

**MINGUS UNION HIGH SCHOOL**  
**1801 East Fir, Cottonwood, AZ 86326**

**GOVERNING BOARD**  
**MINUTES OF MEETING**  
Mingus Union High School  
Tuesday, April 26, 2016 6:00 PM

**Governing Board:**

Mrs. Anita Glazar, President  
Dr. Robb Williams, Clerk  
Mr. James Ledbetter  
Mr. Anthony Lozano  
Mrs. Brenda Zenan

**Also Present:**

Dr. Paul Tighe, Superintendent  
Mrs. Jennifer Chilton, Principal  
Mr. Kirk Waddle, Business Manager  
Mr. Allen Mitchell, Assistant Principal  
Mrs. Brandi Bateman, Board Secretary

**I. OPENING**

**I. 1. Call to Order**

Mrs. Glazar called the meeting to order at 6:02 PM.

**I. 2. Adoption of Agenda**

Mr. Lozano made a motion to adopt the agenda. Mrs. Zenan seconded the motion. The motion passed (4-0).

**I. 3. Pledge of Allegiance**

The pledge was led by James Ball.

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

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

Mr. Lozano made a motion to approve the Board Meeting minutes not previously approved. Dr. Williams seconded the motion. The motion passed (4-0).

**I. 4. 1. Regular Session**

March 22, 2016  
March 24, 2016 - Special Session

**I. 4. 2. Executive Session**

March 30, 2016 - Student Discipline Hearing  
April 5, 2016 - Personnel Matters  
April 12, 2016 - Student Discipline Hearing

**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. Financial Report**

Mr. Waddle asked to discuss the financial report during the budget revision item later on the agenda.

**I. 5. 1. 2. Superintendent's Report**

Dr. Tighe planned to introduce the new V'ACTE Superintendent, Lisa Aragon. She was unable to attend but Dr. Tighe did share information regarding a recent

meeting he had with Ms. Aragon and that she was transitioning well in the new position.

Dr. Tighe reported that the bond projects are well underway and the Oversight Committee is supportive and responsive to the decisions of the District. The role of the committee is to give validation to what the District is working to accomplish. Dr. Tighe also pointed out the projects that have been completed including the new blinds in the library.

The legislature is anticipates the adoption of the budget this week.

We have received the TCLP grant again and will we have another Mandarin teacher next year. We will be able to offer Mandarin I and II. Thank you to Mrs. Chilton, Mrs. Strobel and Ms. Upite as the new mentor teacher.

The Yavapai-Apache Nation has approved funding for the Native American counselor position. There is an IGA on the agenda for approval and it will increase the funding from 3 days to 4 next year.

US News and World Reports annual report once again recognized Mingus Union High School in top 30% of high schools in the nation for the third straight year.

Congratulations to Mr. Westcott Yavapai County Teacher of the Year for 2016.

**I. 5. 1. 3. Principal's Report**

Mrs. Chilton reported on the successes the A.T.O.R.T production of Footloose and Mr. Westcott's teacher of the year recognition.

Cindy Daniels of YCEF was introduced to talk about teacher of the year award. Julie Larson was also introduced to share information regarding Mr. Westcott and his award.

Mr. Ledbetter arrived at 6:22.

**I. 5. 1. 4. Staff Showcase**

Cynthia Bruchman shared information regarding curriculum supplies she has been able to include in her history classes due to the YCESA grant she received. Genie Gee also shared information about the successes of the freshman essential lesson's she has be able to implement with the assistance of the YCESA grant.

**I. 5. 1. 5. Employee Recognition**

Jenn Doerksen - Nurse

**I. 5. 1. 6. Student Recognition**

UTI Top Tech Challenge - Luis Maria

UTI Top Tech Challenge - Michael Fuller

Rotary Student of the Year - Olivia Galluzzi

Artist of the Month - May - Paul Amato

Artist of the Year 2015-2016 - Sally Martinez

Female Athlete for March - Megan Goettl

Male Athlete for March - Jordan Prouty

Pursuing Victory with Honor for March - Kaycee Williams

Female Athlete for April - Olivia Galluzzi

Male Athlete for April - Mitchell Lindsay

Pursuing Victory with Honor for April - Emma Williams

**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)*

Jonathan Jauregui of Cottonwood encouraged voters vote no with their mail in ballots for Prop 123.

## 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.)*

Mrs. Glazar requested that item II.2.4 Leave of Absence Request be pulled from the consent agenda. Dr. Williams requested item II.2.3 Contracted Services be pulled from the consent agenda. Mr. Ledbetter made a motion to approve the remainder of the consent agenda. Dr. Williams seconded the motion. The motion passed (5-0).

