

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

**Governing Board Minutes**

November 21, 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 November 21, 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

BOARD MEMBERS ABSENT: Kathy Cox, Member

ADMINISTRATION PRESENT: Diana Asseier, Superintendent  
Michael Murray, Director of Business Services  
Brad Gardner, Director of Educational Services  
Corey Triassi, Principal, Starline Elementary  
Andrea Helart, Principal, Jamaica Elementary  
Mari Jo Mulligan, Principal, Thunderbolt  
Scott Becker, Principal, Lake Havasu High School  
Jaime Festa, Assistant Principal, Lake Havasu High School  
Brady Krueger, Assistant Principal, Lake Havasu High School  
Terry Fleming, Secretary

Others: 14

1.3 Pledge of Allegiance

1.4 Call for an Executive Session - none

2. Call to the Public - none

3. Recognition of Visitors

- Arizona Revised Standards / Brad Gardner reviewed a PowerPoint presentation with an overview of the changes in the standards.
- Forensic Audit Results / Michael Murray shared a letter dated October 16, 2017, from Simon Consulting on the summary of conclusions and findings of the District's forensic audit. They went back 5 years, and after working with the Mohave County Superintendent's Office, were able to clear most areas of concern. Mrs. Asseier and the Board thanked the Business Department for their hard work to complete this audit.
- Lake Havasu City Education Association (LHCEA) Carol Nowakowski reported that it was America Educational Week last week, and LHCEA was able to thank the District's substitutes, parents, support staff and the communities elected officials.

4. Consent Agenda

Mrs. Cohen asked for a motion to remove 4.1.3 from the Consent Agenda. Mr. Masden stated that he had requested it be removed so that 2 staff members could talk to the Board, and since they were not present he removed the request.

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 Gardner  
System Status – FY 2018-2019

Mr. Masden moved, seconded by Mr. Ward, to approve the Consent Calendar including 4.1.3.  
ROLL CALL VOTE: Rooney: YES, Ward: YES, Masden: YES, Cohen: YES

5. Old Business - none

6. New Business

6.1 Construction Manager at Risk - Athletic Field Bond Projects

Mr. Murray recommended the Governing Board award the contract for Construction Manager at Risk services for bond funded athletic field projects to Core Construction.

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.

A request for qualifications (RFQ) was published on the district website, and a legal notice was published in the Kingman Daily Miner and the Today's News Herald newspapers. The RFQ notification was also published in the Arizona Bid Exchange (ABEX) and in IMS, a State-Wide bid service, as well as the local plan rooms. A Pre-Proposal Conference for potential vendors was held on October 18, 2017, at the High School with two firms attending.

Responses were due to the district on October 26, 2017. Two vendors submitted proposals for evaluation: CORE Construction and Rummel Construction. These were the same firms that attended the Pre-Proposal Conference.

The evaluation team consisted of Larry Prielipp, Prielipp Construction; John Simpson, LHUSD#1 Maintenance Supervisor; Patti Bacer, LHUSD#1 Purchasing; Scott Becker, Lake Havasu High School Principal, and Richard Clutter, Emc2 Architects.

After totaling the evaluation sheets, Core Construction was assigned the most points. It is recommended the Lake Havasu Unified School District #1 Governing Board award the contract for Construction Manager at Risk services to that firm. Payment for these services will come from voter approved bond funds. This item has been reviewed and approved by Purchasing.

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

Mr. Masden voiced his concern with having a vendor evaluating a vendor, but Mr. Murray explained that per policy we must have a general contractor as part of the bidding process.

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

6.2 Discussion and Possible Action on Arizona School Boards Association Bylaw Proposals

Mrs. Asseier led the Board in discussions to consider and give direction on voting on each bylaw change proposal from the Arizona School Boards Association (ASBA). These bylaw proposals have been offered by other ASBA member school boards, ASBA committees and the ASBA Board of Directors, and must be approved by two-thirds of the ASBA member boards to be effective. After discussion, the Board will vote to give direction to Superintendent Asseier to vote in the manner the board has approved. The following are the bylaw proposals to be considered and the results of the discussions:

TIE - Proposal A ASBA Governance Committee proposes that if any director or officer on the ASBA Board of Directors misses more than one meeting in a calendar year it will be deemed that they have vacated their office. Background: The ASBA Board of Directors holds four meetings per year, per bylaws. Directors sign an acknowledgement of requirements of service, including meeting attendance, prior to

their election.

NO - Proposal B ASBA Governance Committee proposes that a quorum of 60 percent of the ASBA member boards must vote and three-fourths of all votes must be in the affirmative to amend or repeal a bylaw. Background: Currently, a minimum of two-thirds (66 percent) of all ASBA members boards must vote in the affirmative to amend or repeal a bylaw.

