

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

Governing Board Minutes

October 17, 2017

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, Nichole Cohen, in the District Boardroom, 2200 Havasupai Blvd., Lake Havasu City, Arizona at 6:00 p.m., on October 17, 2017.

1.1 Moment 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
Michael Murray, Director of Business Services
Brad Gardner, Director of Educational 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
Mari Jo Mulligan, Principal, Thunderbolt
Scott Becker, Principal, Lake Havasu High School
Jaime Festa, Assistant Principal, Lake Havasu High School
Terry Fleming, Secretary

Others: 30

1.3 Pledge of Allegiance

1.4 Call for an Executive Session - none

1.5 Call for Budget Hearing - Informational

BUDGET HEARING: ARS 15-905-01, ARS 15-905

1. Budget Hearing 2017-18 Expenditure Budget - Revision #1. Mr. Murray stated:

The District must revise the 2017-18 expenditure budget no later than November 1, 2017. A hearing notification was posted on the Arizona Department of Education Website on October 6, 2017. Senate Bill 1522 provides for supplemental teacher pay for 2017-18. Arizona school districts shall increase the salary of each teacher who taught at an Arizona district or charter school during 2016-17, and will teach at an Arizona school district or charter school during 2017-18, by 1.06%, based on their 2016-17 salary, including stipends and classroom site fund (Prop 301) payments. This shall be in addition to other salary increases that the teacher would have otherwise received during 2017-18.

Districts have been instructed that only teachers paid through function code "1000" are eligible to receive the 1.06% increase. Function 1000 includes the activities dealing directly with the interaction between teachers and students. Certified Staff who are identified in the USFR as offering Support Services in Function 2000 or any other Function; including Attendance, Guidance, Health, Psychological, Speech and Audiology, OT/PT, Academic Coach and teachers on assignment; unfortunately, are **not** eligible for the 1.06% increase as defined by the State and Auditor General's Office.

Funding shall cover a 1.06% salary increase plus the amount needed to pay the employer share of related increases to the Arizona State Retirement System. The Arizona Department of Education shall add the computed cost for the 1.06% increase, plus allowable employer benefit increases, to the base support level that otherwise would be computed for fiscal year 2017-18.

Monies that a school district receives from the 1.06% increase, and related benefits, shall be included in the school district's general budget limit. Budget copies are kept on file at the District Business Office and in the Governing Board minutes and are made available to the public upon request.

Summary pages were provided to the Governing Board as background for the Budget Hearing.

Mr. Masden moved, seconded by Mr. Rooney, to moved that the board conclude the Budget Hearing.
ROLL CALL VOTE: Cox: YES, Rooney: YES, Ward: YES, Masden: YES, Cohen: YES

1.6 Call for Bond Hearing - Informational

BOND HEARING: ARS 15-491 K

1. Bond Hearing 2017-18 Bond Fund Report. Mr. Murray stated:

According to ARS §15-491 K., the district is required to hold a hearing annually, between September 1 and October 31, until bond proceeds are spent, at which time an update of the progress of capital improvements financed through bonding is discussed and at which time the public is permitted an opportunity to comment.

The bond report gave a summary of each bond project and the combined expenditures to date.

Mr. Masden moved, seconded by Mr. Rooney, to moved that the board conclude the Bond Hearing.
ROLL CALL VOTE: Cox: YES, Rooney: YES, Ward: YES, Masden: YES, Cohen: YES

2. Call to the Public - none

3. Recognition of Visitors

- Mrs. Asseier gave an Assessment and Accountability Update PowerPoint presentation. District's next step is to continue to move forward. Questions and discussions ensued regarding the AzMERIT assessment, questions on the test, standards per grade level, the constant changes, and the current formula.

- Mrs. Cohen spoke with a PowerPoint presentation on AZ Constitution -Title 11, Article 7: "...liberty of conscience hereby secured..."

4. Consent Agenda

4.1 Approval of Consent Agenda

4.1.1 Approval of Minutes:

Regular Session of September 19, 2017

Special Session of September 12, 2017

Executive Session of September 12, 2017

Work Session of September 12, 2017; September 19, 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 \$21,658.70 and to Student Activities Organizations in the amount of \$3,050.00.

A detailed list of donations can be viewed as background material by contacting the District.

4.1.5 Approval of Travel

Asseier

4.1.6 Approval of Attached Statement of Assurance Form for Teacher Evaluation System Status – FY 2018-2019 Gardner

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

5. Old Business

5.1 Second Presentation/Review of Revision of Policies

Mrs. Asseier recommended that the Board approve the second presentation of the revised policies listed below, per Arizona School Boards Association (ASBA) Policy Services Advisory for August 2017.

