

**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 **December 17, 2018, Workshop at 4:30 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.

**Board President Dennis Crane opened the workshop at 4:30pm.**

- 1.1 Roll Call - **Dennis Crane, Melinda Sobraske, Doug Lutz  
Maureen Anderson may arrive late**

- 1.2 Curriculum - **Mr. Hookstra said some of the principals are here to**

**answer**

**questions. We are going to focus on Math and ELA. The state sent information on Azmerit that shows target groups that are below the number that they have chosen, which could be EL, sped, minority, or specific minority groups. We had 4 schools low in sped and 1 in EL, the percentage of student who had improvement/more proficient.**

Doug asked what test they took, Benje said the Azmerit. They need to look at the data and try to problem solve, they may not be proficient but should still show growth. The threshold for sped is 13 we had 2 schools at 10 and 2 at 11.

- 1.3 Target Groups - The report comes back for every student, it shows a scales score in ELA and Math, then that puts them in a group and its determined if that group had any growth. Cindy said the principals had to form committees with teachers, students and parent to find the root cause of the problem, they came up with needs statement and smart goals.

Mr. Hookstra asked for a few minutes to go out and look at one of our new buss 4:58pm

Mr. Crane reopened the workshop

- 1.4 Fishbones - Cindy spoke on Eureka math, and she passed out a few grade levels for the board members to view. The principles spoke on how its working at their schools. A module takes approximately a month and a half to complete, it is very scripted and has everything, lessons, practice worksheets, powerpoints, websites, all teachers in the same grades at all our schools are teaching the same modules. Ms. Brown said this really has the fluency piece that we were lacking.

## 2. ADJOURNMENT:

- 2.1 Motion to adjourn

President Crane asked for a motion to adjourn the workshop.

Motion: Melinda Sobraske

2nd: Doug Lutz

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

## REGULAR MEETING MINUTES

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

Board President Dennis Crane opened the meeting at 5:32pm

- 1.1 **Roll Call:** Dennis Crane, Melinda Sobraske, Doug Lutz  
Maureen Anderson may arrive late.

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

## 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**

Adam Schultheis Orchestra Teacher - Presentation of Orchestra music from Bullhead Middle School students and Fox Creek Junior High School students. **The students from both schools did a wonderful performance for everyone in attendance to enjoy. Mr. Schultheis said he has about 55 students that play string instrument at Fox Creek and 57 at the middle school. He said only about 20% of American schools provide string instruments.**

#### **4. ADOPTION OF THE AGENDA:**

President Crane asked for a motion to adopt the agenda.

Motion was made to adopt 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 we are down a bit from the 60th day and about 100 down in comparison from last year.
- [Calendar](#) Events - Dec. 24 to Jan. 6 the schools are on winter break, the District office is closed Dec. 24, 25, and 26 as well as Dec. 31st and Jan. 1st School resumes on Jan. 7th with flex friday Jan. 11th and 25th. Jan 18th is the multi District PD if board members would like to join for breakfast it will begin at 7:00am, Jan. 21st Civil Rights (Holiday)
- Facilities
  - SFB Grants - AC Units at Fox Creek and the Middle school have been approved, the one at the middle school has already been installed. The restroom partitions have been approved for Diamondback, Sunrise and Coyote Canyon. The restroom partitions for Fox Creek, Middle School and Desert Valley will be submitted we had to redo some of the pictures. They are in the process working with SFB for the carpet. Bids for the floors at the middle school have been done but we are working with SFB on plans to see what we may need to once we find out why the floor gym floor has some indentations.

- Site improvements - **The fencing at Coyote Canyon is almost complete. We have to go out for bid to replace some sewer pipes at Desert Valley, we would like to get done during spring break. Dennis Crane asked if we found out if the floor at the middle school has asbestos, Benje said yes just the hallway, they are working with SFB to determine what would be the best removing or covering.**

Audit Report - **Benje covered the Audit report he said the last three years they found only 1.7 student errors, Kendra and the attendance clerks did a great job, well done. James is working on the changes in technology that needs to be done. Starting in January we will begin doing accounts payable vouchers weekly instead of every two weeks. We will be redoing the job description for hr, payroll and benefits.**

## 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

[William Bailey](#), Transportation

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

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

[Joyce Pietri](#), Principal, Bullhead MS - **Melinda asked what is kids heart challenge, Joyce said it's the old Jump rope for heart challenge where they jump rope to raise money, they raised a little over \$970.00**

[Sandra Brown](#), Principal, Desert Valley - **Melinda commended the PTO who Raised around \$1,500.00**

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

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

## 6. CONSENT AGENDA:

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

**President Crane asked for a motion to approve the consent agenda.**

**Motion was made to accept the consent agenda as written.**

**Motion: Melinda Sobraske**

**2nd: Doug Lutz**

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

### 6.1 **Personnel:**

#### **Resignations/Separations:**

Taylor Dutcher, SR Title I Aide, 11/5/18

Sharon Burton, BB Bus Aide, 11/8/18

Shayra Soto Benitez, CC Preschool Aide, 11/29/18

**Transfers/Reassignments/Status Changes:**

Trinidad Tese, SR LT Sub Teacher to On-call Sub Teacher, 10/25/18  
Bryant Kristalle, DO Sub Teacher to SR 1<sup>st</sup> Grade teacher, 11/5/18  
Michelle Westwood, DV SPED Aide transferring to DB, 11/26/18  
Alejandra Castaneda, BMS Life Skills Aide transferring to DV Resource SPED Aide, 11/26/18

