

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

**Governing Board Minutes**

February 20, 2018

**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, John Masden, in the District Boardroom, 2200 Havasupai Blvd., Lake Havasu City, Arizona at 6:00 p.m., on February 20, 2018.

1.1 Moment of Silent Prayer or Reflection

1.2 Roll Call

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

BOARD MEMBERS ABSENT:

ADMINISTRATION PRESENT:      Diana Asseier, Superintendent  
   Michael Murray, Director of Business Services  
   Brad Gardner, Director of Educational Services  
   Denise Minter, Director of Personnel/Technology  
   Aggie Wolter, Director of Special Services  
   Connie Hogard, Principal, Smoketree Elementary  
   Claude Sanders, Principal, Havasupai Elementary  
   Corey Triassi, Principal, Starline Elementary  
   Roger Burger, 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  
   Jaime Festa, Assistant Principal, Lake Havasu High School  
   Brady Krueger, Assistant Principal, Lake Havasu High School  
   John Simpson, Maintenance Supervisor  
   Terry Fleming, Secretary

Others: 85

1.3 Pledge of Allegiance

1.4 Call for an Executive Session - none

2. Call to the Public

Amber Hoffman ask if the district lot located on Swanson Ave will be put up for sale or possible trade. Mr. Masden ask that she contact Mr. Murray to talk about this.

3. Recognition of Visitors

- Tracy Jones and Jerry Aldridge, from the K12 Foundation, congratulated the newest LHUSD National Board Certified Teachers: Nina Mersing, Courtney Zampogna, and Dustin Zampogna by giving them a check for becoming a NBC teacher.
- Mrs. Hogard recognized Smoketree's STEM Community Volunteers Ken and Barbara Nash. They received a certificate of appreciation for their 3 years of work with Smoketree's STEM program.
- Arizona 2017 School Counselor of the Year / Tracy Pressley, Lake Havasu High School was honored and received a certificate of appreciation.
- Lake Havasu City Education Association (LHCEA) Carol Nowakowski gave report on current

LHCEA happenings.

- Mrs. Asseier welcomed Dr. Katie White, faculty at Mohave Community College, who brought several of her students from her Introduction to Education course to view the board meeting. Several students from the High School Civics class were also present.

#### 4. Consent Agenda

Mrs. Cohen requested that item 4.1.5 Approval of Travel be removed from the Consent Agenda and moved to 4.2 for discussion.

##### 4.1 Approval of Consent Agenda

###### 4.1.1 Approval of Minutes:

Regular Session of January 16, 2018  
Organizational Session of January 9, 2018  
Special Session of January 9, 2018  
Work Session of January 9, 2018  
Executive Session of January 9, 2018

###### 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 \$32,905.52 and to Student Activities Organizations in the amount of \$1,512.00. *A detailed list of donations can be viewed as background material by contacting the District.*

###### 4.1.6 Approval of Change in Policy Exhibit IJNDB-ED Lake Havasu Unified School Miner District Student Information Technology (IT) Use Agreement

###### 4.1.7 Approval of Change in Policy Exhibit IJNDB-EB Use of Technology Resources Miner in the Classroom - Lake Havasu Unified School District Web Page Publishing Guidelines

Mrs. Cohen moved, seconded by Mr. Rooney, to approve the Consent Calendar, minus 4.1.5, as presented.

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

##### 4.2 Item(s) removed from the Consent Agenda for discussion.

###### 4.1.5 Approval of Travel

Asseier

Mrs. Cohen moved, seconded by Mr. Rooney, to approve 4.2 as presented.

Mr. Cohen ask several questions regarding the High School Educational Tour Group travel to Costa Rica and Panama: Vendor is selected by bid process for a set number of years, and provides security and a tour guide; students raise funds towards the cost of trip through the Education Tour Group tax credit; trip focuses on learning, plus social and cultural differences. Students have meetings before the trip to learn about the countries they are visiting, and do a video project which they present to community clubs after the trip.

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

#### 5. Old Business - none

#### 6. New Business

##### 6.1 Approval of Construction Manager at Risk - Athletic Field Bond Projects

Mr. Murray recommended the Governing Board approve funding for renovations to Lee Barnes Stadium including a practice field on the north end of the lower field with bond funds at the cost not to exceed \$7,667,976.00.

In accordance with the Construction Manager at Risk Services, a guaranteed max price (GMP) has been established and is outlined in the supporting documentation provided. An estimate of Professional Services, permits and fees, etc., are also outlined to be included in the overall cost of the project.

