

**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 **October 18, 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 AGENDA**

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  
**Present, Dennis Crane, Doug Lutz, Melinda Sobraske  
Absent, Maureen Anderson**
  - 1.2 Board Self Evaluation  
**Board members went through each question 1-23 of their self evaluation. Then they recapped on the ones that they individually had marked unsatisfactory. They spoke in length about supplies to the classrooms, Benje said we have a huge amount of paper and all the schools have money, the secretary orders supplies. We receive a lot of donations from local businesses. They also discussed hiring practices. What changes they have seen and are happy about. Melinda started out with a few.**
    - **The program CTE at Fox Creek.**

- Informal housing at BCMS is still to be proven to be a success; a teacher has spoken highly of the change for her.
- Sunrise's emergency program that they are working on.
- Who she would like to commend is the transportation department for being able to accomplish what we had asked them to do.
- The grounds and maintenance are doing a great job the grass and fields look great and clean.
- The continuing collaboration with Fox Creek and the High School for an algebra credit and vertical alignment of all core classes.
- The open ceremony and the big PD's, the enthusiasm from the staff and teachers, you walk out with a feeling that this year is going to be a great.

Dennis had a few

- He said he has noticed moral is better
- The grade banding has accomplished some of the things so far that they were hoping for, he has had conversation with some of the 6th grade parents and they have commented on how they are happy that their children are not with the 7th and 8th graders.
- Music and art programs, having them at both schools would not have been possible without the grade banding.

List in order of priorities the 4 major problems the board faces.

Dennis

- Hire and keeping certified staff
- Maintaining Continuity- for the children
- Overall management of the District Mr. Hookstra needs an assistant
- The next board to be committed to community responsibility.

Melinda

- Hire Teachers
- We need to have more B schools and would like to see A

Doug

- Need agenda and backup information in a more timely fashion.
- Board Members being informed of district concerns
- Lack of follow up to board members.

1.3 Curriculum - No Discussion ran out of time

## 2. ADJOURNMENT:

2.1 Motion to adjourn

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

Motion was made to adjourn the workshop.

Motion: Melinda Sobraske

2nd: Dennis Crane

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

Time: 4:58pm

## REGULAR MEETING AGENDA

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

**Board President, Dennis Crane opened the meeting at 5:30pm**

1.1 **Roll Call**

**Present, Dennis Crane, Doug Lutz, Melinda Sobraske  
Absent, Maureen Anderson**

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

**Lance Ross, Diane Beardsley, Geni Borland, James McNutt, Carolyn Stewart, Michele McGinnis, Scott H. Lindsey, Caylie Robertson, Chuck Neuzil, Cynthia Cochran, Joyce Pietri, Katherine Pavatt, Cynthia Neuzil, Patricia Frasure, William Bailey, Geoff Tubbs**

## 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.

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

**Board President 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](#) - We are 20 students less than what we budgeted currently. The state will go by 100th day count for funding.
- [Calendar Events](#) - We have student led parent teacher conferences on October 24th and 25th, 26 is flex Friday, November 9th is our Veterans Day Observance, Thanksgiving Break is November 19-23.
- Letter Grades - Mr. Hookstra passed out packets of information on each school and covered the grades and how we receive these grades. There's proficiency and growth which make up 80% of their grade.

- Buses - **The new buses should be here in the next 2wks, the 1st of November we should have a driver for all routes and maybe even a sub driver.**
- County Meeting reminder, October 23rd, Kingman at 4:00pm - **Reminder**
- Open Meeting Guidelines - **The auditor General's office sent a reminder of if we are having a committee meeting they need to be published**
- Facilities
  - SFB Grants - **Quotes have been submitted to SFB for all site to have restroom partitions, Carpet for Coyote Canyon and Desert Valley, HVAC units for FCJH girls locker room and room 611 at BCMS, Rooms 202, 203, 204 and 205 at Desert Valley. Hot Water heater at Coyote Canyon. Meeting October 23rd for the hallway and Gym RFP at BCMS**
  - Site improvements - **Fox Creek Divider Wall on Stage is in progress, at Desert Valley pull stations mapping is complete.**

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, Western Region  
[Significant Redisness Forum](#)  
[Jon Jones](#), Principal, Fox Creek JHS, [ACT results](#)  
[Joyce Pietri](#), Principal, Bullhead MS  
[Sandra Brown](#), Principal, Desert Valley, [Safety Report](#)  
[Jennifer Lott](#), Principal, Sunrise Elementary, [Safety Concerns](#), [Emergency Action Plan](#)  
[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.)

