

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

2200 Havasupai Blvd., Lake Havasu City, AZ 86403

## **Governing Board Minutes**

August 16, 2016

### **REGULAR MEETING SESSION:**

#### 1. Opening of Meeting

##### 1.1 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, Jo Navaretta at 6:00pm in the District Boardroom, 2200 Havasupai Blvd., Lake Havasu City, Arizona, on August 16, 2016.

##### 1.2 ROLL CALL

###### BOARD MEMBERS PRESENT:

Jo Navaretta, President  
Roger Schmitt, Member  
Nichole Cohen, Member  
Nancy Iannone, Member

###### BOARD MEMBERS ABSENCE:

Pat Rooney, Vice President

###### ADMINISTRATION PRESENT:

Diana Asseier, Superintendent  
Aggie Wolter, Director of Special Services  
Missy Wood, Director of Business Services  
Denise Miner, Director of Personnel/Technology  
Connie Hogard, Principal, Smoketree Elementary  
Claude Sanders, Principal, Havasupai Elementary  
Ruben Gonzalez, Principal, Nautilus Elementary  
Brett Bitterman, Principal, Oro Grande 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: 42

##### 1.3 Call for Executive Session - none

##### 1.4 Pledge of Allegiance

##### 1.5 Moments of Silence

##### 1.6 Recognition of Visitors

- Mrs. Navaretta, on behalf of the Board, gave each of the Directors a Certificate of Thanks for their service last year while we had no Superintendent.
- Mrs. Navaretta welcome the new Superintendent, Mrs. Diana Asseier. Mrs. Asseier comes with years of experience and we are glad she is here.
- Ginny Sautner was recognized for being the winner of the National Rural Teacher of the Year. She received a Certificate of Appreciation.
- Recognition of K-12 Foundation's donations for Music and Art, and \$28,000 for our schools. Mrs. Malay was present to accept a Certificate of Appreciation for K-12.
- Kelsey Balint was recognized for bringing SkoolLive (free kiosks) to the High School as a fundraising plan. She, along with Mr. Becker, gave a PowerPoint presentation on what SkoolLive is about. Ms. Balint was given a Certificate of Appreciation. Questions from the audience were answered: Mr. Becker is in control of what advertising is on the kiosks and he is willing to do a written criteria/standard for what will be allowed.
- Mrs. Navaretta introduced the new Today's News-Herald educational reporter David Louis.
- Lake Havasu City Education Association (LHCEA) Carol Nowakowski thanked the District for allowing them to be part of the Back to School Rally. Future events include a selfie scavenger hunt, working with the Bond/Override efforts, and meeting with the new

Legislators.

2. Call to Public - none.

3. Consent Calendar

- 3.1.1 Approval of Minutes –  
Regular Session of June 21, 2016  
Special Session of June 27, 2016; July 7, 2016  
Work Session of June 16, 2016; June 27, 2016
- 3.1.2 Approval or Modification of Agenda
- 3.1.3 Personnel Report: Certified; Employment, Separation, Exception to Policy, Long Term Medical, Other. Support Staff; Employment, Separation, Exception to Policy, Long Term Medical, Other.
- 3.1.4 Approval of Vouchers for May 2016 / \$2,558,000.29  
Student Activity Funds for K-8 for May 2016 / \$36,340.74  
June 2016 / \$36,627.30  
Student Activity Funds for 9-12 for May 2016 / \$203,850.57  
June 2016 / \$202,538.77  
Auxiliary Funds for May 2016 / \$746,173.59
- 3.1.5 Acceptance of Gifts and Donations to the Lake Havasu Unified School District in the amount of \$29,482.52 and to Student Activities Organizations in the amount of \$.00. *A detailed list of donations can be viewed as background material by contacting the District.*
- 3.1.6 Approval of Change in Policy DBC-E Exhibit Budget Deadlines and Schedule Wood
- 3.1.7 Approval of New Job and Job Description for School Psychologist Assistant Miner

Mr. Schmitt moved that the Board approve the consent calendar.

Mrs. Iannone seconded the motion. No discussion.

ROLL CALL VOTE: Cohen: YES, Iannone: YES, Schmitt: YES, Navaretta: YES

4. Old Business

- 4.1 Second Presentation/Review of Revised Policies JK and JK-RB Student Discipline, and JLDB and JLDB-EA, EB, EC, ED Restraint and Seclusion

Mrs. Wolter recommended that the Board approve the second presentation of revised Policies JK and JK-RB Student Discipline, and JLDB and JLDB - EA, EB, ED Restraint and Seclusion.

