

MINGUS UNION HIGH SCHOOL DISTRICT #4
1801 East Fir, Cottonwood, AZ 86326

GOVERNING BOARD
MINUTES OF A REGULAR MEETING

Mingus Union High School Library
Thursday, June 13, 2024, at 6:00 PM

Governing Board:

Lori Drake
Misty Cox
Anthony Lozano
Carol Anne Teague
Austin Babcock

Also Present:

Mike Westcott, Superintendent
Melody Herne, Superintendent
Lynn Leonard, Finance Director
Jennifer Reed, Admin Asst.
Bridget Hillman, Admin Asst.
Josh Fant, IT Director

OPENING

Call to Order

Board President Drake called the meeting to order at 6:00 PM.

Roll Call

Board President Lori Drake, Vice President Misty Cox, Board Member Carol Anne Teague, Board Member Anthony Lozano and Board Member Austin Babcock are all present.

Pledge of Allegiance

The pledge was led by Superintendent Mike Westcott.

Moment of Silence

A moment of silence was observed.

Adoption of Agenda

Motion was made by Board Member Babcock to adopt the agenda as presented. Second was made by Board Member Teague.

Roll Call Vote:

Board President Lori Drake - Aye
Vice President Misty Cox - Aye
Board Member Anthony Lozano - Aye
Board Member Carol Anne Teague - Aye
Board Member Austin Babcock - Aye

Motion passed 5-0.

Board Meeting Minutes Not Previously Approved

Motion was made by Board Member Teague to approve the Regular Meeting Minutes of May 7, 2024 as presented. Second was made by Vice President Cox.

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Aye

Board Member Carol Anne Teague - Aye

Board Member Austin Babcock - Aye

Motion passed 5-0.

PRESENTATIONS AND REPORTS

Superintendent's Report

Superintendent Mike Westcott offered a brief farewell as Superintendent.

Board Member Report(s)

- President Drake recognized Superintendent Mike Westcott with a plaque for his retirement.
- Board Member Teague reported on the MUHS Graduation.

Finance Report

Finance Director Lynn Leonard presented the Proposed Budget and the Auditor General Risk Analysis.

ACTION ITEMS – CONSENT *Specific information on routine vouchers and personnel will be available at the District Office 24 hours prior to Board Meetings. Please see Governing Board Secretary during regular office hours. (All items listed hereunder are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member requests, in which event the item will be removed from the consent agenda and will be discussed separately.)*

6.1 Approval of Routine Vouchers

Expense, Payroll, and Bookstore Activity

6.2 Personnel

HR Report, Classified, Certified, & Administration, 24-25 Athletic & Extracurricular Stipend Schedule, Extra Duty Rates of Pay SY25, Certified Salary Determination Chart, Classified Hourly Placement Schedule, Academy Director Job Description & Administrative Stipends for FY 2025.

6.3 Donation(s)

Hope Center Report, a Cash Donation for supplies to the EL Classroom from Donor's Choose, and Art Supplies to the Art Department from Lee V.

6.4 Agreements

Agreement for E-Rate Services between Mingus Union High School District No. 4 and Yavapai County through the Yavapai County School Superintendent and a Memorandum of Understanding between Education Forward Arizona and Mingus Union HS District No. 4 to increase FAFSA awareness and completion rates and to inform key stakeholders regarding financial aid and postsecondary steps. Additionally, to provide professional development for teachers, counselors, administrators, peer mentors, and community stakeholders.

Out of State Travel Request

- The English & Theater Departments would like to travel to the 23rd Annual Utah Shakespeare Festival Trip from 8/28/24-9/2/24.
- Football will be traveling to California 7/18/24-7/21/24

Sole Vendor List FY2025

Fee Schedule

Vice President Cox would like to pull Item 6.2 Personnel. Board President Drake would like to pull Item 6.4 Memorandum of Understanding between Education Forward Arizona and Mingus Union High School District No. 4.

