

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

**GOVERNING BOARD**  
**MINUTES OF MEETING**  
Mingus Union High School Library  
Thursday, March 13, 2025 6:00 PM

**Governing Board:**

Misty Cox  
Austin Babcock  
Ashley Koepnick  
Taylor Bell  
Frank Nevarez

**Also Present:**

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

**Call to Order**

President Cox called the meeting to order at 6:10 PM

**Roll Call**

President Misty Cox, Vice President Ashley Koepnick, Board Member Austin Babcock, Board Member Taylor Bell, and Board Member Frank Nevarez are all present.

**Pledge of Allegiance**

The pledge was led by Board Member Nevarez.

**Moment of Silence**

A moment of silence was observed.

**Adoption of Agenda**

**Motion** was made by Board Member Bell to adopt the agenda as presented. Second was made by Board Member Nevarez.

**Roll Call Vote:**

President Misty Cox – Aye  
Vice President Ashley Koepnick – Aye  
Board Member Austin Babcock - Aye  
Board Member Taylor Bell - Aye  
Board Member Frank Nevarez - Aye

**Motion** passed 5-0.

**Student Recognition**

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

**Employee Recognition**

Principal Beery and Superintendent Herne recognized the employee of the month.

**REPORTS**

### **Superintendent 's Report**

Superintendent Herne reported on several events and recognitions that students have received during the third quarter. Upcoming events: March 15<sup>th</sup> 11:00 a.m. Freshmen and JV baseball home vs Brashaw, March 17<sup>th</sup> – 21<sup>st</sup> Spring Break, March 31<sup>st</sup> begins State Summative Testing (ACT Aspire, ACT, AzSCI) .

### **Mingus Recognitions and Highlights**

National Honors Society held a fundraiser during lunch on February 10<sup>th</sup> and raised over \$100.00 for California Fire Relief.

Girls Soccer made it to post-season play. Send off for the team took place on February 18<sup>th</sup> before their first-round state soccer playoff game against EastMark.

Interact Club activities during quarter three have included Future Freshmen Night, Red Sand Project, New Member Induction, Coin Drive Contest to support the American Red Cross Disaster Relief, Valentines to Adopted Grandparents at Haven, Interact District Conference at Verde Valley School, Project Prom Closet, and Citizenship Day Activities for Character Counts Week. The club also spoke at the Verde Valley Superintendent's Meeting on February 20<sup>th</sup> regarding their time at Rotary Youth Leadership Awards (RYLA).

State Wrestling Championships were held February 20<sup>th</sup> – 22<sup>nd</sup> at Veterans Memorial Coliseum in Phoenix. Koby De La Haye represented Mingus with a 5<sup>th</sup> place overall finish.

USAir Force Concert Band preformed for the community on February 26<sup>th</sup>. Over 250 community members attended this free concert. We also had three MUHS Band students join the Concert Band for specific numbers during the concert.

Girls Basketball post-season play led them to the third round of play-offs. They played Douglas High School, Mica Mountain and Flagstaff. Mingus Marauder Pride to the Girls Basketball Team.

FFA competed at the Arizona FFA Spring Conference at the University of Arizona on February 28<sup>th</sup>. Mingus Union High School had one team qualify for the National Contest and one team placed 7<sup>th</sup>. Mingus had a number of students obtain individual placements in their selected categories.

The Bring Change to Mind (BC2M) club celebrated the 2025 National BC2M week March 3<sup>rd</sup> – 7<sup>th</sup>. Activities sponsored by the club for this week included: calming playlist posted on campus, sensory strips handed out to all students via their Advisory classes, lunchtime yoga with Mrs. Swesey, wear green awareness day, and bracelet making during the weekly meeting.

Career and Technical Education participated in the Skills USA contest that took place March 4<sup>th</sup> – 5<sup>th</sup> in Prescott. Mingus had four students who qualified for the State Finals in their perspective fields. The State Finals will be held on April 22<sup>nd</sup> at Universal Technical Institute.

College signings took place for Xavier Buckner on March 6<sup>th</sup> and Koby De La Haye on March 13<sup>th</sup>.

All State Band and Choir auditions took place on March 7<sup>th</sup> and 8<sup>th</sup> at Gilbert High School. Mingus had one student audition for band and six students for choir.

### **Board Member Report(s)**

Board Member Koepnick, Board Member Bell and Board Member Babcock all commented on their time on campus participating in the WICOR Walkabouts. They expressed how impressed they were with the class participation and engagement the staff has with their students. Board Member Koepnick especially expressed her delight regarding the collaboration of the staff members in the hallway after the classroom observation was

conducted. Board Member Babcock was also impressed with the observation he had in the Exceptional Services classroom.

Board Member Nevarez expressed his enthusiasm for the Girls Basketball Team in their post-season play. He attended a send off for the team and the excitement for the team was great. He acknowledged the students, teachers, and community who supported the team.

## **PRESENTATION AND INFORMATION**

### **Administration Information**

Principal Beery presented on Mingus Union High School CTE (Career and Technical Education) offerings and CTSO (Career and Technical Student Organizations).

### **Student Council Presentation**

Student Council members presented current Student Body events and future activities. Items include: Soccer, Wrestling, Basketball send offs, Toys for Tots recognition, Prom planning, Character Counts Spirit Week. Upcoming events for the Student Council are: Prom, April 12th at the Clarkdale Clubhouse, Inspirational Speaker Mario Murillo, Spring Pep Assembly, Teacher Appreciation Week.

### **AVID Information**

AVID students presented information regarding guest speakers who have come to the classroom, participation in Marauder for a Day, scholarships, and Oakland A's Education Day.

### **Other Information for Reading**

March Newsletter

## **BOARD MEETING MINUTES NOT PREVIOUSLY APPROVED**

**Motion** was made by Vice President Koepnick to approve the minutes for February 13, 2025, Regular Meeting, February 27, 2025, Work Session and March 7, 2025, Strategic Planning Phase 0 Meeting as presented. Second was made by Board Member Bell.

