

**NOTICE AND AGENDA OF COMBINED SPECIAL WORKSHOP, REGULAR GOVERNING BOARD MEETING, AND EXECUTIVE SESSION MEETING
BULLHEAD CITY ELEMENTARY SCHOOL DISTRICT NO. 15**

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Bullhead City Elementary School District #15 Governing Board and to the general public that the Bullhead City Elementary School District #15 Governing Board will hold a meeting open to the public on **November 15, 2018, Workshop at 5:00 PM, Meeting at 5:30PM, at the District Office, 1004 Hancock Road, Suite 100, Bullhead City, Arizona.** The Governing Board may vote to enter into executive session, which will not be open to the public, with regard to any item on this agenda pursuant to A.R.S. 38-431.03(A)(1) relating to personnel decisions, 38-431.03(A)(2) relating to discussion of records exempt by law from public inspection (such as student records), A.R.S. 38-431.03(A)(3) for legal advice from the District's legal counsel, and/or 38-431.03(A)(4) to consider the District's position in any pending or contemplated litigation. As indicated in the following agenda, the Bullhead City Elementary School District #15 Governing Board may vote to enter into executive session, which will not be open to the public, pursuant to A.R.S. 38-431.03, on any item on the agenda marked with an asterisk. Any decision by the Governing Board will take place in open public meeting.

Colorado River Schools Strategic Plan
World Class Education 2020

- Objective #1- Increase quality enrichment activities for all students with emphasis on gifted and talented.**
- Objective #2- Create classy campuses/facilities.**
- Objective #3- Establish world class extracurricular programs.**
- Objective #4- Top talent teacher recruitment and retention.**
- Objective #5- Promote "Education Outside of the Box."**

WORKSHOP MINUTES

1. **CALL TO ORDER:** The Board President will call the meeting to order.
President Dennis Crane opened the workshop at 5:01pm.
 - 1.1 Roll Call
Present - Dennis Crane, Melinda Sobraske, Doug Lutz
Absent - Maureen Anderson
 - 1.2 Curriculum - **Mr. Hookstra opened the discussion with information on Eureka Math Curriculum. Benje said that Cindy Neuzil, the Principals, Donna Rob and the coaches have been taking a look at Eureka math, it's sort of a companion to the Engage New York ELA program. It's online accessible with materials in modules. Melinda has looked at it and said it's really a textbook with a lot of pages. If she was using it today she would put it into a binder. Its very user friendly, you can pull a worksheet to use based on what you're teaching. Dennis**

asked if it could be compared to the teacher edition of textbook, when they had textbooks. Yes was the answer. Melinda said she would not be upset going into a classroom and using it because she could pick and Choose and use the power points. Doug asked if they had looked at any other programs, why was this one selected. Benje said that Cindy Neuzil and others looked at programs. They all had score markers and the Eureka Math had all areas checked. Next month we will bring back the Eureka Math for the workshop, with papers for the board members to review from 4:30pm to 5:30pm for the workshop.

2. **ADJOURNMENT:**

2.1 Motion to adjourn

President Dennis Crane asked for a motion to adjourn the workshop.

Motion: Melinda Sobraske

2nd: Doug Lutz

Vote: 3-0 (Yes) Sobraske, Lutz, Crane

Time: 5:32pm

REGULAR MEETING MINUTES

1. **CALL TO ORDER:** The Board President will call the meeting to order.

President Dennis Crane opened the meeting at 5:33pm.

1.1 **Roll Call**

Present - Dennis Crane, Melinda Sobraske, Doug Lutz

Absent - Maureen Anderson

1.2 **CITIZENS PRESENT:** Please sign the attendance sign-in sheet.

