

LAKE HAVASU UNIFIED SCHOOL DISTRICT NO.1
2200 Havasupai Blvd., Lake Havasu City, AZ 86403

Governing Board Minutes

February 19, 2019

REGULAR MEETING:

1. Routine Opening of Meeting - Call to Order

The Regular Meeting of the Governing Board of Lake Havasu Unified School District No. 1 was called to order by Governing President, Kathy Cox, in the District Boardroom, 2200 Havasupai Blvd., Lake Havasu City, Arizona at 6:00 p.m., on February 19, 2019.

1.1 Moment of Silent Prayer or Reflection

1.2 Roll Call

BOARD MEMBERS PRESENT: Kathy Cox, President
Lisa Roman, Vice President
Nichole Cohen, Member
John Masden, Member
Archana Aliyar, Member

BOARD MEMBERS ABSENT:

ADMINISTRATION PRESENT: Diana Asseier, Superintendent
Michael Murray, Director of Business Services
Jaime Festa-Daigle, Director of Personnel/Technology
Aggie Wolter, Director of Special Services
Brad Gardner, Director of Educational Services
Connie Hogard, Principal, Smoketree Elementary
Brett Bitterman, Principal, Oro Grande Elementary
Corey Triassi, Principal, Starline Elementary
Roger Burger, Principal, Nautilus Elementary
Mari Jo Mulligan, Principal, Thunderbolt Middle School
Scott Becker, Principal, Lake Havasu High School
Shannon Williams, Assistant Principal, High School
Brady Krueger, Assistant Principal, High School
Terry Fleming, Secretary

Others: 55

1.3 Pledge of Allegiance

1.4 Call for an Executive Session – none

2. Call to the Public – none.

3. Recognition of Visitors

- Mrs. Christie Olsen gave recognition of LHUSD #1 National Board Certified Teachers (NBCT): Marsha Becker, Sara Darnell, Jan Esmay and Pam Gottard. She thanked Monica Hall from the K-12 Foundation for their support of the NBCT.
- Lake Havasu City Education Association (LHCEA) Carol Nowaskowski gave a monthly report.

4. Consent Agenda

4.1 Approval of Consent Agenda

4.1.1 Approval of Minutes:

Organizational Session of January 8, 2019

Regular Session of January 15, 2019

Special Session of January 15, 2019

Work Session of January 8, 2019; January 9, 2019; January 10, 2019; January 16, 2019;

January 17, 2019; January 23, 2019; January 24, 2019; January 30, 2019; January 31, 2019

- 4.1.2 Approval or Modification of Agenda
- 4.1.3 Personnel Report: Certified; Employment, Separation, Exception to Policy, Long Term Leave, Other. Support Staff; Employment, Separation, Exception to Policy, Long Term Leave, Other.
- 4.1.4 Acceptance of Gifts and Donations to the Lake Havasu Unified School District in the amount of \$25,250.00 and to Student Activities Organizations in the amount of \$2,361.07.
A detailed list of donations can be viewed as background material by contacting the District.
- 4.1.5 Approval of Travel Asseier

Mr. Masden moved, seconded by Mrs. Cohen, to approve the Consent Calendar as presented.
ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

5. Old Business

5.1 Second Presentation/Review of Retirement Policies GCQE, GDQC, GCQEA, and GCQEA-E

Mrs. Festa-Daigle recommended the Governing Board approve the second reading of policies GCQE, GDQC, GCQEA, and GCQEA-E.

GCQE: Retirement of Professional Staff Members

GDQC: Retirement of Support Staff Members

GCQEA: Post Retirement Employment Option (PREO)

GCQEA-E: PREO Participation Request Form

Policy is not aligned with current Arizona State Retirement System practices or current practices of LHUSD. The updated policy and forms provide accurate information for employees and will help streamline the retirement and PREO process.

No further changes have been made to the policies since the first reading on January 15, 2019.

Mr. Masden moved, seconded by Mrs. Cohen, to approve item 5.1 as presented.

ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

6. New Business

6.1 Approval to Discontinue the K-12 Technology Fee of \$5.00 Per Year Beginning In the 2019-20 School Year

Mr. Murray recommended that the Board approve to discontinue the Technology Fee of \$5.00 per year beginning in the 2019-20 school year.

