

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

**GOVERNING BOARD**  
**MINUTES OF MEETING**  
**ZOOM**

Thursday, July 9, 2020 6:00 PM

**Governing Board:**

Carol Anne Teague  
Lori Drake  
Anthony Lozano  
Chip Currie  
Greg Roeller

**Also Present:**

Mike Westcott, Superintendent  
Lynn Leonard, Business Manager  
Genie Gee, Principal

**OPENING**

**Call to Order**

Board President Carol Anne Teague called the meeting to order at 6:02pm.

**Roll Call**

Board President Carol Anne Teague, Vice President Lori Drake, Board Member Anthony Lozano, Board Member Chip Currie and Board Member Greg Roeller are present.

**Pledge of Allegiance**

The pledge was led by Craig Mai.

**Moment of Silence**

A moment of silence was observed.

**Adoption of Agenda**

**Motion** was made by Vice President Lori Drake to adopt the agenda as presented. Second was made by Board Member Chip Currie. **Roll Call Vote:**

Board President Carol Anne Teague- Aye  
Vice President Lori Drake- Aye  
Board Member Greg Roeller- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye

**Motion** passed.

**Board Meeting Minutes Not Previously Approved**

June 18, 2020

**Motion** was made by Board Member Greg Roeller to approve the minutes as presented. Second was made by Board Member Chip Currie. **Roll Call Vote:**

Board President Carol Anne Teague- Aye  
Vice President Lori Drake- Aye  
Board Member Greg Roeller- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye

**Motion** passed.

**Informational Only Items**

**Board Reports-**

- Board Member Chip Currie wanted to recognize the Cafeteria Staff who have been working through the shutdown. They report that they have been giving out about 300 meals per day.

**Superintendent Report-** Superintendent Mike Westcott:

- FFMA approved an allotment of \$42,542. These funds have been earmarked for technology; devices for internet connectivity and/or mobile hotspots.

**Public Comments for Items Not on the Agenda**

No public comment.

**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 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.)*

**Approval of Routine Vouchers**

- Expense-  
1032 - \$105,599.35
- Payroll-  
31 - \$170,293.18  
32 - \$102,895.57  
1 - \$ 54,183.62
- Bookstore Activity-  
Ratification of payments

**PERSONNEL:**

- Certified Staff  
Extra Duty Stipend- Professional Development- Molly Westcott  
Extra Duty Stipend- Professional Development- Lauren Thagard
- Classified Staff  
Resignation- Payroll Specialist- Debbie Lynch  
Resignation- Tennis Coach- Larry Lineberry  
Transfer- Payroll Specialist- Jennifer Reed
- Administration-  
Vacation/PTO Payout (per the language of the 2019-20 Contract)- Superintendent- Mike Westcott

**AGREEMENTS:**

IGA for Educational Services between Mingus Union High School District #4 and Yavapai County (YCESA) for Nursing Services.

**2<sup>nd</sup> READING OF POLICIES:**

- BEDB Agenda
- GCCA Professional/Support Staff Sick Leave
- GCCG Professional/Support Staff Voluntary Transfer of Accrued Sick Leave, GCCG-RA Professional/Support Staff Voluntary Transfer of Accrued Sick Leave, GCCG-RB Regulation Professional/Support Staff Voluntary Transfer of Accrued Sick Leave, GCCG-EA Professional/Support Staff Voluntary Transfer of Accrued Sick Leave (Extended Illness Bank Enrollment Form), GCCG-EB Professional/Support Staff Voluntary Transfer of Accrued Sick Leave (Request for Extended Illness Bank Days)
- JQ Student Fees, Fines, and Charges, JQ-R Student Fees, Fines, and Charges (Tax Credit Contributions), JQ-EA Student Fees, Fines, and Charges, JQ-EB Student Fees, Fines, and Charges (Tax Credit Contributions), JQ-EC Waiver of Student Fees, Fines and Charges

Board President Carol Anne Teague wanted to pull Item 5.4 Donations for further discussion.

