

**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 15, 2017, 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.

SPECIAL WORKSHOP MINUTES

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

Board President Dennis Crane opened the meeting at 5:13pm.

1.1 Roll Call

Board members:

**Dennis Crane, Melinda Sobraske, Doug Lutz, Maureen Anderson,
James Zaborsky**

Others Present:

Riley Frei, Benje Hookstra, Pat Young, Joyce Pietri, Terrie Mohn

1.2 Board Workshop: Discussion regarding student achievement and professional Development.

The following forms were handed out and discussed:

- **Walk-Through Collection Sheet - used for a brief observation used by Instructional Coaches and Administration. They use these when they walk by a classroom as a brief observation, and will be done weekly.**
- **Team Planning Sheet - used in collaboration to better understand standards, share resources and strategies in order to increase student achievement.**
- **Team Data Sheet - used when they discuss disaggregated data to determine trends, strengths and weaknesses.**

- 2. ADJOURNMENT: Motion was made to go adjourn the workshop.
Motion: Melinda Sobraske
2nd: Maureen Anderson
Vote: 5-0**

Time: 5:30pm

AGENDA MINUTES

- 1. CALL TO ORDER:**The Board President will call the meeting to order.
Board President Dennis Crane opened the meeting at 5:33pm.

1.1 Roll Call

**Dennis Crane, Melinda Sobraske, Doug Lutz, Maureen Anderson,
James Zaborsky**

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

Jon Jones, Jennifer Lott, James McNutt, Shalina Black Bennett, Alisa Burroughs, Charles Neuzil, Christopher Roy, Cindy Neuzil, Sonyia Roy, Linda Anderson, Sandra Brown, Patricia Frasure, Caleb, Fretage, Tim Mitchell, William Bailey, Donna Heronen, Cheryl Smith, Pat Young, Joyce Piertri

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 Crane asked for a motion to adopt the agenda.

Motion: Maureen Anderson

2nd:James Zaborsky

Vote: 5-0

5. PRESENTATION AND REPORTS:

5.1 Superintendent's report and update:

- Student [Enrollment/Attendance](#) Comparison, **Enrollment is up, higher than we Expected.**
- Calendar [Events](#) - Thank you to the board members who were able to attend our teacher induction **The first week of school went pretty smoothly, we had a few transportation delays the first couple days and Transportation worked very hard to get them resolved. State letter grades will be coming out in September, we will bring information on those in future meetings.**
- Budget [Update](#) - **The budget was explained, coding and line items and the way it's split up. Majority of the budgeting is for salaries.**
- Mohave County Meeting September 21, Lee Williams HS, Kingman, **Dennis Crane, Maureen Anderson and Melinda Sobraske are going to attend.**
- Staff Recognition - **We will be bring a staff recognition piece monthly, recognizing an employee each month who does great work for us.**
- Facilities
 - SFB Grants
 - Site improvements - **Wanted to commend GCA on the work that they did over the summer at all our sites, the buildings look great.**

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
[Pat Young](#), Principal, Bullhead JHS - [AzMerit](#), [AIMS](#)
[Sandra Brown](#), Principal, Desert Valley and Coyote Canyon Elementary
[Jennifer Lott](#), Principal, Sunrise Elementary, [Financial Report](#)
[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 adopt the agenda.

Melinda motion to pull 6.1 for discussion and possible approval from the consent agenda.

Motion: Melinda Sobraske

2nd: Maureen Anderson
Vote: 5-0

Motion to accept the consent agenda as modified

Motion: James Zabrosky

2nd: Maureen Anderson

Vote: 5-0

Melinda motioned to accept item 6.1 in the consent agenda.

Motion: Melinda Sobraske

2nd: James Zabrosky

Vote: 5-0

6.1 **Personnel:**

Resignations/Separations:

Mark Denslow, DV Special Education Teacher Aide, effective 5/24/17.

Kameron Kindschi, Substitute Teacher, effective 5/25/17.

Michael Mаноat, Substitute Teacher, effective 5/25/17.

Emily Salerno, Substitute Teacher, effective 5/25/17.

Kimberlie Spigelmire, Substitute Teacher, effective 5/25/17.

