

**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 **August 16, 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."

SPECIAL WORKSHOP AGENDA

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

Board President Dennis Crane opened the workshop at 4:31 p.m.

1.1 Roll Call

Board members:

Dennis Crane, Doug Lutz, Melinda Sobraske

Dennis said Maureen Anderson called in sick, and she plans on making the next 4 meetings.

Site Administrators spoke to the governing board about each of their schools.

Mrs. Neuzil gave an overview on how we are graded at the district and school level. 50% of the indicator is on student growth 30% on student proficiency 10% English language learner growth and proficiency and 10% acceleration and readiness measures. You receive points for each of those areas.

Site administrators, Sandra Brown, Martin Muecke, Jennifer Lott, Joyce Pietri and Jon Jones presented information on data, programs, curriculum and professional development.

Melinda Sobraske is suggesting that we get some books for 5 & 6 one Subject, math or language arts and go back to teaching from a book. We can run it as a pilot, have a committed with administrators first and second year teachers plus couple of mastery level teachers, Mrs. Neuzil and a board member. Doug Lutz volunteered Melinda to be the board member to attend the committee.

Benje Hookstra said we will have an update by October board meeting.

2. ADJOURNMENT:

Board President Dennis Crane asked for a motion to adjourn the meeting.
Motion: Melinda Sobraske
2nd: Doug Lutz
Vote: 3-0

Time: 6:35 p.m.

REGULAR MEETING AGENDA

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

Board President Dennis Crane opened the meeting at 5:41 p.m.

1.1 Roll Call

Dennis Crane, Doug Lutz, Melinda Sobraske

Dennis said Maureen Anderson called in sick, she plans on making the next 4 meetings.

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

Cindy Neuzil, Laureen Davidson, Joyce Pietri, Jon Jones, Jennifer Lott, Tim Mitchell, Sandra Brown, Christopher Roy, Chuck Neuzil, Lance Ross, Diane Beardsley, Kelly Tipton, James McNutt, Michele McGinnis, Cristina, Deann Osuna, Staci Darus, Geni Borland, William Bailey, Patricia Frasure, Kory Burgess, Kevin Adkins, Cynthia Cochran

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.

Geni Borland - Calendar events overlap making it impossible for parents to attend conferences for all of their children. Transportation concerns parking and overcrowding on busses and classrooms.

Diane Beardsley - Would like to be considered for the open board seat.

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

5. PRESENTATION AND REPORTS:

5.1 Superintendent's report and update:

- Student [Enrollment](#)/Attendance [Comparison](#) Mr. Hookstra presented the enrollment with a higher enrollment this year than in the last year. We will have a better idea after 10 day drop.
- Calendar [Events](#) - The calendar shows when we have PD days, flex Friday and student led parent teacher conferences. Melinda asked if it would be possible to have the conferences on 2 days instead of 1. Mr. Hookstra said we can look into doing that.
- Facilities
 - SFB Grants - Submitting requests for restroom partitions at Sunrise, Fox Creek, Coyote Canyon, Desert Valley and Diamondback.

Submitting request for replacing carpet in 67 rooms at Sunrise, Fox Creek, Diamondback, Coyote Canyon, Bullhead Middle School and Desert Valley.

We have 3 HVAC unit replaced and 4 more to be replaced.

We will be requesting tile replacement for Bullhead City Middle School.

- Site improvements - **ABM has completed the deep cleaning, painting is still going on, fencing at Coyote Canyon is in progress, and sidewalk repair is in the future.**

We are in the process of filing insurance claims for trees and awning covering at Sunrise, the fence at Bullhead City Middle School and phones/presentation equipment in the boardroom at the district office.

Map of Coyote Canyon showing the division of students and where fencing is being put up.

