

LAKE HAVASU UNIFIED SCHOOL DISTRICT NO.1

2200 Havasupai Blvd., Lake Havasu City, AZ 86403

Governing Board Minutes

February 18, 2020

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, Lisa Roman, in the District Boardroom, 2200 Havasupai Blvd., Lake Havasu City, Arizona at 6:00 p.m., on February 18, 2020.

1.1 Moment of Silent Prayer or Reflection

1.2 Roll Call

BOARD MEMBERS PRESENT: Lisa Roman, President
Kathy Cox, 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
Aggie Wolter, Director of Special Services
Jaime Festa-Daigle, Director of Personnel/Technology
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 Classical Academy
Andrea Helart, Principal, Jamaica Elementary
Mari Jo Mulligan, Principal, Thunderbolt Middle School
Lindsay Bitterman, Assistant Principal, Thunderbolt
Scott Becker Principal, High School
Dustin Zampogna, Assistant Principal, High School
Terry Fleming, Secretary

Others: 42

1.3 Pledge of Allegiance

1.4 Call for an Executive Session – none.

2. Call to the Public – none.

3. Recognition of Visitors

- Lake Havasu City and 2020 Census Lake Havasu City Mayor Cal Sheehy and Vice Mayor David Lane spoke on how important the 2020 Census is to Lake Havasu City. There will be student contests to help spread the importance of the census.
- Lake Havasu City Education Association (LHCEA) Carol Nowakowski gave a monthly report.

4. Consent Agenda

4.1 Approval of Consent Agenda

4.1.1 Approval of Minutes:

Organizational Session of January 7, 2020

Regular Session of January 21, 2020

Special Session of January 30, 2020; January 31, 2020; February 1, 2020; February 3, 2020

Executive Session of January 30, 2020; January 31, 2020; February 1, 2020; February 3, 2020

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 \$19,111.43 and to Student Activities Organizations in the amount of \$2,153.08.
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.

Mrs. Cohen provided that the total Carbon Emissions (CO₂e) for this month's travel requests equals 0.45 metric tons of CO₂e.

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

5. Old Business – none.

6. New Business

6.1 Possible Appointment of Superintendent for 2020-21 School Year

Mrs. Roman stated that the Governing Board has had the opportunity, in executive sessions, to review applications that were received for the position of Superintendent, and to conduct interviews for the top candidates.

At this time she is happy to announce Dr. Rebecca Stone as our next Superintendent. It was not an easy decision with six qualified candidates that applied for the position. Mrs. Stone plans to be here in late March.

Mr. Masden moved, seconded by Mrs. Cox, to approve 6.1 as approved.

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

6.2 Approval of Project Management Services for Bond/Capital Improvement Projects

Mr. Murray recommended the Governing Board approve the procurement of project management services with The H2 Group for an amount not to exceed \$160,000, utilizing the Mohave cooperative contract #18E-H2G-0817.

Due to the number of projects and volume of work planned this calendar year, including projects planned for all school sites this summer, the need was identified to supplement the district's staff resources with independent third-party project management services. H2 Group will serve as LHUSD's representative during the planning, construction procurement, and construction phases. Services under this agreement are scheduled to conclude at the end of the calendar year (2020).

H2 will represent LHUSD staff in providing coordination reviews of project construction documents, conceptual budget cost estimating, construction procurement assistance, owner/architect/contractor coordination meetings during design and construction, regular on-site representation during construction, construction schedule and progress monitoring, review of contractor pay applications, review of contractor requests for change orders and/or contingency allowance usage, representation during punch list reviews, and closeout document coordination and reviews.

Beyond supplementing LHUSD's staffing needs, H2 Group's services are anticipated to bring additional value to LHUSD in the following ways:

- Licensed, K-12 experienced staff on every project
- Recognized Education Facility Planner, expertise in K-12 educational project planning
- Certified Public Procurement Officer, assistance with construction procurement
- Certified Professional Estimator, expertise in project budgeting and cost estimating
- Better coordinated construction documents, saving time and money during construction
- Thorough reviews of change order and contingency allowance requests, resulting in cost savings
- Construction fee and GMP negotiations, resulting in cost savings
- SFB project experience and process assistance

This item has been reviewed by purchasing.