### **Roll Call Vote:**

Board Member Misty Cox – Aye

Board Member Austin Babcock - Aye

Board Member Ashley Koepnick - Aye

Board Member Taylor Bell - Aye

Board Member Frank Nevarez – Aye

**Motion** passed 5-0.

## **PUBLIC COMMENTS**

*At the conclusion of the call to the public, Board members may respond to any criticism made by an individual who addressed the Board. Board members may also direct staff to review the concern or request the item be discussed at a future meeting. Board members may not discuss or take legal action on matters raised during this open call to the public. If you have submitted a Request to Speak form, the Board President will call upon you and ask that you please identify yourself by clearly stating for the record your name and address. Citizens are asked to restrict their comments to three (3) minutes. Groups wishing to speak should select a spokesperson to represent the view of the group. (Board President may refrain from reciting this section if no RTS forms have been submitted).*

Michael Nisito a Cottonwood resident commended the Board on the responsibility they have undertaken by being a Board Member. The work the Board Members are doing is important. He encourages others to speak to the Board Members if they have questions on items discussed in the community. Mr. Nisito asked that parents and community members listen or attended school board and city council meetings. He would like for people to compare what they hear at meetings and what is reported by the local newspapers. We need to hold all of our

representatives accountable. They are our representatives, and they work for us. Mr. Nisito also mentioned that on March 22<sup>nd</sup> there will be a drag show in Cottonwood. At the next city council meeting there will be an agenda item requesting an age restriction be put on the entry for such shows. Please email your council members and let them know your thoughts.

Stephen Renard a Cottonwood resident and teacher at Mingus Union High School expressed that over the last several months there has been a large discussion regarding the curriculum at Mingus. As a teacher, he and his colleagues spend hours upon hours working every year. He asked the board to consider in any future discussions that they base their decisions on facts and not a six-year-old pre-pandemic report. He was delighted to see almost all of the Board Members attended WICOR Walkabouts and see the actual work of the staff. Mr. Renard hopes that with the knowledge obtained through the WICOR Walkabouts and tonight's presentation the Board will take into consideration what the current needs are and not what an outdated report states. He thanked the Board and extended an invitation for all to come and see the musical, Mamma Mia later this month.

### **ACTION ITEMS – CONSENT**

President Cox asked for Item 8.4, Center for HS Success under Agreements be pulled from the consent agenda.

**Motion** was made by Board Member Babcock to adopt the consent agenda excluding Item 8.4 Agreements, Center of High School Success. Second was made by Board Member Bell.

#### **Roll Call Vote:**

President Misty Cox – Aye

Vice President Ashley Koepnick – Aye

Board Member Austin Babcock - Aye

Board Member Taylor Bell - Aye

Board Member Frank Nevarez - Aye

**Motion** passed 5-0.

#### **Approval of Routine Vouchers**

Expense, Payroll, and Bookstore Activity

#### **Personnel**

HR Report, Classified, Certified, Certified and Administrative Employment Renewals

#### **Donation**

Prom Closet, Theatre Arts, Golf, Hope Center Report - February

#### **Agreements**

ESA Renewal for 2025-2026

#### **Policy Second Reading**

Policy IKC.

President Cox asked what is the difference between Center for High School Success Agreement and Freshmen on Track.

Principal Beery states the state is recommending schools that received the grant partner with the Center for High School Success. They do use data, but they also take away all the identify student information. Center for High School Success will help guide us to better focus on freshmen who are struggling to offer better support for them.

President Cox aske for clarification regarding cost. It looks like there is one fee for the two years.

Principal Beery states that the grant is for this year, so we have to spend the money during this fiscal year but the actual program is for next year. There is no cost for the school, it is completely funded by grant money. If there is any money left over it will be utilized for freshmen teacher teams.

President Cox asked Principal Beery how have things improved since beginning the Freshman on Track program.

Principal Beery was the leader of Freshman on Track the first year. That first year was all new and he just implemented what was given. Moving forward he would like to see the entire school be supported. He feels utilizing our certified teachers and staff will help guide our students.

Board Member Bell asked if there are requirements we have to adhere to for this grant.

Principal Beery states we do have guidelines to follow. We will be assigned a coach from the Center for High School Success who we will meet with. Then we will run our freshmen team teacher meeting to help us focus on the identified needs of our students.

**Motion** was made by President Cox to approve Item 8.4 Agreements, Center of High School Success under the consent agenda. Second was made by Board Member Bell.

**Roll Call Vote:**

President Misty Cox – Aye

Vice President Ashley Koepnick – Aye

Board Member Austin Babcock - Aye

Board Member Taylor Bell - Aye

Board Member Frank Nevarez - Aye

**Motion** passed 5-0.

**ACTION ITEMS - DISTRICT BUSINESS**

**CPR Certification**

Superintendent Herne and Mrs. Anguiano review the different steps that could be taken to obtain CPR certification requirements that include hands-on skill(s) for the Mingus Union High School staff. Superintendent Herne stated that CPR certification is not a requirement under the Arizona Department of Education, however it is something that could be lifesaving. Each year our staff does have some CPR training that is done through Vector Training however it is not a certification. Three different agencies were presented who could provide certification. The agencies were the Cottonwood Fire Department, Verde Valley Fire Department and the Red Cross. Superintendent Herne states we would need to have information regarding the Boards direction on the implementation timeline.

Board Members discuss options presented.

**Motion** was made by Vice President Koepnick to approve CPR certification requirement that will include hands-on skill(s) for all staff. Verde Valley Fire Department will be utilized for this training and this requirement will be implemented starting in FY2026. Second was made by Board Member Babcock.

**Roll Call Vote:**

President Misty Cox – Aye

Vice President Ashley Koepnick – Aye

Board Member Austin Babcock - Aye

Board Member Taylor Bell - Aye

Board Member Frank Nevarez - Aye

**Motion** passed 5-0.

### **Mingus Union High School 2025-2026 Academic Calendar**

Superintendent Herne reviewed the 2025-2026 Academic Calendar.

Board Member Babcock asked if there were any major changes to the calendar.

Superintendent Herne states the two biggest changes are when we come back from winter break the first day back will be all staff no students. This day will be devoted to staff professional development. Then looking at the number of days this school year the 2025-2026 school year will start on July 31, 2025.

**Motion** was made by Board Member Nevarez to adopt the 2025-2026 Academic Calendar as presented. Second was made by Board Member Bell.