5.2 **Administrative Reports:**

[Alisa Burroughs](#), Special Education Director

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

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

Professor - **Melinda asked how many students are in the “grow your own” Cohort, Mr. Neuzil said he believes he has 7, next year he is expecting more.**

James McNutt, Technology

[William Bailey](#), Transportation

[Lance Ross](#), Director of Public & Community Relations, Walk-Out-Count

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

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

[Sandra Brown](#), Principal, Desert Valley and Coyote Canyon Elementary

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

[Martin Muecke](#), Principal, Diamondback Elementary - Suspensions April to May
Jody Cheever, Chartwells - **No report this month**

5.3 **Board Member Updates**

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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 pulling items 6.4 & 6.5 for discussion.

Motion: Dennis Crane

2nd: Doug Lutz

Vote: 3-0

6.1 **Personnel:**

a. **Resignations/Separations:**

Nicole Hart, BMS, Title 1 Teacher Aide, Effective 5-24-2018 - **Correction she transferred to Sunrise Elementary School**

Lindsay Frei, DB, Speech/Lang Therapy Aide, Effective 5/24/18

Megan Gadd, CC, Title 1 Teacher Aide, Effective 5/24/18

Jannette Greenberg, DB, Title 1 Teacher Aide, Effective 5/24/18

Wendy Guzy, DO, Substitute Teacher, Effective 5/24/18

Brittany Mandler, BMS, SPED Teacher Aide, Effective 5/24/18

Rachelle Alfaro, DB, Teacher, Effective 5/24/18

Scottie Fox, SR, Teacher, Effective 5/25/18

Ashley Gilliam Hawthorn, DB, Substitute Teacher, Effective 5/25/18

Emmanuel LaCoste, BMS, Teacher, Effective 5/25/18

Michael Lynch, DV, Teacher, Effective 5/25/18

Janice Molinari, CC, Teacher, Effective 5/25/18

Homer Petty, DV, Assistant Principal, Effective 5/25/18

Michael Risse, FC, Language Arts, Effective 5/25/18

Kambra Smith, CC, SPED Teacher Aide, Effective 5/25/18

Sara Wagenmaker, CC, Preschool Teacher, Effective 5/25/18
Brittany Mlekush, DB, Instructional Specialist, Effective 6/5/18
Stephanie Noonan, DO, Human Resources, Effective 6/29/18
Danny Escalera, BB, Assistant Mechanic, Effective 8/02/18

b. Retired:

Mary Harman, BMS, ELL Teacher, Effective 5/25/18
Jane Thurlow, CC, Teacher, Effective 5/25/18

c. Transfers/Reassignments:

Chloe Price Gold, DB, Part-time Sub to LT Sub Teacher, \$150/day, Effective 7/20/18
Deborah McMahon, SR, Teacher to DV, 1st Grade Teacher, MA 36/ED \$51,997.98, Effective 7/25/18
Denise Hernandez, SPED Aide to LT Sub SPED Teacher, \$150/day, Effective 7/20/18
Berge Jerjian, DO, Sub to BMS, Intern 6th Grade Teacher, BA Step 1, \$36,000, Effective 7/20/18
Megan Rubalcaba, BB, Summer Van Driver to Trans Secretary, Step 5, \$13.25, Effective 7/16/18
Jennifer Branum, DB, Title 1 Aide to LT Sub Teacher, \$150/day, Effective 7/20/18
Amanda Brouws, BJH, College & Career Coord to SR, Intern Teacher, BA Step 1, \$36,500, Effective 7/20/18
Adrienne Meyers, DV, Teacher to BMS, Teacher, MA Step 5, \$42,000, Effective 07/20/18
Margaret Emlund, DV, Teacher to BMS, Teacher, MA \$41,000, Effective 07/20/18

d. New Hires:

Jillison Barnes, CC, Preschool Teacher, BA Step 1, \$36,500, Effective 7/20/18
Jodie Bucci, DV, Kindergarten Teacher, BA, Step 10, \$41,000, Effective 7/24/18
Kimberly Galloway, BMS, Teacher, BA Step 1, \$36,500, Effective 7/20/18
Lori Hart, BMS, Music Teacher, BA Step 2, \$36,500, Effective 7/20/18
Deborah McDonald, SR, Teacher, BA + 27 Step 8, \$41,000, Effective 7/20/18
Amy Nelson, DV, 3rd Grade Teacher, BS Step 5, \$38,500, Effective 7/20/18
Summer Spurgeon, SR, 1st Grade Teacher, BA Step 4, \$38,000, Effective 7/20/18
Brittney Maurer, SR, 3rd Grade Teacher, BA Step 1, \$36,500, Effective 7/20/18
Schierlen Gotladera, FC, 8th Grade ELA, BA + 6, \$39,000, Effective 7/23/18
Tambra Clark, BB, Bus Driver, Step 1, \$14.00, Effective 7/26/18
Jovan Donathan, BB, Bus Monitor, Step 1, \$11.00, Effective 7/23/18
Gary Lehmann, BB, Bus Driver, Step 1, \$14.00, Effective 7/18/18
Niall Quinn, BB, Bus Driver, Step 1, \$14.00, Effective 7/18/18
Norma White, BB, Van Driver, Step 1, \$14.00 hr., Effective 7/30/18
Eileen Shiffer, DO, Human Resources, Step 6, \$16.10, Effective 7/24/18

e. Rehires:

Patricia Anchondo, DO, Sub Teacher, \$100/day, Effective 8/2/18
Cynthia Cochran, BMS, Assistant Principal, \$71,493, Effective 7/16/18
Sally Espinoza, CC, Psychologist, \$75,000, Effective 7/9/18
Sheila Halbert, CC, Counselor, \$43,000, Effective 7/20/18

f. Substitute Teachers/Special Education Aides:

Teachers:

Hollie Beckwith
Eduardo Grossman Lopez
Katherine Hartsuiker
Tammy Voorhees

Special Education Aides:

Sandra Colmenares

g. Addendums:

NONE

Melinda Sobraske thanked all who have donated to our schools.

6.2 Donations:

[Donation DV, Aquarius](#) - Various School Supplies, value \$3,987.00

[Donation DV, Barbara J. Zandi](#) - Various Supplies to Desert Valley Elementary School, value \$286.80

[Donation DV, Gina Hogencamp with Firefighter Holiday Toy Drive](#) - Various Supplies, to Desert Valley Elementary School, value \$510.00

[Donation DV, City Bible Church](#) - Check for promethean board, to Desert Valley Elementary School, value \$4572.72

[Donation SR, Brenda Agnew](#) - School Supplies, pencil boxes, folders, colored pencils, crayola boxes (24 count), pencils, sharpies, glue sticks and glue bottles, to Sunrise Elementary School, value not noted

[Donation SR, Camera Works](#) - Office supplies, whiteboards, photography backdrop, bulletin board supplies and pictures to Sunrise Elementary School, value \$500.00

[Donation SR, Gina Hogencamp Thirty One](#) - 17 lunch totes with school supplies, to Sunrise Elementary School, value \$500.00

[Donation SR, Kona Ice](#) - A \$100.00 check for school supplies to Sunrise Elementary School

[Donation FCJH, Dr. Barnard Chiropractic](#) - A podium to Fox Creek Junior High, value \$200.00

6.3 Ratification of Vouchers:

Voucher 5000, Date 7-05-2018 (Expense)	\$ 89,709.29
Voucher 5001, Date 7-17-2018 (Expense)	\$407,286.56
Voucher 5002, Date 7-31-2018 (Expense)	\$237,375.66
Voucher 34, 8034, Date 6-22-2018 (Payroll 25)	\$351,293.91
Voucher 35, 8035, Date 6-29-2018 (Payroll 26)	\$322,492.83
Voucher 36, 8036, Date 6-29-2018 (Payroll 27)	\$205,561.97