On September 19, 2017, the Lake Havasu Unified School District #1 Governing Board approved issuance of a request for qualifications for construction manager at risk services related to bond funded

athletic field projects.

On November 21, 2017, the Governing Board awarded the contract for construction manager at risk services for bond athletic field projects to Core Construction.

In an attempt to promote participation from local subcontractors and vendors, Core Construction organized a Subcontractor Fair. The fair was advertised using multiple outlets, including radio, and held on Thursday, December 21, 2017, at the London Bridge Resort.

District personnel, Core, and EMC<sup>2</sup> representatives communicate regularly to discuss specifics to the project, including construction timelines. Pending approval of the GMP, construction is set to begin in the coming weeks, with substantial completion targeted for the beginning of August.

Payment for these services will come from voter approved bond funds. This item has been reviewed by legal and approved by Purchasing. Additional backup for this item will be provided to the Governing Board at the February 13, 2018, Work Session.

Mrs. Cohen moved, seconded by Mr. Rooney, to approve item 6.1 with funding amount per CORE Construction as presented.

Mike Pilkington, CORE Construction and Richard Clutter, EMC<sup>2</sup>, were present to answer questions and share a PowerPoint presentation on the steps of the Athletic Field project. Discussions ensued on: local bid requests; field and track maintenance, grooming, warranties; field turf, and community use. The 2018 Graduation will be off site at the Havasu 95 Speedway.

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

## 6.2 Approval to Purchase Student Chairs

Mr. Murray recommended the Governing Board approve the purchase of 500 student chairs at a price not to exceed \$31,000.

Many of our student chairs are cracked or broken and need to be replaced for student safety. A large, bulk order of chairs has not been placed for classrooms in more than 15 years due to a decrease in both unrestricted capital and the elimination of soft capital funds. Warehouse and Procurement staff conducted a visual assessment in each building to confirm need and determine distribution. Chairs will be distributed to elementary 6th grade classes based on the percentage of 6th graders at each site.

The chairs will be purchased through Arizona Furnishings per attached quote. Artco Bell is the manufacturer, and the chairs have a lifetime warranty. Arizona Furnishings is under a MESC purchasing contract 13S-AZSC-0129.

Funds to pay for this purchase will come from the sale of surplus items, Fund 506 - School Plant (Sale). This item has been reviewed by Purchasing.

Mrs. Cohen moved, seconded by Mr. Rooney, to approve Item 6.2 as presented.

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

## 6.3 Approval to Eliminate Moratorium on Addition of Tax Credit Clubs/Activities

Mr. Murray recommended the Governing Board eliminate a moratorium on the addition of new tax credit clubs/activities, applicable to all Lake Havasu Unified School District #1 schools, that was put into effect on January 20, 2015.

In January, 2015, due to budget constraints, the Lake Havasu Unified School District #1 Governing Board deemed it necessary to suspend the addition of new tax credit clubs/ activities at district schools. This moratorium was approved and became effective immediately.

It is recommended the moratorium be eliminated due to certain events that have taken place since January, 2015, namely the passage of an override and bond election. Additionally, certain CTE classes at Lake Havasu High School require the addition of a club to obtain funding.

If approved, the moratorium on the addition of Tax Credit extracurricular activities and/or clubs would be lifted immediately. Based on previous comments from members of the Governing Board, the district also proposes the use of internal district forms pertaining to the addition, deletion, and review of extracurricular clubs and/or activities utilizing Tax Credit funds. Comments, clarifications and expectations from the Governing Board regarding the use of these forms and information to be presented, would be appreciated.

Mr. Ward moved, seconded by Mrs. Cohen, to approve item 6.3 as presented.

Elementary school will now be able to petition the Board for tax credit clubs.

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

#### 6.4 Approval for Employee Benefit Trust to Request Applicants for Board Trustees

Mr. Murray recommended the Governing Board approve the release of a request for applicants for two Employee Benefit Trust (EBT) board positions whose term will be July 1, 2018, through June 30, 2021.

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) provides that the Trust will be administered by either 5 or 7 voting trustees appointed by the LHUSD 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 end in June, 2018. This action would allow administration to begin the recruitment process to fill the two positions. Current members may re-apply as well as new applicants. The governing Board will follow the policy EIC Self-Insurance Programs (Employee Benefit Trust) adopted October 17, 2017.