Mr. Ledbetter made a motion to approve item II.2.3 Contracted Services. Mrs. Zenan seconded the motion. The motion passed (4-0-1) Dr. Williams abstained from the vote stating a conflict of interest.

Dr. Tighe shared with the board the concerns with the challenges for granting a one year leave of absence.

Dr. Williams made a motion not to grant the leave of absence request. Mr. Lozano seconded the motion. The motion passed (3-2). Mrs. Glazar and Mr. Ledbetter were the nay votes.

### II. 1. Approval of Routine Vouchers

#### II. 1. 1. Expense

The Board approved the following expense vouchers:

Expense Voucher 1030 - \$110,584.35

Expense Voucher 1031 - \$24,268.73

Expense Voucher 1032 - \$65,700.09

Expense Voucher 1033 - \$438,540.38

#### II. 1. 2. Payroll

The Board approved the following payroll vouchers:

Payroll Voucher 33 - \$217,282.12

Payroll Voucher 34 - \$130.25

Payroll Voucher 35 - \$219.38

Payroll Voucher 36 - \$7,266.32

Payroll Voucher 37 - \$226,186.49

#### II. 1. 3. Bookstore Activity

The Board approved the ratification of payments in the bookstore.

### II. 2. Personnel

#### II. 2. 1. Certified Staff

The Board approved the following certified staff personnel actions:

Contract Addendum - Phil Tanner - Sped Director Duties

Contract Renewal & Retirement - Jeff Knight - Teacher

Extra Duty - Shannon Anderson - Summer School

Extra Duty - Erin Boisrond - Restraint Prevention Training

Extra Duty - Cheryl Fradenburg - Restraint Prevention Training

Extra Duty - Cindy Forsythe - FY 16 & FY 17 Summer Work

Extra Duty - Genie Gee - Summer School

Extra Duty - Julia Hutchins - Summer School

Extra Duty - Dennis Kitchen - Summer School

Extra Duty - Chad Scott - Restraint Prevention Training

Extra Duty - Jason Teague - Online Summer School  
FTE Change - Erin Boisrond - Sped Teacher  
New Hire - Susanna Ventura - Teacher  
New Hire - David Youngberg - Substitute  
Professional Growth - Leeza Miller - Teacher  
Professional Growth - Sandra Upite - Additional Areas of Certification  
Re-Hire - Rueben Sandoval - Sped Teacher  
Resignation - Jessica Jarmillo/Merced - Teacher  
Resignation - Tyler Novak - Teacher  
Resignation - Jennifer Parcell - Teacher  
Resignation - Jeff Wood – Teacher

II. 2. 2. **Classified Staff**

The Board approved the following classified staff personnel actions:

Additional Hours - Janice SanGiovanni - Library Aide  
Additional Position - "Doug" Weston Barrett - Security  
Extra Duty - Allison McCord - Summer Work  
Extra Duty - Colleen Whitehurst - Summer School Paraprofessional  
Leave of Absence - Taylor Bailey - Instructional Aide  
New Hire - Jennifer DeVore - Assistant Track Coach 2015-2016  
Re-Hire - Rueben Sandoval - Bus Driver  
Resignation - Stella Braly - Security  
Resignation - Tiffany Goettl - Cross County Coach  
Resignation - Tim McKeever - Wrestling Head Coach  
Resignation - Dawn Shandera - Instructional Aide, Resource  
Retirement - Gary Allred - Plant Manager

II. 2. 3. **Contracted Services**

The Board approved the contracting for staffing services for two positions through Educational Services, Inc. (ESI).

II. 2. 4. **Leave of Absence Request**

The Board did not approve a request from a teacher for a one-year unpaid leave of absence.

II. 2. 5. **School Psychologist Evaluation Instrument**

The Board approved the evaluation instrument for the position of school psychologist.

II. 3. **Requests for Proposals**

The Board approved the Requests for Proposals (RFPs) for special education services.

II. 4. **Out of State Travel**

The Board approved the following out of state travel requests.

II. 4. 1. **Skills USA National Conference - Louisville, Kentucky - June 18 - 25, 2016**

Mr. Lamer's request was approved for the newly elected skillsUSA Arizona State Officers to travel to Louisville, Kentucky, June 18-25,2016 to attend the SkillsUSA National Conference.

II. 4. 2. **GEAR UP - Las Cruces, New Mexico - June 6-10, 2016**

Gear Up's request was approved for Mr. Teague to travel to Las Cruces, New Mexico, June 6-10, 2016 to attend the AP Training in Studio Art.

