



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

## **GOVERNING BOARD MEETING**

**Tuesday, February 10, 2015**

**Liberty Traditional School  
3300 N. Lake Valley Road  
Prescott Valley, AZ**

**Regular Session @ 6:30**

**OFFICIAL COPY**

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

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

POSTED  
2-6-2015  
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 **February 10, 2015**, at **Liberty Traditional School**, located **3300 N. Lake Valley Road, 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. **CELEBRATING SUCCESSES**
    - A. *Declaration of Independence* – Recited by a group of LTS third grade students
    - B. *Jabberwocky* by Lewis Carroll – Presented by a group of LTS fifth grade students
- (Pages 2-3) C. HUSD VIPs – Danette Derickson, LTS Principal
1. Classified – Lisa Gill
  2. Certified – Melody Black
- (Page 4) D. HUSD Volunteer – Danette Derickson, LTS Principal
1. Tracey Williams

**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

(Page 8) B. Governing Board Meeting Minutes of January 13 and 26, 2015 (audio recordings are posted on the district's website at [www.humboldtunified.com](http://www.humboldtunified.com))

(Pages 9-186) C. Financial/Business  
1. Approval of Accounts Payable voucher(s) in the amount of \$ 906,215.28  
2. Approval of Payroll voucher(s) in the amount of \$ 2,286,503.07

(Pages 187-193) D. Monthly Budget Report

(Pages 194-198) E. Monthly Student Activities Report

(Pages 199-200) F. Gifts and donations

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

(Pages 201-202) A. School update from Liberty Traditional School to include a slide show of happenings and current events at the school

(Pages 203-204) B. Assistant Superintendent update to include: enrollment, staffing, Meet and Confer, administrator trainings, safety plans

(Pages 205-206) C. Federal Programs update to include: United Way After-school Program award, Yavapai County Education Foundation mini-grant awardees, AZ K-12 Center grant project, Gear Up and Middle Grades Initiative programs

(Pages 207-208) D. Educational Services update to include: Galileo assessment, Math Teacher Leadership Cadre

**10. ACTION**

(Pages 209-210) A. Discussion and possible action to approve the Humboldt Education Foundation Board of Directors

(Pages 211-215) B. Discussion and possible action to approve Granville Elementary School's signature program, AVID Elementary

(Pages 216-217) C. Discussion and possible action to approve additional elective courses for the 2015-16 school year at Glassford Hill Middle School: Art II and Spanish I

- (Pages 218-219) D. Discussion and possible action to approve additional iChoose enrichment seminars for the 2015-16 school year at Glassford Hill Middle School: Creative Writing, Forensic Science, and Music Theater
- (Pages 220-223) E. Discussion and possible action to adopt a textbook, Government in America, to be used in the AP Government class at Bradshaw Mountain High School
- (Pages 224-258) F. Discussion and possible action to approve a request for eligible BMHS German Exchange Program students to travel to Germany during the summer of 2015

**11. PERSONNEL**

- (Pages 259-260) A. \*Discussion and possible action to terminate the employment of classified employee, William Grace  
[Possible executive session pursuant to A.R.S. § 38- 431.03 (A)(1) (Personnel)]

**12. ANNOUNCEMENTS**

- A. Next Scheduled Board Meetings are:

March 17, 2015	6:30 p.m.	Regular Meeting	@ Bradshaw Mtn. High
March 24, 2015	6:30 p.m.	Special Meeting	@ Transportation Facility
April 14, 2015	6:30 p.m.	Regular Meeting	@ Bradshaw Mtn. Middle

**13. 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).*

# CELEBRATING SUCSESSES

## Item 6

- A. Declaration of Independence – LTS 3<sup>rd</sup> Graders
- B. Jabberwocky – LTS 5<sup>th</sup> Graders
- C. HUSD VIPs - LTS
  - 1. Classified – Lisa Gill
  - 2. Certified – Melody Black
- D. HUSD Volunteer - LTS
  - 1. Tracey Williams



**Liberty Traditional School**  
**Danette Derickson- Principal**



Mrs. Lisa Gill is our *Classified Employee of the Month*.