To align with ARS 15-342, for high school pupils, the Governing Board may assess reasonable fees for fine arts and vocational education courses and for optional services, equipment and materials offered to the pupils beyond those required to successfully complete the basic requirements of any other course, except that no fees shall be charged for pupils' access to or use of computers or related materials. The fee will be discontinued K-12.

Mr. Masden moved, seconded by Mrs. Roman, to approve item 6.1 as presented.

ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

6.2 Approval for Lake Havasu High School Auto Shop Scissor Rack

Mrs. Becker recommended the Governing Board approve the purchase and installation of an automotive scissor rack from Bullock Equipment at a price not to exceed \$35,000.

The scissor rack will be installed in the automotive shop at Lake Havasu High School. The new lift will be state-of-the-art Hunter lift technology and facilitate a five year plan to upgrade outdated laser alignment technology to the current industry standard. The new Hunter alignment lift can be used for all aspects of automotive repair in addition to automotive alignment. Students will directly benefit from this technology upgrade by enhancing each student's opportunity to earn additional industry certifications. This equipment will assist in meeting ADE standards within the Automotive Technologies standards (47.0600.2). The outdated, old lift is unsafe for student operation and will be removed per district policy.

Western Arizona Vocational Education (WAVE) approved the funding for this purchase and installation through a Growth and Sustainability Grant at their Board Meeting on January 9, 2019.

The item has also been approved by the WAVE Board and reviewed by Marsha Becker, CTED Coordinator, and the purchasing department.

Mr. Masden moved, seconded by Mrs. Cohen, to approve item 6.2 as presented.

Mrs. Becker will check to make sure there are adequate air compressors.

ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

6.3 Approval of Hearing Officer for 2019

Mrs. Asseier recommended that the Governing Board approve Mrs. Becky Goldberg as Hearing Officer for 2019 funded from Medicaid. Mr. Brad Gardner, Director of Educational Services, will preside if Mrs. Goldberg is unavailable. It is further recommended that the Governing Board, per district policy, continue to meet in Executive Session to hear all Expulsion hearings referred or requested by Administration.

Per Board Policy JKE, the board can appoint a hearing officer to oversee discipline suspension hearings. Due to the increased number of discipline hearings, a hearing officer is needed. Position will be reviewed annually.

Per Job Description for Hearing Officer approved December 12, 2006; II. B. A Hearing Officer will be approved by the Governing Board each year.

A Special Services representative will continue to attend any discipline hearing for a Special Education students.

Mr. Masden moved, seconded by Mrs. Roman, to approve item 6.3 as presented.

Mr. Masden would like to have a pool of Board retirees (2-3) to be available for student discipline hearings if Mrs. Goldberg could not be present.

ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

6.4 Approval of Comprehensive Annual Financial Report for Fiscal Year 2017-18

Mr. Murray recommended the Governing Board approve the Comprehensive Annual Financial Report (CAFR) for fiscal year 2017-18.

The Lake Havasu Unified School District #1 is required to obtain an annual financial audit because the district expends \$750,000 or more in federal awards, subject to the requirements of the Single Audit Act Amendments of 1996 and the implementing regulations of the Office of Management and Budget (OMB). The audit firm of Heinfeld and Meech has provided their final report. The report was sent electronically to the Board for review. Copies of the report will be provided to the Arizona Department of Education and the Auditor General's offices.

The public may request an electronic copy of the Audit from the Superintendent's Office. A permanent copy of the report will be kept on file in the business office for future reference.

Mrs. Cohen moved, seconded by Mr. Masden, to approve item 6.4 as presented.

The Board gave appreciation to Mr. Murray and his Business Department for the financial transparency and for the positive results of the in-depth audit which the District does every year.

ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

6.5 Approval to Request Applicants for Employee Benefit Trust Board Trustees

Mr. Murray recommended the Governing Board approve a request to begin the application process and advertise upcoming vacancies for two Employee Benefit Trust (EBT) board positions.