NO - Proposal C Maricopa USD recommends that a bylaw may be amended or repealed by an affirmative vote of two-thirds of the ASBA member boards that vote. Background: Currently, a minimum of two-thirds (66 percent) of all ASBA members boards must vote in the affirmative to amend or repeal a bylaw.

YES - Proposal D Tempe ESD proposes an amendment to the change the name of the ASBA Hispanic - Native American Indian Caucus (HNAIC) to the Hispanic - Native American Caucus. Background: Native American is the term preferred by members of the HNAIC.

NO - Proposal E Gila Bend USD proposes an amendment that will allow a seat on the ASBA Board of Directors for the President and Past President of the Hispanic-Native American Indian Caucus (HNAIC). Background: Currently the HNAIC has a single ex officio voting seat on the ASBA Board of Directors, which is held by the caucus's sitting president. The caucus presidency (a two-year term) alternates between a Hispanic and a Native American, per HNAIC bylaws, which provides alternating representation on the ASBA Board of Directors.

NO - Proposal F Concho ESD proposes that no action by any delegate or presiding authority shall end debate or discussion at the Delegate Assembly. Background: Rules of Procedure for the Delegate Assembly are adopted by delegates at the assembly and currently allow delegates to "Call for the Question" to end debate or discussion. The motion requires a two-thirds vote of delegates to pass. Procedural rules for the Delegate Assembly currently are not in ASBA's bylaws.

YES - Proposal G Concho ESD proposes an amendment to establish a Conservative Caucus to support and defend the constitution of the United States. Background: Per the ASBA Bylaws (Article VII, Section 2. Caucuses), "ASBA caucuses shall exist to enhance the work of the association by addressing the unique needs of member districts. Caucuses are considered to be affiliated with ASBA as a program provider with responsibility for the caucuses. Each caucus is expected to adopt its own bylaws for operating, programming and governing within the context of the relationship with ASBA described herein."

TIE - Proposal H Littleton ESD proposes a recommendation that the ASBA Legislative Committee shall hold a delegate assembly workshop in advance of the delegate assembly to orient new or existing members in establishing the political agenda, moving items for floor action, and explaining the process. Background: Operational matters related to the Delegate Assembly are currently not included in the ASBA Bylaws.

Mr. Masden moved, seconded by Mr. Ward, to allow Mrs. Asseier to vote for the Board for each item as decided.

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

### 6.3 First Presentation/Review of Policy IJNDB Use of Technology Resources in Instruction

Mrs. Asseier recommended that the Board approve the first presentation of revised Policy IJNDB Use of Technology Resources in Instruction.

Per Arizona School Boards Association Policy Services Advisories, the following policy revision is being presented:

#### Policy Advisory No 601 Policy IJNDB – Use of Technology Resources in Instruction

The recent passage of SB 1314 has added section 15-1046 to the Arizona Revised Statutes relating to the Student Accountability Information System which in turn, has resulted in statutory language being added to Policy IJNDB.

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

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

#### 6.4 Approval to Purchase Transportation and Maintenance Vehicles from Bond Funds

Mr. Murray recommended the Governing Board approve the purchase of one lawnmower and seven vehicles at a total not to exceed \$300,000.00. Bond funds will be used to make this purchase.

Quotes are attached to this agenda action item for review by the Governing Board.  
From bond funds designated to maintenance vehicles:

RDO Equipment Co.

- Qty. (1) John Deere Mower \$56,789.99  
MESC Contract 15G-DEER-0824 (PG 3V)

Sanderson Ford

- Qty. (2) 2018 Ford F250 XL Reg Cab 4X2 Pickup \$53,515.70
- Qty (2) 2018 Ford Transit 250 Medium Roof \$73,034.84
- Qty (2) 2018 Ford F250XL Reg Cab 4X2 Bed Delete \$67,507.86  
State Contract ADSP017-166123

From bond funds designated to transportation vehicles:

Sanderson Ford

- Qty (1) 2018 Ford F350 XL Reg Cab DRW \$37,886.69  
(to be used to transport band trailer/miscellaneous)  
State Contract ADSPO17-166123

This pricing includes all requested options, preparations, service and parts, plus tax and delivery. Although the quotations total \$288,735.08, an approval amount of \$300,000.00 has been requested to cover any incidentals. When available, quotations were obtained from local vendors; however, the cooperative pricing was lower on all vehicles listed. This item has been reviewed by Purchasing. These vehicles will replace some of the District's older vehicles.

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

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

#### 6.5 Discussion and Possible Action to Appoint a Employee Benefit Trust Board Member

Mrs. Asseier recommended that the Governing Board discuss and possibly approve one of the Employee Benefit Trust (EBT) Board applicants that Mrs. Asseier presents.

Per the "Amended Agreement and Restated Declaration of the Lake Havasu Unified School District #1 Employee Benefit Trust" document approved by the Governing Board on November 2, 2017, one (1) Trustee of the School District Governing Board will serve in an Ex-Officio (non-voting) capacity.

