

# **LAKE HAVASU UNIFIED SCHOOL DISTRICT NO.1**

2200 Havasupai Blvd., Lake Havasu City, AZ 86403

## **Governing Board Minutes**

April 18, 2017

### **REGULAR MEETING SESSION:**

#### 1. Opening of Meeting - Call to Order

The regular session of the Governing Board of Lake Havasu Unified School District No. 1 was called to order by Governing Board President, Mrs. Cohen, at 6:00 p.m. in the District Boardroom, 2200 Havasupai Blvd., Lake Havasu City, Arizona, on April 18, 2017.

##### 1.1 Moments of Silent Prayer or Reflection

##### 1.2 Roll Call

BOARD MEMBERS PRESENT: Nichole Cohen, President  
John Masden, Vice President  
Pat Rooney, Member  
Alan Ward, Member  
Kathy Cox, Member

BOARD MEMBERS ABSENT:

ADMINISTRATION PRESENT:

Diana Asseier, Superintendent  
Aggie Wolter, Director of Special Services  
Denise Miner, Director of Personnel/Technology  
Mike Murray, Director of Business Services  
Brad Gardner, Director of Educational Services  
Connie Hogard, Principal, Smoketree Elementary  
Claude Sanders, Principal, Havasupai Elementary  
Corey Triassi, Interim Principal, Starline Elementary  
Ruben Gonzalez, Principal, Nautilus Elementary  
Brett Bitterman, Principal, Oro Grande Elementary  
Andrea Helart, Principal, Jamaica Elementary  
Mari Jo Mulligan, Principal, Thunderbolt Middle School  
Scott Becker, Principal, Lake Havasu High School  
Dale Genger, Assistant Principal, High School  
Jaime Festa, Assistant Principal, High School  
Terry Fleming, Secretary

Others: 25

##### 1.3 Pledge of Allegiance

##### 1.4 Call for Executive Session - none

#### 2. Call to Public

Student Kaia Lam spoke to the board on more options for students regarding standardized shirts.

#### 3. Recognition of Visitors

- Carrie Wilcox, Teacher sponsor of the Nautilus Secret Garden Club shared a PowerPoint presentation on what the 4th, 5th and 6th grade members of the Club are doing.

- Lake Havasu City Education Association (LHCEA) Carol Nowakowski shared that LHCEA is disappointed with the ESA (Empowerment Scholarship Accounts) outcome, but are following other Legislative Bills and possible changes to the State Budget. Three people will receive LHCEA awards on May 13. LHCEA will be celebrating their 50th year anniversary next month.

#### 4. Action Items

##### 4.1 Approval of Consent Calendar

- 4.1.1 Approval of Minutes:  
Regular Session of March 14, 2017  
Special Session of March 31, 2017  
Work Session of March 7, 2017
- 4.1.2 Approval or Modification of Agenda
- 4.1.3 Personnel Report: Certified; Employment, Separation, Exception to Policy, Long Term Medical, Other. Support Staff; Employment, Separation, Exception to Policy, Long Term Medical, Other.
- 4.1.4 Acceptance of Gifts and Donations to the Lake Havasu Unified School District in the amount of \$10,363.14 and to Student Activities Organizations in the amount of \$0.  
*A detailed list of donations can be viewed as background material by contacting the District.*
- 4.1.5 Approval of Travel - none Asseier
- 4.1.6 Approval of Changes in Policy Exhibits GCF-ED Professional Staff Hiring, Miner  
and GDF-EE Support Staff Hiring
- 4.1.7 Notification of Emergency Procurement - Water Line Repair at Murray  
Oro Grande Elementary School

Mr. Masden moved, seconded by Mr. Ward to approve the consent calendar as presented.  
ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

## 5. Old Business

### 5.1 Second Presentation/Review of Revised Policy IKFA Early Graduation

Mr. Becker recommended that the Governing Board approve the second reading of the update to policy IKFA regarding Lake Havasu High School's Early Graduation. The change in paragraph one of the policy requires students to submit their written request for early high school completion prior to the first day of the semester of the graduation year.

