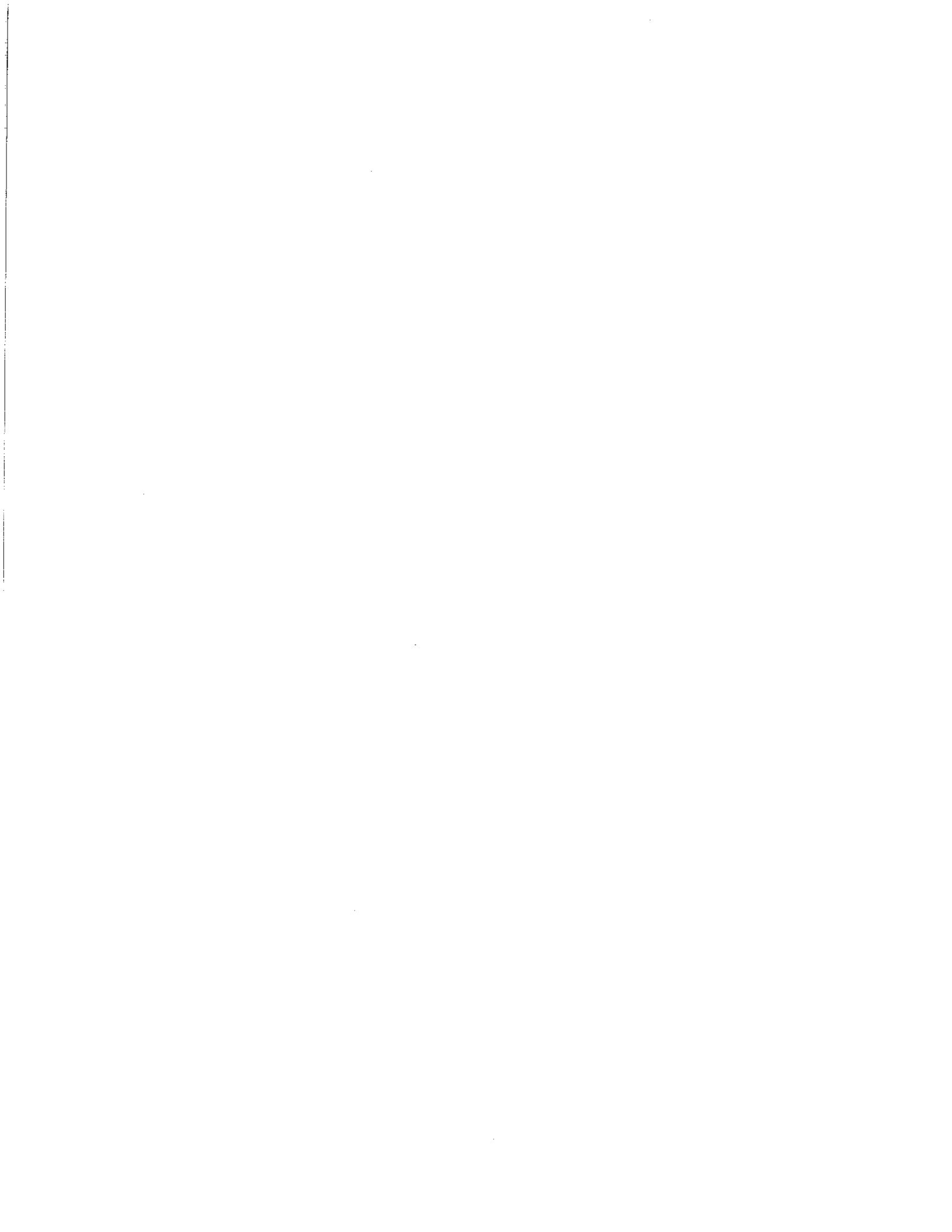
A. Next Scheduled Board Meetings are:

January 26, 2015	8:30 a.m.	Work Study Session	@ Transportation Facility
February 10, 2015	6:30 p.m.	Regular Meeting	@ Liberty Traditional
March 17, 2015	6:30 p.m.	Regular Meeting	@ Bradshaw Mtn. High

**14. ADJOURNMENT**

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*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](http://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).*