Current EBT board trustees are as follows:

Sam Scarmardo	Community Member	Expiration 6-30-2018
Kari Thompson	Employee Member	Expiration 6-30-2018
Hal Christiansen	Community Member	Expiration 6-30-2019
Marcia Cox	Community Member	Expiration 6-30-2019
Fadi Atassi	Community Member	Expiration 6-20-2020
Pat Rooney	Governing Board Ex-Officio Member	Expiration 6-30-2020

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

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

#### 6.5 Approval of Amendments in the Intergovernmental Agreement between Lake Havasu Unified School District and Lake Havasu City for the Joint Use of Publicly Owned Facilities and Equipment

Mr. Murray recommended that the Governing Board approve amendments in the Intergovernmental Agreement (IGA) between the Lake Havasu Unified School District #1 (District) and Lake Havasu City (City) regarding Joint Use of Publicly Owned Facilities and Equipment.

The purpose of the revision to this IGA is to clarify processes and communication in Section 1; to generalize the descriptions of facilities to reduce future revisions in Section 2; to reflect changes in the radio system in Section 5; and to eliminate Section 6, as it is no longer necessary.

This IGA has been reviewed and approved by District legal counsel and by Lake Havasu City legal counsel.

Mrs. Cox moved, seconded by Mr. Rooney, to approve item 6.5 as presented.

Lake Havasu City Council approved the IGA on February 13, 2018.

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

#### 6.6 First Presentation/Review of New Policy IJNDBA, IJNDBA-R, and IJNDBA-E Website Accessibility

Mrs. Miner recommended that the Board approve the first presentation of new Policy IJNDBA, IJNDBA-R, AND IJNDBA-E Website Accessibility.

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

Policy Advisory No. 576 Policy IJNDBA—Website Accessibility

This is a new policy addressing website accessibility covered in W3C/WAI's Web Content Accessibility Guidelines (WCAG) 2.0, Level AA conformance, or updated equivalents of these guidelines. <https://www.section508.gov/content/learn/laws-and-policies>

The District should compose a Website Accessibility Concerns/Complaints Form related to the accessibility of websites developed or maintained by the District. The form should include identification

information, date, description of the problem, location of the inaccessible site, and the solution suggested.

A concern or complaint may be made by completing the form provided by the District. All such communications shall be forwarded to the staff member or consultant designated by the superintendent.

Each concern or complaint will be processed, and the person initiating the communication will receive a timely response, including the provision of access to the website information requested.

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

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

#### 6.7 Adoption of a District Discipline Philosophy Statement

Mrs. Asseier recommended that the Governing Board adopt a District Discipline Philosophy Statement.

Staff Recommendation: Adopt the discipline philosophy statement developed by the discipline subcommittee. This philosophy statement will be used to guide the revisions to the boards policies related to student conduct and discipline. This statement will also be included in the student handbooks and will be the guiding philosophy for handbook revisions in the areas of conduct and discipline.

Opening Statement for Handbooks in the area of Student Conduct and Student Discipline; opening statement for Board Policies JIC- Student Conduct; JK- Student Discipline:

"Lake Havasu Unified School District students are expected to support their school by helping to maintain a safe, positive, and participatory learning environment. This ensures each student has the opportunity to develop the academic and social skills necessary to become responsible citizens and contributing members of society.

Expectations for student support of our schools include acting with respect, integrity and humanity; attending and engaging in class; and demonstrating behavior at all times that is considerate of other students, teachers, staff, parents, and community members.

When student conduct does not meet these expectations, LHUSD schools will resolve behavioral incidents through appropriate interventions and additional opportunities to learn the skills necessary to shape positive behavior.

LHUSD will identify the core standards that define our expectations, providing clear parameters and structure. This provides the foundation of a school environment that creates positivity, accountability, and opportunities for success for all students– engaging each student with a focus on scholarship, character, and humanity."

Mr. Rooney moved, seconded by Mr. Ward, to approve item 6.7 as presented.

Discussion ensued on having a work session to define wording in the philosophy - a work in progress.  
ROLL CALL VOTE: Rooney: YES, Cox: YES, Ward: YES, Cohen: YES, Masden: YES

#### 6.8 Approval of Comprehensive Annual Financial Report for Fiscal Year 2016-17

Mr. Murray recommended the Governing Board approve the Comprehensive Annual Financial Report for fiscal year 2016-17.

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 must implement regulations of the Office of Management and Budget (OMB). The audit firm of Heinfeld and Meech has provided their final report. The report has been sent electronically, for your review. Copies of the report will be provided to the Arizona Department of Education and the Auditor General's offices.

The Governing Board received an electronic copy of the Audit prior to the Board meeting. 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. Ward, to approve item 6.8 as presented.