On August 1, 2017, the Governing Board considered four applications for a vacant position on the EBT board. It is recommended that the remaining three Applicant forms from the August 1, 2017, Special Board meeting be reviewed to fill the current open voting member position on the EBT Board.

The interested applicants were: Robert Feliciano, Richard Miers, and Fadi Atassi. This position would fill the remaining of Mr. Rooney's 2 year term. After discussion, the Board felt that Dr. Atassi would be a valuable asset to the EBT Trust. The Board would like to seek applicants in April for the terms that expire this coming year so they can be approved by the Board in May.

Mr. Masden moved, seconded by Mr. Ward, to approve Dr. Atassi as a Employee Benefit Trust Board Member.

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

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

Mrs. Asseier recommended that the Board, after discussion, define the purpose of each committee, and appoint two Board members to each of the subcommittee(s) for the approved Curriculum and Discipline Advisory Committee.

Governing Board members have identified curriculum and discipline as areas of focus for 2017-18. 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 advisory committee 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. The Board specifies the purpose and expected outcome of the committee prior to making appointments.

Several areas of focus were identified during the district and school site Comprehensive Needs Assessment process. The major area was curriculum and the age of the materials in use in our classrooms in Language Arts and Mathematics. The district needs to identify the greatest need area and budget resources to support the beginning of upgrading our curricular materials.

Based upon review of the student handbooks and suspension data, the second area of focus for the Governing Board was Discipline. With policy revisions and handbook revisions for 2018-19 occurring in the spring, this committee needs to begin its work on reviewing and making recommendations to the district and Governing Board.

Discussion ensued on who would make up each committee; what the purpose is for each committee (philosophy, then narrow and prioritize); what the District's critical needs are (Math and English); and reviewing the current textbooks.

Mr. Masden moved, seconded by Mr. Rooney, to approve the following Board members to the Board Advisory Committee: Mr. Rooney, Mr. Masden (Discipline) and Mrs. Cohen, Mrs. Cox (Curriculum), and for Mrs. Asseier to create a list of appointed members for each committee.  
ROLL CALL VOTE: Rooney: YES, Ward: YES, Masden: YES, Cohen: YES

#### 6.7 Approval to Expend Bond Funds on Painting at Lake Havasu High School

Mr. Murray recommended the Governing Board approve the expenditure of bond funds on work related to "non-building" painting at Lake Havasu High School, at an amount not to exceed \$50,000.00.

The Arizona School Facilities Board (SFB) recently approved a weatherization project to be done at Lake Havasu High School, totaling \$1,177,000.00, and will be fully covering the cost of the work. Some of the painting, however, is considered "non-building" related, i.e., the painting of handrails, site walls, metal fencing, etc., and the District will be responsible for payment of that portion. The School Facilities Board awarded this project to GCON, Inc. from Phoenix, Arizona.

Board received copy of bid from Emc2 Group Architects to review. The total listed for the District portion is \$47,000.00; however, an approval amount of \$50,000.00 is requested to cover incidentals. Payment will come from voter approved bond funds. The item has been reviewed by Purchasing.

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

Mr. Murray announced that the SFB project to paint the High School has begun with the white primer of Phase I.

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

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

Mr. Murray recommended that the Governing Board approve:  
Approval of Vouchers for October 2017 / \$3,090,231.68  
Student Activity Funds for K-8 for September 2017 / \$34,806.34  
Student Activity Funds for 9-12 for September 2017 / \$249,692.50  
Auxiliary Funds for September 2017 / \$833,112.99

Mr. Murray shared a draft copy of the proposed new Voucher Report requested by the Board.

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

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

#### 7. Informational

\* Superintendent

- Mrs. Asseier gave appreciation for October's Gifts and Donations. Our community is always very supportive.

\* Directors

- Reports were included in the packet.

- \* Governing Board Members
- \* Advisory Committees

8. Call to the Public

Diane Klostermeier spoke on the Patriotic Americans for Constitutional Education (PACE) educational meeting to be held December 2, 2017, at 1:00 p.m. at the Mohave County Library in Lake Havasu City.

9. Communications

- Mr. Ward would like to consider having a special event to give thanks/appreciation to our community.
- Mrs. Asseier would like to have a spot on the regular monthly board agenda for the Ex-Officio Employee Benefit Trust (EBT) member, currently Mr. Rooney, to give updates regarding the EBT, and at the January board meeting to revisit the terms of the current EBT Board members.

10. Adjournment

Mr. Masden moved, seconded by Mr. Ward to adjourn at 8:57 p.m.

ROLL CALL VOTE: 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](http://www.havasu.k12.az.us)] under Governing Board.

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Minutes of the Regular Governing Board meeting of November 21, 2017 are approved as submitted.

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Nichole Cohen, Board President

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John Masden, Board Vice President