# BOARD ORGANIZATIONAL MEETING

## Item 6

- A. Election of Governing Board President
- B. Election of Governing Board Vice-President
- C. Establish regular board meeting dates, times, and location(s)
- D. Establish official location(s) for posting of board notices/agendas
- E. Possible action regarding choice of options for student expulsion hearings

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO:	Humboldt Unified School District Governing Board	Item # 6
FROM:	Dr. Paul Stanton, Superintendent	Reading
DATE:	January 13, 2015	Discuss X
SUBJECT:	Organizational Meeting of the Board for 2015	Action X

**OBJECTIVE:** Board Governance

**SUPPORTING DATA:**

The Arizona Revised Statute 15-321 and Board Policy BDA require the Board to hold an organizational meeting between January 1 and January 15 of each year. The purpose of this meeting is the election of officers, the scheduling of meetings, and the establishment of an official posting place for Board notices and agendas.

The Board currently meets on the second Tuesday of each month, beginning at 6:30 p.m., and rotates meeting locations among the district's schools. The official posting locations are the district's website and the Administrative Office. Once voted on, this information is filed with the Yavapai County Board of Supervisors.

The officers of the Board and their duties are outlined in Board Policy BDB and shall consist of a president, with a term of one or two years established by the Board at the time of election, and a vice president, with a term of one year.

In addition, due to the passage of House Bill 2011 effective November 24, 2009, the Board may choose between two options for the hearing of expulsion cases. If the Board wishes to choose Option B, which allows the Board to approve the hearing of all expulsion hearings to be held by a hearing officer and recommendations sent to the Board for final action, it must do so during the organizational meeting. The Board previously approved a list of hearing officers and may, if they desire, vote at this time to accept Option B for the 2015 calendar year, as was done for the 2014 calendar year.

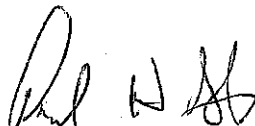
**SUMMARY & RECOMMENDATION:**

It is recommended the Governing Board elect a president and vice president, set meeting dates, times and locations, establish an official posting place, and elect to continue the practice of a hearing officer hearing all expulsion hearings with the recommendation sent to the Board for final action.

**Sample Motions:**

- A) I move to nominate \_\_\_\_\_ for the office of president for a one-year term.
- B) I move to nominate \_\_\_\_\_ for the office of vice president for a one-year term.
- C) I move to approve the regular meeting to be held the second Tuesday of each month at 6:30 p.m. at various district locations.
- D) I move to approve the posting locations at the District Office and on the district website.
- E) I move to approve Option B as indicated in House Bill 2011 to use a Hearing Officer for student expulsion hearings.

Approved for transmittal to the Governing Board:

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

Questions should be directed to: Dr. Paul Stanton, Superintendent (759-5007)

# CELEBRATING SUCCESSES

## Item 6

- A. GES Choral Performance
- B. HUSD VIPs - GES
  - 1. Heidi Force - Classified
  - 2. Cheryl Peterman - Certified
- C. HUSD Volunteer - LVES
  - 1. Mr. & Mrs. Daniel Hilton
- D. Prescott POPS Symphony Grant Award



The Humboldt Schools.  
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January 13, 2015

Dear HUSD Governing Board,

It is with great pleasure that I recommend Mrs. Heidi Force for the Classified Employee of the Month for January. Mrs. Force is an integral part of the Granville School Community.

Heidi inherited a library seven years ago that was sparsely supplied due to Granville just recently opening. She has been dedicated to filling the shelves at Granville and does so through very elaborate books fairs. These book fairs take a huge amount of time and man power that she coordinates. She rallies volunteers not only for the book fairs themselves but for the family event that accompanies them. This years' event was a family dance in the way of a Grand Ball where students and families dressed up in their finest royal attire. She always does a challenge for the principal to get the kids to read and rack up the Reading Counts Points. The challenge this year was to kiss a donkey to give it a Shrek flair. Thank goodness I didn't have to paint myself green for the occasion. Kissing the donkey wearing a crown was more than enough.

Mrs. Force comes in on weekends to make sure that her events are ready to go. She also helps to coordinate our parent pick up and works the crosswalk every morning. She goes above and beyond the required amount of duty.

