

Mingus Union High School District # 4

MEETING AGENDA OF THE GOVERNING BOARD

Thursday, August 9, 2018

Time: 6:00 PM

Place: Mingus Union High School Library

Members of the Board

Mrs. Anita Glazar, President

Mrs. Lori Drake

Mr. Steve Gesell

Mr. James Ledbetter

Mr. Anthony Lozano

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. 4. Moment of Silence

I. 5. Meeting Minutes Not Previously Approved

8-2-18 Special Meeting

8-3-18 Special Meeting

I. 6. 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. 6. 1. Summary of Current Events

I. 6. 1. 1. **Superintendent's Report**

Dr. Penny Hargrove will provide an update on current District events to the Board.

I. 6. 1. 2. **Principal's Report**

Ms. Genie Gee will provide an update on current School events to the Board.

I. 6. 1. 3. **Staff Showcase**

I. 6. 1. 3. a. **New Teaching Staff**

The Board will be introduced to the new teaching staff joining MUHS in 2018-19.

I. 6. 1. 3. b. **Counseling**

The Mingus Union High School Counseling Department will present to the Board.

I. 7. **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. 2. **Personnel**

See HR Summary

II. 3. **Donations**

(3) Fender Electric Guitars - Anonymous - \$900.00

III. **INFORMATION AND DISCUSSION ITEMS**

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

III. 1. **Policy Services Advisory**

First read of the August 2018 ASBA Policy Services Advisory:
Policy Advisory No 625 Policy BCB — Board Member Conflict
of Interest Exhibit BCB-E

Language has been added to this policy and exhibit to
clarify conflict of interest and to more closely reflect the language
applicable to employees.

Policy Advisory No 626 Policy BE — School Board Meetings

This change is to mirror House Bill 2065, amending sections
38-431, 38-431.01 and 38-431.07, Arizona Revised Statutes; relating to public
meetings and proceedings. Policies BE, BEDF, and Regulation BEDG-R are affected
by these changes.

The change reads:

“A meeting includes a
one-way electronic communication by one member of a public body that is sent to
a quorum of the members of a public body and that proposes legal action.

A meeting also includes an exchange of electronic communications among a quorum of the members of a public body that involves a discussion, deliberation or the taking of legal action by the public body concerning a matter likely to come before the public body for action.”

Policy Advisory No. 627 Policy BEDF — Voting Method

This change is to changes in the law that states that each individual governing body member must vote and each individual member’s vote must be recorded in the minutes. ASBA is also recommending instituting a roll-call vote to ensure this is accomplished.

Policy Advisory No 628 Regulation BEDG- R— Minutes

This change also addresses House Bill 2065, amending sections 38-431, 38-431.01 and 38-431.07, Arizona Revised Statutes; relating to public meetings and proceedings. Policies BE, BEDF, and Regulation BEDG-R are affected by these changes.

Policy Advisory No 629 Policy DICA — Budget Format

This change addresses House Bill 2663 in A.R.S. 41-1279.03 added a requirement for school districts to place on its website a copy of its profile pages that display the percentage of every dollar spent in the classroom by that school district from the most recent auditor general status report.

Policy Advisory No 630 Policy DIE — Audits/Financial Monitoring

This change addresses House Bill 2663 which added language in A.R.S. 15-213 related to the number of consecutive years for which a district may hire an auditor/auditing firm and the prohibition of the same auditor/auditing firm receiving consulting fees from that school district.

Note: We are in the 3rd year of a five-year contract with Heinfeld Meech. It is our understanding that we are grandfather and will not have to address this until the contract runs out.

Policy Advisory No 631 Policy DJ — Purchasing

This change was made in response to isolated issues relating to purchasing and conflict of interest, the Legislature passed House Bill 2663 which inserted substantial language additions in A.R.S. 15-213 related to procedures, limitations on personal gain, and penalties related to violations of the statute. These are replicated in this policy which should be read in conjunction with other cross-referenced policies.

ASBA also recommended that the school district attorney should be consulted in complicated financial transactions where there is the

possibility of a conflict of interest in the areas of purchasing, contracts, and construction.

Policy Advisory No 632 Policy DN — School Properties
Disposition

This change is being made to address House Bill 2460, the legislature has modified ARS 15-189 pertaining to a school district selling or leasing property to charter schools or private schools in the same manner as utilized in selling or leasing property to any buyers or lessees. Policy DN includes a reference to the specifics in Policy FCB.

Policy Advisory No 633 Policy FCB — Retirement of
Facilities

This change addresses House Bill 2460, the legislature has modified ARS 15-189 to ensure that whenever a school district decides to sell or lease a vacant and unused building or a vacant and unused portion of a building, the school district may not prohibit a charter school or private school from negotiating to buy or lease the property in the same manner as other potential buyers or lessees.