Motion was made by Board President Drake to table item 6.4 Memorandum of Understanding between Education Forward Arizona and Mingus Union High School District No. 4. Seconded by Vice President Cox

Roll Call Vote:

Board President Lori Drake - Aye
Vice President Misty Cox - Aye
Board Member Anthony Lozano - Aye
Board Member Carol Anne Teague - Aye
Board Member Austin Babcock - Aye

Motion passed 5-0.

Motion was made by Board President Lori Drake to approve the Consent Agenda excluding Item 6.2. Personnel -HR Report. Second was made by Vice President Misty Cox.

Roll Call Vote:

Board President Lori Drake - Aye
Vice President Misty Cox - Aye
Board Member Anthony Lozano - Aye
Board Member Carol Anne Teague - Aye
Board Member Austin Babcock - Aye

Motion passed 5-0.

Discussion on Items Pulled

Vice President Cox would like to discuss the contract for the Director of the Academy at Mingus. Board Member Lozano would like to discuss the job description for the Director of the Academy at Mingus. Vice President Cox stated a date correction needs to be made in section 7. F. of the contract for the Director of the Academy at Mingus. Dates of the contract need to align with dates position was established. This is a new hire and position. Vice President Cox wants to keep the district correct. Board President Drake asked for legal opinion from attorney, Ms. Segal. Ms. Segal states the board has two options. 1. The board can make the date revision and table the contract subject for legal review by the attorney. 2. Approve the contract subject to the date revision. Vice President Cox would like the date revision made and contract placed on the July meeting. Finance Director Lynn Leonard voiced concern regarding tabling until the July 11th meeting.

Motion was made by Board Member Teague to approve the contract of the Director of the Academy at Mingus with the amendment to reflect the date correction. Second was made by Board Member Babcock

Roll Call Vote:

Board President Lori Drake - Aye
Vice President Misty Cox - Nay
Board Member Anthony Lozano - Aye
Board Member Carol Anne Teague - Aye

Board Member Austin Babcock - Aye

Motion passed 4-1.

Motion was made by Board Member Lozano to table the Academy Director job description to be evaluated by the board. No second, motion failed.

Ms. Segal advises the board not to change the job description, this would leave the employee with a contract without a job description. Superintendent Melody Herne suggests that during the scheduled June 25th work session the that the Academy Director job description and duties will be reviewed and discussed.

Motion was made by President Drake to approve Personnel – HR report 6.2. Second by Board Member Teague

Roll Call Vote:

Board President Lori Drake – Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Abstain

Board Member Carol Anne Teague – Aye

Board Member Austin Babcock - Aye

Motion passed 4-0-1.

ACTION ITEMS - DISTRICT BUSINESS (*Specific items of District business as listed for consideration - may include various categorical areas as the business of the District necessitates Board discussion, deliberation, and action*)

Fiscal Year 2025 Proposed Budget- Consideration and possible approval of the proposed FY25 budget for the Mingus Union High School District No. 4. (Staff Resource: Lynn Leonard)

Finance Director Lynn Leonard reviewed the Proposed Budget for Fiscal Year 2025.

Motion was made by Board President Drake to approve the proposed budget for Fiscal Year 2025 as presented. Second was made by Board Member Teague

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Aye

Board Member Carol Anne Teague - Aye

Board Member Austin Babcock - Aye

Motion passed 5-0.

Administrative Compensation- Consideration and possible approval of administrative (salaried certified/non-certified and non-teaching) salary increases for SY2024-25. (Staff Resource: Mike Westcott and Lynn Leonard)

Superintendent Mike Westcott reviewed the recommendations for salary increases based on previously approved staff increases. He also reviewed budget impacts.

Motion was made by Board Member Teague to approve the Administrative (salaried certified/non-certified and non-teaching) salary increases for SY2024-25 as presented. Second was made by Board Member Babcock

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Aye

Board Member Carol Anne Teague - Aye

Board Member Austin Babcock - Aye

Motion passed 5-0.

Public comment

Joe Wegwert compliments the board for approving the salary increases. The Board has shown their appreciation for teachers by approving the salary increases.