Lastly, one of the very special things about Mrs. Force is that she will take a struggling student under her wing and make time for them to come to the library and read with her. The success that they have when they pass a Reading Counts test is priceless. She is an extremely helpful and unselfish individual always looking to lend a hand and be flexible.

Respectfully Submitted,

Bucky Bates, Principal

Granville

BUCKY BATES, PRINCIPAL • GRANVILLE ELEMENTARY SCHOOL  
5250 STOVER DR., PRESCOTT VALLEY, AZ 86314  
OFFICE 928.759.4800 • FAX 928.759.4820



**The Humboldt Schools.**  
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January 13, 2015

Dear HUSD Governing Board,

I am honored to recognize Mrs. Cheryl Peterman as the HUSD Certified Staff Member of the Month for the month of January. Cheryl's dedication to the students of Granville is immeasurable. She volunteers in many capacities to help ensure that Granville Elementary is the best that it can be for students, parents and staff.

Cheryl is our 5<sup>th</sup> and 6<sup>th</sup> grade Social Studies teacher. Cheryl pulls from a wide variety of resources to deliver her curriculum in an interesting and engaging manner. Cheryl is continually looking for extracurricular ways to excite her kids about the subject matter that they are studying with exciting projects, classroom visitors, and field trips.

Cheryl also oversees Character Development as our PBIS lead assisting teachers in the development of behavior plans for students who have chronic behaviors that impede their own learning and that of others. Cheryl has voluntarily spent most of her own prep time checking in and out with students every day to assist them in visualizing their day and what it should look like. Granville has had tremendous success with this program and could not have done nearly as much without the dedication of Cheryl Peterman.

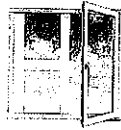
Cheryl does so many things behind the scenes that it is difficult to name them all, but many teachers have had success with extra endeavors due to the silent assistance from this true educator.

Respectfully Submitted,

Bucky Bates, Principal

Granville Elementary School

BUCKY BATES, PRINCIPAL • GRANVILLE ELEMENTARY SCHOOL  
5250 STOVER DR., PRESCOTT VALLEY, AZ 86314  
OFFICE 928.759.4800 • FAX 928.759.4820



**The Humboldt Schools.**  
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January 13, 2015

Dear HUSD Governing Board,

I am so pleased to be able to recognize Mr. and Mrs. Daniel Hilton. These two giving people contribute roughly four to five hours a day four days per week. This year they are helping in Kindergarten and First Grade. They spend countless hours reading with and tutoring children helping to increase academic skills.

Mr. and Mrs. Hilton also help out in the cafeteria with the Kindergarteners. They are there opening packages of food, helping with the milk and monitoring students. Kindergarten at lunch is quite a lively time and they assist in keeping everybody eating and cleaned up.

Mr. and Mrs. Hilton spent most of last year assisting in the Granville Resource classroom where they followed the direction of Mr. McKeen our lead Resource Teacher. Their assistance was key in the progress of many resource students.

One of the really special things about Mr. and Mrs. Hilton is that they have no children in Humboldt Unified School District. They are retired and desire to keep busy by serving kids in this community to make a better world. They spend their own time and their own gas money to serve the students of Granville. Without volunteers like them it would be impossible to service kids in the capacity that we do. They are critical to our success.

Respectfully Submitted,

Bucky Bates, Principal

Granville

BUCKY BATES, PRINCIPAL • GRANVILLE ELEMENTARY SCHOOL  
5250 STOVER DR., PRESCOTT VALLEY, AZ 86314  
OFFICE 928.759.4800 • FAX 928.759.4820

HUMBOLDT UNIFIED SCHOOL DISTRICT

TO: Humboldt Unified School District Governing Board Item # 7.0  
FROM: Dr. Terri Matteson, Principal Glassford Hill MS Reading  
DATE: January 13, 2015 Discuss X  
SUBJECT: Celebration of Prescott Pops grant to GHMS and LTS for Action  
percussion instruments.