Carri Stolteben, Substitute Teacher, effective 5/25/17.

Brandy Harabedian, FC 7th Grade Math Teacher, effective 7/09/17.

Transfers/Reassignments:

Tracie Winn, BJH Special Education Teacher Aide to BJH 7th Grade Science Intern Teacher, BA, Step 1, \$36,000, effective 7/24/17.

Janice Callies, CC to DV, 4th Grade Teacher, effective 7/26/17.

Margaret Emlund, CC to DV, 5th Grade Teacher, effective 7/24/17.

Cynthia Ferguson, CC 3rd Grade to 2nd Grade Teacher, effective 7/26/17.

Laramie Freshour, CC to DV, 4th Grade Teacher, effective 7/26/17.

Joanna Goree, DV to CC, 1st Grade Teacher, effective 7/26/17.

Jannette (Angela) Greenberg, DB to SR, Title I Teacher Aide, effective 7/31/17.

Anna Hinkle, CC to DV, 3rd Grade Teacher, effective 7/26/17.

Greg Johnson, CC to DV, 3rd Grade Teacher, effective 7/26/17.

Michael Lynch, DV 4th to 5th Grade Teacher, effective 7/26/17.

Katherine Mattila, CC to DV, 3rd Grade Teacher, effective 7/26/17.

Adam Molt, CC to DV, Special Education Teacher, effective 7/24/17.

Cristina Munoz, CC to DV, 4th Grade Teacher, effective 7/26/17.

Erica Sebok, DV to CC, 2nd Grade Teacher, effective 7/26/17.

Ava Smith, DV to CC, 1st Grade Teacher, effective 7/26/17.

Jane Thurlow, DV to CC, 2nd Grade Teacher, effective 7/26/17.

New Hires:

Michelle Conley, DB 5th Grade Teacher, will be an intern, LT Sub first, \$150.00 per day, effective 7/24/17.

Donna Heronen, BJH 21st Century Coordinator, \$35.00 per hour, effective 7/26/17.

Cathy Witt, BB Bus Monitor/Van Driver, Grade 2, Step 1, \$10.50 per hour, effective 7/27/17.

Theresa Emerson, DV Special Education Teacher Aide, Grade 3, Step 1, \$10.95 per hour, effective 7/31/17.

Victoria Lomeli, DB Title I Teacher Aide, Grade 4, Step 1, \$12.05 per hour, effective 7/31/17.

Brittany Mandler, BJH Special Education Teacher Aide, Grade 3, Step 2, \$11.55 per hour, effective 7/31/17.

Rose Miller, BJH College & Career Coordinator, Grade 3, Step 1, \$10.95 per hour, effective 7/31/17.

Debbie Perales, SR Preschool Teacher Aide, Grade 4, Step 1, \$12.05 per hour, effective 7/31/17.

Vanessa Razo-Flores, BJH Special Education Teacher Aide, Grade 3, Step 3, \$11.55 per hour, effective 7/31/17.

Laura Soto, BJH Special Education Teacher Aide, Grade 3, Step 1, \$10.95 per hour, effective 7/31/17.

Stanley Glougie, BB Bus Driver, Grade 4, Step 1, \$12.05 per hour, effective 8/1/17.

Paula Romero, DB Title I Teacher Aide, Grade 3, Step 1, \$10.95 per hour, effective 8/2/17.

William Rush, DB Physical Education Teacher, BA, Step I, pro-rated to \$34,667, effective 8/2/17.

Timothy Talbott, BB Bus Driver, Grade 4, Step 1, \$12.05 per hour, effective 8/3/17.

Substitute Teachers/Special Education Aides:

Teachers:

Amanda Alegria

James Brewer

Maritza Contreras

Rebecca Earnest

Susie Emig

Special Education Aides:

Natalie Vergara

Addendums:

Francis Martin, FC 2016-17 Science Dept. Chair, \$1539.

