

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

GOVERNING BOARD
MINUTES OF MEETING

Mingus Union High School Library
Thursday, November 14, 2024 6:00 PM

Governing Board:

Lori Drake
Misty Cox
Anthony Lozano
Carol Anne Teague
Austin Babcock

Also Present:

Melody Herne, Superintendent
Lynn Leonard, Finance Director
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 and are all present.

Pledge of Allegiance

The pledge was led by Paige Bodam.

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 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.

Student Recognition

Presentation and certificates for student recognition were presented by Superintendent Herne and Principal Beery.

REPORTS

Superintendent's Report

Superintendent Herne reported on several events and Mingus recognitions that students have received over the last month. Superintendent Herne expressed how impressed she has been with the students' dedication and talent as they represent Mingus as a powerhouse in the Verde Valley. Upcoming events: Winter Sports, Thanksgiving Break (November 27th -29th, 2024), December Board Meeting Wednesday, December 11th 6:00 pm.

Mingus Recognitions and Highlights

FFA- October 23rd National FFA Convention, Mingus Dairy Evaluation Team received a silver ranking. November 13th FFA Ice Cream Social and Dessert Auction had over 197 people in attendance and raised over \$9,000.00.

Fine Arts – October 19th ATORT and Mingus Choir attended the Broadway Tour of “Funny Girl”. On October 21st the Mingus Choir attended the Fall Choral Festival in Flagstaff. The Mingus Choir received Division One Superior ranking and qualified for State Competition in March. ATORT presentation of “Murder on the Orient Express” was a tremendous success with 420 tickets sold on closing day. Mingus Photography exhibit hosted by the Art in the Clark at the Clarkdale Memorial Library has over 80 art pieces in this exhibit.

Mingus Union High School Native American Club attended the Indigenous Spirit Day at NAU on October 25th.

Athletics – Swim Division II State Championship was held Mingus Boys Swim Team finished 13th overall and Mingus Girls Swim Team finished 23rd overall. The Swim Teams moved up in a division this year from Division III to Division II which means the teams they were up against are bigger and their athletes typically swim year-round. Both teams had a number of individual students perform their personal best. Mingus Girls Flag Football made the first round of the State Championship Tournament with a Power Ranking of #10. This was a great showing for their inaugural year. The Swim Teams and Girls Flag Football Team both had great send offs' as they traveled to their State Competitions.

Board Member Report(s)

Board Member Teague congratulated ATORT for their performance of “Murder on the Orient Express” it was truly amazing and very well done.

PRESENTATION AND INFORMATION

Administration Information

Principal Beery shared information regarding a Senior Football event, “You Have Inspired Me”. Senior members of our football team gave t-shirts to a staff member who inspired them during their years at Mingus. This event was organized by Danica Briseno the President of the Red Dot Booster Club. It was

very well received and emotional for those staff members who were recipients. Principal Beery also highlighted AIA State Championship send off for the Swim and Girls Flag Football Teams. Mingus Union High School is been awarded, AVID Site of Distinction. This distinction means that Mingus Union High School represents the highest level of AVID implementation on the campus. This has been a seven year process. To obtain an AVID Site of Distinction, documentation had to be submitted and a number of site visits by an AVID Site Team. Years of work by our staff has gone into receiving this award.

Student Council Presentation

Student Council Members presented current Student Body events and future activities. The Student Council participated in the Verde Valley Fair Fall Festival as a Community Service project. They helped park cars and greeted guests as they arrived. The next Blood Drive is scheduled for Tuesday, November 26, 2024 from 8:00 am – 1:30 pm in the small gym. Other upcoming events include the Cottonwood Christmas Parade on Saturday, December 7th. Student Council along with the Mingus Union Drumline, MUHS Athletes, and clubs will be participating. They also have the Toys For Tots Toy Drive and Mingus Holiday “Bash” Movie night event planned.

AVID Information

Mingus AVID students presented information on AVID. AVID is an elective that prepares students and guides them to a pathway for what they want to do after high school. One AVID strategy is WICOR (Writing, Inquiry, Collaboration, Organization and Reading) Favorite things about AVID include binder checks, tutorials, Socratic seminars, TFR day. TRF is a day in which they can focus on any class work that they may be struggling with. The support that AVID students receive from peers and teachers makes all the difference in helping them in all aspects of life. In AVID students, peers, and teachers work together for a common goal of preparing for the future.