**Board President motion to approve the consent agenda holding items 6.2 and 6.7.**

**Motion: Dennis Crane**

**2nd: Melinda Sobraske**

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

6.1 **Personnel:**

**a. Resignations/Separations:**

Aaron Fox, Assistant Mechanic, BB, effective 09/21/18

Clarence Gardner, Bus Driver, BB, effective 09/18/18

Lara Goff, Life Skills Aide, DV, effective 09/27/18

Mary Mafara, Life Skills Aide, DV, effective 10/03/18

**b. Transfers/Reassignments:**

Hollie Beckwith, DV LT Life Skills Sub to DO Sub, effective 09/06/18

Aaron Hancock, DO Sub to DV LT Life Skills Sub, effect 09/10/18

Tracie Winn was an intern at FC as a contracted employee, changed to LT sub effective 10/01/18

**c. New Hires:**

LaChantelle Black, Bus Driver, BB, Grade 5 Step 2 \$14.30 hr., effective 09/04/18

Kim Hoggatt, Bus Driver, BB, Grade 5 Step 6 \$15.50 hr., effective 10/02/18

Pam Hoggatt, Bus Driver, BB, Grade 5 Step 6 \$15.50 hr., effective 10/02/18

**d. Rehires:**

Kimberly Burleson, Secretary, SR, Grade 4 Step 6 \$14.75 hr., effective 09/17/18

Kim Bellantoni, Substitute Teacher, DO, \$100 a day, effective 09/25/18

Donald Millard, Bus Driver, BB, Grade 5 Step 1, \$14.00 hr., effective 09/25/18

**e. Substitute Teachers/Special Education Aides:**

**Teachers:**

Charlene Barbarisi, Sub, DO, \$100 a day, effective 10/02/18

Paul Gibson, Sub, DO, \$100 a day, effective 10/02/18

**Special Education Aides:**

Christina Peck, DB, Preschool Aide, Grade 3 Step 3 \$12.90 hr., effective 09/07/18

Monique Gomez, FC, Teacher Aide, Grade 2 Step 1 \$12.05 hr., effective 09/10/18

Christopher Cornelison, CC, Teacher Aide, Grade 2 Step 1 \$12.05 hr., effective 09/13/18

Melani Honl, SPED Aide, CC, Grade 2 Step 1 \$12.05 hr., effective 09/13/18

**f. Wage Changes:**

Laci Ortiz 6<sup>th</sup> grade LA at BMS, wage increase of \$2000 a year, BS to MS, effective 09/11/18

Herbert Williams Jr. CTE College and Career at FC, wage increase of \$500 a year, MA + 27 to MA + 36 effective 10/01/18

**6.2 Donations:**

[CAF America](#) - Donation of a check for \$5.82 to Sunrise Elementary School

[Chili's Bar and Grill](#) - Donation of a check for \$200.00 to Sunrise Elementary School.

[Thunder Mountain Dentistry](#) - Donation of a large backpack full of school supplies to Sunrise Elementary School, value \$200.00

**Mission Bank** - Donation of annual school supply campaign; items were designated primarily for Diamondback and Sunrise Elementary, however there were some items donated to Bullhead Middle School, Fox Creek Junior High and Desert Valley Elementary, value \$1,900

[Food For Families](#) - Donation of school supplies to Bullhead City Middle School, value \$150.00.

[Subway](#) - Donation of kid's meal toys to Desert Valley Elementary School, value \$300.00

[Colianno's Italian Restaurant](#) - Donation of \$15.00 Gift Certificate to Desert Valley Elementary School.

[Lisa's Bistro & Bar](#) - Donation of \$10.00 Gift Certificate to Desert Valley Elementary School.

[Courtney Cortea](#) - Donation of (7) cases of bottled water to Desert Valley Elementary School, value \$26.60

[Judy Frushon](#) - Donation of Office supplies to Bullhead City Elementary School District, value \$200.00

[Brian and Diane Hunter](#), Donation of \$2000.00 to Fox Creek Junior High for tuition for ADL training. **Doug asked what the ADL is, Scott Lindsey Assistant Principal of FCJH said it stands for Anti-Defamation league, they came and did training with the staff on anti-bullying and a variety of other issue that they have been experiencing on campus.**

[Safeway](#), Donation of \$50 gift card to Fox Creek Junior High.

[Riverside Resort](#), Donation of two buffet coupons to Desert Valley Elementary School, value \$34.00

[Alpha Delta Kappa-Alpha Zeta Chapter](#) - Donation of school supplies to Coyote Canyon, value \$100.00.