In alignment with A.R.S. 15-382C, the "Amended Agreement and Restated Declaration of the Lake Havasu Unified School District #1 Employee Benefit Trust" (EBT Trust Agreement) states the Trust will be administered by either 5 or 7 voting trustees appointed by the LHUSD#1 Governing Board. The Trust agreement stipulates that EBT trustees serve a 3 year term, and with the restated agreement, may only serve, from this point forward, two consecutive 3 year terms.

Two current EBT trustees' terms expire on June 30, 2019. The application process will be open to all interested individuals. A member whose term is expiring may re-apply, conditional to the terms outlined in the Trust agreement. The Governing Board will follow policy EIC Self-Insurance Programs (Employee Benefit Trust) adopted October 17, 2017.

Current EBT board trustees are as follows:

Hal Christiansen	Community Member	Expiration 6-30-2019
Marcia Cox	Community Member	Expiration 6-30-2019
Fadi Atassi	Community Member	Expiration 6-20-2020
Julie Sasseen	Community Member	Expiration 6-30-2021
Amy Barney	Employee Member	Expiration 6-30-2021

Mr. Masden moved, seconded by Mrs. Cohen, to approve the request to begin the application process for two EBT board positions.

Mr. Murray explained that the expiration dates had been staggered and realigned. The request for applications will be posted throughout the community, and then those applications will come back before the Board for the two selections.

ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

6.6 Discussion and Possible Action on Results of Curriculum Philosophy Work Sessions

Mrs. Asseier recommended that the Governing Board discuss and if desired take action/provide direction on next steps for implementation of standards and/or curricular adoptions.

In March of 2018, the Governing Board approved our district curriculum philosophy statement in anticipation of funds becoming available for curricular adoptions.

During the month of January 2019, the Board convened work sessions at each school site to share their thoughts on the next steps for our district and to hear from each school staff their concerns and needs as well as their thoughts on our philosophy and next steps.

The notes and suggestions are attached to the minutes of each of the site work sessions. A synthesis of these notes will be provided at the meeting. A handout with combined card responses and combined charted responses from all 8 January Work Sessions was given to the Board. Mrs. Asseier share information with a PowerPoint presentation.

Mr. Masden moved, seconded by Mrs. Cohen, that the Governing Board direct Superintendent Asseier to develop with her team a next step action plan, and also come forward with pertinent resource materials, mapping, as so forth for a revised curriculum for Lake Havasu Unified School District. Board members made additions to the list for use: embrace the District's Curriculum Philosophy; teach world views; collaborative and malleable; have key community member involved; adaptable with supplemental; use novels for grades 3 and up; Technology training for staff and students; uniform resources (pacing guide); specialist in Science and math at elementary; grammar and writing; time to mentor new teachers and have critical thinking; uniform furniture and equipment; Science and Social Studies prepared for High School; elementary counselors, and full time art/music at elementary. Kelsey Gibbs ask that class size be added.

Mrs. Asseier stated that the revision of the District calendar would need to be made right away to add Early Release every Thursday for training and Personal Development, etc. These would be district wide early releases.

Mrs. Asseier will start with identifying the essential English Language Arts and pacing, while at the same time survey the staff on math resources. It is critical we select the key standards so other standards can be eliminated. Changes would not happen before the fall, as we want to be thoughtful.

ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

6.7 First Presentation/Review of Revisions to Policy Regulation ECAA-R Security

Mrs. Festa-Daigle recommended that the Board approve the first presentation of revised Policy regulation ECAA-R Security.

The LHUSD Governing Board approved the bid to expand video surveillance across the nine campus locations on January 15, 2019. The LHUSD security policy needs to be updated in order to conform to current technology use, provide clear procedures for cameras and video use, ensure access for law enforcement and first responders in emergency situations, and state limitations to comply with all applicable law. Pending approval of this regulation, exhibits will be developed to support the LHUSD security protocol. This regulation has been reviewed by legal.

Mr. Masden moved, seconded by Mrs. Cohen, to approve item 6.7 as presented.

ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

6.8 First Presentation/Review of Revisions to Policy Exhibit GCBC-E Professional Staff Supplementary Pay Plans

Mrs. Festa-Daigle recommended that the Governing Board approve the first presentation of revised Policy Exhibit GCBC-E, Professional Staff Supplemental Pay Plans.