#### **Roll Call Vote:**

President Misty Cox – Aye

Vice President Ashley Koepnick – Aye

Board Member Austin Babcock - Aye

Board Member Taylor Bell - Aye

Board Member Frank Nevarez - Aye

**Motion** passed 5-0.

### **Federal Single Audit, USFR Compliance Questionnaire, and 2024 Comprehensive Financial Report**

Finance Director Lynn Leonard presented and reviewed the Federal Single Audit, USFR Compliance Questionnaire, and 2024 Comprehensive Financial Report with the Board. This is an annual report that the Board does not need to approve only an acceptance of the Federal Single Audit, USFR Compliance Questionnaire, and 2024 Comprehensive Financial Report is needed.

Vice President Koepnick commended Finance Director Lynn Leonard for the work that went into the preparation of these documents.

Finance Director Lynn Leonard stated that even though she is responsible for the reports there are several people who contribute: Eunice Bailey at the bookstore, Dee Belzer for student attendance reporting, and IT Department did not have any findings. Their hard work is essential and appreciated.

**Motion** was made by Vice President Koepnick to accept of the 2024 Single Audit, USFR Compliance Questionnaire, and Comprehensive Financial Report. Second was made by Board Member Nevarez.

#### **Roll Call Vote:**

President Misty Cox – Aye

Vice President Ashley Koepnick – Aye

Board Member Austin Babcock - Aye

Board Member Taylor Bell - Aye

Board Member Frank Nevarez - Aye

**Motion** passed 5-0.

### **INFORMATION AND DISCUSSION ITEMS**

#### **Café Updates**

Café Director Christopher Lomeli presented information regarding updates to the nutrition program that have taken place during this year. Updates included digital menus and communication boards, quality of ingredients, fresh salad bar open daily, snack shop open daily, cold brew coffee program, summer food program during the months of June and July and increase in student participation.

President Cox stated that Café Director Lomeli has done a great job.

Vice President Koepnick stated that she was impressed with the quality of food provided for meals.

Board Member Babcock echoed that the quality of food served has increased and the tour of café was great.

Café Director Lomeli stated that we will be able to double the funding for fresh fruit. The salad bar will be fully stocked by Federal funding for the entire year beginning in 2025-2026 school year.

Board Member Nevarez asked how is the summer food program advertised.

Café Director Lomeli stated that digital flyers will be displayed around campus and he will be reaching out to all of the local grocery stores to have flyers posted.

Board Member Bell stated that the work Café Director Lomeli is doing is essential to the well-being of the students and he is doing an amazing job.

### **Current status of the MUHS Curriculum**

Director Gretchen Wesbrock, Principal Dave Beery and Assistant Principal Shannon Anderson presented information regarding the journey of progress from the 2019 Curriculum Audit. Items in the presentation were: How audit findings have been addressed, action steps and continuous improvement process, Professional Learning Communities (PLC) and Collaborative Teams, achievements, Assistant Principal of Curriculum and Instruction tasks and duties, the current state of Mingus Union High School and next steps for the future.

Superintendent Herne made a statement before Assistant Principal Anderson presented. Superintendent Herne stated that the request from the Board for a staff member to list daily tasks and duties is very unusual. She requested the Board to be mindful of any questions that may seem evaluative. This item is not agendaized as an evaluative item and the Board Members are not qualified evaluators. Assistant Principal Shannon Anderson then presented what her qualifications are and the tasks and duties of the role of Assistant Principal of Curriculum and Instruction.

Board Member Bell stated that when she asked for the presentation on the current state of our curriculum she did not expect Assistant Principal Anderson to go over all the daily tasks of her current position, however Board Member Bell does appreciate that Assistant Principal Anderson did that. Board Member Bell thanked the entire team for the amount of time, work and effort they put into the presentation. She has a question regarding curriculum, she states it is understood that the 2019 Curriculum Audit happen years ago, so currently do we have any core or non-core classes that do not have written curriculum.

Principal Beery states that there are a few new courses that have a scope and sequence but do not have items in Embark. We always can go to the state standards to see what needs to be covered. There are some areas in Embark that need to be built to get them to the robust sources that we need. This does take time when new courses and textbooks are utilized. Assistant Principal Anderson states even if a course is new like Honors Algebra One the curriculum is in Embark for Algebra One which can be utilized however, you would want to dive deeper into the curriculum for the Honors Algebra One classes.

Board Member Bell states that originally the intent was to make Embark public facing, why has this not been done.

Principal Beery states at the time Leadership was responding to possible legislation requirement at the state level to have all curriculum public facing. That legislation requirement has not happened yet, therefore we are still in the implementation phase.

Board Member Bell asked if we are still using Solution Tree and the Curriculum Management Solution.

Assistant Principal Anderson states that we are still using Solution Tree.

Principal Beery states that Solution Tree is what is being used for the PLC process and the teacher collaborative team meetings.

Board Member Bell asked what is the current process to building curriculum for a new course or if a current course does not have curriculum.

Principal Beery stated that the teacher would meet with Assistant Principal Anderson. They would sit down and write out the scope and sequence with the utilization of the state standards and generate where they would obtain their resources from.

Board Member Bell asked if there is a plan for curriculum work in Embark.

Principal Beery stated that there will be work down in the fourth quarter and summer work will also be completed. The main thing is finding the time to devote to the curriculum work.

Board Member Bell reiterated that everyone is aware of the items found in the 2019 Curriculum Audit and the presentation gave the Board information needed to understand our current state. We are all still on the same page in understanding that we still have items for improvement. Board Member Bell is impressed with the continued improvement process. That is what she personally wants to see us focus on; understanding where we are, and what do we need to do to move forward. This can only be accomplished if we are in partnership with each other and agree on what we want to do better and have action steps on how to implement. Board Member Bell thanked the Leadership Team for their work and presentation.

President Cox asked when will the curriculum be presented to the Board for adoption or what is the goal for this to take place.

Principal Beery stated that this is difficult because in the past we have not been given direction. He is asking for clarification on what exactly the Board wants to see. For example, if it is scope and sequence for every class we are very close to that. If it involves more, then more work might need to be done. Principal Beery and his team will be happy to work with the Board, however, he does not want to rush the process because the quality of the work could suffer. With this being his first year as principal one of his main goals was to change items in discipline. The item of curriculum will now work its way to the forefront with direction from the Board on what their expectations and goals are.

Superintendent Herne states based on where we are with curriculum, especially with the core classes (Math, ELA, and Science) that at the beginning of Fiscal year 2026 a presentation in terms of adoption of curriculum for Math, ELA and Science could be ready.