Voucher 1. 9001, Date 7-20-2018 (Payroll 1)	\$95,117.98
Voucher 2. 9002, Date 8-03-2018 (Payroll 2)	\$497,186.27

6.4 Financial Reports:

Student Activities

Doug said that in May we had \$66,627.00 and no report in July, This report we have \$57,016.00 so there was some activity about \$9000.00 that was spent he also asked what happened to Coyote Canyon funds Mr. Hookstra said that was split between the other Schools he also pointed out that on the report Bullhead City Junior High needs to be changed to Bullhead City Middle School.

6.5 Sub Pay

Long Term Sub Pay \$150
Daily Sub Pay \$100
Period Sub Pay \$20

Doug asked if there was any change in the sub pay. Mr. Hookstra said no there is no change, we were told by the auditor general to place it on an agenda every year. The period sub pay is more for the junior high school

President Dennis Crane asked for a motion to approve items 6.4 & 6.5.

**Motion: Doug Lutz
2nd: Melinda Sobraske
Vote: 3-0**

6.6 Previous Minutes:

- a. Regular meeting minutes, from [July 12, 2018](#)

7. OLD BUSINESS:

7.1 None

8. NEW BUSINESS:

8.1 Discussion and 1st reading of Policy Advisories No. [616-624](#)

616 [Policy NEW DICA](#) - Budget Format

617 [Policy DIE](#) - Audits/Financial Monitoring

618 [Policy DJ](#) - Purchasing

619 [Policy DJE](#) - Bidding/Purchasing Procedures

620 [Policy FEA](#) - Educational Specifications for Construction

621 [Policy GBEAA](#) - Staff Conflict of Interest
[Exhibit - GBEAA-E](#) - Staff Conflict of Interest

622 [Regulation IHBA-RB](#) - Special Instructional Programs and Accommodation for Disabled Students

623 [Policy JFABB](#) - Admission of Exchange and Foreign Students

624 [Policy JL](#) - Student Wellness
[Regulation JL-RA](#) - Student Wellness
[Regulation JL-RB](#) Student Wellness
No action taken, 1st reading.

8.2 Discussion and possible action on Policy GCO and GCJ –
Evaluation of Professional Staff Members, Professional Staff Probationary and Continuing Status.
GCO, Evaluation of Profession Staff Members - [Changes Highlighted](#)
GCO-RA, Regulation - Evaluation of Profession Staff Members [Changes Highlighted](#)
GCO-RB, Regulation - Evaluation of Profession Staff Members (Procedure for Appeal if Evaluation) - [No Changes](#)
GCJ, Professional Staff Probation and Continuing Status - [No Changes](#)
No action taken, 1st reading.

8.3 Discussion and possible action to appoint and individual to fill the vacant 2 yr board position.
President Dennis Crane asked for a motion to approve and possibly take action to appoint an individual to fill the vacant 2 yr board position.
Motion: Melinda Sobraske
2nd: Doug Lutz
Vote: 3-0

We can continue to operate with the four of us, list in paper for interest, take a recommendation from the country superintendent to fill. Doug suggested stay the way we are, if they run into a problem and need to have one appointed let the County Superintendent Mike File do so, Melinda agreed.
No action was taken.

9. Future Topics

- **Audit findings**
- **Budget Changes**
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10. SETTING TIME , DATE, AND LOCATION FOR FUTURE MEETINGS

Date of September 20, 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**

11. EXECUTIVE SESSION:

11.1 Pursuant to A.R.S 38-431.03(A)(1), the Governing Board may enter executive session for “discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee”.

11.1.1 Student request for admittance to Bullhead City Elementary School District #15

President Dennis Crane reconvened meeting at 7:15 p.m.

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**

Time: 7:15 p.m.

Board President, Dennis Crane

Board Clerk, Melinda Sobraske

Board Member, Doug Lutz