Diane Beardsley, Lance Ross Michele McGinnis, James McNutt, Jennifer Lott, Katherine Pavatt, Pamela Walker, Larry Walker, Cynthia Cochran, Margaret Emlund, Adrienne Meyers, Christopher Roy, Martin Muecke, Patricia Frasure, William Bailey, Geni Borland, Joyce Pietri, Deann Osuna

2. PLEDGE OF ALLEGIANCE

3. CALL TO THE PUBLIC: This is the time that the public may speak to the Governing Board regarding issues within the jurisdiction of the Governing Board and subject to reasonable time, space, and manner restrictions as the Governing Board may establish (see policy BEDH). Comments will be limited to three minutes per individual, unless specifically waived by the Governing Board. At the conclusion of the call to the public, individual members of the Governing Board may respond to criticism made by those who have addressed the Board, may ask staff to review a matter, or may ask that a matter be placed on a future agenda. However, the Governing Board cannot take action on matters that have not been noticed in advance as a part of the agenda. **NONE**

4. ADOPTION OF THE AGENDA:

President Dennis Crane asked for a motion to approve the agenda.

Motion: Melinda Sobraske

2nd: Doug Lutz

Vote: 3-0 (Yes) Sobraske, Lutz, Crane

5. PRESENTATION AND REPORTS:

5.1 Superintendent's report and update:

- Student [Enrollment](#)/Attendance [Comparison](#) - Mr. Hookstra said enrollment is down just a bit and holding. We haven't seen our typical growth so we will be adjusting the budget to reflect those figures. Doug asked when will the budget be adjusted? Benje said in December and then again in May.
- [Calendar Events](#) - Mr. Hookstra gave some highlights on the calendar. November 19-23 Thanksgiving Break, December 17 Board Meeting, December 14 Flex Friday, December 24-28 winter break, January 1-4 winter break, January 18 & 25 Flex Friday.
- [ASBA 61st. Annual Conference December 12-14, 2018](#)
- Early Literacy Grant - Grant was approved and we are learning the process for it. It's to promote reading in kindergarten, 1st, and 2nd grades. This grant will cover 6 school districts, Globe, Miami, Gila Bend are a few of them. Our district will be supervising the program. Doug asked how much the grant was and who manages the funds? Benje said 750 thousand a year for 3 years will come to our district. 350 thousand is targeted for books, 40 and 30 thousand for professional development, funds for after school, summer reading and writing.
- Insurance - We have good news right now, the year to date loss ratio went from 86% down to 81.56% in the last couple of years we were at 140% close to 200%. Hopefully if we can hold we won't be hit with an increase in our insurance costs.
- Grants Management Federal Monitoring - The District is one of the districts in the state that was pulled for this monitoring. This covered Title I, II, III, IDE Basic and preschool grants were the grants pulled and records sent to the state. We pulled about 1500 pages of information and just received a letter saying we are compliant.
- Facilities
 - SFB Grants - Restroom partitions have been submitted. Carpets for the 63 rooms have been submitted or are getting ready to submit. We have received approval for HVAC for Fox Creek and the Middle School. The hot water heater at Coyote Canon has been replaced.

- Site improvements - **The Divider wall in Fox Creek music room is almost complete. The 2nd phase of fencing for Coyote Canyon is in process. The fence at the Middle School, Canopy at Sunrise, Flags at Diamondback and signage at the Middle School has all been completed.**

Doug asked about the busses, Benje said we should get them in three weeks. Our paperwork has been accepted for the VW funding.

5.2 **Administrative Reports:**

[Alisa Burroughs](#), Special Education Director

[Cynthia Neuzil](#), Curriculum/Professional Development Director

[Chuck Neuzil](#), ELL Coordinator, NAU Assistant Clinical Professor

[James McNutt](#), Technology - **Doug asked why the challenges with the Wi-Fi James said we have added more Wi-Fi in the last couple years. We have found the problem and are fixing it.**

[William Bailey](#), Transportation - **Melinda thanked Willy for the bus driver who drives on her street, he's a safe driver, and she is hoping that this is happening in other neighborhoods.**

[Lance Ross](#), Director of Public & Community Relations

[Jon Jones](#), Principal, Fox Creek JHS

[Joyce Pietri](#), Principal, Bullhead MS

[Sandra Brown](#), Principal, Desert Valley - **Melinda really liked her report with the 81% decrease in discipline.**

[Jennifer Lott](#), Principal, Sunrise Elementary

[Martin Muecke](#), Principal, Diamondback Elementary

[Jody Cheever](#), Chartwells

6. CONSENT AGENDA:

(Documentation concerning matters on the consent agenda may be reviewed at the School District Office.)