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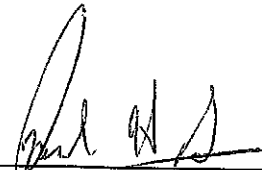
OBJECTIVE: Celebrating Success

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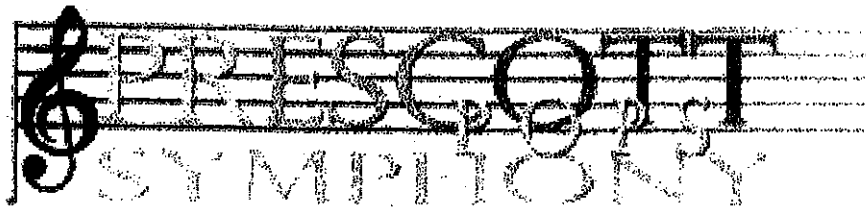
To the HUSD Governing Board and Dr. Paul Stanton, Superintendent:

The Prescott POPS Symphony Orchestra has awarded Glassford Hill Middle School and Liberty Traditional School each a \$2,500 grant. Band Director, Trudy Gruver, applied for the grant to purchase percussion instruments for the band program. Both schools were recognized at the December 14<sup>th</sup> Prescott Symphony concert at Yavapai College Performing Arts Center. Band Director Trudy Gruver is a performing member of the Prescott Symphony and was on hand to accept the two checks. Trudy's intention is to use the money to add to the percussion instruments that will enhance the band programs at both campuses that will in turn benefit the high school band program. Glassford Hill Middle School is appreciative of the support from the community for our Arts+STEM program and we look forward to watching our band grow.

Approved for transmittal to the Governing Board:

  
Dr. Paul Stanton, Superintendent

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



November 20, 2014

Trudy Gruver  
Band Director  
Liberty Traditional/Glassford Hill Middle School  
3300 N. Lake Valley Road  
Prescott Valley, AZ 86314

Dear Trudy:

**Congratulations. The Prescott POPS Symphony Orchestra School Grants Committee has reviewed the 2014 school grant applications. The six-member committee has awarded your program a grant of \$2,500 for Liberty Traditional and \$2,500 for Glassford Hill Middle School.**

**As noted in information which accompanied grant application materials, grant recipients will be announced publicly during the Prescott POPS concert at 3 p.m., Sunday, Dec. 14, at the Yavapai College Performing Arts Center. Each recipient will be given a check.**

**Later in the school year, probably in late spring, you will be asked to provide a short statement itemizing how your grant funds were expended.**

**We formally request that a school representative, preferably the grant applicant, attend the Dec. 14 concert. We also request that a student from the instrumental music program accompany the representative. The Prescott POPS will provide complimentary tickets for those persons.**

**We would appreciate your confirming that you (or someone from your school) will attend so that we can call the name of that person and have him/her come on stage to receive the grant. If possible, please provide the name of the student, too. You can send those names to us at the below email or by calling 928-541-9625 by no later than Dec. 8.**

**We're pleased to give this grant to support instrumental music programs in schools. Funds to support the grant program come from generous individual donors, businesses and income derived from POPS concerts during the year.**

*Ray Newton Patty Newton*  
Ray & Patty Newton, Co-chairs  
Prescott POPS School Grants Committee

raynpat@cableone.net

Cc: Prescott POPS board of directors

# **CONSENT**

## **Item 9A.**

### **Personnel Recommendations**

HUMBOLDT UNIFIED SCHOOL DISTRICT #22  
PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on January 13, 2015

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

Certified Staff

1. Anastasia Brantley – Extended Resource Teacher @ LVES (resign effective 12/19/14)(Liquidated Damages Assessed)
2. Tad MacGregor – Math Teacher @ BMHS (resign effective 12/19/14)(Liquidated Damages Assessed)
3. Robert Riethmiller – Resource Teacher @ BMHS (resign effective 5/22/14)

Classified Staff

1. Christina Hepker – 6.5 Hr/Day Title I Aide @ GES (resign effective 1/13/15)
2. Glenda Piper – Attendance Secretary @ HES (resign effective 1/5/15)