**New Hires:**

Julie Bridges, DB SPED Aide, Grade 2 Step 7 \$13.85 hr., 11/13/18  
Mayra Avelar Sigala, Preschool Aide, Grade 2 Step 2 \$12.35 hr., 11/13/18  
Martha Hartman, BB Bus Aide, Grade 2 Step 1 \$12.05 hr., 12/3/18  
Adrianna Drum, BMS SPED Aide, Grade 3 Step 6 \$13.80 hr., 12/10/18

**Re-Hires:**

Rex Balucan, SS Speech Therapist, Step 7 \$48,724, 11/5/18  
Breeanna Millett, DO Sub Teacher, \$100 a day, 11/7/18  
Jose Castrejon, Sub Bus Driver, \$15.45 an hour, 12/3/18  
Janice Callies, Sub Teacher, \$100 a day, 12/04/18

**Substitute Teachers:**

James Bealert, 11/8/18  
Jane McCormack, 11/15/18  
Marlo Rivera, 12/03/18  
Angelica Rodriguez, 12/04/18

**6.2 Donations:**

[Walmart](#), Donation of \$250.00 to Fox Creek Junior High for the Fox Creek Annual Turkey Trot Race.

[The Legacy Foundation](#), Donation of (10) sweatshirts for Life Academy students (81) sweatshirts with school logo for preschool students, value \$1,820.00

[River Valley Artist Guild](#), Donation of \$300.00 to Holly Hamilton from Desert Valley Elementary School, Mexican Folk Art.

[Bullhead City Fire Department](#), Donation of 9 cases of fluorescent lights, value \$200.00.

[Family Care](#), Donation of Health Office items to Desert Valley Elementary School, value \$38.00

**Sunrise Elementary Donations**

Aquarius, 3 days and 2 night stay, value \$125.00  
AVI, 3 days and 2 night stay, value \$125.00  
Riverside, 2 passes for Buffet, value \$40.00

Smiths, \$20 Gift Card, 20 large cupcakes and 2 cakes, value \$70.00  
 Scooters, 8 fun packs, value \$100.00  
 DOT Foods, 20 (2 Liters), 4 big bags of candy, values \$60.00  
 Bed Bath and Beyond, \$20.00 Gift Card  
 Sam's Club, \$25.00 Gift Card  
 Black Bear Diner, \$30.00 Bear Bucks  
 Target, \$100.00 Gift Card  
 Home Depot, 3 pumpkins, value \$15.00  
 Lifetouch, check for \$408.00  
 Rotary Club, 75 Dictionary's, value \$375.90.  
 The Legacy Foundation, (150) school sweatshirts, value \$3,000.00  
 Jose Escobar, 2 (2) liter bottles and snack sized baked goods, value \$15.00  
 Kiwanis, 21 winter coats, value \$ 630.00

**6.3 Ratification of Vouchers:**

Voucher 5011, Date 11-06-2018 (Expense)	\$102,514.06
Voucher 5012, Date 11-19-2018 (Expense)	\$490,839.28
Voucher 9013, Date 10-26-2018 (Payroll )	\$75,899.71
Voucher 15, 9015, Date 11-09-2018 (Payroll )	\$616,316.13
Voucher 16, 9016, Date 11-13-2018 (Payroll )	\$297.69
Voucher 17, 9017, Date 11-21-2018 (Payroll )	\$618,377.02
Voucher 18, 9018, Date 11-21-2018 (Payroll )	\$2,215.02

**6.4 Financial Reports:**

[Student Activities](#)

**6.6 Previous Minutes:**

- a. Regular meeting minutes, from [November 15, 2018](#)

- 6.5 Approval of an additional Sole Source Vendor, [Great Minds](#) for the 2018-19 school year.

**7. OLD BUSINESS:**

- 7.1 None

**Doug requested information on policy 637 IMD - School Ceremonies and Observances.**

**8. NEW BUSINESS:**

- 8.1 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](#) - **Melinda asked if William Bailey was paid by CRUHSD, Patricia was paid by BCESD and Megan their secretary is 50/50. Mr. Hookstra said yes. That's how the shared services is split for transportation.**

- 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](#)

8.2 Discussion and Approval of the revised [2018-2019 Budget](#).

**President Crane asked for a motion to discuss and possibly approve the revised 2018-2019 budget.**

**Motion: Doug Lutz**

**2nd: Melinda Sobraske**

**After discussion Items/names need to be removed/changed from 2 pages. Melinda Sobraske withdrew her 2nd.**

**Doug motioned the revised budget be approved with the amended changes**

**Motion: Doug Lutz**

**2nd: Dennis Crane**

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

**9. Future Topics**

- **Continue working on the IGA's with CRUHSD**
- **Teacher Retention for the workshop**
- **Flex Friday attendance requirements**
- **Doug Requested the information on Policy 637 reciting part of the Declaration**

**Mr. Ross and Ms. Brown Principal of Desert Valley introduced the Teacher of the year Ms. Ava Smith. Ms. Smith said she has been at Desert Valley for 10 years and**

**how Kate Hall was her mentor and won this award last year and for her to win it this year meant a lot to her.**

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

Date of January 17, 2018, Workshop at 5:00 PM, Meeting at 5:30 PM, location, 1004 Hancock Road, Suite 100, Bullhead City, Arizona.

**Ava Smith a teacher from DV won the Teacher of the year. It was Desert Valleys second time in a row winning that honor.**

**Mr. Hookstra presented Mr. Crane a plaque and thanked him for his 12 years of service to the school board.**

**11. ADJOURNMENT:**

11.1 Motion to adjourn.

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

**Motion: Melinda Sobraske**

**2nd: Doug Lutz**

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

Time: 6:32pm

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**Board President, Dennis Crane**

**Board Clerk, Melinda Sobraske**

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**Board Member, Doug Lutz**