President Cox request monthly reports on the status of work done on curriculum.

Principal Beery agrees and request compensation for teachers as they work on the curriculum.

Superintendent Herne states that it is common practice for compensation to be given to staff who work on the curriculum. It can be done in many ways, for example subs could be obtained and staff work on the curriculum during a regular school day. It could also be done as summer work.

Board Member Nevarez commended Director Wesbrock and Assistant Principal for the presentation given. The information given and the amount of work that is being done is commendable. Board Member Nevarez asked how can the Board help in partnering with Leadership and staff so that we can work together.



Principal Beery is optimistic with the level of interest that is being shown regarding the campus and the day-to-day routine. Having clear desires and direction from the Board is valuable so Leadership can provide what is expected and work with the Board to get there. The MUHS staff has years of experience in education and understand the education language. They also know how to implement strategies for success. The Board answers to the community and what they want to see happen at the school.

Superintendent Herne states that a large part of the partnership comes from the Strategic Plan. Having a plan that anyone can utilize is key. The Strategic Plan will keep us focused on the goals that we want to obtain.

Director Wesbrock stated that having a District Strategic Plan is a huge step forward. We have a staff filled with people who will work very hard to obtain and exceed goals. Having a vision that is laser focused and a direct plan on how to get there will make a difference. It will take time to achieve our goal, but we can get there.

Vice President Koepnick also thanked the Leadership Team for the work that was put into the presentation. She also wanted to let administrators, teachers, and staff know that from her point asking questions does not mean that we think you are not doing your jobs. She knows we have amazing teachers and staff that clearly are doing a great job. Vice President Koepnick asks questions because she doesn't have the answers and truly doesn't know. The presentation was truly eye-opening to see what has been done and what is happening. She is not questioning what people are doing but needs to know what is happening so help and support can be provided.

Board Member Babcock agrees with Vice President Koepnick. He asks questions because he wants to have a better understanding and knowledge. He feels that the standard or norm for each class should be very similar to the chemistry example that was given in the presentation. Even if every class had a laid-out plan to follow it doesn't guarantee a 50% proficiency rate. Board Member Babcock believes it would help and needs to happen, but it may not solve the problem of proficiency. After all the information given and understanding the things we have been doing he agrees there is work that needs to be done with curriculum but what if that does not solve our proficiency problem. He is wondering what is causing our students to not be proficient.

Superintendent Herne states that we as a society have been trying to figure out how to close the academic gap. This is something we will need to continue to do with each new cohort of students. Every student comes to us at different stages and we as educators have to adjust. This is an ever-evolving processes.

*The complete PowerPoint presentation for the curriculum presentation can be found at the end of the meeting minutes.*

### **Policy 1st Reading**

Superintendent Herne went through the first reading of Policy Advisory 809-818 Volume 37 #1, Policy A, A-R, IJM, IJM-R and IKF.

### **Campus Updates**

Superintendent Herne reviewed the status of Cottonwood Trees on the campus. The one hundred year old Cottonwood Trees near the tennis courts and softball/baseball fields have been diagnosed with Canker Disease. They will need to be removed due to the disease and safety.

### **REQUEST FOR FUTURE AGENDA ITEMS**

No future agenda items were requested at this time.

**Motion** was made by President Cox to adjourn the meeting. Second was made by Vice President Koepnick.

### **Roll Call Vote:**

President Misty Cox – Aye

Vice President Ashley Koepnick – Aye

Board Member Austin Babcock - Aye  
Board Member Taylor Bell - Aye  
Board Member Frank Nevarez - Aye  
**Motion** passed 5-0.

**Adjournment: 9:39 pm**

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Board President Misty Cox

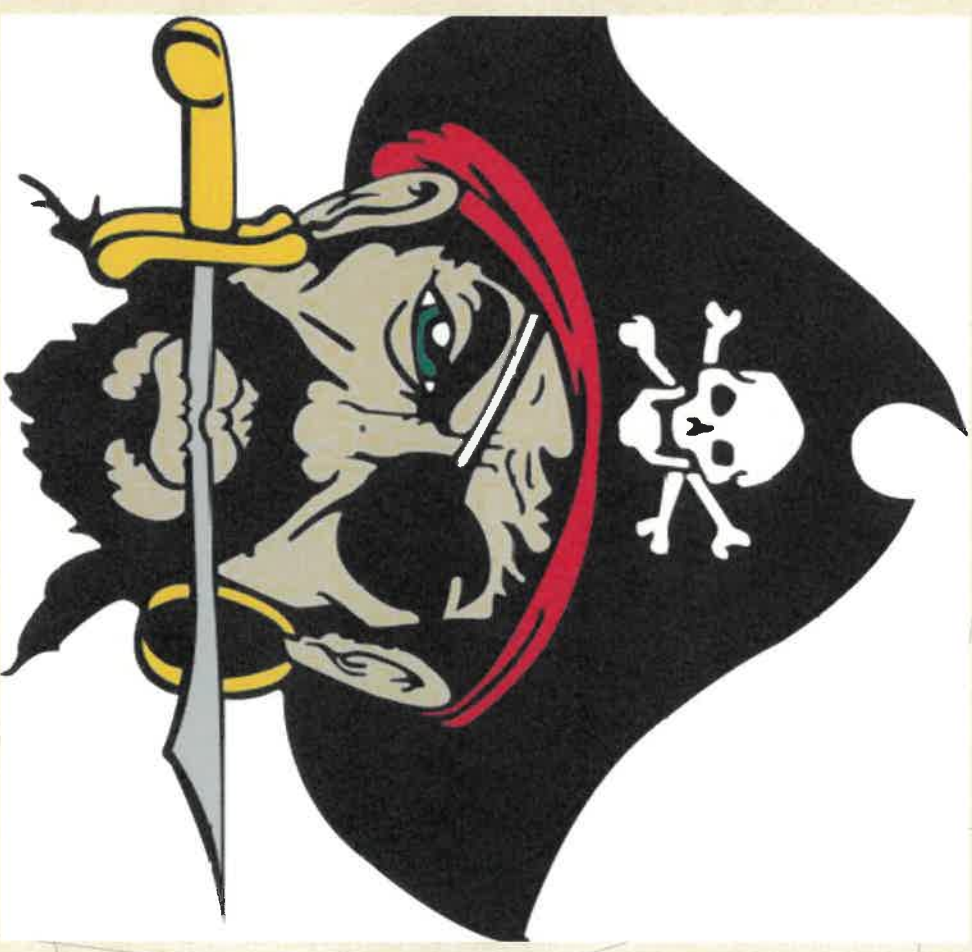
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Vice President Ashley Koepnick