President Dennis Crane asked for a motion to approve the consent agenda as written.

Motion: Melinda Sobraske

2nd: Doug Lutz

Vote: 3-0 (Yes) Sobraske, Lutz, Crane

6.1 Personnel:

Resignations/Separations:

Breeann Pittman, Kindergarten Teacher, DB, effective 09/26/18

Cheryl Smith, Transportation Supervisor, BB, effective 10/04/18

Jose Castrejon, Bus Driver, BB, effective 10/31/18

Robert Marsh, Substitute Teacher, DO, effective 11/01/18

Transfers/Reassignments/Status Changes:

Roberta Rel, Teacher, DV – wage increase BA degree to MA – increased to \$44,507.06 effective 10/04/18

Megan Rubalcaba Transportation Secretary changed from part-time to full-Time effective 10/15/18

Ralph Witt changed from Bus Driver to Sub Bus Driver effective 10/18/18

Tanya Starkey LT Sub transferred from FC to DB effective 10/10/18

Chloe Price Gold, DB, LT Sub transferred to On-call Sub

Cheryl Yankolovich, Teacher, DV – wage increase BA degree to MA – Increased to \$42,147.32 effective 10/24/18

Tammy Voorhees, Sub Teacher to Life Skills Aide, DV, Grade 2 Step 3 \$12.65 hr., effective 10/25/18

Christy Delacruz, Teacher, FC – wage increase BA+27 to MA – increased to \$38,500 effective 10/29/18

Bryant Kristalle, Sub Teacher to 1st Grade Teacher at SR, effective 11/05/18

Michelle Westwood, DV SPED Aide - transferred to DB, effective 11/06/18

New Hires:

Aylin Garcia, DV, Life Skills Aide, Grade 2 Step 3 \$12.65 hr., effective 11/05/18

Morgan Covey, DV, SPED Aide, Grade 2 Step 1 \$12.05 hr., effective 11/05/18

Re-Hires:

Karen Clark (Disher), 1st Grade Teacher, DB, Grade 1 Step 8 \$27,443 (pro-rated \$40,000) effect. 10/15/18

Steve Lara, Sub Bus Driver, BB, Grade 5 Step 1 \$14.00 hr., effective 10/18/18

Aaron Fox, Assistant Mechanic, BB, Grade 5 Step 6 \$15.50 hr., effective 10/23/18

Rosanna Fox, BB, Bus Driver, Grade 5, Step 1 \$14.00 hr., effective 10/22/18

Substitute Teachers:

Jeffrey Lewis, Sub Teacher, DO, \$100 day, effective 10/03/18

Skylan Lew, Sub Teacher, DO, \$100 day, effective 10/15/18

Marylee Trevino, Sub Teacher, DO, \$100 day, effective 10/18/18

Leslie Mitchell, DO, Substitute Teacher, \$100 day, effective 10/22/18

Antonina Martorano, Sub Teacher, DO, \$100 day, effective 10/25/18

Ciarra Essex, Sub Teacher, DO, \$100 day, effective 10/30/18

President Dennis Crane thanked every donation and how we appreciate them so much for helping our schools.

6.2 Donations:

[Culligan Water Conditioning](#), Donation of \$50.00 to Sunrise Elementary School.

[Walmart](#), Donation of Act of kindness lunch delivery to Desert Valley Elementary School, value \$80.00

[D'Angelo's Italian Restaurant](#), Donation of \$20.99 gift certificate to Desert Valley Elementary School.

[Aquarius, American Casino and Entertainment](#), Donation of \$5000.00 to Desert Valley Elementary School.

[Freeman Company](#), Donation of \$200.00 visa gift card to Bullhead City Middle School

[Rotary of Bullhead City](#), Donation of dictionary for 3rd grader students at Desert Valley Elementary School, value \$548.90.

6.3 **Ratification of Vouchers:**

| | |
|--|--------------|
| Voucher 5009, Date 10-10-2018 (Expense) | \$172,393.72 |
| Voucher 5010, Date 10-24-2018 (Expense) | \$274,582.60 |
| Voucher 129, 012 Date 10-26-2018 (Payroll) | \$620,642.43 |

6.4 **Financial Reports:**

[Student Activities](#)

6.6 **Previous Minutes:**

- a. Regular meeting minutes, from [October 18, 2018](#)

Executive session Minutes, from October 18, 2018

Executive session Minutes, from November 6, 2018

7. **OLD BUSINESS:**

Doug asked about policy IMD and asked to put it on in December's agenda.