This exhibit has not been updated for several years. Many of the extra-curricular activities that were listed are no longer offered or have been renamed. This update conforms with activities currently being offered at LHUSD school sites.

In addition, changes are recommended for the payment structure. Percentages were changed to dollar amounts for accuracy in budgeting and payment. As the base level teacher salary has changed over time, budgeting for stipends has become more difficult. This revision aligns with how other schools across the state list their stipend amounts.

National Board Certification stipends were originally authorized by the Governing Board for the life of the certificate and were cut to three years as a cost saving measure. During the time National Board stipends were cut back, educational advancement was not granted either. Salary advancement for outside professional development and college coursework has been reinstated for staff. LHUSD supports accomplished teaching; therefore the National Board stipend should be for the life of the certificate, which is currently five years and then must be renewed.

LHUSD has had a number of special education positions open for more than two years. There are a number of teachers in general education classrooms with special education certificates who choose not to utilize their certification. Special education teachers have the extra demands of IEP meetings, goal development, and case management services. This stipend is needed in order to attract and retain special educators and work toward ensuring that special education students have qualified teachers teaching them. This has been reviewed by legal.

Mrs. Roman moved, seconded by Mrs. Aliyar, to approve item 6.8.

Mrs. Cohen explained that the District pays stipends for the extra work staff do. Mrs. Asseier reviewed that the Special Education Teacher stipend would be for \$5,000 as these teachers have many hours of meetings and work extra outside the classroom.

ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

6.9 Approval of Change in Job Title and Descriptions for: Accounting Specialist, Department Chairperson, and Elementary

Mrs. Festa-Daigle recommended that the Governing Board approve the following changes in Job Titles:

- Accounting Specialist
- Department Chairperson
- Elementary Teacher/Classical Academy

It is also recommended that the Governing Board approve the final drafts of the job descriptions for these jobs (see attached).

Adjustments include changes in qualifications and redefining the responsibilities as a specialized job class. These revisions are recommended by the Personnel Department.

Mrs. Cohen moved, seconded by Mr. Masden, to approve item 6.9.

ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

6.10 Approval of New Titles/Description for Career Technical Education (CTE) Courses Related to Digital Communications

Mr. Becker recommended that the Governing Board approve the attached list of title and course description changes for the 2019-2020 school year at Lake Havasu High School.

- Although the following classes have been taught incorporating the CTE requirements, Legislation has changed the requirements and are looking for specific wording and program timeline for funding purposes. Changing the title and condensing the program from a 3 year to a 2 year program will allow for funding to be received for these four CTE courses:

CTE Introduction to Digital Communications

Formerly CTE Introduction to Communications Media Technology (CMT)

CTE Advanced Digital Communication-Journalism

Formerly CTE Intermediate Digital Communication Print 1-2

Formerly CTE Intermediate Digital Communication Broadcasting 1-2

Formerly CTE Advanced Digital Communication Print 1-2

Formerly Advanced Digital Communication Broadcasting 1-2

CTE Advanced Digital Communication-Publication

Formerly CTE Intermediate Digital Communication Publications 1-2

Formerly CTE Advanced Digital Communication Publications 1-2

CTE Internship- Digital Communications

Formerly CTE Internship Digital Communication Publications

- No changes in fees.

Mr. Masden moved, seconded by Mrs. Roman, to approve item 6.10 as presented.

Mrs. Becker stated that they only require a C as a prerequisite for CTE Introduction to Digital Communications as students are searching to find their niche, and then they focus.

ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

6.11 Approval of Contract for Contracted Speech Services with Therapia Staffing

Mrs. Wolter recommended that the Board approve the contract with Therapia Staffing for Teletherapy with a Speech Therapist for the 18-19 school year not to exceed \$35,000.00.

LHUSD has not been able to fill a critical full time speech therapist position. We have experienced staffing and vendor turn over. Therapia Staffing is an approved vendor under the SAVE Contract RFP 002-1718. We are requesting approval to contract with Therapia Staffing for speech teletherapy services at \$75.00 per hour for a total sum not to exceed \$35,000.00.