II. 4. 3. **Utah Shakespeare Festival - September 1 - 5, 2016**

Mr. McKean's request was approved to travel to Utah, September 1 - 5, 2016, to participate in the 15th annual Utah Shakespeare Festival with Pre-AP/AP English and Theatre students.

**II. 5. Approval of Supplemental Position Description**

The Board approved the supplemental position description for Director of Special Programs.

**II. 6. Approval of IGA with Yavapai-Apache Nation**

The Board approved an IGA with the Yavapai-Apache Nation to provide funding to Mingus Union High School District for counseling, tutoring and outreach services.

**II. 7. Donation Approval**

The Board approved of the following donated items:

Hansen Enterprises - Auto Parts - \$250.00

Richard Earl Carson - 1992 Toyota Corolla (1NXAE97A0NZ379537) - \$400

Rasks Auto - 2003 Oldsmobile (1GHDX03EX3D148698) - \$400

**III. INFORMATION AND DISCUSSION ITEMS**

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

**III. 1. Exchange Students**

Counselor Kristy Meyers will present information on the exchange student program. Introduction of the students and invitation to the reception on May 12<sup>th</sup>. The Board directed administration to include the five foreign exchange students and a service dog of a disabled student in the graduation ceremony and offer honorary diplomas.

**III. 2. Minimum Course of Study**

Administration presented information about problems with seniors with abbreviated schedules (4 courses) and statutory instructional hours requirements. With the addition of early release days, we may have compliance issues. Administration presented several options to address this compliance issue. Dr. Tighe requested feedback from the board the least impact would be the 55 to 60 minutes on the periods. Not in favor of a 30 minute lunch if the campus is to remain open.

**III. 3. Recommended Policy Changes**

The Board discussed policy changes recommended by ASBA.

**III. 3. 1. First Reading of Proposed Board Policy Changes in Section B - School Board Governance and Operations**

The Board discussed proposed changes to Governing Board Policy in Section B - School Board Governance and Operations.

**III. 3. 1. 1. Policy BDF - Advisory Committees**

Under Arizona's Open Meeting Law, board subcommittees are subject to the same provisions of the law as the governing board. This includes the ability to meet in an executive session if for one of the authorized reasons in the law and all procedures have been met. These policy changes make this clearer.

**III. 3. 2. First Reading of Proposed Board Policy Changes in Section J - Students**

The Board discussed proposed changes to Governing Board Policies in Section J - Students.

**III. 3. 2. 1. Policy 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 without the additional language offered in the discipline documents. Regulation JK-RB has been deleted in its entirety.

**III. 3. 2. 2. Policy JLDB - Restraint and Seclusion and Related Exhibits (JLDB-EA, EB, EC, ED)**

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.

**III. 3. 3. First Reading of Proposed Board Policy Changes in Section K - School Community Relations**

The Board discussed proposed changes to Governing Board Policy Section K - School Community Relations.

**III. 3. 3. 1. Policy 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.

**IV. ACTION ITEMS - DISTRICT BUSINESS**

**IV. 1. Superintendent Search**

The Board discussed the superintendent search process to be expand to in-house candidates with an administrative certificate. Mrs. Glazar proposed to change the criteria by which someone could apply to anyone in-house who holds a Principals Certificate. It was recommended that the timeline not be adjusted. A collective decision by the Board to meet for a paper screening of the applicants on May 9<sup>th</sup> was agreed.

Dr. Tighe presented his proposal for consulting services with respect to the superintendent search and transition.

Mr. Ledbetter made a motion to approve the consulting services proposal. Mrs. Glazar seconded the motion. The motion passed (5-0).

**IV. 2. 301 Performance Pay Plan**

Mr. Ledbetter made a motion to approve the District's Performance Plan pursuant to Proposition 301. Mr. Lozano seconded the motion. The motion passed (5-0).

**IV. 3. Budget Revision for Fiscal Year 2015-2016**

Mr. Ledbetter made a motion to approve the budget revisions for fiscal year 2015-2016. Mrs. Zenan seconded the motion. The motion passed (5-0).

**V. INFORMATION ITEMS**

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

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

-Bring to next meeting Board goals for the next year.

- Regular Governing Board Meeting (5/24/16)

**VI. ADJOURNMENT**

Mr. Ledbetter made motion to adjourn. Mr. Lozano seconded the motion. The motion passed (5-0).

The meeting was adjourned at 9:18 PM.

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Mrs. Brenda Zenan

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Mrs. Anita Glazar

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Mr. James Ledbetter

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Mr. Anthony Lozano

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Dr. Robb Williams

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