Substitute+ Staff

1. Patricia Cooper - Teacher
2. Delia Cordova – Teacher
3. Hilary Herman – Teacher
4. Brogan Murphy – Custodian

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

Certified Staff

1. Lindsey Buckle – Math Teacher @ BMMS (replaces Burris Nichols)

Classified Staff

1. Sandra Berdu – 6.5 Hr/Day MSP Aide @ GHMS (replaces Donna Chavey)
2. Sharon Girardi – 5 Hr/Day F & N Worker @ HES (replaces Howard Rouse)
3. Paulette Godkin – 6.5 Hr/Day MSP Aide @ GHMS (IEP)
4. Jordan LaJeunese – 6.5 Hr/Day MSP Aide @ MVES (replaces Laura Wood)
5. Jennifer McIntyre – 7 Hr/Day Computer Lab Aide @ LTS (replaces Michael Colgan)
6. Kristina Wagner – 3 Hr/Day Playground Aide @ CSES (replaces Janice Corona)

Substitute+ Staff

1. Anna Maria Love - Aide
2. Laura Wood - Teacher

**C. SUPPLEMENTAL CONTRACTS**

Overloads

1. Doug Beilfuss – Business/Technical Math overload @ BMHS (replaces Tad MacGregor)
2. Dave Capka - JTED overload @ BMHS (2<sup>nd</sup> Semester)
3. Kris Damko – Chemistry overload @ BMHS (2<sup>nd</sup> Semester)(replaces Frederico Gross)
4. Helen Dickerson – Art overload @ BMHS (2<sup>nd</sup> Semester)(replaces Katherine McKeown)
5. Heather Elliott – Art overload @ BMHS (2<sup>nd</sup> Semester)
6. Glen Grovenstein – Geoscience overload @ BMHS (2<sup>nd</sup> Semester)(replaces Frederico Gross)
7. Larry Haese – US History overload @ BMHS (2<sup>nd</sup> Semester) (replaces Katherine McKeown)
8. Blair Hillig – Business/Technical Math overload @ BMHS (replaces Tad MacGregor)
9. Kristie Leffler – Geometry overload @ BMHS (replaces Tad MacGregor)
10. Tracy Madler – Chemistry overload @ BMHS (2<sup>nd</sup> Semester)(replaces Frederico Gross)
11. Brian Mulcahy – Business/Technical Math overload @ BMHS (replaces Tad MacGregor)
12. Jantina Russell – Intro to Theater overload @ BMHS (2<sup>nd</sup> Semester) (replaces Katherine McKeown)
13. Cynthia Sobo – A/V Production Studio overload @ BMHS (2<sup>nd</sup> Semester) (replaces Katherine McKeown)
14. Michael Tannehill – World History overload @ BMHS (2<sup>nd</sup> Semester) (replaces Katherine McKeown)
15. Chris Tenney – Winter Guard overload @ BMHS (2<sup>nd</sup> Semester)
16. Roger Williams – JTED overload @ BMHS (2<sup>nd</sup> Semester)

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on January 13, 2015

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

(\$27,170.50 M&O...\$1837.50 Tax Credit...\$0.00 General Tax Credit...\$0.00 SPED...\$2,500.00 Other)

1. Dave Capka – JV Softball Coach stipend @ BMHS
2. Randy Clifford – Head Baseball Coach stipend @ BMHS
3. Dave Grant – JV Baseball Coach stipend @ BMHS
4. Sharon Haese – Head Softball Coach stipend @ BMHS
5. Blair Hillig – Frosh Baseball Coach stipend @ BMHS
6. Tim McCormick – Head Boys Tennis Coach stipend @ BMHS
7. Andrea Misemer – Math Curriculum Coordinator @ DO (Title II)
8. Steve Reynolds – Assistant Track Coach stipend @ BMHS
9. Rolando Salas - Assistant Track Coach stipend @ BMHS
10. Mike Simon – Head Track Coach stipend @ BMHS
11. Bruce Sprague – Frosh Softball Coach stipend @ BMHS

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. Patricia Andreasky – from Extended Resource Teacher @ MVES to Extended Resource Teacher @ LVES (replaces Anastasia Brantley)
2. Doug Beilfuss – from Math Teacher @ BMHS to PE Teacher @ BMHS (replaces Michael Holder)
3. Natalie Washburn – from .4 FTE Science Teacher @ BMHS to Math Teacher @ BMHS (replaces Doug Beilfuss)

Classified

1. None

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

Certified

1. None

Classified

1. None