Policy Advisory No. 588 Policy BBBA - Board Member Qualifications	Asseier	1
---	---------	---

Policy Advisory No. 589 Policy - EEAEA, Bus Driver Requirements, Training, and Responsibilities	Murray	2
Policy Advisory No. 590 Policy GCQF- Discipline, Suspension, and Dismissal of Professional Staff Members	Miner	3-12
Policy Advisory No. 591 Policy GDFA - Support Staff Qualifications and Requirements (Fingerprinting Requirements)	Miner	13-16
Policy Advisory No. 592 Policy IE - Organization of Instruction	Gardner	17
Policy Advisory No. 593 Policy IJJ - Textbook/Supplementary Materials Selection and Adoption	Gardner	18-19
Policy Advisory No. 596 Policy JFAA - Admission of Resident Students	Gardner/Asseier	20-22
Policy Advisory No. 597 Policy JFABC - Admission of Transfer Students (Academic Credit Transfer)	Gardner/Asseier	23-24
Policy Advisory No. 598 Policy JFB - Open Enrollment	Gardner/Asseier	25-29
Policy Advisory No. 599 Policy JL- Student Wellness	Wolter	30-31
Policy Advisory No. 600 Policy KB - Parental Involvement in Education	Asseier	32-35

A copy of the ASBA Policy Services Advisory, with rationale, will be emailed to the Governing Board prior to the September 12, 2017, Work Session for their review.

There have been no changes made to the polices since the first reading on September 12, 2017.

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

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

5.2 Second Presentation/Review of New Policy EIC and Exhibit EIC-E Self-Insurance Programs

Mrs. Asseier recommended that the Board approve the second presentation of new Policy EIC and Exhibit EIC-E Self-Insurance Programs (Employee Benefit Trust).

EIC and EIC-E are new policy and exhibit to explain the purpose of the Employee Benefit Trust, its board, and the procedures to fill vacancies on the EBT Board. Exhibit EIC-E will be paperwork used when there are vacancies in the EBT Board which need to be filled.

There has been no changes to the policy since the first reading on September 12, 2017.

Mr. Masden moved, seconded by Mr. Ward, to approve item 5.2 as presented.

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

6. New Business

6.1 Approval of License and Service Agreement with Tyler Technologies

Mr. Murray recommended that the Governing Board approve a license and services agreement between Tyler Technologies and Lake Havasu Unified School District #1 at an amount not to exceed \$350,000, which will be paid from bond and district additional assistance funds.

Tyler Technologies provided the District with an agreement to license financial software products and perform professional services which include project management, training, benefits enrollment implementation, consulting, data import and software installation. The expenses of purchasing the software and utilizing their professional services are one time fees associated with initial set-up and transitioning supports. Recurring Fees will occur each year as part of continued management system services and software supports. Recurring fees are anticipated at approximately \$65,000-\$75,000 per year.

The purchase will take place through Mohave Educational Services Cooperative (MESOC), #17D-TYL-0525. That group has already gone through the bidding process.

The voters approved an expenditure of \$130,000 towards this software out of bond funds. The remainder will be paid from district additional assistance. An approval amount of \$350,000 is being requested to cover the one time set up fees, first year's recurring costs and any technology equipment or software needed to support on-site hosting in the future.

This item has been reviewed and approved by the Purchasing department. The agreement has been

sent to legal counsel for their review and approval prior to the October 17 meeting.

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

Mr. Murray stated that the District is currently paying approximately \$179,000 per year, so working with Tyler will be a savings. District has the option to host the system; Tyler would host in the beginning, then the District would take over.

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

6.2 Approval of 2017-18 Revised Budget

Mr. Murray recommended that the Governing Board approve Revision #1 to the 2017-18 adopted budget.

The revised budget includes adjustments based upon Senate Bill 1522, which provides for supplemental teacher pay for 2017-18. Arizona school districts shall increase the salary of each teacher who taught at an Arizona district or charter school during 2016-17, and will teach at an Arizona school district or charter school during 2017-18, by 1.06%, based on their 2016-17 salary, including stipends and classroom site fund (Prop 301) payments. This shall be in addition to other salary increases that the teacher would have otherwise received during 2017-18.

Districts have been instructed that only teachers paid through function code "1000" are eligible to receive the 1.06% increase. Function 1000 includes the activities dealing directly with the interaction between teachers and students. Certified Staff who are identified in the USFR as offering Support Services in Function 2000 or any other Function; including Attendance, Guidance, Health, Psychological, Speech and Audiology, OT/PT, Academic Coach and teachers on assignment; unfortunately, are **not** eligible for the 1.06% increase as defined by the State and Auditor General's Office.