Per Arizona School Boards Association Policy Services Advisories, dated April 2016, the following policy revisions are being presented:

Policy Advisory No. 549 JK— Student Discipline

Policy language pertaining to Restraint and Seclusion in Policy JK has been deleted and moved to Policy JLDB. Restraint and Seclusion are not intended to be disciplinary options; therefore, a stand-alone policy allows easier access to the provisions and limitations in statute sans the additional language offered in the discipline documents.

The provisions relating to Confinement are retained in Policy JK as they were passed by the Fifty-First Legislature, First Regular Session, in House Bill 2476, which amended section A.R.S. 15-843 relating to pupil discipline and are applicable to all students (PA 472, May, 2013). Regulation JK-RB has been deleted in its entirety.

Policy Advisory No. 550 JLDB — Restraint and Seclusion JLDB-EA, EB, ED — Restraint and Seclusion

Restraint and Seclusion, subsequent to its deletion from Policy JK, has been added to the policy manual as a distinct document code in order to eliminate the linking of these methods to the disciplinary options covered in Policy JK, Student Discipline. The statutory provisions of A.R.S. 15-105 are retained.

Four exhibits are added to the policy for district use in documenting the requirements and implementation of Restraint and Seclusion.

There have been no changes to the policies since the first reading June 21, 2016.

Mrs. Cohen moved that the Board approve 4.1 as presented.

Mrs. Iannone seconded the motion. No discussion.

ROLL CALL VOTE: Cohen: YES, Iannone: YES, Schmitt: YES, Navaretta: YES

#### 4.2 Second Presentation/Review of Revised Policy GCCA Professional/Support Staff Sick Leave

Mrs. Miner recommended that the Board approve the second presentation of revised Policy GCCA Professional / Support Staff Sick Leave.

Revision to clarify change in sick leave days beginning July 1, 2016.

There has been no changes to the policy since the first reading June 21, 2016.

Mrs. Cohen moved that the Board adopt 4.2 as presented.

Mr. Schmitt seconded the motion. No discussion.

ROLL CALL VOTE: Cohen: YES, Iannone: YES, Schmitt: YES, Navaretta: YES

### 5. New Business

#### 5.1 Approval of High School Digital Communications Student Trip to Indianapolis, Indiana

Ms. Norman recommended that the Governing Board approve Lake Havasu High School trip to Indianapolis, IN, to the Journalism Education Association convention for Digital Communications students, November 9-14, 2016.

The National High School Journalism Convention is a semiannual gathering of high school journalists and advisors sponsored by the JEA and its partner, the National Scholastic Press Association.

The associations partner to prepare hundreds of practical and professional learning sessions, from high-profile keynotes to specific, problem-solving breakouts, hands-on workshops and discussion groups. Students and advisors will attend numerous breakout sessions from all media types- newspaper, online, broadcast, yearbook and magazine-to meet the publishing and broadcasting needs of all scholastic student media.

Other benefits include:

- Meet with members of a professional learning community
- Hone 21st-century skills
- Provide life-changing experiences for students with limited resources
- Improve student achievement

Departure: Depart from LHHS for Phoenix airport on Nov. 9, 2016 on CTE Activities bus; take a flight to Indianapolis, IN

Return: Depart Indianapolis, IN on Nov. 14, 2016 and arrive in Phoenix; return to Havasu on CTE Activities bus

Funding Sources: WAVE J-TED; Digital Communications

Chaperone(s): CTE Program Advisor or TBD

Mrs. Cohen moved that the Board approve item 5.1 as presented.

Mrs. Iannone seconded the motion. There will be 10 students and 1 chaperone traveling.

ROLL CALL VOTE: Cohen: YES, Iannone: YES, Schmitt: YES, Navaretta: YES

#### 5.2 First Presentation/Review of Revised Policy KF Community Use of School Facilities

Mrs. Wood recommended that the Board approve the first presentation of revised Policy KF Community Use of School Facilities.

Per Arizona School Boards Association Policy Services Advisories, dated April 2016, the following policy revisions are being presented:

Policy Advisory No. 551 KF - Community Use of School Facilities

Policy KF is modified to add language requiring that the School District, its Governing Board,

employees, and agents shall be named as an additional insured under the liability insurance policy during the use of the facilities and property. This change is necessary to limit costs and expenses when named as a defendant for an injury or damage resulting from the use of the facility.

The District's Facility Use Manual has been revised to reflect the policy change, and provided electronically to the Governing Board for review. The Facility Use Manual is available for review by the public on the District website and in the Educational Services Office.

Mr. Schmitt moved that the Board approve 5.2 as presented.

Mrs. Iannone seconded the motion. The current fee schedule is not changing, and the reasonable use fee is built into the fee schedule. Mrs. Navaretta shared that there had been a major revision to the Facility Use Manual in the past to meet mandatory state requirements.