DRAFT

# CURRICULUM PRESENTATION

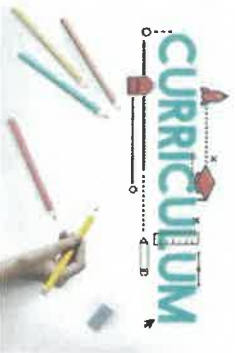
**March 13, 2025**



# QUESTIONS FROM THE BOARD

- What steps have been taken since the 2019 Curriculum Audit?
  - What are the strengths and weaknesses of our curriculum?
  - What is working well and what can we change?
- How have the steps taken (since the 2019 Curriculum Audit) improved proficiency?
- How does absenteeism impact curriculum, achievement and student learning?
- How much longer will we let students fall behind?
- Job description of the current curriculum position
  - Daily tasks of the current Curriculum and Instruction Assistant Principal





## Curriculum

A course of study that includes materials for teaching and learning standards. Standards are the knowledge and skills a student should possess by the end of a course or grade. Standards in the state of Arizona are determined by the Arizona Department of Education.



## Instruction

The process of teaching and engaging students with content. It involves the methods and strategies teachers use to deliver curriculum to students.



## Learning

The process of gaining new knowledge, skills or behaviors. It is a lasting change that happens over time.



## Proficiency

A measure of how well a student understands and applies mastery of knowledge and skills.

# WHERE WE HAVE BEEN

## New Leadership

2018 – New Site and District Administration  
D Letter Grade from previous school year

## New Partnerships

- Implemented to increase student achievement and proficiency
- AVID – Advancement Via Individual Determination (2017)
- Beyond Textbooks (2018)
- Professional Learning Communities – Solution Tree (2019)

## Site Strategic Planning



- Identified concerns regarding alignment of curriculum with state standards/tests, lack of benchmark data, and the need for a curriculum housing and curriculum revision process
- Contracted with Curriculum Management Solutions (CMS) to conduct a curriculum audit – goal to review our systems objectively and assist with outlining a path for our improvement and goal
  - New Assistant Principal created for Curriculum and Instruction



# AUDIT FINDING

## Finding 1:

Policies and planning do not direct and sustain efforts to promote higher levels of learning for all students and achieve the school's stated priorities. There is limited written direction to establish and guide the most critical school functions of curriculum management, student assessment, professional development, and technology.



# RECOMMENDATIONS

## Finding 1:

✓ Review, revise, adopt and implement **board policies** to provide for a sound system of curriculum management and control.  
✓ Engage in a **strategic, comprehensive** planning process to develop a **long-range improvement plan** that ensures linkage of school efforts and includes planning for curriculum management, professional development, assessment, and technology.

# OUR ACTION STEPS

- ✓ Updated Board Policies
  - ✓ IA (Instructional Goals & Objectives 2021)
  - ✓ IGA (Curriculum Development - 2024)
  - ✓ IGD (Curriculum Adoption 2023)
  - ✓ IHA (Basic Instructional Program 2024)
  - ✓ IJ (Instructional Resources and Materials 2021),
  - ✓ JJ (Textbook/Supplementary Materials Selection & Adoption 2023)
  - ✓ JLL (Library Materials Selection and Adoption 2024)
  - ✓ JNDB (Use of Technology Resources in Instruction 2024)
  - ✓ ILE (Evaluation of Instructional Programs 2021)
  - ✓ IMA (Teaching Methods 2024)
  - ✓ IMB (Teaching about Controversial/Sensitive Issues 2024)
- ✓ Updated Site Improvement Plans





# AUDIT FINDING

## Finding 2:

The scope of the written curriculum is incomplete for core subjects. The quality and use of the written curriculum are insufficient to provide direction for planning, teaching, and learning to ensure alignment of the written, taught, and assessed curriculum

# RECOMMENDATIONS

## Finding 2:

- ✓ Develop and implement a **comprehensive curriculum management plan** to provide schoolwide consistency and direction for the design, use, monitoring, and evaluation of curriculum.
- ✓ Review, revise, and further **develop existing curriculum documents** to ensure alignment of the written, taught, and assessed curriculum.



# OUR ACTION STEPS

- ✓ Partnered with EMBARC for curriculum housing and management
- ✓ Partnership with Beyond Textbooks provided curriculum documents for English and Math
- ✓ Guiding Coalition identified essential standards, reviewed existing curriculum documents, and developed Common Formative Assessments and benchmark tests
- ✓ Established Common Grading Practices by department

standards.

Subject	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12
Mathematics												
Computer Science												
Biology												
World History												



Curriculum Mapping & Management Solution

© 2013 Beyond Textbooks

## Curriculum Maps



# WHAT IS A GUIDING COALITION?



A guiding coalition is an **alliance of key members** of an organization who are specifically charged with **leading a change process** through predictable turmoil.

Members of the coalition should include team members who have:

- ✓ An eagerness to promote change
- ✓ Expertise relevant to the tasks on hand
- ✓ High credibility with all stakeholders
- ✓ Proven leadership skills

# **GUIDING COALITION AND THE CONTINUOUS IMPROVEMENT PROCESS**

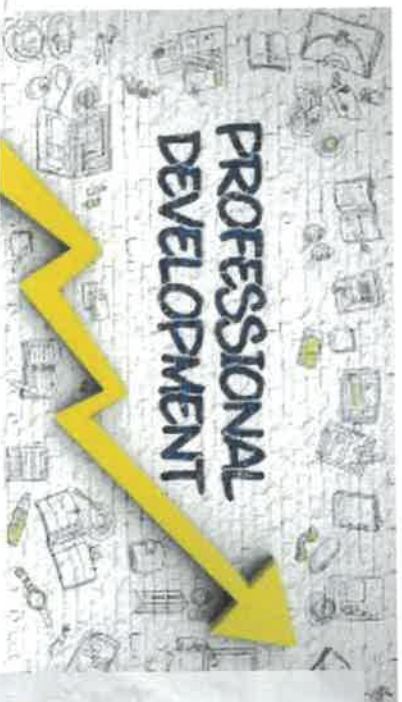


1. Form a team capable of leading change
2. Develop an urgency and collective vision for change
3. Develop collective commitments that lead to action
4. Clarify and communicate expectations for collaborative teams