The change in timeline allows the student, parents, and counselor adequate planning time to ensure all courses required for graduation are scheduled with a balanced schedule for the year and without course overload or undue stress to the student. The creation of a one year plan for early graduation will help ensure the successful completion of the courses so the student may achieve the goal of early graduation.

Regulations that further define the procedures, any limitations or restrictions, timelines, etc., will be brought for review at a subsequent meeting.

There has been no change to the policy since the first reading on March 14, 2017.

Mr. Ward moved, seconded by Mr. Rooney to approve item 5.1 as presented.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

## 6. New Business

### 6.1 Approval of the Thunderbolt Middle School Student Handbook for 2017-18

### 6.2 Approval of the Elementary Schools Student Handbook for 2017-2018

Mrs. Asseier recommended the Governing Board postpone Action Item 6.1 and 6.2 until next month to make minor changes, and allow a year to make the major changes.

Mr. Masden moved, seconded by Mrs. Cox to postpone item 6.1 and 6.2.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

### 6.3 Approval of Purchase of Contracted Speech Services with Soliant Health

Mrs. Wolter recommended that the Board postpone Action Item 6.3. as Soliant Health is not able to fulfill the position at this time.

Mr. Masden moved, seconded by Mr. Ward to postpone item 6.3.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

#### 6.4 Approval of Purchase of Contracted Occupational Services with Soliant Health

Mrs. Wolter recommended that the Board approve the purchase of contracted Occupational Therapy with Soliant Health for the 17-18 school year not to exceed \$108,000.

LHUSD has taken action to recruit qualified therapy related services staff but has had difficulty filling these openings. Soliant Health is an approved vendor as part of the SAVE Contract (RFP # 14-002-5). We are requesting approval of the purchase of contracted occupational therapy service for the 17-18 school year with Soliant Health at a rate not to exceed \$72 hr.

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. Rooney moved, seconded by Mr. Ward to approve item 6.4 as presented. Board would like to see District move toward finding a way to bring these positions in house as employees of the District. Mrs. Wolter explained that it is a challenge to find people to work for our current salary. Discussion on reasonable salaries and hard to fill positions (Occupational Therapist, Speech Therapist, Physical Therapist, and School Psychologist). Mrs. Wolter explained what reasonable services require.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

#### 6.5 Approval of Food Program Permanent Service Agreement

Mr. Murray recommended the Governing Board approve the Food Program Permanent Service Agreement to reflect the change of Business Services Director from Elaine Wood to Michael Murray.

The governing board is asked to approve the Food Program Permanent Service Agreement to reflect the Business Services Director change from Elaine Wood to Michael Murray. The agreement, as presented, was previously approved by Arizona Department of Education in July 2014.

Mr. Masden moved, Mr. Ward seconded to approve item 6.5 as presented.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

#### 6.6 Approval of Summer Food Program Permanent Service Agreement

Mr. Murray recommended the Governing Board approve the Summer Food Service Program Permanent Service Agreement to reflect the change of Business Services Director from Elaine Wood to Michael Murray.

The governing board is asked to approve the National School Lunch Program Food Program Permanent Service Agreement to reflect the Business Services Director change from Elaine Wood to Michael Murray. The agreement, as presented, was previously approved by Arizona Department of Education in July 2014.

Mr. Ward moved, seconded by Mr. Rooney to approve item 6.6 as presented.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

#### 6.7 First Presentation/Review of Revised Policies GCBD-R Professional Staff Fringe Benefits, GCQE Retirement of Professional Staff Members, GDBD-R Support Staff Fringe Benefits, and GDQC Retirement of Support Staff Members

Mrs. Asseier recommended that the Board suspend Governing Board Policy BGB (Policy Adoption) related to a first and second reading and approve the first presentation of revised Policies GCBD-R Professional Staff Fringe Benefits, GCQE Retirement of Professional Staff Members, GDBD-R Support Staff Fringe Benefits, and GDQC Retirement of Support Staff Members.