Funding shall cover a 1.06% salary increase plus the amount needed to pay the employer share of related increases to the Arizona State Retirement System. The Arizona Department of Education shall add the computed cost for the 1.06% increase, plus allowable employer benefit increases, to the base support level that otherwise would be computed for fiscal year 2017-18.

Monies that a school district receives from the 1.06% increase, and related benefits, shall be included in the school district's general budget limit.

Mr. Masden moved, seconded by Mr. Rooney, for approval of Item 6.2 as presented.

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

6.3 Approval of Safe Harbor Pupfish Certificate of Inclusion for School Yard Habitat at Lake Havasu High School

Mr. Becker recommended that the Governing Board approve the stocking of the Desert Pupfish in the school yard habitat at Lake Havasu High School under the Safe Harbor Agreement with Arizona Game and Fish and US Fish and Wildlife Services.

The LHHS Science department is requesting approval from the board due to the commitments on the Safe Harbor Agreement Certificate of Inclusion.

Purpose of Request:

- The desert pupfish is a federally listed endangered species in the United States. With the approval of the request the pond at LHHS will act as a rehabilitation pond to the endangered species.
- The pond provides a talking point on the important role that water plays in Arizona Habitats as well as preservation. The addition of the Desert Pupfish will allow us to reinforce the importance of preservation of our local waterways to both staff and students.

Funding Source: Heritage grant obtained from Arizona Game and Fish. The agreement has been reviewed and approved by the district's legal counsel as to form.

Mr. Rooney moved, seconded by Mr. Masden, to approve Item 6.3 as presented.

Mrs. Ulmer, High School Physical Science Teacher, was present to answer the Board's questions.

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

6.4 Approval of Qualified Evaluators for the 2017-2018 School Year

Mrs. Asseier recommended that the Governing Board approve the following administrators and

certified staff as qualified evaluators for the 2017-2018 School Year.

Diana Asseier	Mary Clark	Denise Miner
Brett Bitterman	Tessa Cross	Mari Jo Mulligan
Marsha Becker	Jaime Festa Daigle	Mike Murray
Scott Becker	Brad Gardner	Christie Olsen
Michelle Budden	Dale Genger	Claude Sanders
Roger Burger	Andrea Helart	Corey Triassi
Michelle Burke	Connie Hogard	Aggie Wolter
Brett Chapple	Brady Krueger	Michelle Youso

The above individuals have received the necessary training as required by ARS§15-537(D) and are delegated the authority to issue written preliminary notices of inadequacy of classroom performance.

Mr. Rooney moved, seconded by Mr. Ward, that Item 6.4 be approved as presented.

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

6.5 Approval of Performance Pay Site Based Goals for 2017-18

Mrs. Asseier recommended that the Governing Board approve the following Performance Pay Site Based Goals for 2017-2018.

Lake Havasu Unified School District and its stakeholders have high expectations for our students, teachers and administrators. Each year our buildings set goals to improve student learning. Goals were identified this year as primary needs through the Comprehensive Needs Assessment (CNA).

Goals include four components:

- Student Achievement: Each site will create student achievement goal(s) based on the criteria. Goal(s) will be submitted to and approved by the superintendent each fall. Successful attainment of goal will qualify staff member to receive 50% of site based goals money.
- Professional Development: Each site will develop professional development goal(s) tied to student achievement. Goal(s) will be submitted to and approved by the superintendent each fall. Successful attainment of goal will qualify staff member to receive 25% of site based goals money.
- Parent Communication/Involvement: Each site will develop parent communication/involvement goal(s) tied to student achievement. Goal(s) will be submitted to and approved by the superintendent each fall. Successful attainment of goal will qualify staff member to receive 25% of site based goals money.
- Principals will share how these goals fit in with the four District Targets.
 - Literacy
 - Math
 - Curriculum Mapping
 - Capacity Building

Three of our schools have chosen math as their goals, specifically Number Sense with a focus on fluency and Numbers and Operations skills. Through the use of L to J, Mini Math, intervention strategies and collaborative planning, post-assessments will provide data showing growth in these areas.

The remaining five schools have chosen ELA goals with focus on academic vocabulary, reading for information across content areas, and comprehension. Through the use of L to J, Marzano Key Vocabulary Strategies, Accelerated Reader, and Thinking Maps, post-assessments will provide data showing growth in these areas.