This is only the second year Lisa has been on staff at Liberty Traditional, but she was one of the founding parents when Liberty began in 1994. Her daughter was part of Liberty's first Kindergarten class. She has definitely been a supportive parent over the years.

Lisa is our Library Aide and does an excellent job in keeping students and books organized. She took on our Semester Book Fairs without a problem and the profits were amazing.

- Fall 2013 \$7,813.72
- Spring 2014 \$7,016.63
- Fall 2014 \$8,301.50
- And she's gearing up for the next one in two weeks

Lisa also takes on multiple other responsibilities because she understands the bigger picture of how a school needs to function. She has met with teachers to better understand research assignments so she can help students find their material, she helps keep our Galileo tests organized, has helped with creating our master schedule, is a guru in all things Reading Counts and has also volunteered to be part of our Signature Program Committee. I don't know how she keeps up... but we are definitely in her debt!

We have a number of new staff members at Liberty this year and Lisa quickly realized that a lot of teachers never cross paths during a school week. She decided that she wanted to be a part of rebuilding our climate and organized what is affectionately known as "Cake Friday." She baked the first cakes when this was kicked off, and teachers and staff members have volunteered since. Every Friday after school, teachers and staff members meet in the Library for cake and hanging out. Teachers are building positive relationships, making connections to names and grade levels, and morale has been greatly encouraged thanks to Lisa's initiative and positive involvement.

Lisa rarely complains, and when she is frustrated, she always comes with ideas that could be possible solutions to a problem. She handles everything professionally and has become a necessary member of our team.

Lisa, thank you so much for your support, your encouragement, and for being a positive role model on our campus. You are amazing and we thank you for everything you do to support our students and staff.



**Liberty Traditional School**  
**Danette Derickson- Principal**



Ms. Melody Black is our *Certified Employee of the Month*.

Ms. Black has been a teacher at Liberty Traditional since 1999 and has taught fifth and third grade.

She is a teacher that is requested every single year because of her patience, compassion and excitement in the classroom. Her classes are known for the historical plays they perform every quarter, which has allowed her students to remember key facts and better understand the impact these events had in history.

Ms. Black is always willing to help other teachers and has been on more committees than any of us can even begin to count. This year alone Ms. Black is our Third Grade Team Leader, leads our Lock Down committee, trains our new teachers in School Master, organized the Geography Bee and joined the committee for our Signature Program. She is committed to the success and safety of our students.

Recently our students wrote letters about their favorite teachers, and Ms. Black received a very large stack of these letters from current and past students. These are just a few of the comments that were made about her:

- She understands kids and knows how to get their attention.
- She's not an "OK" teacher; she is a great teacher and a great person.
- Ms. Black helped me the most because my reading grade was very bad, but when she helped me my reading grade was a lot better.
- I think she is the best teacher because she was always kind and talked in a calm voice whenever she got frustrated.
- She is the best teacher because when I ask for extra homework she is really nice.
- Ms. Black is like a super hero.

Melody Black is also a teacher who looks for ways to encourage others. There have been a number of times this year that she has simply popped her head in to my office to see how I'm doing, and to let me know she's thinking about me. She does this often with her team, with teachers in her building and with those that just need to be encouraged.

Melody, thank you so much for your years of service, your kind spirit and your commitment to the children placed in your care. We love you for being you.



**Liberty Traditional School**  
**Danette Derickson- Principal**



Mrs. Tracey Williams is our *Volunteer of the Month*.

Tracey has been our PTO President for two years and has supported our teachers and students in so many ways.

Our annual walk-a-thon is a daunting task, but Tracey found multiple companies to make donations, recruited parent volunteers to help throughout the day, organized teachers and students so they would have designated walking times, and pulled off our best fundraisers ever; over \$15,000 in the last two years.

The money from these fundraisers have purchased items like slates, tablets, banners, a laminator, and shade covers for the playgrounds.