LHUSD is obligated to ensure the provision of services for eligible students to receive a free appropriate public education for students requiring related services as required under the Individuals with Disabilities Education Act (IDEA).

Funds from M& O budget will be used to pay for services. This has been reviewed by purchasing and legal.

Mr. Masden moved, seconded by Mrs. Cohen, to approve item 6.11 as presented.

ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

6.12 Approval of Jump Start! National Standards in K-12 Personal Finance Education

Mr. Gardner recommended that the Governing Board approve the addition of the Jump Start! National Standards in K-12 Personal Finance to the high school curriculum for the Math of Money course.

The Lake Havasu Unified School District is in the process of reviewing curriculum. The high school math department reviewed several courses and realized there is an opportunity to upgrade the Math of Money course. Currently, Math of Money is considered a fourth year math course, and is beyond the scope of the current state standards. Lessons and units have been aligned to algebra standards and skills, but the content of the units is being updated. Incorporating these standards into the units of study is a next step to providing a high quality financial literacy course.

The goal of these standards is to enhance the knowledge of students' financial literacy, bringing them into a more modern and applicable financial world. These national standards delineate the personal finance knowledge and ability that young people should acquire throughout their kindergarten through 12th grade school years with the goal of having them emerge as independent adult consumers, fully prepared to make wise financial decisions for a lifetime of financial well-being.

The adoption of the requested standards provides a framework of a comprehensive personal finance curriculum and fits the district goal of producing a responsible citizen.

Mrs. Cohen moved, seconded by Mr. Masden, to postpone item 6.11 until the next school board meeting. Discussion ensued on looking at other financial literacy standards' options due to the no debit vs. debit opinions. Mrs. Asseier suggested that Mr. Gardner work with staff and look at the various standards out there, and identify the specific financial standards for this course and bring them back as a list to the Board for approval. That will allow the course to move forward and planning to take place.

ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

6.13 Approval of Vouchers, Student Activity Funds, and Auxiliary Funds

Mr. Murray recommended that the Governing Board approve:

Approval of Vouchers - Vouchers for January 2019 / \$3,251,282.40

Student Activity Funds for K-8 for December 2018 / \$42,561.44

Student Activity Funds for 9-12 for December 2018 / \$230,632.78

Auxiliary Funds for December 2018:

Smoketree	\$ 10,499.99
Thunderbolt	\$ 171,284.38
Havasupai	\$ 6,304.57
Starline	\$ 19,994.65
Nautilus	\$ 12,829.08
Oro Grande	\$ 4,142.49
Jamaica	\$ 22,705.75
High School	\$ 524,927.20
District Office	\$ 5,544.21

Mr. Masden moved, seconded by Mrs. Cohen, to approve item 6.13.

ROLL CALL VOTE: Roman: YES, Cohen: YES, Aliyar: YES, Masden: YES, Cox: YES

7. Informational

* Superintendent

- Mrs. Asseier thanked our community for the Gift and Donations made to the District.
- The High School will be having an Active Shooter Training (ALICE) on March 7. Parents will be notified that other arrangements will be made if they would like to have a parent conference.

* Directors - Personnel/Technology, and Special Services Reports

* Governing Board Members

- Mrs. Cohen announced that regular monthly Work Sessions to review the proposed regular monthly board packet have been cancelled. Board will ask questions to the appropriate staff member in advance of the board meeting. The last regular monthly Work Session will be March 19, 2019. Mrs. Roman would like audience to continue to reach out with their perspectives.

* Advisory Committees

8. Call to the Public - none

9. Communications

- The next regular board meeting will be Thursday, March 21, 2019. There will be a Work Session on March 19, 2019, to review the draft March 21 Board packet.

10. Adjournment

Mr. Masden moved, seconded by Mrs. Roman to adjourn at 7:39 p.m.

ROLL CALL VOTE: Roman: YES, Cohen: NO, Aliyar: YES, Masden: YES, Cox: YES

Video of the entire meeting may be seen on the District website [www.lhusd.org] under Governing Board.

Minutes of the Regular Governing Board meeting of February 19, 2019, are approved as submitted.

Kathy Cox, Board President

Lisa Roman, Board Vice President