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

Mr. Beck from the H2 Group was present to answer questions. They hope to have projects done by the end of the 2020 calendar year. Mr. Murray stated that references for the H2 Group spoke highly of them.

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

6.3 First Presentation/Review of Revisions to Policy GCI, and new Policies GCI-RA and GCI-RB
Mrs. Festa-Daigle recommended that the Governing Board approve the first presentation of revised policy GCI, and new policies GCI-RA, and GCI-RB. New policies replace GCBA-EA, GCBA-EB, and GDBA-R.

We are requesting to update Educational Advancement policy to align staff working procedures with Board policy. The policy was still written to comply with a stepped salary schedule, which we no longer use. The language is updated to reflect our current process of salary placement.

The personnel department is also listing the increases for educational advancement in policy, which has not been done in the past. The amounts for each educational advancement have remained unchanged for over 20 years.

We are requesting the following increases to the advancement amounts at 12 credits:

Certified and Salaried Support Staff - \$750 to \$1000

Support Staff - \$.35 to \$.45

RN and LPN - \$.45 to \$.50

Administration - \$1000 to \$1500 (at 15 credits)

This is appropriate as the cost of coursework has greatly increased in the past 20 years. Policy is specific about what categories of coursework staff can be enrolled in and under what conditions courses can be taken to qualify for educational advancement. The Educational Advancement Board of Review works with the personnel department to vet coursework and make approvals. This team has done an excellent job ensuring we are acknowledging coursework that is completed aligns to District goals, and coursework that does not comply with current policy and procedures.

We are also requesting that support staff who are enrolled in college coursework leading to a position that requires ADE certification be able to earn advancement up through their bachelor's degree. Currently, support staff can earn advancement up through 72 credits. This is in response to the Board's wishes to continue to address recruitment of qualified teachers.

Historically, between 10 and 20 staff members qualify for educational advancement each year.

This has been approved by the business department for budget planning purposes. It is requested changes in the amount of advancement not take effect until July 1, 2020, to align with the fiscal year.

Mrs. Cohen moved, seconded by Mr. Masen, to postpone item 6.3 until there can be a Work Session on the policies.

Mrs. Festa-Daigle explained the current procedural practices. Mrs. Asseier will schedule a Board Work Session.

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

6.4 First Presentation of Policy EEB Business and Personnel Transportation Services

Mr. Murray recommended that the Board approve the first presentation revisions to Policy EEB Business and Personnel Transportation Services.

District had a situation where a non-staff member (volunteer) had to drive a district vehicle. Original arrangements had a staff member driving, but because of a family emergency, they were no longer able to travel. This left the volunteer as the driver, just days prior to travel.

Revision to this policy will allow Superintendent to permit exceptions in an emergency situation.

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

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

6.5 Approval of Monthly Governing Board Meeting Dates for 2020-2021

Mrs. Asseier recommended that the Governing Board approve the dates listed for regularly scheduled Governing Board meetings for the 2020-2021 school year.

All the dates are the third Tuesday of each month, which adheres to district policy, except for March 9 due to Spring Break. July 6 and May 4 changes are due to State mandated budget deadline.