Interscholastic Eligibility of Non-Enrolled Online Charter School Students- Consideration of Interscholastic Athletic Eligibility for online charter school students with residency within the District boundaries for SY24-25. (Staff Resource: Mike Westcott)

Superintendent Mike Westcott reviewed the AIA Bylaws. Attorney opinion is included in the Board packet for review.

Motion was made by Board President Lori Drake to approve the Interscholastic Eligibility of Non-Enrolled Online Charter School Students- Consideration of Interscholastic Athletic Eligibility for online charter school students with residency within the District boundaries for SY24-25 as presented. Second was made by Board Member Teague

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Nay

Board Member Carol Anne Teague - Aye

Board Member Austin Babcock - Aye

Motion passed 4-1.

USTA Serve Tennis proposal- The Board will consider and possibly approve an agreement with USTA for the Serve Tennis Automated Tennis Court Booking System and Associated Hardware. (Superintendent Mike Westcott)

Superintendent Mike Westcott reviewed the information regarding the USTA Serve Tennis proposal. He also informed the board regarding information from other school districts who have this agreement in place. Attorney opinion is included in the Board packet for review. Andrea Meyer also spoke regarding the positives this proposal would have regarding goodwill to community members. Board President Drake asked the IT Director Josh Fant if he could build a program system that could function in the same way as the proposal. Mr. Fant states that would be difficult. Other board members voice concerns about campus safety, wear and tear on the tennis courts, court availability to students, and not being able to have control and management of the tennis courts. Andrea Meyers proposes a pilot program for six months then review to see if a permit agreement could take effect. Board Member Teague likes the idea of a pilot program.

Motion was made by Board Member Teague to approve the USTA Serve Tennis proposal and agreement with USTA for the Serve Tennis Automated Tennis Court Booking System and Associated Hardware. No second, motion failed.

Motion was made by Board Member Lozano to not approve the USTA Serve Tennis proposal and agreement with USTA for the Serve Tennis Automated Tennis Court Booking System and Associated Hardware. Second by Vice President Cox.

Roll Call Vote:

Board President Lori Drake - Aye
Vice President Misty Cox - Aye
Board Member Anthony Lozano - Aye
Board Member Carol Anne Teague - Nay
Board Member Austin Babcock - Aye

Motion passed 4-1

2024-25 bell schedule. The Board will consider and possibly approve the 2024-25 MUHS Bell Schedule.
(Staff Resource: Dave Beery)

Interim Principal Dave Beery presented the proposed 2024-25 Bell Schedule. He reviewed the adjustments to the schedule and reasons behind it. Superintendent Melody Herne clarified and assured the Board everything is built into the academic day.

Motion was made by Board Member Teague to approve the 2024-2025 MUHS Bell Schedule as presented. Second was made by Board Member Babcock.

Roll Call Vote:

Board President Lori Drake - Aye
Vice President Misty Cox - Aye
Board Member Anthony Lozano - Aye
Board Member Carol Anne Teague - Aye
Board Member Austin Babcock - Aye

Motion passed 5-0.

Authorized Signers- Discussion and possible approval of authorized signers for district accounts. (Staff Resource: Lynn Leonard)

Finance Manager Lynn Leonard reviewed the need to authorize signers for District Accounts.

Motion was made by Vice President Cox to approve the list of authorized signers; Dave Beery effective June 17, 2024, Melody Herne effective July 1, 2024 and Lynn Leonard continued authorized signer for district accounts as presented. Second was made by Board Member Babcock.

Roll Call Vote:

Board President Lori Drake - Aye
Vice President Misty Cox - Aye
Board Member Anthony Lozano - Aye
Board Member Carol Anne Teague - Aye
Board Member Austin Babcock - Aye

Motion passed 5-0.

Resolution authorizing execution of warrants- Consideration and possible approval of a resolution to authorize the execution of warrants between Board meetings. (Staff Resource: Lynn Leonard)

Finance Director Lynn Leonard presented the resolution authorizing execution of warrants that are approved annually.

Motion was made by Board President Drake to approve a resolution authorizing the execution of warrants between Board Meetings. Second was made by Board Member Babcock.

