Mingus Union High School District # 4

REGULAR MEETING AGENDA OF THE GOVERNING BOARD

Tuesday, September 23, 2014

Time: 6:00 PM

Place: Mingus Union High School Cafeteria

Members of the Board
Mr. James Ledbetter
Mrs. Anita Glazar
Mr. Anthony Lozano
Dr. Robb Williams
Mrs. Brenda Zenan

The Governing Board reserves the right to go into Executive Session intermittently throughout the meeting for discussion and consultation for legal advice regarding any of the agenda items. (A.R.S. § 38-431.03(A)(3)). The Board may also go into Executive Session to discuss personnel matters (A.R.S. §38-431.03(A)(1)) and records, such as student discipline matters which are exempt by law from public inspection (A.R.S. §38-431.03(A)(2)). The Board may also go into Executive Session for legal advice and consultation regarding contract negotiations, settlement discussions and pending or contemplated litigation. (A.R.S. §38-431.03(A)(4)).

Though infrequent, the Board may also go into Executive Session for discussions with designated representatives regarding negotiations with employee organizations regarding salaries or compensation of employees of the public body (A.R.S. §38-431.03(A)(5)), discussions with designated representatives regarding real property negotiations (A.R.S. §38-431.03(A)(7)), and international and interstate negotiations (A.R.S.§38-431.03(A)(6)).

Additional information or documentation regarding Public Agenda Items may be available for the public to review in the Office of the Superintendent.

The District endeavors to make all public meetings accessible to persons with disabilities. With 48 hours advance notice, special assistance can also be provided for sight and/or hearing impaired persons at public meetings. Please call (928) 634-8901 to request an accommodation.
Spanish Translation is available.

Members of the Governing Board will attend either in person or by telephone conference call. The Board reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specific time.

AGENDA

I. **OPENING**

I. 1. **Call to Order**

I. 2. **Adoption of Agenda**

I. 3. **Pledge of Allegiance**

I. 3. 1. **Moment of Silence**

I. 4. **Board Meeting Minutes Not Previously Approved**

I. 4. 1. **Regular Session**
August 26, 2014

I. 4. 2. **Executive Session**
August 21, 2014

I. 5. **Information Only Items**

(Items to be heard only; the Board will not propose, discuss, or take legal action during the meeting unless the specific matter is properly noticed for legal action.)

I. 5. 1. **Summary of Current Events**

I. 5. 1. 1. **Superintendent's Report**

I. 5. 1. 2. **Principal's Report**
Rotary Student - Ryan Young - September

I. 5. 1. 3. **Financial Report**
Annual Status Report on M&O Override Expenditures

I. 5. 1. 4. **Student Recognition**
Maya Daher will be recognized for an act exemplifying great character and honesty.

I. 6. **Public Comments**
(members of the Governing Board shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action)

II. **ACTION ITEMS - CONSENT**
(All items listed hereunder are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the consent agenda and will be discussed separately.)

II. 1. **Approval of Routine Vouchers**

II. 1. 1. **Expense**
Expense Voucher #1004 - $239,389.91
Expense Voucher #1005 - $79,280.27
Expense Voucher #1006 - $151,336.40

II. 1. 2. **Payroll**
Payroll Voucher #4 - $212,381.96
Payroll Voucher #5 - $242,446.73

II. 1. 3. **Bookstore Activity**
Ratification of Payments

II. 2. **Personnel**

II. 2. 1. **Certified Staff**

II. 2. 1. 1. **Contract Addenda**
Professional Growth - Lauren Adams
Professional Growth - Brian Tankesley
Professional Growth - Shannon Anderson

II. 2. 1. 2. **Extra Duty Stipend**
Extra Duty Stipend - Rick Finley - 6th Class (CTE)
Extra Duty Stipend - Jason Teague - Faculty Council
Extra Duty Stipend - Laura Logsdon - ADL/No Place for Hate Advisor
Extra Duty Stipend - Ashley Lawler - Technical Theatre Aide

II. 2. 1. 3. **New Hire**
New Hire - Corwin Scott Gibson - Substitute

II. 3. **Intergovernmental Agreement(s)**
The Board will consider approval of Intergovernmental Agreements (IGAs).

II. 3. 1. **Yavapai Library Network IGA**
The Board will consider the attached intergovernmental agreement (IGA) with the Yavapai Library Network such that Mingus students would have access to the entire County library

system collections and resources. A grant was obtained to pay for the migration costs and annual assessments thereafter are estimated at $1200. The agreement has been reviewed by legal counsel.