Mr. Murray shared information on percentage expenditures by service, and highlights and recommendations of the audit.

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

## 6.9 Approval of Sole Source - Project Wisdom, Inc.

Mrs. Asseier recommended the Governing Board approve Project Wisdom, Inc. as the sole source for the proprietary Project Wisdom, Inc. products for all K-12 district schools.

Project Wisdom, Inc. is the only authorized dealer to sell or distribute the following products: Project Wisdom Series 1, Series 2, Series 3, Project Wisdom Educator Site 2.0 & Beyond the Infraction.

Project Wisdom encourages students to reflect upon the meaning of civic and personal values and the application of those values in their daily lives. There are three key components to this program:

- For the Campus: Project Wisdom Online Library of Broadcast Messages  
The centerpiece of the program is a series of thought-provoking inspirational messages that would be shared over a PA or in-house television system.
- For the Classroom: Easy-to-Implement Lesson Plans  
The entire staff would have access to a collection of lesson plans. These materials help students build character and develop social-emotional competencies while addressing important and relevant issues such as bullying, cheating, and academic achievement.
- For Educators: Professional Support and Just For You Messages  
Concise, thought-provoking email messages would be sent to foster professionalism, promote ethical and caring leadership, boost morale, and improve classroom management.

A sole source affidavit was provided by Suzanne Johnsen, Vice President, an authorized agent for Project Wisdom, Inc., on January 30, 2018. This purchase will be funded under Title IV-A once approved by the Arizona Department of Education. This item has been reviewed by purchasing on January 30, 2018.

Mr. Ward moved, seconded by Mrs. Cohen, to approve item 6.9 as presented.

Mrs. Asseier stated that use of Project Wisdom will be written into the District Integrated Action Plan. Mr. Ward and Mrs. Cohen voiced concerns with use of announcements and other supporting information. This is a one year contract. Discussion on measuring the success of the program.

ROLL CALL VOTE: Rooney: YES, Cox: YES, Ward: YES, Cohen: NO, Masden: YES

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

Mr. Murray recommended that the Governing Board approve:

Approval of Vouchers for January 2018 / \$4,504,668.97

Student Activity Funds for K-8 for December 2017 / \$33,941.06

Student Activity Funds for 9-12 for December 2017 / \$260,638.70

Auxiliary Funds for December 2017:

District Office	\$ 7,946.88
Smoketree	\$ 4,917.40
Havasupai	\$ 5,138.91
Starline	\$ 13,893.89
Nautilus	\$ 10,154.32
Oro Grande	\$ 4,078.88
Jamaica	\$ 17,546.36
Thunderbolt	\$161,706.54
High School	\$607,663.88

Mr. Ward moved, seconded by Mr. Rooney, to approve item 6.10 as presented.

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

## 7. Informational

\* Superintendent

- Mrs. Asseier gave appreciation for January's Gifts and Donations. Only Orchids gave a donation to our Art and Music programs.
- Mrs. Asseier shared that our schools practice a lockdown drill every quarter, and work at maintaining a safe campus by having ongoing conversations regard safety.

\* Directors - Educational Services, Personnel/Technology, and Special Services Reports

- \* Governing Board Members
  - Mrs. Cox spoke on the need for new high school band uniforms. LHHS Band is close to their goal to purchase the new uniforms and donations can be made at the high School or through tax credit. She thanks those who had already given donations.
  - Mr. Rooney is happy with the new paint job at the high school.
  - Mrs. Cohen stated that she obtained the quote she read at the last board meeting, January 16, from book by Benjamin Bloom.
- \* Advisory Committees
  - Mrs. Asseier thanked those on the Discipline and Curriculum sub-committees for their time and conversations.
- \* Employee Benefit Trust (EBT) Ex-Officio
  - Mr. Rooney reported that on February 1 the EBT trustees meet with companies and vendors that manage the district health care program to review, and to make recommendations and identify strategies to address the future of the District's health care issues. Next EBT meeting is February 21, 2018.

8. Call to the Public - none

9. Communications

- Board and Mrs. Asseier answered several questions from the press.
- The next regular board meeting will be March 13, 2018, due to Spring Break. There will be a Work Session on March 6, 2018.

10. Adjournment

Mr. Ward moved, seconded by Mrs. Cohen to adjourn at 8:10 p.m.

ROLL CALL VOTE: Rooney: YES, Cox: YES, Ward: YES, Cohen: YES, Masden: 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 February 20, 2018 are approved as submitted.

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 John Masden, Board President

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 Nichole Cohen, Board Vice President