<u>Regular Board Meeting Date</u>	<u>DEADLINE for Board Materials 10:00am</u>
Monday, July 6, 2020 (Adopt Budget)	Thursday, June 25
Tuesday, August 18, 2020	Tuesday, August 4
Tuesday, September 15, 2020	Tuesday, September 1
Tuesday, October 20, 2020	Tuesday, September 29
Tuesday, November 17, 2020	Tuesday, November 3
Tuesday, December 15, 2020	Tuesday, December 1

Tuesday, January 19, 2021
Tuesday, February 16, 2021
Tuesday, March 9, 2021 (due to Spring Break)
Tuesday, April 13, 2021 (due to Spring Break)
Tuesday, May 4, 2021
(due to State mandated budget deadline)

Tuesday, January 5
Tuesday, February 2
Thursday, February 25
Tuesday, March 30
Thursday, April 22

Tuesday, June 15, 2021
Tuesday, July 6, 2021 (Adopt Budget)

Tuesday, June 1
Thursday, June 24

As required by law, a notice of our regular meeting dates and posting locations are sent in January to the Mohave County Supervisor's clerk. When special meetings and work sessions are needed, the same procedures for posting regularly scheduled meetings will be followed.

Mr. Masden moved, seconded by Mrs. Cohen, to approve item 6.5 as presented.
ROLL CALL VOTE: Aliyar: YES, Cohen: YES, Masden: YES, Cox: YES, Roman: YES

6.6 Approval of Memorandum of Understanding between Hospice of Havasu and Lake Havasu Unified School District #1 / Lake Havasu High School

Mrs. Asseier recommended the Governing Board approve the attached Memorandum of Understanding between Hospice of Havasu and the Lake Havasu Unified School District #1 / Lake Havasu High School from February 20, 2020, to June 30, 2021.

Approval of the Memorandum of Understanding will enable the Lake Havasu High School to provide much needed grief support groups to high school students. Parent permission will be required.

Hospice of Havasu will provide these services at no cost to the High School.

A copy of the Memorandum of Understanding has been provided to legal for approval as to form.

Mr. Masden moved, seconded by Mrs. Cox, to approve item 6.6 as presented.
ROLL CALL VOTE: Aliyar: YES, Cohen: YES, Masden: YES, Cox: YES, Roman: YES

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

Mr. Murray recommended the approval of:

Approval of Vouchers for January 2020 / \$4,547,514.75

Student Activity Funds for K-12 for December 2019 / \$435,175.70

Auxiliary Funds for December 2019:

Smoketree	\$ 17,389.96
Thunderbolt	\$ 144,258.09
Havasupai	\$ 10,629.58
Starline	\$ 23,380.77
Nautilus	\$ 14,235.91
Oro Grande	\$ (3,650.94)
Jamaica	\$ 23,812.80
High School	\$ 535,269.92
District Office	\$ 3,422.09

Auxiliary Reports for each school for December 2019 will be emailed to the Board prior to meeting.

Mr. Masden moved, seconded by Mrs. Cohen, to approve item 6.7 as presented.
ROLL CALL VOTE: Aliyar: YES, Cohen: YES, Masden: YES, Cox: YES, Roman: YES

7. Informational

* Superintendent

- Mrs. Asseier thanked our community for the generous Gifts and Donations made to the District.
- Mrs. Asseier attended the State of our City and State of Arizona meeting on February 13. She thanked the Mayor for speaking so highly of the District. The District is the only Arizona District to be named a National Board Accomplished District and only traditional public district with a Classical Academy that has permission to use the Hillsdale Curriculum.

* Directors – Reports from Educational Services and Special Services.

* Governing Board Members

- Mrs. Cox thanks the Mayor and Vice Mayor for being at the meeting, and also welcomed all the students that were in attendance.

8. Call to the Public – none.

9. Communications

- Mrs. Cohen would like to look at Policy BCA Board Member Ethics at a future meeting.
- Mrs. Roman informed the media that Dr. Stone’s contract is for \$118,000 plus benefits.
- The next regular board meeting will March 10, 2020 due to Spring Break.

10. Adjournment

Mr. Masden moved, seconded by Mrs. Cox to adjourn at 6:53 p.m.

ROLL CALL VOTE: Aliyar: YES, Cohen: YES, Masden: YES, Cox: YES, Roman: 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 18, 2020, are approved as submitted.

Lisa Roman, Board President

Kathy Cox, Board Vice President