Tracey also looks for ways to encourage our teachers.

- She helped coordinate this year's Copy Crew. Teachers each have a cubby in the copy room where they can place their copying needs. The Copy Crew parents are on a daily rotation and they come in, make the necessary copies and leave the completed copying in the teacher's boxes. This has allowed our teachers to spend more time on other tasks that are so critical in the classroom.
- She kicked off our school year this year by organizing our first day back breakfast and activities. This gave new and returning staff a chance to catch up, meet each other and begin building relationships for the upcoming school year. The activities were a huge success and it was a very positive start to our school year.
- Tracey also contributed to our staff Christmas party the last two years by hunting down donations so our teachers and staff would each receive a gift card or gift from our PTO. Games were organized and gifts were given as yet another way to thank our teachers and staff for their hard work.

Tracey, thank you for your non-stop energy that consistently focuses on supporting our students and teachers. You have helped to create a positive environment that helps our students with their academic needs and encourages our teachers for their work in the classroom. You are an integral part of the Liberty family and we are blessed because of your involvement.

# **CONSENT**

## **Item 8A.**

### **Personnel Recommendations**

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on February 10, 2015

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

Certified Staff

1. Jeremy Hendrix – Assistant Principal @ BMHS (resign effective 6/30/15)
2. Kimberly Losey – Special Services Counselor @ SSO (retire effective 5/22/15)
3. Sheryl McCulley – CTE Teacher @ BMHS (resign effective 5/22/15)
4. James McKeen – Resource Teacher @ GES (retire effective 5/22/15)
5. Michelle Warburton – IEP Facilitator @ SSO (resign effective 5/22/15)

Classified Staff

1. Peggy Brownbridge – 7 Hr/Day MSP Aide @ GHMS (retire effective 5/21/15)
2. Curtis Gruver – 7 Hr/Day Custodian @ GHMS/MVES (resign effective 1/10/15)
3. Anna Johnson – 3 Hr/Day F & N Clerk @ LVES (resign effective 12/19/14)
4. Rachele Mata – 6 Hr/Day Bus Driver @ DO (resign effective 1/30/15)
5. Leah Matheny – 6.5 Hr/Day MSP Aide @ MVES (resign effective 1/23/15)
6. Patricia Naville – Attendance Secretary @ GES (resign effective 1/30/15)
7. Margaret Pacheco – 7 Hr/Day Resource Aide @ GHMS (retire effective 5/22/15)
8. James Pond – 7 Hr/Day Custodian @ LTS (retire effective 1/14/15)
9. Kevin Primitterre – 6.5 MSP Aide @ BMHS (resign effective 2/6/15)
10. Leigh Quinn – 7 Hr/Day MSP Aide @ BMHS (resign effective 1/12/15)
11. Larry Schmoltdt – 6 Hr/Day Bus Driver @ DO (resign effective 1/30/15)
12. Margaret Thomas – 6.5 Hr/Day MSP Aide @ LVES (retire effective 5/22/15)

Substitute+ Staff

- |                                  |                                  |
|----------------------------------|----------------------------------|
| 1. Yesenia Ayala – AVID Tutor    | 9. Kyrsten Manz – Student Worker |
| 2. Naomi Brewster – AVID Tutor   | 10. Hernan Mosquera – Bus Driver |
| 3. Linda Cox – Bus Driver        | 11. Emily Pilgrim – AVID Tutor   |
| 4. Cassandra Cruse – AVID Tutor  | 12. Donald Reyes - Teacher       |
| 5. James Dixon – Bus Driver      | 13. Rachael Simonson – Teacher   |
| 6. Veronica Hoey – AVID Tutor    |                                  |
| 7. Susie Howeth - Teacher        |                                  |
| 8. Jessica Jacobson – AVID Tutor |                                  |