## AUDIT FINDING

### Finding 3:

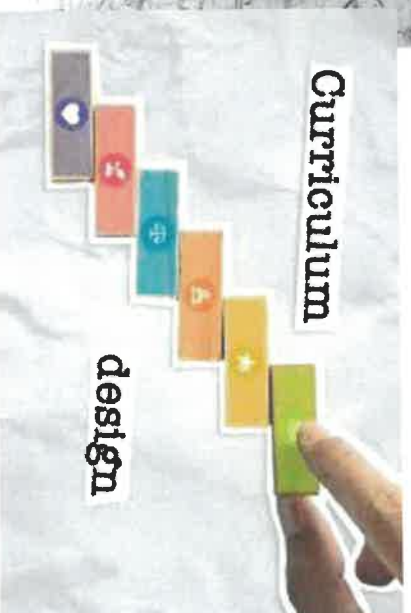
Professional development and curriculum monitoring are not sufficiently coordinated nor effective in improving the delivery of curriculum for higher student achievement. Instructional practices are not congruent with district expectations. Artifacts generate low-order cognitive demand and lack engagement.



## RECOMMENDATIONS

### Finding 3:

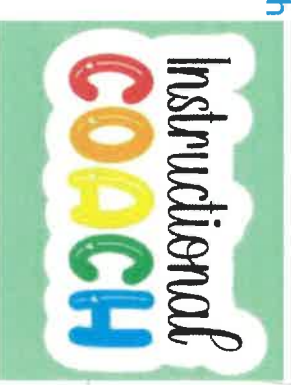
- ✓ Design and implement a **comprehensive professional development program** that is differentiated, supports the school curriculum, and is focused on producing high levels of student achievement.
- ✓ Establish and implement **standards and procedures for monitoring the delivery of the curriculum** and the use of quality, research-based instructional strategies.



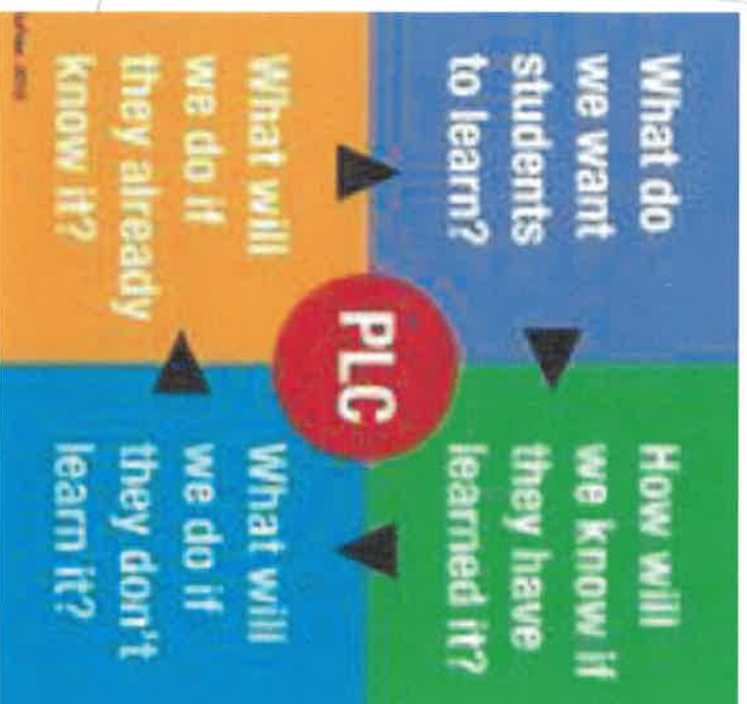


# OUR ACTION STEPS

- ✓ Implemented AVID Schoolwide
- ✓ Developed Comprehensive Professional Development Plan
  - ✓ AVID PD
    - ✓ Solution Tree PD
    - ✓ Collaborative Teams
  - ✓ WICOR Walkabouts
  - ✓ AVID Walkthroughs
  - ✓ Professional Learning Communities
  - ✓ Established Guiding Coalition
  - ✓ Instructional Coaches
  - ✓ AVID Big 5



# PROFESSIONAL LEARNING COMMUNITY & COLLABORATIVE TEAMS





## AVID Schoolwide Domains

The CCI is structured around four AVID Schoolwide Domains: Instruction, Systems, Leadership, and Culture.

INSTRUCTION

Protocols:

- WICOR® Strategies
- 21st Century Skills
- Student Leadership Skills
- Goal-Setting/Monitoring
- Rigor for All

SYSTEMS

Support:

- AVD Site/District Teams
- Professional Learning
- Secondary AVID Elective/Excel Elective Classes
- Equity and Access to Rigor
- Data Collection and Analysis

LEADERSHIP

Ensures:

- Strategic Planning
- Modeling of Expectations
- College Readiness Mission and Vision
- Career Readiness
- Distributed Leadership Approach

CULTURE

Fosters:

- College and Career Preparation
- Common Belief in Student Success
- Family and Community Involvement
- High Expectations for All
- Positive and Safe Learning Environment

### I. AVID Schoolwide Instruction

AVID Schoolwide instruction occurs when the entire instructional staff utilizes AVID strategies, other best instructional practices, and 21st century tools to ensure college and career readiness for AVID Elective/Excel Elective students and improved academic performance for all students.

### II. AVID Schoolwide Systems

AVID is Schoolwide when systems are in place that support governance, curriculum and instruction, data collection and analysis, professional learning, and student and parent outreach to ensure college and career readiness for AVID Elective/Excel Elective students and improved academic performance for all students.

### III. AVID Schoolwide Leadership

AVID Schoolwide leadership sets the vision and tone that promote college and career readiness and high expectations for all students in the school.

### IV. AVID Schoolwide Culture

AVID Schoolwide culture is evident when the AVID philosophy progressively shifts beliefs and behaviors resulting in an increase of students meeting college and career readiness requirements.