Policy Advisory No. 634 Policy GCO — Evaluation of
Professional Staff Members

Policy GCO is revised to include legislative changes in Senate Bill 1255 to A.R.S. 15—537, pertaining to an alternative performance evaluation cycle for professional staff members.

Note: We will discuss
these changes in more detail as a future agenda item.

Policy Advisory No 635 Regulation IKE-RB — Promotion and
Retention of Students

This change addresses House Bill 2520 which modified various statutes relating to Regulation IKE-RB, including annual reporting to the department of education on or before October 1 that includes information on the total number of students promoted pursuant to the policy, the total number of pupils retained in grade three and the interventions administered.

Policy Advisory No 636 Policy IL — Evaluation of
Instructional Programs (the change only
Applies to Grades 6th-8th)

This addresses the new statute A.R.S. 15-708. It was created by the legislature in House Bill 2477 to address requirements if the statewide assessment results in mathematics are available to school districts before the start of each school year. These requirements are included in Policy IL.

Policy Advisory No 637 Policy IMD — School Ceremonies and
Observances

The legislature directs in Senate Bill 1289 that A.R.S. 15-717 includes the National Motto and the State Motto in the listing of copies or excerpts of materials which may be read or posted in any school in the state by a teacher or administrator. (The list of approved materials is included in this optional addition to Policy IMD).

Policy Advisory No 638 Policy JEB — Entrance Age Requirements (The change only applies to Kindergarten)

Senate Bill 1082 the specifics required of a district in A.R.S. 15-901.02 if a parent chooses voluntary full-day kindergarten instruction are included in this policy advisory.

Policy Advisory No 639 Policy JICK — Student Bullying/Harassment/ Intimidation Violence/Harassment/ Intimidation/Bullying Regulation JICK-R Exhibit JICK-EB

This policy change is in response to House Bill 2088 amending A.R.S. 15-341 pertaining to required parental notification if a pupil is subjected to bullying, harassing, or intimidating conduct by another person.

Policy Advisory No 640 Policy JJIB — Interscholastic Sports

This policy contains language added by the legislature in House Bill 2657 and House Bill 2088 to A.R.S 15-341, regarding dangers of heat-related illnesses, sudden cardiac death and prescription opioid use.

Policy Advisory No 641 Policy JL — Student Wellness Regulation JL-RB (the change only applies to Kindergarten through 5th grade)

This change addresses SENATE BILL 1083 included a statutory definition of “recess” in A.R.S. 15-118 which is included in the policy and regulation for clarification.

Policy Advisory No 642 Exhibit JLCB-E — Immunization of Students

Updated language pertaining to immunizations of students is included in this exhibit which is the most recent document available. The change is isolated to the DTaP/DTP/DT vaccine.

IV. ACTION ITEMS - DISTRICT BUSINESS

IV. 1. Policy Services Advisory

Second Read of the Arizona School Boards Association June 2018 *Policy Services Advisory*.

Section D: Fiscal Management:

Policy DICA – Budget Format:

ASBA is recommending a new policy, DICA, reflecting current statutory language in A.R.S. 15-903 which requires the school district budget format to include a variety of information and to prominently display on the school district website specific information pertaining to teacher salaries.

Policy DIE – Audits/Financial Monitoring:

ASBA is recommending Policy DIE be revised due to changes in A.R.S. 41-1279.03 to require each school district to prominently post on its website home page a copy of its profile pages that displays the percentage of every dollar spent in the classroom by that school district from the most recent status report issued by the auditor general.

Policy DJ – Purchasing:

ASBA is recommending substantial additional language from A.R.S. 15-213 pertaining to purchasing, supervision of financial transactions, personal gifts and benefits, and reprisal against an employee for disclosure of public information is included in this policy.

Policy DJE – Bidding/Purchasing Procedures:

ASBA is recommending Policy DJE be modified by the addition of a paragraph under “Public Inspection and Rationale for Awarding a Contract” found in A.R.S. 15-213.

Section F: Facilities Development:

Policy FEA – Educational Specifications for Construction:

A.R.S. 15-341 has added language which allows the Governing Board to delegate authority to the superintendent to submit plans for new school facilities to the School Facilities Board to obtain certification that the plans meet minimum adequacy guidelines as prescribed in A.R.S. 15-2011. This language is replicated in the policy.

Section G: Personnel:

Policy GBEAA and Exhibit GBEAA-E – Staff Conflict of Interest:

Language has been added to this policy to clarify conflict of interest and to offer ASBA recommendations pertaining to annual employee training to ensure district conflict of interest policies are communicated to employees and acknowledged as received and understood by each employee.