6.2 Donations:

[Jennifer Turley](#), Donation of a Microwave to Coyote Canyon, value \$100.00

[Anointed Word Church](#), Donation of Backpacks, Markers Pencils, various School Supplies

to Coyote Canyon Elementary School, value \$350.00

[Anointed Word Church](#), Donation of various School Supplies to Desert Valley Elementary School, value \$175.00

[Melinda Sobraske](#), Donation of a 8X10 Utility Trailer to Bullhead City School District, Value \$1500.00

[Barbara Zandi](#), Donation of School Supplies to Desert Valley Elementary School, value \$70.00

6.3 Ratification of Vouchers:

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|---|--------------|
| Voucher 4001, Date 7-6-2017 (Expense) | \$405,748.39 |
| Voucher 4002, Date 7-12-2017 (Expense) | \$105,189.39 |
| Voucher 4003, Date 7-25-2017 (Expense) | \$31,292.11 |
| Voucher 7028, 33 Date 6-30-2017 (Payroll) | \$320,547.15 |
| Voucher 7029, 34 Date 6-30-2017 (Payroll) | \$220,840.15 |
| Voucher 8001, 1 Date 4--2017 (Payroll) | \$108,440.65 |

6.4 Financial Reports:

Student [Activities](#)

6.5 Previous Minutes:

- a. Regular meeting minutes, from [July 13, 2017](#)

6.6 Approval to add Christina Ashby to the list of approved individuals to handle student activity monies for Diamondback Elementary School.

6.7 [Tax Credit Clubs](#) for 2017-2017 School Year.

6.8 Wells Fargo Borrowing Request, [Exhibit A](#)

7. OLD BUSINESS:

7.1 Discussion and 2nd. reading of Policy Advisories [No. 567-583](#)

- 567 Policy Manual & Administrative Regulation - Introduction
- 568 Policy BGD - Board Review of Regulations
- 569 Policy DIE - Audits/Financial Monitoring
- 570 Policy DJE - Bidding/Purchasing Procedures
- 571 Policy GCCA - Professional/Support Staff Sick Leave
[Revised Regulation](#)
- 572 Exhibit GCF-ED - Professional Staff Hiring
- 573 Exhibit GDF-EE - Support Staff Hiring
- 574 Exhibit GDJ - Support Staff Assignment & Transfers
- 575 Regulation IHBj-R - Indian Education
- 576 (NEW) Policy IJNDBA - Website Accessibility
- 577 Policy JFABD - Admission of Homeless Students
JFABD-EB - Admission of Homeless Students Notice
- 578 Policy JFB - Open Enrollment
- 579 Policy JFBA - Unsafe School Choice
- 580 Policy JLCC - Communication/Infectious Diseases
- 581 Policy JR - Student Records
Regulation JR-R - Student Records
- 582 Policy JRR - Student Surveys
- 583 Policy LBD - Relations with Charter Schools
(DELETE) Exhibit LBD-E Relations with Charter Schools, Charter

School Application Requirements

Melinda motion to discuss and possibly approve policies 567-583

Motion: Melinda Sobraske

2nd: Maureen Anderson

Doug noted that a spelling error occurred on page 3, the word health was spelled incorrectly and would need to be fixed.

Vote: 5-0

7.2 Selecting Melinda Sobraske or James Zaborsky to represent BCESD at the 2017 Delegate Assembly September 9, 2017 at the JW Marriott in Desert Ridge.

Motion was made to have Melinda Sobraske as the board delegate representative

Motion: James Zaborsky

2nd: Doug Lutz

Vote: 5-0

8. NEW BUSINESS:

8.1 None

9. Future Topics

- Report on the NAU program
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10. SETTING TIME , DATE, AND LOCATION FOR FUTURE MEETINGS

Thursday, October 19, 2017; 5:00-Workshop, 5:30-Regular Meeting;
1004 Hancock Road, Bullhead City, AZ 86442

Motion was made to go into executive session.

Motion: Maureen Anderson

2nd: James Zaborsky

Vote: 5-0

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 Personnel discussion.

12. ADJOURNMENT:

12.1 Motion to adjourn.

Motion was made to go adjourn the meeting.

Motion: Melinda Sobraske

2nd: Maureen Anderson

Vote: 5-0

Time: 6:55pm

Board President, Dennis Crane

Board Clerk, Melinda Sobraske

Board Member, Maureen Anderson

Board Member, Doug Lutz

Board Member, James Zaborsky