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

Certified Staff

1. Dedrick Kline – 6<sup>th</sup> Grade Teacher @ LTS (replaces Rhea Taghon)
2. Stephanie Mayes – Nurse @ BMMS (replaces Ashley Picard)
3. Kristen Munchinsky – 4<sup>th</sup> Grade Teacher @ LVES (replaces Lynette Ness)
4. Margaret Tass – Resource Teacher @ GES (replaces Mary Gartland)

Classified Staff

1. Jacob Diaz – 7 Hr/Day Custodian @ GES (replaces Helen Saiz)
2. Christina Hepker – Attendance Secretary @ GES (replaces Patricia Naville)
3. Maria Low – 6.5 Hr/Day Title I Aide @ GES (replaces Christina Hepker)
4. Megan Marchesano – 6.5 Hr/Day MSP Aide @ MVES (replaces Leah Matheny)
5. Holli Merrow – YTP Program Specialist @ BMHS (replaces Robert Simmons)
6. Tamara Nelson – 6.5 Hr/Day MSP Aide @ LVES (replaces Lisa Krietenstein)
7. Falyn Rieker – 5.75 Hr/Day Title I Aide @ MVES (Title I Funds)
8. Tim Sattergren – 5.75 Hr/Day Title I Aide @ MVES (Title I Funds, Board Approved 1/13/15)
9. Teresa Whitney – 7 Hr/Day Custodian @ MVES (replaces John Taylor)

Substitute+ Staff

- |                                |                                 |
|--------------------------------|---------------------------------|
| 1. Angela Cain – Teacher       | 3. Stephen Kinsman – Bus Driver |
| 2. August Giering – AVID Tutor | 4. Leigh Quinn - Teacher        |

HUMBOLDT UNIFIED SCHOOL DISTRICT #22

PERSONNEL DEPARTMENT

Personnel Consent Agenda for Board Meeting on February 10, 2015

5. Lorie Smith – F & N Worker
6. Paul Smith – Aide
7. Brenda Tyson – Aide
8. Gilbert Walter – Aide
9. Nancy Wilson - Nurse

**C. SUPPLEMENTAL CONTRACTS**

Overloads

1. None

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

(\$5,512.50 M&O...\$3,430.00 Tax Credit...\$1,225.00 General Tax Credit...\$0.00 SPED...\$0.00 Other)

1. Lynn Brewer – Elementary Track Coach stipend @ LTS
2. Mark Feeney – Elementary Boys Basketball Coach stipend @ MVES
3. David Moran – Assistant Track Coach @ BMHS
4. Robert Moya – Spring Weight Room Coach stipend @ BMHS
5. Guy Poland – Elementary Volleyball Coach stipend @ GES
6. Stephanie Schreiner – Elementary Volleyball Coach stipend @ HES
7. Anika Van Orden – Middle School Boys Basketball Coach stipend @ LTS
8. Natali Washburn – Girls Tennis Coach stipend @ BMHS
9. Brent Welsh – Elementary Basketball Coach stipend @ CSES

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. None

Classified

1. Kimberly Dorsett – from 4.75 Hr/Day F&N Worker @ MVES to 6 Hr/Day F&N Clerk @ MVES (Perla Herrera Valenzuela)
2. Brooke Herbert – from Benefits Coordinator @ DO to Personnel Clerk @ DO (replaces Rebecca Smith)
3. Perla Herrera Valenzuela – from 6 hr/Day F & N Clerk @ MVES to 6 hr/Day F & N Clerk @ MVES (replaces Anna Johnson)
4. Carla Morales – from 7 Hr/Day Receptionist @ HES to Attendance Secretary @ HES (replaces Glenda Piper)
5. Rebecca Smith – from Personnel Clerk @ DO to Benefits Coordinator @ DO (replaces Brooke Herbert)