**Motion** was made by Vice President Lori Drake to approve the Consent Agenda without Item 5.4 Donations. Second was made by Board Member Greg Roeller. **Roll Call Vote:**

Board President Carol Anne Teague- Aye  
Vice President Lori Drake- Aye  
Board Member Greg Roeller- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye  
**Motion** passed.

Board President Carol Anne Teague wanted to acknowledge and say thank you for this donation, it is noticed and appreciated. Board Member Anthony Lozano asked where the new flooring was going to be put in. Superintendent Mike Westcott stated they are replacing/covering the painted concrete/tile in stadium offices and central portion that links the offices (old training facility), the teaching office in the weight room and the meeting area in the weight room. **Motion** was made by Vice President Lori Drake to approve the flooring donation. Second was made by Board President Carol Anne Teague. **Roll Call Vote:**

Board President Carol Anne Teague- Aye  
Vice President Lori Drake- Aye  
Board Member Greg Roeller- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye  
**Motion** passed.

#### **ACTION ITEMS - DISTRICT BUSINESS**

##### **Public Hearing Item: Public Hearing, discussion and possible adoption of Expenditure Budget for Fiscal Year 2020-2021. (Staff Resource: Lynn Leonard)**

Declare Public Hearing Open: 6:16 pm  
Call for Comments from the Public: NONE  
Call for Staff Rebuttal/Clarification, if Appropriate-Lynn Leonard-NONE  
Declare Public Hearing Closed: 6:17 pm  
Call for Board Member Discussion-NONE  
Call for Motion: **Motion** was made by Board Member Anthony Lozano to approve the Expenditures Budget for 2020-2021. Second was made by Board Member Chip Currie. Roll Call Vote:  
Board President Carol Anne Teague- Aye  
Vice President Lori Drake- Aye  
Board Member Greg Roeller- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye  
**Motion** passed.

##### **Exceed M & O Subsections- Discussion and possible approval of the Maintenance and Operation Agreement with Yavapai County Education Service Agency. (Staff Resource: Lynn Leonard)**

Business Manager Lynn Leonard explained this is a housekeeping item. This will allow her to use money from one account to cover another. **Motion** was made by Board Member Greg Roeller to approve the authorization to exceed M&O Subsections. Second was made by Vice President Lori Drake. **Roll Call Vote:**  
Board President Carol Anne Teague- Aye  
Vice President Lori Drake- Aye  
Board Member Greg Roeller- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye  
**Motion** passed.

**Lunch Price- Discussion and possible approval of an increase of ten cents to the lunch price. (Staff Resource: Lynn Leonard)** Business Manager Lynn Leonard said Food Service Director Marylou Lopez needs Board approval for this increase before she sends it to ADE. Board Member Greg Roeller said that Ms. Lopez has really improved the quality and

quantity of the lunches that are served at MUHS. **Motion** was made by Board Member Anthony Lozano to approve an increase of ten cents to the school lunch price. Second was made by President Carol Anne Teague. **Roll Call Vote:**

Board President Carol Anne Teague- Aye

Vice President Lori Drake- Aye

Board Member Greg Roeller- Aye

Board Member Anthony Lozano- Aye

Board Member Chip Currie- Aye

**Motion** passed.

**Board Statement- Discussion and possible approval of a Board Statement in support of Clarkdale-Jerome Elementary School District Budget Override. (Staff Resource: Mike Westcott)** Superintendent Mike Westcott read the statement made by the prior Board and reviewed the updated statement. **Motion** made by Board President Carol Anne Teague to approve a Board Statement in support of Clarkdale Jerome Elementary School District Budget Override. Second was made by Board Member Anthony Lozano **Roll Call Vote:**

Board President Carol Anne Teague- Aye

Vice President Lori Drake- Aye

Board Member Greg Roeller- Aye

Board Member Anthony Lozano- Aye

Board Member Chip Currie- Aye

**Motion** passed.

**Job Description- Discussion and possible approval of an updated job description for the District Office Administrative Assistant. (Staff Resource: Mike Westcott)** Superintendent Mike Westcott reviewed the updated job description. **Motion** made by Board President Carol Anne Teague to approve the job description for the District Office Administrative Assistant. Second was made by Board Member Chip Currie. **Roll Call Vote:**