ROLL CALL VOTE: Cohen: YES, Iannone: YES, Schmitt: YES, Navaretta: YES

### 5.3 Approval of Governing Board and Administration Travel

Mrs. Asseier recommended the Governing Board approve that Jo Navaretta-Board President, Pat Rooney-Board Vice President, Roger Schmitt-Board member, Diana Asseier- Superintendent, Aggie Wolter-Director of Special Services, and Denise Miner-Director of Personnel/Technology travel to the Arizona School Boards Association (ASBA) Annual Law Conference on September 7-9, 2016 at the J.W. Marriott Camelback Inn in Scottsdale, Arizona.

This annual conference, the largest event that ASBA holds each year, provides the Governing Board and Administration an outstanding review of the challenges facing schools in providing a free and equal education for all, and a review of new changes in legislation that keeps our district legally in compliance. This year's event will have four pre-conference sessions on September 7 and two full days of Law Conference programs on September 8 and 9 which will feature breakout sessions. Keynote Speaker will be Jim Walsh, Attorney and National Speaker. Other speakers will include Clay Jenkinson- Commencement Speaker, Amy Silverman-Veteran Journalist and Managing Editor of *Phoenix New Times*, and Mary Beth Tinker-American Free Speech Activist.

This item has been reviewed by purchasing and a completed travel packet has been received by the Travel Department.

Costs funded from M&O: Lodging \$2544.00, Registration \$3450.00, and Fleet cost \$ 406.60.

Mr. Schmitt moved that the Board approve item 5.3 as present.

Mrs. Iannone seconded the motion. No discussion.

ROLL CALL VOTE: Cohen: No, Iannone: YES, Schmitt: YES, Navaretta: YES

Mrs. Cohen explained her No vote stating that she did not feel this was a good use of our money. Mrs. Navaretta stated that the ASBA Law Conference is the most valuable conference for the Board and Administration to attend and talk/network with other districts.

### 5.4 Approval of Changes to Extra-Curricular, Co-Curricular, Enrichment Activities for Tax Credit Funds

Mrs. Wood recommended that the governing board officially approve deletion of two tax credit programs, the Thunderbolt Represents - Social Studies Club and the Lake Havasu High School Tutoring Club.

Mrs. Mulligan, principal at Thunderbolt Middle School, is requesting the deletion of a tax credit program, Thunderbolt Represents - Social Studies Club, due to inactivity during 2015-16 and no planned activity during 2016-17. Upon closure, the balance of funds in the club's account, \$163.85, will be transferred to the tax credit all no preference account.

The principal at Lake Havasu High School, Scott Becker, is requesting the deletion of the tutoring club at that school, also due to inactivity. Upon closure of the club the balance of funds, totaling \$119.00, will be transferred to the all no preference account.

Mrs. Cohen moved that the Board approve 5.4 as presented.

Mr. Schmitt seconded the motion. No discussion.

ROLL CALL VOTE: Cohen: YES, Iannone: YES, Schmitt: YES, Navaretta: YES

## 5.5 Approval of Pay for Performance Plan for School Year 2016-17

Mrs. Miner recommended that the Governing Board approve the following Performance Pay (301) Plan for 2016-17, a.k.a. the Classroom Site Fund.

Lake Havasu Unified School District has high expectations for our students, teachers and administrators. In that context the LHUSD 301 Performance Plan is designed to compensate teachers for attainment of school goals as well as individual performance.

This year the LHUSD District 301 committee met to review this framework and made no significant revisions. A full copy of the document will be forwarded to the Board electronically.

Members of LHUSD District 301 committee for 2016-17 are:

<i>Admin</i>	Jaime Festa
<i>Havasupai</i>	Tiffany Berry
<i>Jamaica</i>	Jamie Hammer
<i>LHHS</i>	Kris Garry and Erika Washington
<i>Nautilus</i>	Christie Olsen
<i>Oro Grande</i>	Christina Musselman
<i>Smoketree</i>	Tamara Yates
<i>Starline</i>	Jennifer Black
<i>Thunderbolt</i>	Nissa Harris
<i>District</i>	Denise Miner

Mrs. Iannone moved that the Board approve item 5.5 as presented.

Mr. Schmitt seconded the motion. Professional Development topics are approved by Mr. Gardner.

ROLL CALL VOTE: Cohen: YES, Iannone: YES, Schmitt: YES, Navaretta: YES

## 5.6 Approval of Memorandum of Agreement Between Interagency Council of Lake Havasu City, Inc. dba Big Brothers Big Sisters of Mohave County and Lake Havasu Unified School District

Mrs. Wolter recommended the Governing Board approve the renewal of a Memo of Agreement between the Interagency Council of Lake Havasu City, Inc. dba Big Brothers Big Sisters of Mohave County and Lake Havasu Unified School District for the 2016-17 school year.