Revisions are to clarify changes requested by Governing Board President. Future communication to staff will focus on why wellness is important and critical to the fiscal health of a self funded insurance program.

Mr. Masden moved to suspend Governing Board Policy BGB (Policy Adoption) related to a first and second reading, and approve the first presentation of revised Policies GCB-D-R Professional Staff Fringe Benefits, GCQE Retirement of Professional Staff Members, GDBD-R Support Staff Fringe Benefits, and GDQC Retirement of Support Staff Members, seconded by Mr. Ward to approve item 6.7 as presented.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

#### 6.8 Approval to Appoint Two Board Members to Employee Benefit Trust Subcommittee

Mrs. Asseier recommended the Governing Board approve the appointment of two Board members to a subcommittee for the Employee Benefit Trust (EBT).

The purpose of this committee will be to review the current EBT agreement and make suggestions for revisions. This agreement was developed in 1986. Many areas are in need of updating to align with our current laws and practices. In addition, several areas of the agreement are vague and clarification is needed going forward.

This EBT subcommittee will consist of two Board members, two EBT Trustee members, Diana M. Asseier-Superintendent, and Michael Murray-Director of Business Services. EBT Trustee members will be selected later this month.

Mr. Ward moved, seconded by Mr. Masden to approve item 6.8 as presented. Discussion. Mrs. Cohen amended the motion to have Mr. Masden and Mrs. Cohen as the two Board members on the EBT subcommittee.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

#### 6.9 First Presentation/Review of Revised Policies BGD Board Review of Regulations and LBD, LBD-E Relations with Charter Schools

Mrs. Asseier recommended that the Board approve the first presentation of revised Policies BGD Board Review of Regulations and LBD, LBD-E Relations with Charter Schools.

Per Arizona School Boards Association Policy Services Advisories, dated February 2017 (received March 15), the following policy revisions are being presented:

Policy Advisory No. 568 Policy BGB—Board Review of Regulation

A brief portion of wording in the second paragraph has been removed as it is unnecessary.

Policy Advisory No. 583 Policy LBD—Relations with Charter Schools LBD-E

Policy LBD and exhibit LBD-E have been deleted from the Manual as the authorizing statute has been rescinded.

Mr. Masden moved, seconded by Mrs. Cox to approve item 6.9 as presented.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

#### 6.10 First Presentation/Review of Revised Policy JRR Student Surveys

Mrs. Asseier recommended that the Board approve the first presentation of revised Policy JRR Student Surveys.

Per Arizona School Boards Association Policy Services Advisories, dated February 2017 (received March 15), the following policy revisions are being presented:

Policy Advisory No. 582 Policy JRR-Student Surveys

This policy now includes the list of student/family characteristics in A.R.S. 15-117 which requires specific written informed consent from the parent of a pupil prior to administration of a survey that is retained by a school district, a charter school or the department of education for longer than one (1) year and that solicits personal information about the pupil regarding any of the characteristics which are listed.

Mr. Masden moved, seconded by Mr. Ward to approve item 6.10 as presented. Discussion ensued. Mrs. Cohen would like The Children's Internet Protection Act (CIPA) added to the policy.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

#### 6.11 First Presentation/Review of Revised Policy GDJ Support Staff Assignments and Transfers

Mrs. Miner recommended that the Board approve the first presentation of revised Policy GDJ Support Staff Assignments and Transfers.

Per Arizona School Boards Association Policy Services Advisories, dated February 2017 (received March 15), the following policy revisions are being presented:

Policy Advisory No. 574 Policy GDJ-Support Staff Assignments and Transfer

Language has been modified in this policy to minimize misinterpretation and misapplication of policy pertaining to assignments and transfers of support staff.

Mr. Masden moved, seconded by Mr. Rooney to approve item 6.11 as presented. Discussion on language changes as requested.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

#### 6.12 First Presentation/Review of Revised Policy KHB Advertising in Schools

Mrs. Asseier recommended that the Board approve the first presentation of revised Policy KHB Advertising in Schools.