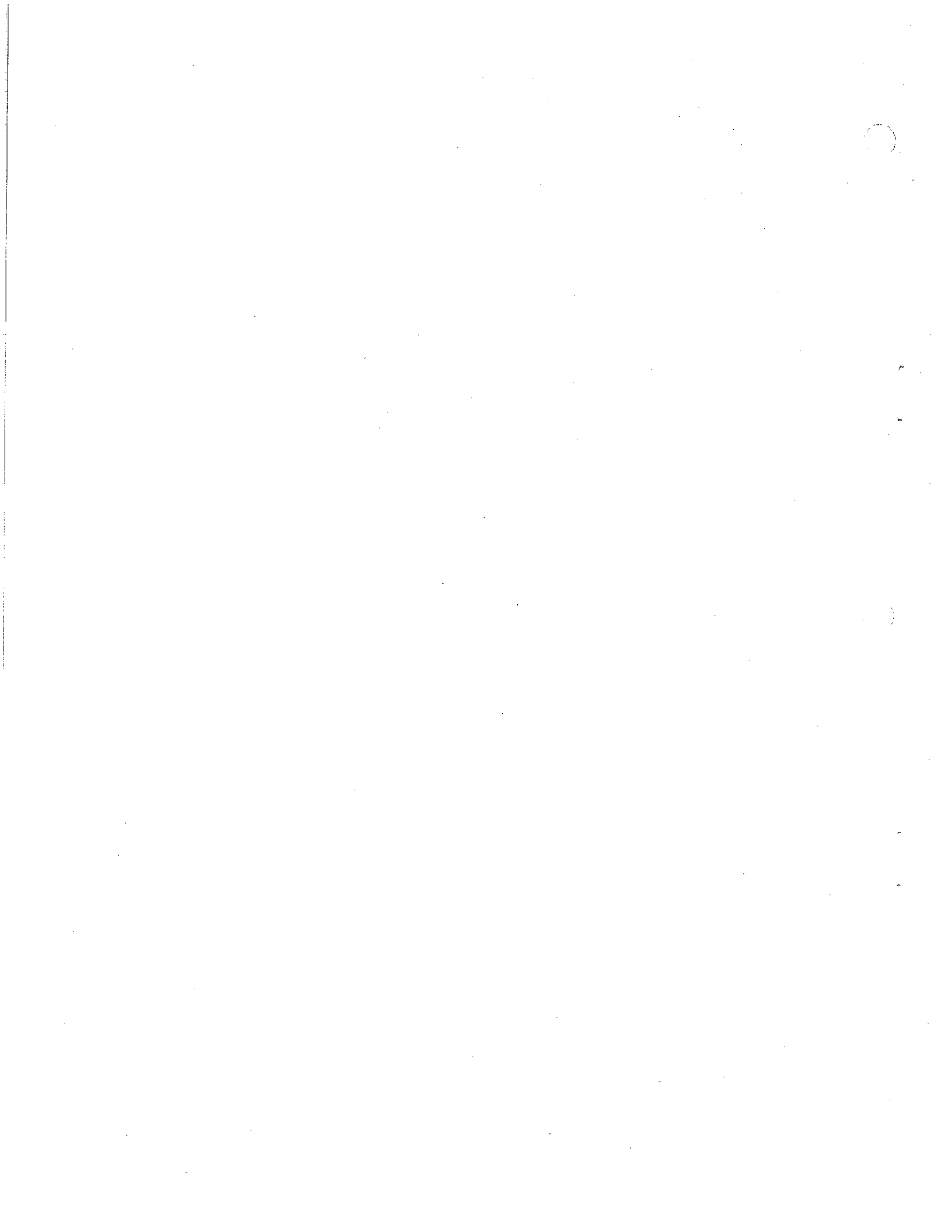
**E. INCREASE/ DECREASE IN HOURS (+OR -) OR FUNDING**

Certified

1. None

Classified

1. Theresa Asbury – from 5.75 Hr/Day Title I Aide @ MVES to 7 Hr/Day Title I Aide @ MVES (Title I Funds)
2. Aimee Lurette – from 5.75 Hr/Day Title I Aide @ MVES to 6.5 Hr/Day Title I Aide @ MVES (Title I Funds)



# **CONSENT Item 8B.**

## **Minutes**

**January 13 & 26, 2015**

(audio minutes are available on the district website)