### 6.3 **“On the Spot Recognition”**

Lance Ross would like to recognized Jeryl Beasley of ABM and her husband Jim for coming in on their own time Saturday afternoon, October 13, to help break down and transport materials from the BCESD/CRUHSD booth at the annual Bullhead Fire Prevention and Safety Fair.

### 6.4 **Ratification of Vouchers:**

Voucher 5007, Date 9-12-2018 (Expense)	\$337,268.02
Voucher 5008, Date 9-24-2018 (Expense)	\$186,901.85
Voucher 9, 9009 Date 09-28-2018 (Payroll 6)	\$613,090.11
Voucher 9010 Date 9/28/2018 (Payroll 6.1)	\$108.39
Voucher 11, 9011 Date 10-12-2018 (Payroll 7)	\$619,015.46

### 6.5 **Financial Reports:**

[Student Activities](#)

### 6.6 **Previous Minutes:**

- a. Regular meeting minutes, from [September 20, 2018](#)

6.7 Discussion and Possible Approval of the Annual Financial Report for 2017-2018 School Year.

**Doug Lutz had several questions of the Annual Financial report for 2017-2018. Benje Hookstra answered all and motion was made to approve items 6.2 and 6.7 of the consent agenda.**

**Motion: Melinda Sobraske**

**2nd: Doug Lutz**

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

**7. OLD BUSINESS:**

**President Crane asked for a motion to approve the 2nd reading of policy 625-643.**

**Motion was made to discuss and possible approve policies 625-643**

**Motion: Melinda Sobraske**

**2nd: Doug Lutz**

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

**Motion and 2nd was withdrawn.**

**Motion was made to approve policies 625, 626, 627, 628, 632, 633, 635, 636, 638, 639, 340, 341, 342**

**Motion: Melinda Sobraske**

**2nd: Doug Lutz**

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

7.1 Discussion and 2nd. reading of Policy Advisories No. [625-643](#)

625 [Policy BCB](#) - Board Member Conflict of Interest

[Exhibit BCB-E Policy](#) Board Member Conflict of Interest

626 [Policy BE](#) - School Board Meetings

627 [Policy BEDF](#) - Voting Method

628 [Regulation BEDG-R](#) - Minutes Policy

632 [Policy DN](#) - School Properties Disposition

633 [Policy FCB](#) - Retirement of Facilities

635 [Regulation IKE-RB](#) - Promotion and Retention of Students

636 [Policy IL](#) - Evaluation of Instructional Programs

637 [Policy IMD](#) - School Ceremonies and Observances - **Pull from motion until next month's agenda for more information.**

638 [Policy JEB](#) - Entrance Age Requirements

639 [Policy JICK](#) - Student Bullying/Harassment/ Intimidation  
Violence/Harassment/Intimidation/Bullying  
[Regulation JICK-R](#)

- 640 [Exhibit JICK-EB](#)  
[Policy JJIB](#) - Interscholastic Sports
- 641 [Policy JL](#) - Student Wellness  
Regulation JL-RB
- 642 [Exhibit JLCB- E](#) - Immunization of Students
- 643 [Policy JLCD](#) - Medicines/Administering Medicines to Students

## **8. NEW BUSINESS:**

- 8.4 Discussion and Possible Approval of board members attending the 61st Annual [Conference, December 12-14 in Phoenix, AZ.](#)  
**President Crane motioned to approve board members attending the 61st annual conference December 12-14. New board members may also attend the conference just let Terrie know if you're going to do so. Registration and hotel is provided by the district.**  
**Motion: Dennis Crane**  
**2nd: Doug Lutz**  
**Vote: 3-0 (Yes) Crane, Lutz, Sobraske**
- 8.5 Discussion and 1st 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)  
**1st reading no action taken at this time.**

## **9. Future Topics**

- **Safety Concern of all campuses**
- **Follow-up on tile at the middle school**
- **Curriculum in the workshop**

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

Date of November 15, 2018, Workshop at 5:00 PM, Meeting at 5:30 PM, location, 1004 Hancock Road, Suite 100, Bullhead City, Arizona.

**Motion was made to go into executive session**

**Motion: Melinda Sobraske**

**2nd: Doug Lutz**

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

**Time: 7:00pm**



**11. EXECUTIVE SESSION:**

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 Life Academy Student #20355

**meeting was reconvened by Dennis Crane**

**12. ADJOURNMENT:**

12.1 Motion to adjourn.

**Motion was made to adjourn the meeting**

**Motion: Melinda Sobraske**

**2nd: Doug Lutz**

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

**Time: 7:14pm**

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**Board President, Dennis Crane**

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**Board Clerk, Melinda Sobraske**

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**Board Member, Doug Lutz**