Board Meeting Minutes Not Previously Approved

Motion was made by President Drake to approve the Minutes for September 23, 2024, Work Session and October 10, 2024, Regular Meeting 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.

Motion was made by Board Member Babcock to approve the Minutes for the October 24, 2024, Work Session 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.

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 the Governing Board Secretary during regular office hours. 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 requests, in which event the item will be removed from the consent agenda and will be discussed separately.)

7.1 Approval of Routine Vouchers

Expense, Payroll, and Bookstore Activity

7.2 Personnel

HR Report, Classified, Certified, and Winter Sport Coaching Staff Stipends

7.3 Donation(s)

Auto Program Donation, Hope Center Report, Student Aid Donation

President Drake request that Item 7.3 Donation(s) be pulled from the Consent Agenda.

Motion was made by President Drake to approve the Consent Agenda excluding Item 7.3 Donations.

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.

Item 7.3 - Donations

President Drake recognized the donations by reading them aloud and thanked them individually.

Motion was made by President Drake to approve Item 7.3 Donations. 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.

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)

Master Schedule - MUHSD Administration will discuss the FY2025 Master Schedule. (Staff Resource: Principal Beery)

Principal Beery explained the Master Schedule process from start to finish. He discussed how to read the Master Schedule and the work that goes into the development of the Master Schedule. Principal Beery also explained teacher schedules and prep periods.

Board Member Babcock asked what are the responsibilities of the Instructional Coaches. Principal Beery states Instructional Coaches have one prep period, two periods of student instruction, and three periods of instructional coaching. During the three periods of instructional coaching they observe teachers, conduct WICOR walkabouts, coach teachers on how to strengthen their teaching, and they run the training for Professional Developments.

Vice President Cox expresses her concern over classroom sizes for example two math classes have 37 students. Do we have a need to hire another math teacher. Principal Beery states he would like to hire another math teacher however we would need to look at the budget. He also states that lower class sizes leads to improved learning.

Vice President Cox inquiries about a teacher schedule where one class is significantly larger than another. Principal Beery states this is a reality and does occur. Sometimes the only way to meet the students' needs and requirements is to have them in certain classes at certain times. In the schedule you can also see afternoon classes for junior and senior teachers are smaller. This is due to the fact if a senior is on track or ahead in credits, they may have fifth and sixth period off. This would be different if we looked at a fifth hour requirement.

Vice President Cox request a list of teacher qualifications for each subject. She would like to ensure we have highly qualified teachers teaching in their area of expertise. Superintendent Herne states that is public record. By going to the Arizona Department of Education website you can scan for any educator in the state and see their credentials.

Vice President Cox would like to schedule a Work Session for January to work on the Master Schedule and formulate a strategic plan to better academic and athletic achievement.

The Board thanked Principal Beery for his efforts.

Mingus Athletics - MUHSD Athletic Director will discuss the Athletic Director Job Description, AIA State Competition Requirements, and options of an Athletic Department. (Staff Resource: Athletic Director DeVore)

Athletic Director DeVore reviews the current Athletic Director job description. Under the current job description qualifications are very minimal with only a high school diploma or equivalent required. Currently AD DeVore is a Registered Athletic Administrator and a Certified Athletic Administrator. He also holds a Bachelor's and Post Baccalaureate Degrees from NAU. The RAA (Registered Athletic Administrator) and CAA (Certified Athletic Administrator) credentials are both Cognia accredited programs. AD DeVore informs the Board of the duties as Athletic Director: Program Coordinator the oversight of 18 Mingus Athletic Programs, Facility Management, meetings with Department Supervisors,

Staff Management, Athletic Eligibility, Coach/Parent/Student Athlete Support, reporting and record maintenance, Captain's Club Meetings, and AIA Committee Member. Mingus Union High School has over 500 student athletes that utilize athletics and between 50 to 60 coaches. The current structure of the Athletic Department consists of Athletic Director, Athletic Secretary, Athletic Trainer, Coaches, and Assistant Coaches. AD DeVore is also the Safety and Security Supervisor and Title IX Coordinator for Mingus Union High School. Those additional duties are not included in the list of responsibilities and require a significant amount of time as issues arise. A support item for consideration for the Athletic Department would be the creation of an Assistant Athletic Director position.