The Memorandum establishes a formal commitment between the parties to support collaborative work of Big Brother Big Sisters and the District for our students.

Big Brothers Big Sisters is the oldest and largest youth mentoring organization in the United States. Big Brothers Big Sisters of Mohave County became affiliated after Interagency completed a two year application process in 1998.

Currently Big Brothers Big Sisters has a district-wide after school buddy program servicing K-8 students.

Legal has previously approved the document as to form. The agreement is attached for your review, and will be presented to the Board annually for approval.

Mr. Schmitt moved that the Board approve 5.6 as presented.

Mrs. Iannone seconded the motion. No discussion.

ROLL CALL VOTE: Cohen: YES, Iannone: YES, Schmitt: YES, Navaretta: YES

## 5.7 Approval of Purchase of Contracted Occupational Therapy Services with Soliant Health

Mrs. Wolter recommended that the Board approve the purchase of contracted Occupational Therapy services with Soliant Health for the 16-17 school year not to exceed \$100,980.

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 services for the 16-17 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. Contract has been sent to legal for review. This has been reviewed by purchasing.

Mr. Schmitt moved that the Board approve 5.7 as presented.

Mrs. Iannone seconded the motion. No discussion.

ROLL CALL VOTE: Cohen: YES, Iannone: YES, Schmitt: YES, Navaretta: YES

#### 5.8 Approval of Purchase of Contracted Occupational Therapy Services with Kaleidoscope Education Solutions

Mrs. Wolter recommended that the Board approve the purchase of contracted Occupational Therapy services with Kaleidoscope Education Solutions (KES) for the 16-17 school year not to exceed \$105,200.

LHUSD has taken action to recruit qualified therapy related services staff but has had difficulty filling these openings. KES is an approved vendor as part of the SAVE Contract (RFP #15-005) We are requesting approval of the purchase of contracted occupational therapy services for the 16-17 school year with Kaleidoscope Education Solutions at a rate not to exceed \$75 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. Contract has been sent to legal for review. This has been reviewed by purchasing.

Mrs. Cohen moved that the Board approve 5.8 as presented.

Mrs. Iannone seconded the motion. It is an ongoing issue to get staff to fill these required positions.

Mrs. Wolter explained why we use two separate companies - neither one could provide sufficient staff to fill our two open positions.

ROLL CALL VOTE: Cohen: YES, Iannone: YES, Schmitt: YES, Navaretta: YES

#### 5.9 Approval of Memorandum of Understanding Between Interagency Council of Lake Havasu City and Lake Havasu Unified School District for Elementary School Behavioral Specialists

Mrs. Wolter recommended the Governing Board approve the renewal of a Memo of Understanding between the Interagency Council of Lake Havasu City and Lake Havasu Unified School District for elementary school behavioral specialists for the 2016-17 school year.

The Memorandum establishes a formal commitment between the parties to support collaborative work in better addressing the behavioral and social needs of our at risk students in all our elementary schools. Interagency Council agrees to provide two full time Behavioral Specialists to support elementary schools, and LHUSD agrees to provide \$10,000 in grant funding to supplement the wages and benefits.

Funding will come from 220 Grant. This has been reviewed by purchasing. Legal has previously approved the document as to form. The agreement was attached for Board review, and will be presented to the board annually for approval.

Mr. Schmitt moved that the Board approve 5.9 as presented.

Mrs. Iannone seconded the motion. No discussion.

ROLL CALL VOTE: Cohen: YES, Iannone: YES, Schmitt: YES, Navaretta: YES

#### 6. Informational

- Mrs. Asseier gave appreciation of the Gifts and Donations given to the District.
- Mrs. Asseier thanked Mr. Becker and the High School staff on how they handled shutting down the High School Monday due to a chiller malfunction.
- Mrs. Asseier shared that as of today our District enrollment is 111 more students than our 100th day week count last year.

7. Communications - none

8. Adjournment

Following a motion by Mrs. Iannone seconded by Mr. Schmitt, and approved unanimously the meeting was adjourned at 6:54 p.m.

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 August 16, 2016 are approved as submitted.

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Jo Navaretta, Board President

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Nancy Iannone, Board Member

*The mission of Lake Havasu Unified School District is to nurture all our children to their fullest potential, to develop their skills in all major aspects of learning, to create lifelong learners who think critically, and to engage the entire community in this unity of purpose. --**WE** are preparing for tomorrow, one student at a time.*