II. 3. 2. **<u>Yavapai College Dual Enrollment IGA</u>**
The Board will consider approval of renewal of an intergovernmental agreement (IGA) with Yavapai College for dual enrollment options for our students to receive college credit for MUHS course meeting college credit criteria.

II. 3. 3. **<u>Arizona School for the Deaf and Blind</u>**
The Board will consider approval of renewal of an intergovernmental agreement (IGA) with AZ School for the Deaf and Blind for continued services for hearing and visually impaired students.

II. 4. **Emergency Procurement**
On August 19, 2014 cafeteria staff noted that our walk-in refrigerator was not cooling properly. The initial cause was that the unit froze up from the high humidity. That was resolved but the unit is still not cooling down to the required temperature. The unit is nearly two decades old. Because of the dollar value of the stock and more importantly the health of the student body, we need to rebuild the unit completely. It is cost prohibitive to purchase a new unit. The cost of the rebuild has been quoted at $9,740 from our regional repairman. We were unable to find a vendor who can perform the rebuild that is on one of the State procurement consortia. The primary Mohave vendor only sells new units and does not do rebuilds (Arizona Restaurant Supply).

The urgency of the repair has necessitated an emergency procurement as it impacts student safety and health. The District had requested a bid during the summer (July 28, 2014) in anticipation of this problem. The unit worked for the first month but with the recent rains the unit has again failed. The rebuild will be funded 100% by proceeds generated by food services, fund 510.

II. 5. **Approval Arizona Facilities Board Preventive Maintenance Program**
The Board will consider approval of the annual preventive maintenance report required by the School Facilities Board.

II. 6. **Policy Revisions (Second Readings)**
The Board will consider approval of a batch of recommended policy revisions as presented at the August 26, 2014, regular meeting.

II. 6. 1. **<u>Second Reading of Proposed Board Policy Changes in Section B - School Board Governance and Operations</u>**
The Board will consider approval of proposed changes to Governing Board Policies in Section B - School Board Governance and Operations.

II. 6. 1. 1. **Policy BCB - Board Member Conflict of Interest**
In March, this policy was revised but in several places the document from ASBA included the word “supplies” instead of “services in several places. The proposed changes reflect correction of those errors.

II. 6. 1. 2. **Policy BDB - Board Officers**
These recommended changes clarify that the Board President represents the whole board when setting meeting agendas.

II. 6. 1. 3. **Policy BEC - Executive Sessions / Open Meetings**
These recommended changes clarifies that an Executive Session may be held without entering into open session provided the meeting has been properly voted on and noticed.

II. 6. 2. **<u>Second Reading of Proposed Board Policy Changes in Section E - Support Services</u>**
The Board will consider approval of proposed changes to Governing Board Policies in

Section E - Support Services.

II. 6. 2. 1. **Policy ECB - Building and Grounds Maintenance**
Senate Bill 1102 established language in A.R.S. 15-2032, School Facilities Board building renewal grant fund; definitions, that has been incorporated into these proposed changes to Policy ECB.

II. 6. 3. **Second Reading of Proposed Board Policy Changes in Section G - Personnel**
The Board will consider approval of proposed changes to policies in Section G - Personnel.

II. 6. 3. 1. **Policy GDF - Support Staff Hiring**
The proposed changes represent changes to fingerprint requirements as mandated by Senate Bill 1391.

II. 6. 3. 2. **Policy GDFA - Support Staff Qualifications and Requirements**
The proposed changes represent changes to fingerprint requirements as mandated by Senate Bill 1391.

II. 6. 3. 3. **Policy GDL - Support Staff Workload**
The Board will discuss proposed changes to Governing Board Policy GDL - Support Staff Workload. In order to meet the County's time lines for payroll processing, the work week needs to be redefined to run Thursdays through Wednesdays. This will also alleviate the need to estimate hours for weekend events and bus trips.

II. 6. 3. 4. **Policy GDQA - Support Staff Reduction in Force**
The proposed changes replace “laid off” with “released.”

II. 6. 4. **Second Reading of Proposed Board Policy Changes in Section I - Instructional Programs**
The Board will consider approval of proposed changes to Governing Board Policies in Section I - Instructional Programs.