Board Member Lozano asked if we have compared the way we run our Athletic Department to other Athletic Departments and implement things that work for other districts. AD DeVore states that we do have a consortium of Athletic Directors that we collaborate with.

Board Member Lozano asked how we compare with other districts in regard to teacher coaches. He would like it to be noted that he is not against volunteer coaches or coaches that are not teachers. AD DeVore does not have accurate numbers however, he does state that is not unusual to have a higher number of off campus coaches than coaches who are also teachers. He believes this could be due to the demands of teaching and that the coaching stipend is not enough to attract teachers to coach.

Board Member Lozano asked if our teachers are invited to coach. AD DeVore states that they are asked on a regular basis. Board Member Lozano states at one point coaching positions would be assigned to teachers, which would be a difficult thing to do. He can recall when we did not have the turnover in coaching like we see today. This could be due to the stress of coaching.

Board Member Lozano asked how we present our student athletes to universities and community colleges for scholarships. AD DeVore states we have the athletes and parents work with the coach and counseling staff.

Board Member Lozano asked what the process is when a coach has a concern with an umpire or referee, what protection or support do we give our coaches. AD DeVore states that the officials are scheduled and assigned by the AIA. The head official will have communication with the head coach and him only regarding any questions or concerns. Coaches have an opportunity to submit video for review to the AIA if there is a questionable call. The AIA will review the footage and possibility use it for training purposes however, this will not change the outcome of a game. Coaches also have the opportunity to submit evaluations of officials to the AIA after every game.

Board Member Babcock asked if other schools similar to our size have their Athletic Director responsible for a number of other duties like we have our Athletic Director taking on Safety and Security and Title IX Coordinator. AD DeVore states that is does occur however, there are also schools who do not.

Superintendent Herne also stressed how important the Safety, Security and Title IX duties are and time that goes along with those responsibilities. We do not have very many Title IX cases that come about however, one investigation could take up to six months. AD DeVore has made this look easy, but this component of his job is very big.

AD DeVore thanked the staff, teachers, and coaches for their time and effort to help make the accomplishments of our student athletes possible.

Superintendent Herne states that items 8.1 Master Schedule and 8.2 Mingus Athletics were discussion items for possible action if the board wanted to do anything with them in the future.

Motion was made by Vice President Cox to table the Master Schedule for evaluation during a January Work Session to form a strategic academic plan. Second was made by President Drake.

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Nay

Board Member Carol Anne Teague – Recused herself

Board Member Austin Babcock - Aye

Motion passed 3-1.

President Drake moved to approve the Mingus Athletic Director job description.

Board Member Babcock asked for clarity on what is being voted on.

Superintendent Herne clarified that the Board just voted to have the Master Schedule back as a future agenda item related to strategic planning for the January Work Session. As for the Athletic Director job description, the Board could ask Superintendent Herne to revamp and update the Athletic Director job description. Then the revised and updated Athletic Director job description would be brought back to the Board for review and possible approval.

Board Member Babcock would like a few other things to be looked at as far as the Athletic Director’s duties, Safety and Security, Title IX, and the possibility of the addition of an Assistant Athletic Director. It seems that we have some short falls.

Superintendent Herne states that the Board has the ability to task her with the creation of a new position. She states that she feels the Board has three things that could be worked on: the reevaluation of the Athletic Director job description, possible creation of a new position, and the direction for Safety, Security, and Title IX.

Board Member Teague states that it appears that AD DeVore has a need for an assistant.

Motion was made by President Drake to instruct Superintendent Herne to review and revamp the Athletic Director job description and requirements. Second was made by Board Member Babcock.

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.

INFORMATION AND DISCUSSION ITEMS

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

First Reading of ASBA Policy Advisories 797, 801-807 - Information and discussion of the most recent ASBA Policy Advisories. (Staff Resource: Superintendent Herne)

Superintendent Herne read and reviewed the ASBA Policy Advisories 797, 801-807 to the Board.

Requests for Future Agenda Items

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

President Drake will schedule time with Superintendent Herne to discuss items.

Board Member Babcock would like to add a teacher and a coach to monthly recognitions.

ADJOURNMENT

Motion was made by President Drake to adjourn the meeting. 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.

Adjournment: 8:12pm

Board President Lori Drake

Vice President Misty Cox