Roll Call Vote:

Board President Lori Drake – Aye
Vice President Misty Cox - Aye
Board Member Anthony Lozano - Aye
Board Member Carol Anne Teague - Aye
Board Member Austin Babcock - Aye

Motion passed 5-0.

Annual Authorization for the school Principal to waive student fees during FY25- Consideration and possible approval of the authorization for the Principal to waive student fees and charges in consideration of economic hardship, pursuant to A.R.S. 15-343 (19)(24)(28) and District Policy JQ. (Staff Resource: Mike Westcott)

Superintendent Westcott reviewed the annual authorization for the Principal to waive student fees and charges in consideration of economic hardship, pursuant to A.R.S. 15-343 (19)(24)(28) and District Policy JQ.

Motion was made by Vice President Cox to approve the annual authorization for the Principal to waive student fees and charges in consideration of economic hardship, pursuant to A.R.S. 15-343 (19)(24)(28) and District Policy JQ. Second made by Board Member Babcock.

Roll Call Vote:

Board President Lori Drake - Aye
Vice President Misty Cox - Aye
Board Member Anthony Lozano - Aye
Board Member Carol Anne Teague - Aye
Board Member Austin Babcock - Aye

Motion passed 5-0.

Classroom Site Fund Performance Plan Approval- Consideration and Possible Approval of the 2024-25 Classroom Site Fund Performance Plan and Funding Structure for teachers and counselors as required by A.R.S. 15-977. (Staff Resource: Shannon Anderson)

Assistant Principal Shannon Anderson presented the 2024-25 Classroom Site Fund Performance Plan and funding structure for teachers and counselors as required by A.R.S. 15-977. Board Member Babcock voiced concerns regarding the current Classroom Site Fund Performance Plan. He would like to see more rigorous goals and objectives steered toward data for next year's Classroom Site Fund Performance Plan. Superintendent Melody Herne assures the board that the utilization of data will be part of the process for next year's plan.

Motion was made by Board Member Babcock to approve the 2024-25 Classroom Site Fund Performance Plan and funding structure for teachers and counselors as required by A.R.S. 15-977. Second was made by Board Member Teague.

Roll Call Vote:

- Board President Lori Drake - Aye
- Vice President Misty Cox - Aye
- Board Member Anthony Lozano - Aye
- Board Member Carol Anne Teague - Aye
- Board Member Austin Babcock - Aye

Motion passed 5-0.

INFORMATION AND DISCUSSION ITEMS:

Information and Discussion regarding the Verkada/Oculens contract for camera/detector system upgrades and maintenance plan. (Staff Resource: Josh Fant)

IT Director Josh Fant presented a PowerPoint detailing the need for Verkada/Oculens camera/detector system upgrades and maintenance plan due to the liability of the current system. Finance Director Lynn Leonard went through cooperative procedures. It was concluded that agreements will need to be reviewed and approved by legal before the contract can be presented to the board for approval. This item will be part of the upcoming work session. Time is an issue for implementation prior to the beginning of the 2024-2025 school year.

Information and Discussion of ASBA Policy Advisory 787 as it pertains to a first reading of modifications to District Policy IJNDB - Use of Technology Resources in Instruction.

Superintendent Mike Westcott reviewed ASBA Policy Advisory 787.

Information and Discussion of ASBA Policy Advisory 716 as it pertains to a first reading of new District Policy JLDAB - Referrals to Other Agencies.

Superintendent Mike Westcott reviewed ASBA Policy Advisory 716 from July 2022 that had been overlooked.

Information and Discussion of modifications to Policy IIE - Student Schedules and Course Loads.

Superintendent Mike Westcott reviewed modifications to Policy IIE.

INFORMATION ONLY ITEMS:

Future Agenda Items

Board Member Teague requested that the English 12 supplemental text be a future agenda item due to this item being removed from the agenda prior to the June meeting.

- Supplemental Text

Adjournment

Motion was made by Board Member Teague to adjourn the meeting. Second was made by Board President Drake.

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Aye

Board Member Carol Anne Teague - Aye

Board Member Austin Babcock - Aye

Motion passed 5-0.

Adjournment: 8:32 pm

Board President Lori Drake

Vice President Misty Cox