Board President Carol Anne Teague- Aye

Vice President Lori Drake- Aye

Board Member Greg Roeller- Aye

Board Member Anthony Lozano- Aye

Board Member Chip Currie- Aye

**Motion** passed.

**Return to Learn School Reopening Plan- Discussion and possible approval of the MUHS Return to Learn Reopening Plan. (Staff Resource: Mike Westcott)** Superintendent Mike Westcott reviewed the reopening plan. He said it consists of two options for students: Distance Learning or In Person learning. Board Member Chip Currie asked if we had surveyed stakeholders. Mr. Westcott stated we are in a way doing this; parents are able to enroll their kids in either option. It is too early to tell which option is preferred as of right now. There may not be a choice if the governor doesn't reopen the campus. Principal Genie Gee stated staff was surveyed on their comfort level/safety aspects of returning to work. There was good feedback from this but broad responses. The Board would like to review the responses and Mr. Westcott will send those out. Board President Carol Anne Teague said staff did an amazing job on this very impressive plan. **Motion** made by Board Member Chip Currie to approve the MUHS Return to Learn Reopening Plan. Second was made by Vice President Lori Drake. **Roll Call Vote:**

Board President Carol Anne Teague- Aye

Vice President Lori Drake- Aye

Board Member Greg Roeller- Aye

Board Member Anthony Lozano- Aye

Board Member Chip Currie- Aye

**Motion** passed.

#### **INFORMATION AND DISCUSSION ITEMS**

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

**1<sup>st</sup> Reading of Policy EG© Office Services: Information and discussion of modifications to Policy EG© Office Services. (Staff Resource: Mike Westcott)** Superintendent Mike Westcott said these changes are to update the Office Hours of the District Office. Hours will be posted in multiple places.

**COVID-19 Pandemic Items- Information and discussion related to the District purchase of items related to the COVID19 pandemic under the Governor’s Executive Order 2020-41. (Staff Resource Mike Westcott)**

Superintendent Mike Westcott reviewed:

- Executive Order 2020-41 states that COVID-19 constitutes an emergency under the school district procurement rules (AAC R7-2-1055) for purchases made to “address a need arising from the threat to public health, welfare or safety of staff and students directly related to the COVID-19 pandemic. (e.g. personal protective equipment or sanitation supplies)
- The Executive Order exempts districts and charters from existing procurement rules for the purposes of obtaining PPE and any other COVID-19 related purchases.
- A school district or charter that uses this exemption must submit in writing to their governing board, documentation that describes the nature of the purchase, the method in which the vendor was selected and the signature of the school district’s superintendent or charter holder indicating approval of the purchase.

**Consolidation Timeline- Information and discussion of the timeline and components of the voter pamphlet for the proposed consolidation of Mingus Union High School District #4 with the Cottonwood-Oak Creek District #6.**

**(Staff Resource Mike Westcott)** Superintendent Mike Westcott reviewed the consolidation timeline and what types of things could go into the voter pamphlet. Pro/Con statements are due to the County by July 23<sup>rd</sup>. The Board will receive a draft copy of all the information by July 29<sup>th</sup>. The Board can make changes by submitting board approved resolutions to Mr. Carter’s Office by August 3<sup>rd</sup>. Board President Carol Anne Teague encourages everyone to submit their opinion to Mr. Carters Office.

**Requests for Future Agenda Items**

- Consider letter from Amy Lower regarding a Block Schedule
- Flexibility of graduation requirements

**ADJOURNMENT 7:06pm**

**Motion** was made by Board President Carol Anne Teague to adjourn the meeting. Second was made by Vice President Lori Drake. **Roll Call Vote:**

Board President Carol Anne Teague- Aye

Vice President Lori Drake- Aye

Board Member Greg Roeller- Aye

Board Member Anthony Lozano- Aye

Board Member Chip Currie- Aye

**Motion** passed.

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Board President, Carol Anne Teague

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Vice President, Lori Drake