## AVID Schoolwide Subdomains (Secondary)

- |  |  |   |   |
|--|--|---|---|
| <ol style="list-style-type: none"> <li>WICOR (Writing, Inquiry, Collaboration, Organization, and Reading)</li> </ol> | <ol style="list-style-type: none"> <li>Management of the AVID Elective/Excel Elective</li> <li>Access to Rigor and Student Support</li> <li>Assessment of Student Progress</li> <li>Professional Learning</li> </ol> | <ol style="list-style-type: none"> <li>College and Career Readiness Mission and Vision</li> <li>Representative Governance</li> <li>Strategic College and Career Readiness Planning</li> </ol> | <ol style="list-style-type: none"> <li>Rigor</li> <li>Community Activities and College and Career Awareness</li> <li>College-Going Environment</li> </ol> |
|--|--|---|---|



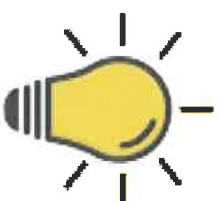
# ADDITIONAL ACTION STEPS

*Academic*  
**Overtime**

**POWER  
HOUR**



**MISSION**



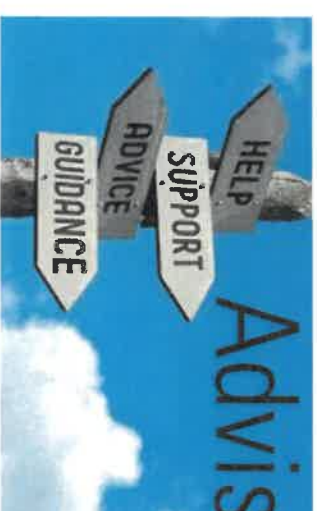
**VISION**



**VALUES**



Google Classroom



**Advisory**

# HIGHLIGHTS AND ACHIEVEMENTS

- AVID Site of Distinction (2024 recipient) and AVID Showcase Site (2023-24)

- A-F Letter Grade

	2018	2019	2020	2021	2022	2023	2024
D	C	COVID	P	B	B	B	B

- Principal AVID Staff Developer
- Arizona Counselor of the Year
- 2 Yavapai County Teachers of the Year – 2016 and 2018
- Yavapai County First Year Teacher of the Year – 2018
- Full Cognia Accreditation – 2024



# HIGHLIGHTS AND ACHIEVEMENTS

- Awarded ADE 9<sup>th</sup> Grade Success Grant
  - 2024 and 2025 – total amount \$100,000
- Awarded College Knowing and Going Grant
- Senior scholarship amounts increased from 2017 to 2024

2017	2018	2019	2020	2021	2022	2023	2024
\$3,737,436	\$4,501,896	\$4,559,136	\$3,446,085	\$3,034,665	\$4,587,511	\$6,887,971	\$5,823,846



- Students admitted to highly selective schools – Harvard, Princeton, Vanderbilt, Northwestern, et.
- Student achievements – National Merit Semi Finalists, Filmm Scholars, Dream USA Scholar, Obama Scholar, Questbridge Scholar, and the list goes on....



**FLINN**  
FOUNDATION



**VANDERBILT**  
UNIVERSITY



**HARVARD**  
UNIVERSITY



QUESTBRIDGE



# **ASSISTANT PRINCIPAL OF CURRICULUM AND INSTRUCTION**

Assistant Principal of Curriculum and Instruction  
(3 years)

Teacher Support Specialist (1 year)

Mathematics teacher (16 years)

Admin Credential

Master's in Ed Leadership

Title IX Investigator

Qualified Evaluator

Assessment Coordinator Trained

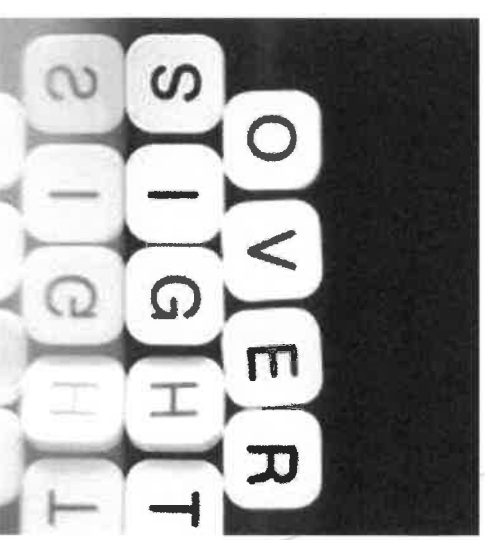
AVID Trained

Guiding Coalition Administrator



# CURRICULUM OVERSIGHT

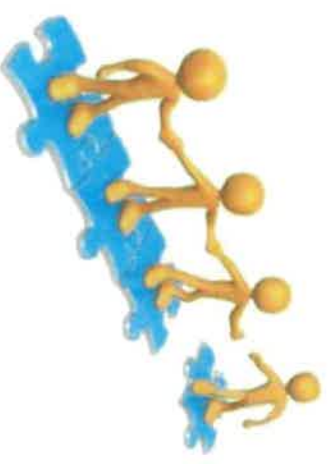
- EMBARC
- Beyond Textbooks
- Textbook Adoption
- Google Classroom
- Testing support for AZ Civics assessment
- CFA and Benchmark's in Performance Matters
  - Assist teachers in scheduling and interpreting results
- Online textbook oversight (HMH, ALEKS, McGraw Hill, SAVVAS)
  - Support for single sign on for students and teachers
  - Google classroom integration





# TEACHER SUPPORT

- New teacher support-Quarterly meetings
- Video Tutorials for new and returning teachers
- Google classroom/Google Site Support
- FLEX support
- Audio Enhancement (Classroom audio and video)
- Gradebook setup support
- Classroom technology support
- Classroom walkthroughs
- Long Term Sub / Leave Support (grading, Edgenuity support, Google assignments, and Advisory support)
- Instructional Coach Lead (Weekly Meetings)



# CLASSROOM SITE FUND ACCOUNTABILITY

- Google classroom set up for CSF
- Quarterly grading of assignments
- Tracking attendance at required WICOR walkabouts and Strategy of the Month
- Monitor Google sites and calendars
- CSF Accountability & compliance conversations
- CSF Meetings (leads with Principal)



# DISTRICT TEST COORDINATOR

- State assessment planning
  - ACT, ACT Aspire, and AZSci
  - Previously State Summative Assessments
- Enrollment updates weekly beginning in February
- Accommodations requested for assessments with support of ESS department
- Planning of assessment structure and locations
- Test administration training for all staff
- Required annual trainings for test coordinator
- Analyze and disseminate data to stakeholders