7.1 Discussion and 2nd. reading of [Policy 644-645](#)

644 [Policy IHB](#) - Special Instructional Programs

[Regulation - IHB-R](#) Special Instructional Programs (Identification and Placement of Exceptional Students)

[Exhibit - IHB -E](#) Special Instructional Programs, Procedural Safeguards Notice

645 [Policy Exhibit JLCB-E](#) (Immunization of Students – ADHS REVISED – October 2018)

President Dennis Crane asked for a motion to approve policy IHB, IHB-R, IHB-E and JLCB-E

Motion: Melinda Sobraske

2nd: Doug Lutz

Vote: 3-0 (Yes) Sobraske, Lutz, Crane

8. **NEW BUSINESS:**

- 8.1 Proposed changes to [ASBA bylaws and voting](#) for the Governing Board.

Proposal A. Additional Statement to Core Beliefs

Proposal B. Bylaw change Article VIII, Section 1 to make it attainable to pass a bylaw

Motion was made to discuss and vote on proposal A

Motion: Melinda Sobraske

2nd: Doug Lutz

Vote: 1-2 (Yes) Sobraske, 2 (No) Lutz, Crane

Motion was made to discuss and vote on proposal B

Motion: Dennis Crane

2nd: Melinda Sobraske

Vote: 1-2 (Yes) Sobraske, 2 (No) Lutz, Crane

8.2 Discussion and Possible Action of Shared Services Intergovernmental Agreements between Bullhead City Elementary School District and Colorado River Union High School District.

8.2.1- Colorado River Educational [Transportation Consortium](#)

8.2.2- Colorado River [Administrative Services Consortium](#)

8.2.3- Colorado River Educational [Technology Consortium](#)

8.2.4- Colorado River Educational [Special Education Consortium](#)

8.2.5- Colorado River Educational [Purchasing Consortium](#)

Motion was made Discussion and Possible Action of Shared Services Intergovernmental Agreements between Bullhead City Elementary School District and Colorado River Union High School District.

Motion: Melinda Sobraske

2nd: Dennis Crane

Melinda said we need to make some changes on the IGA's with the high School District. We need to make some revisions, take Mohave Elementary and Topock off. Explain the split and how it's being funded. No change in the services just more detailed information. Bring back in December's meeting with changes.

9. Future Topics

- Bring back the shared services IGA's
- Policy IMD

10. SETTING TIME , DATE, AND LOCATION FOR FUTURE MEETINGS

Date of **December 17**, 2018, Workshop at **4:30 PM**, Meeting at 5:30 PM, location, 1004 Hancock Road, Suite 100, Bullhead City, Arizona.

President Dennis Crane asked for a motion to go into executive session.

Motion: Melinda Sobraske

2nd: Doug Lutz

Vote: 3-0 (Yes) Sobraske, Lutz, Crane

11. EXECUTIVE SESSION:

President Dennis Crane opened the executive session at 6:39pm.

11.1 Consideration of student discipline pursuant to A.R.S. §15-840(A), §15-841(B)(D), and §15-843(A) and (F-H). The Governing Board may vote to enter executive session to discuss matters related to student discipline.

11.1.1 Consideration for the possible long term suspension/expulsion of a Desert Valley Student #17276

Motion was made to close executive session
Motion: Melinda Sobraske
2nd: Doug Lutz
Vote: 3-0 (Yes) Sobraske, Lutz, Crane

President Dennis Crain reconvened the regular meeting.

12. **ADJOURNMENT:**

12.1 Motion to adjourn.

President Dennis Crane asked for a motion to adjourn the meeting.

Motion: Melinda Sobraske

2nd: Doug Lutz

Vote: 3-0 (Yes) Sobraske, Lutz, Crane

Time: 6:43pm

Board President, Dennis Crane

Board Clerk, Melinda Sobraske

Board Member, Doug Lutz