Policy KHB addresses the criteria for paid advertising at schools per Arizona Revised Statute. With the addition of interactive technology, a revision of the policy is recommended.

A statement has been added to the criteria which reads, "Advertisements that require students to enter personal information shall be denied". This provides additional clarification for site principals who are approving paid advertising.

Mr. Ward moved, seconded by Mr. Rooney to approve item 6.12 as presented.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

#### 6.13 Discussion and Possible Action to Establish Board Advisory Committee(s) and Appoint Two Board Members to the Subcommittee(s)

Mrs. Asseier recommended that the Board, after discussion, approve the establishment of one or more Advisory Committees and appoint two Board members to the subcommittee(s).

Governing Board members have expressed interest in establishing advisory committees to address upcoming issues or areas of focus. With the establishment specific advisory committees, the board provides an open meeting to discuss policies, etc., and allows a structure to involve others on the committee, including district staff and community members. The board may also direct the composition of a board subcommittee or may assign that responsibility to district staff.

Board advisory committees differ from district committees in that they are open to the public and subject to open meeting law.

Board subcommittees may be general in nature, such as a policy committee to review all policy changes prior to coming to the board, or they may be specific to a topic or policy, such as boundary changes or discipline, to gather input on the topic or policy prior to any action or revision. They also could be as simple as to assign a subcommittee of members to review all contracts prior to the board meeting.

Discussions: can be 1 board member, but not more than 2; these subcommittees will only provide recommendation to the Board; need, reason for subcommittees; selection for subcommittees- community members; transparent process; format of meetings - open meeting law will apply and meetings will be open to the public and post an agenda.

After discussions, Mrs. Cohen moved, seconded by Mr. Masden to approve a Policy and a Curriculum subcommittee. Board will talk at the next board meeting about suggestions for what subcommittee structure will look like.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

## 6.14 Approval of Vouchers, Student Activity Funds, and Auxiliary Funds

Mr. Murray recommended that the Board approve:

Approval of Vouchers for March 2017 / \$3,964,307.79

Student Activity Funds for K-8 for February 2017 / \$47,215.53

Student Activity Funds for 9-12 for February 2017 / \$258,982.23

Auxiliary Funds for February 2017 / \$787,904.14

Mr. Masden moved, seconded by Mr. Rooney to approve item 6.14 as presented. Mr. Murray reviewed a summary breakdown of what some of the expenses were for the month of March. Discussion on specific funds.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

## 7. Informational

### 7.1 Informational Reports

#### - Superintendent's Report and Updates

\* Mrs. Asseier gave Appreciation for the Gifts and Donations given to the District in March.

\* Mrs. Asseier shared letter to the Board announcing that Thunderbolt Middle School had received a Capturing Kid's Hearts National Showcase Schools award from the Flippen Group. This is the second time they've received the award.

- Director's Monthly Board Report; Educational Services, and Special Services reports were included in the packet.

#### - Board's Report

\* Mr. Rooney and Mrs. Cox congratulated our High School Athletics for receiving the Arizona Interscholastic Association 5A Sportsmanship School Of The Year award.

\* Mrs. Cox encourages teachers to complete the online Tell Arizona Survey by Arizona K12 Center at Northern Arizona University. She also explained ESA (Empowerment Scholarship Accounts) and the disproportionate funding it provides between public schools, private schools and other schools.

## 8. Call to Public - none

## 9. Communications

9.1 Board Suggestions for Future Agenda Items - none

9.2 News Conference - none

## 10. Adjournment

Following a motion by Mr. Rooney, seconded by Mr. Masden, the meeting was adjourned at 7:39 p.m.

ROLL CALL VOTE: Cox: YES, Masden: YES, Ward: YES, Rooney: YES, Cohen: YES

Video of the entire meeting may be seen on the District website [[www.havasu.k12.az.us](http://www.havasu.k12.az.us)] under Governing Board.

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Minutes of the Regular Governing Board meeting of April 18, 2017 are approved as submitted.

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Nichole Cohen, Board President

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John Masden, Board Vice President