In February

2018 Policy Advisory No. 603 added language to GBEAA-E, Staff Conflict of Interest, updating this exhibit to more closely reflect the Conflict of Interest Disclosure Memorandum in Appendix 8.1 of the Attorney General Arizona Agency Handbook. Given the changes in HB 2663 on procurement and the focus on conflicts of interest in purchasing, Policy Services strongly recommends adoption of PA 621 with the additional language provided in GBEAA-E.

Section I: Instruction:

Regulation IHBA-RB – Special Instructional Programs and Accommodations for Disabled Students:

Legally incorrect language in this regulation was recently discovered and is being changed to clarify that a due process hearing is required only as it relates to the identification, evaluation, or educational placement of a

Section 504 qualified student with a disability.

Section J: Students:

Policy JFABB – Admission of Exchange and Foreign Students:

ASBA is recommending language be adjusted to better reflect the requirements of A.R.S. 15-823 regarding admission of foreign exchange students.

Policy JL and Regulations JL-RA & JL-RB – Student Wellness:

SB1083 added A.R.S. 15-118, which defines recess and requires mandatory recess periods for specific grade levels as described in the policy. These requirements are included in Policy JL and the corresponding regulations.

IV. 2. Course Proposal: Advisory

The Board will discuss and consider approval for awarding .25 credits to students each year for advisory. District Administration recommends approval of this proposal.

IV. 3. Cottonwood Police Department Intergovernmental Agreement: School Resource Officer

The Board will discuss and consider approval for the IGA between MUHSD and CPD to provide Officer Clint Combs as a SRO. District Administration recommends approval of this proposal as there are no significant changes from the previous year.

IV. 4. Cupertino Power Learning Academy Intergovernmental Agreement: Special Education Services

The Board will discuss and consider approval for the IGA between MUHSD and Cupertino to provide Special Education Services. District Administration recommends approval of this proposal as there are no significant changes from the previous year.

IV. 5. Northern Arizona Healthcare Intergovernmental Agreement: Athletic Trainer

The Board will discuss and consider approval for the IGA between MUHSD and NHC to provide an athletic trainer. District Administration recommends approval of this three-year arrangement for this successful program.

IV. 6. Memorandum of Understanding: Yavapai Broadcasting Live Streaming

The Board will discuss and consider approval for granting Yavapai Broadcasting exclusive rights to livestream our football games and likely future varsity sports. The agreement would allow for visiting teams to also broadcast, but no other local companies. District Administration recommends approval of this MOU. Our attorney prepared this document. In order to provide high quality HD transmits, Yavapai Broadcasting will invest a significant amount of time and funding to this project warranting the request for exclusivity. They have also agreed to work with our Digital Media program to provide learning experiences for our students interested in media and film. I think this is a win/win for our students, Yavapai Broadcasting, and our community.

IV. 7. Memorandum of Understanding: National Center for Construction Education and Research

The Board will discuss and consider approval for the MOU between MUHSD and NCCER to provide an advanced welding accreditation. District Administration recommends approval of this great opportunity to provide industry credentials to our students.

IV. 8. Handbooks

IV. 8. 1. Personnel

The Board will discuss and consider approval for the District Administration recommended 2018-19 employee handbook.

IV. 8. 2. Substitute Teacher

The Board will discuss and consider approval for the District Administration recommended 2018-19 substitute teacher handbook.

IV. 9. SPED Providers

The Board will discuss and consider for approval the District Administration's request for the

following to provide Special Education services:
Verde Valley Occupational Therapy
ACP Inc., Ann Crawford, Speech Therapist
Sharon Wenger, Physical Therapist]
Doreen Ellis, Group Therapy/Counseling Services

IV. 10. **Board Management Platform**

The Board will discuss and consider approval for migrating from the current Boardbook platform to the more robust and capable BoardDocs platform. This change is highly recommended by the District Administration.

IV. 11. **Executive Session**

IV. 11. 1. **Legal Advice & Instructions to Attorney**

The Governing Board may vote to convene into executive session pursuant to A.R.S. §38-431.03(A)(3) and (4) for legal advice concerning *Mingus Union High School District et al. v. Carter et. al.*, Yavapai County Superior Court, and to instruct the District's attorneys on the Board's position concerning that litigation.

IV. 12. **Action on Executive Session**

The Board will discuss and take possible action in the suit *Mingus Union High School District #4 v. Carter, No. V1300CV201880188* (Yavapai County Superior Court) based on items discussed in Executive Session.

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**