# SCHOOL LEADERSHIP

- Interview team for new hires
- Formal evaluations of teaching staff
- Weekly admin meetings
- Bi-monthly Leadership meetings
- Guiding Coalition weekly meetings
- Admin duty-Athletics, Theatre events, and Dances
- EPIC Administrator (Bell schedule, Lockdown Drills, Safe Alerts)
- COVID data tracking and reporting



# DAY-TO-DAY LEADERSHIP

- Student
  - Conflict resolution, tardy passes, lunch duty, reinforcing school policies, weekly transportation support
- Discipline
  - Complicated scenarios, busy days
- Teacher
  - Unanticipated sub issues, tech issues, FLEX support
  - Addressing instructional needs and concerns
- Site and District Support
  - Teacher Education Index (evaluation data spreadsheet)
  - Continuous student involvement data (Clubs, Athletics, etc.)
  - Various other (gathering information, created presentations, etc)

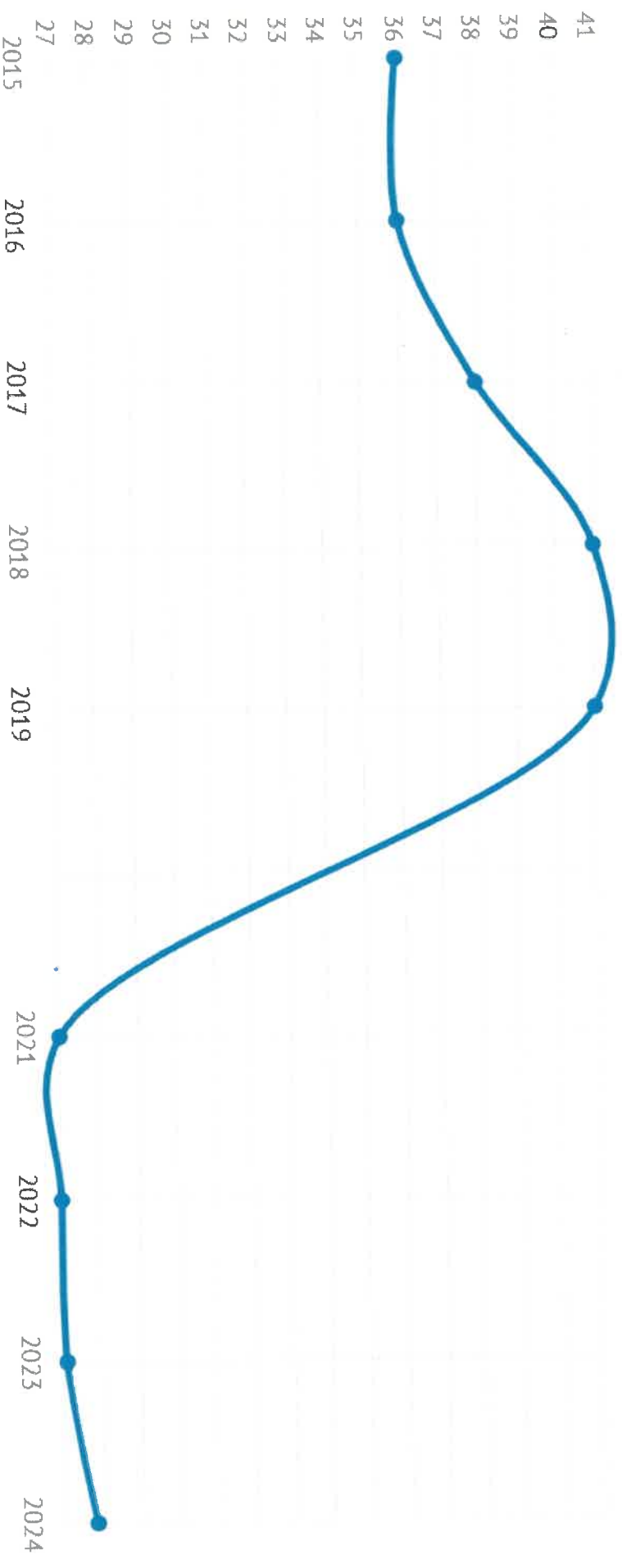


# WHERE WE ARE

- **B Letter Grade**
- **AVID Site of Distinction**
- **Full Accreditation**
- **9th Grade Success Grant recipient**
- **College Knowing & Going Grant recipient**
- **School Safety Grant recipient**



# WHERE WE ARE



Arizona Math Proficiency Scores Entering 9th Grade: Entire State

(<https://educationforforwardarizona.org/progress/indicators/eighth-grade-math/?indicators=State::Arizona::All>)

# WHERE WE ARE

- % of our incoming students expected to be prepared to be successful in high school math (3 largest feeder districts)
  - Source: EdForward AZ
- 13% of incoming 9th graders (Spring 2024) expected to score proficient in Mathematics
  - Source: Helios
- B letter grade; highest area of points earned due to student GROWTH (over 18 of 20 possible points)



Cottonwood Oak Creek  
Clarkdale Jerome  
Beaver Creek

**EIGHTH GRADE MATH**  
Percent of Arizona 8th grade students who are prepared to be successful in high school math.



**EIGHTH GRADE MATH**  
Percent of Arizona 8th grade students who are prepared to be successful in high school math.



**EIGHTH GRADE MATH**  
Percent of Arizona 8th grade students who are prepared to be successful in high school math.

# WHERE WE ARE

- CURRICULUM DEVELOPMENT & HOUSING
  - EMBARC
    - Assessment of Math, English Language Arts, & Science
      - Begin with state-tested subjects

# WHAT'S NEXT

- Time set aside for staff to continue to build curriculum into EMBARC
  - Develop areas of need (ex: Honors Algebra)
  - Enrich & Maintain areas of strength (ex: Chemistry, Eng 9)



Curriculum Mapping & Management Solution

# WHAT'S NEXT

- Continue our professional development path
  - AVID – has been responsible (Principal's opinion) for our biggest gains
  - PLC's – we need to continue to fine tune our Collaborative Teams processes from macro to micro



Advancement via Individual  
Determination





# THANK YOU

- MUHS Governing Board
- Superintendent Herne
- SITE Admin Staff
- MUHS Staff



# ***THANK YOU***

**Mingus Union High  
School District #4**