Mr. Masden moved, seconded by Mr. Rooney, to approve Item 6.5 as presented.

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

6.6 Approval of Administrator Performance Pay Plan and Criteria for the 2017-2018 School Year

Mrs. Asseier recommended the Governing Board approve the attached Administrator Performance Pay Plan and Exhibit A- Administrator Performance Pay Plan Criteria for the 2017-2018 school year.

On September 11, 2012, the Governing Board approved an alternative procedure to meet the requirements of Senate Bill ("SB") 1263, Arizona Revised Statutes ("A.R.S.") § 15-341(A) (40).

With the alternative procedure, the Principals, Assistant Principals, Directors, and Superintendent will receive an equal portion of a designated sum if they meet all requirements. The breakdown of the requirements will be as follows: 25% for Academic Gain, 25% for Parent Satisfaction, 25% for

Professional Development, and 25% Teacher Satisfaction.

The alternative procedure chosen by LHUSD has previously been approved by legal.

Mr. Masden moved, seconded by Mr. Ward, to approve Item 6.6 as approved.

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

6.7 Approval of Land Exchange

Mr. Murray recommended that the Governing Board approve the potential exchange of land between the Lake Havasu Unified School District #1 and Mr. Mayer Akntar zad and to authorize an appraisal of both properties, the cost of which will be the responsibility of Mr. Akntar zad.

The Lake Havasu Unified School District #1 has received a request for an exchange of land. The District currently owns parcel #108-12-141 and Mr. Akntar zad owns parcels #108-12-139 and #108-12-144, both located on Swanson Avenue. A print-out showing the location of the lots is attached to this agenda action item.

The District may exchange unimproved property where the Governing Board determines that the property is unnecessary for the continued operation of the school district without requesting authorization by a vote of the school district electors, if the Governing Board determines that the exchange is necessary to protect the health, safety or welfare of pupils, or when the Governing Board determines that the exchange is based on sound business principles. The exchange may be for unimproved or improved property of equal or greater value, or unimproved property that the owner contracts to improve, if the value of the property ultimately received by the District is of equal or greater value.

The exchange would occur after an appraisal, for which Mr. Akntar zad will be responsible. Only if the district's property is of equal or lesser value than the other parcel, or improvements are made to increase the value obtained by the District, would the exchange take place.

A resolution for the land exchange must be signed by all board members present at the board meeting at which the land exchange is approved. The resolution will authorize the Board President to sign the Land Exchange Agreement. The resolution will also direct the District to record the deed. Per the resolution, the Governing Board President will be authorized to sign the deeds at a later date.

Mr. Rooney moved, seconded by Mr. Masden, to approve Item 6.7 as presented.

Amber Hoffman, realtor for Mr. Akntar zad from Havasu for West USA Realty was present. Discussion ensued regarding if District should exchange or sell the lot. Selling the lot would take a vote of the public. An appraisal would need done either way the District goes. Board would like a legal opinion on how to proceed with this item.

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

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

Mr. Murray recommended that the Governing Board approve:

Vouchers for September 2017 / \$3,489,243.56

Student Activity Funds for K-8 for August 2017 / \$34,313.48

Student Activity Funds for 9-12 for August 2017 / \$213,045.44

Auxiliary Funds for August 2017 / \$797,752.71

Mr. Masden moved, seconded by Mr. Rooney, to approve Item 6.8 as presented.

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

7. Informational

* Superintendent

- Mrs. Asseier gave appreciation for September's Gifts and Donations. The District appreciates all the support of our Community.

- Mrs. Asseier announced that starting November 14, the monthly Board Work Sessions to review proposed board packets will start at 4:00 p.m. in the Boardroom.

- Mr. Gardner will share the changes in the Arizona Standards at the November 21 Board meeting.

* Directors

- Reports were included in the packet.

* Governing Board Members

- Mr. Rooney shared his concerns with Mrs. Cohen's presentation.

- Mrs. Cox shared her concerns with wording on policy IE Organization of instruction / Instructional Program Adult Students. Policy says "may" offer, we do not have to offer vocational education beyond secondary education to adult students.
- Board thanked all that were involved helping our schools with projects at the Day of Service on October 7.
- * Advisory Committees
 - More information on the advisory committees will be available at next month's meeting.

8. Call to the Public - none

9. Communications - none

10. Adjournment

Mr. Masden moved, seconded by Mrs. Cox to adjourn at 8:35 p.m.

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

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

Minutes of the Regular Governing Board meeting of October 17, 2017 are approved as submitted.

Nichole Cohen, Board President

John Masden, Board Vice President