II. 6. 4. 1. **Policy IKE - Promotion and Retention of Students**
The proposed changes stem from House Bills 2501 and 2367 to address eighth grade promotion ceremonies and deletion of transitional language related to promotion of third grade students.

II. 6. 4. 2. **Policy IKF - Graduation Requirements**
The proposed changes stem from House Bill 2265 to add an option for a computer science to count as a math course for graduation requirements.

II. 6. 5. **Second Reading of Proposed Board Policy Changes in Section J - Students**
The Board will consider approval of proposed changes to policies in Section J - Students.

II. 6. 5. 1. **Policy JFAB - Tuition / Admission of Non-resident Students**
The proposed changes add language which provides clarification regarding the obtaining of state funding for any student who is not a resident of the state.

II. 6. 5. 2. **Policy JJJ - Extracurricular Activity Eligibility**
The Board will discuss proposed changes to Governing Board Policy JJJ - Extracurricular Activity Eligibility. During the July 2014 retreat, Board members asked administration to review this policy. Administration is recommending changes to the policy to match policy with practice and clear up some ambiguous verbiage.

II. 6. 5. 3. **Policy JQ - Student Fees, Fines, and Charges**
The proposed changes stem from Senate Bill 1350, which created A.R.S. 15-116, to allow for fee waivers for needy students, to prevent students from being denied enrollment for nonpayment of fees, and to allow districts to charge tuition for students who are non-state residents.

II. 6. 6. **Second Reading of Proposed Board Policy Changes in Section K - School - Community**

Relations

The Board will consider approval of proposed changes to Governing Board Policies in Section K - School - Community Relations.

II. 6. 6. 1. **Policy KF - Community Use of School Facilities**

The proposed changes stem from Senate Bill 1336 and add language pertaining to immunity from civil liability for the district, employees, and the Board, with respect to decisions and actions taken to allow the lease or use of school property.

III. **INFORMATION AND DISCUSSION ITEMS**

(Matters about which the Board may engage in discussion but will take no action during the meeting)

III. 1. **First Reading of Proposed Board Policy Changes in Section B - School Board Governance and Operations**

The Board will discuss proposed changes to Governing Board Policies in Section B - School Board Governance and Operations.

III. 1. 1. **Exhibit BEDH-E - Public Participation At Board Meetings**

While reviewing the form for the public to request to address the board (Exhibit BEDH-E), administration discovered that the form in use was different from that in the policy manual. The attached exhibit reflects revisions to the form such that policies and practices are congruent. Since this is an exhibit, no Board action is required. This is an informational item only.

III. 1. 2. **Policy BDD - Board-Superintendent Relationship**

Administration is recommending the Board consider added language to Policy BDD to clarify that in the event the District is served notice of claim, suit, or legal action, all Board members must be served. This language has been reviewed by our legal counsel. Since this is a discussion item, no action will be taken.

III. 2. **Proposed Board Regulation Change in Section D - Fiscal Management**

The Board will discuss proposed changes to a Governing Board Regulation in Section D - Fiscal Management.

III. 2. 1. **Proposed Changes to Regulation DGD-R - Credit Cards**

The Board will discuss the proposed changes to Regulation DGD-R - Credit Cards. When travel arrangements are made, the business manager typically uses the District's credit card as most airlines and hotels will not accept purchase orders. When larger groups of students have traveled, the total costs sometimes exceed the limits set forth in this regulation. Therefore administration is recommending increasing monthly and transactional limitations. Currently the only authorized cardholder is the Business Manager. Since this is a regulation, no board action is needed.

IV. **ACTION ITEMS - DISTRICT BUSINESS**

IV. 1. **Annual Financial Report**

The Board will consider approval of the District's Annual Financial Report (AFR).

IV. 2. **Executive Session to discuss Personnel Matters (pursuant to A.R.S. 38-431.03(A)(1) and 38-431.03(A)(5))**

Superintendent's Evaluation for Performance Pay

IV. 3. **Superintendent's Evaluation**

The Board will discuss and may take action regarding the Superintendent's evaluation and a determination if performance pay has been earned pursuant to the terms and conditions of the Superintendent's employment contract.

V. **INFORMATION ITEMS**

(The Board will not propose, discuss, or take legal action during the meeting)

V. 1. **Requests for Future Agenda Items**

VI. **ADJOURNMENT**