

**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 12, 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.

**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 MINUTES**

**1. CALL TO ORDER:** The Board President will call the meeting to order.  
**President Dennis Crane opened the meeting at 5:32pm**

1.1 Roll Call

Board members: **Dennis Crane, Doug Lutz, Melinda Sobraske  
excused-Maureen Anderson**

Others Present: Riley Frei, Benje Hookstra, Lance Ross, Terrie Mohn

1.2 Board Workshop: [Boardsmanship](#), District Goals, [Board self-evaluation](#) and [Superintendent evaluation](#).

**Mr. Frei spoke of the ASBA County Workshop and some of the items covered were Board and Superintendents surveys.**

**Board Members present talked about having a workshop and going over the Board Surveys together and then they will enter their information on Survey Monkey, all scores will be gathered and tabulated from that Information. Also discussed were the Board Goals.**

**2. ADJOURNMENT:**

**President Dennis Crane closed the workshop.**

**Time: 5:30pm**

**REGULAR MINUTES**

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

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

**1.1 Roll Call**

**Denise Crane**

**Doug Lutz**

**Melinda Sobraske**

**excused-Maureen Anderson**

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

**Jon Jones, Charles Neuzil, Christopher Roy, Sonyia Roy, Linda Anderson,**

**Sandra Brown, William Bailey, Pat Young, Joyce Piertri, Richard Dubois,**

**Julie Stickel, Denise Castro, Brandee Dubois, Jennifer Jaimes, Raymond**

**Schmitt, Katherine Pavatt, Lance Ross, Kory Burgess, Rod Clayton**

**2. PLEDGE OF ALLEGIANCE**

**President Dennis Crane adjourn to a public hearing for discussion of the 2017-2018 proposed budget.**

**3. ADJOURNMENT TO PUBLIC HEARING**

**3.1. Presentation of the revised [2017-2018 budget](#).**

**No discussion**

**President Dennis Crane reconvened to the regular meeting.**

**4. 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.

**Denise Castro - How Bullhead City Junior High not having a band impacts the students and will impact the high schools as well.**

**Richard Dubois - Spoke on having a Bullhead City Junior High Band.**

Brandee Dubois - Spoke about Desert Valley Elementary having band and then when these students go on to Bullhead City Junior High they will not have one.

## 5. ADOPTION OF THE AGENDA:

President Crane asked for a motion to adopt the Agenda.

Motion: Melinda Sobraske

2nd: Doug Lutz

Vote: 3-0

## 6. PRESENTATION AND REPORTS:

### 6.1 Superintendent's report and update:

- Student [Enrollment/Attendance Comparison](#) Not a lot of change in enrollment
- [Calendar](#) Events - October, November and December
- Facilities
  - SFB Grants - [Project Summary](#) - Mr. Frei presented a summary of the SFB grants that have been award nearly \$200,000.00 at no cost to the School District some from the month of September were, Diamondback, Fox Creek and Coyote Canyon all had emergency lighting fixed or replaced. Desert Valley repaired a hood suppression system and a new chiller spray pump motor that went out.
  - Site improvements - **We are working on getting some carpet replace at many sites.**
- School [Letter Grades](#) - Mr. Frei and Mr. Hookstra explained the letter grades, these are the first ones from the state and they could make changes, they have a lot of school districts appealing the grades that they received. Administrators are working on improving and are having planning sessions.

### 6.2 Administrative Reports:

[Alisa Burroughs](#), Special Education Director

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

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

Professor - Mr. Neuzil gave a presentation on the NAU Partnership, "Grow your own" which is to have high school and 8th grades students, employees, community members who want to become a teacher in our local schools. Mr. Neuzil introduced Raymond Schmitt a student at MHS Who is in the Education Profession class and is very interested in becoming a teacher.

[James McNutt](#), Technology

[William Bailey](#), Transportation

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

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

[Pat Young](#), Principal, Bullhead JHS

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

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

[Martin Muecke](#), Principal, Diamondback Elementary  
[Jody Cheever](#), Chartwells

## 7. **CONSENT AGENDA:**

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

**President Crane motion to approve the Consent Agenda with discussion on the addendums.**

**Motion: Dennis Crane**

**2nd: Melinda Sobraske**

**Vote: 3-0**

### 7.1 [Personnel:](#)

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

Rebecca Miller, BJH Special Education Teacher Aide, effective 8/09/17.

Laura Kapusta, DB Title I Teacher Aide, effective 8/21/17.

Cynthia Sanders, FC Math Teacher, effective 8/22/17.

Laura Soto, BJH Special Education Teacher Aide, effective 8/24/17.

Traci Ballare, SR 4<sup>th</sup> Grade Teacher, effective 8/25/17.

Michelle Conley, DB 5<sup>th</sup> Grade Teacher, effective 8/29/17.

David Gerber, FC Special Education Teacher, effective 8/31/17.

Theresa Emerson, DV Special Education Teacher Aide, effective 8/31/17.

Morgan Crampton, CC Preschool Special Education Teacher Aide, effective 9/28/17.

#### **Rescinded Resignations:**

None

#### **Transfers/Reassignments:**

Margaret Dickson, BB Bus Driver to Substitute Bus Driver, effective 8/18/17.

Jannette A. Greenberg, SR to DB Title I Teacher Aide, effective 9/05/17.

Pam Cardinal, SR 1st Grade to 4<sup>th</sup> Grade Teacher, effective 9/11/17.

Tracy Stewart, CC PT to FT Preschool Special Education Teacher Aide, effective 9/26/17.

#### **New Hires:**

Romiecel Aguilar, SS Speech Therapist, MA, Step 11, pro-rated to \$45,885, effective 8/7/17.

Sarah Russell, BB Substitute Bus Driver (Driver for CRUHSD), \$10.50 per hour, effective 8/2/17.

Yolanda Pluma, CC Special Education Teacher Aide, Grade 3, Step 2, \$11.25 per hour, effective 8/14/17.

David Richter, CC Special Education Teacher, MA+36, Step 4, pro-rated to \$37,548, effective 8/21/17.

Amber Smith, BJH Special Education Teacher Aide, Grade 4, Step 1, \$12.05 per hour, effective 8/21/17.

Alejandra Castaneda, BJH Special Education Teacher Aide, Grade 3, Step 1, \$10.95 per hour, effective 8/24/17.

Armida Roediger, BB Bus Monitor/Driver, Grade 4, Step 7, \$13.85 per hour, effective 8/28/17.

Vincent Villegas, SR Special Education Teacher, BA, Step 1, pro-rated to \$30,858, effective 9/05/17.

Lindsey Werbiskis, CC Kindergarten Teacher (Intern), BA, Step 1, pro-rated to \$29,524, effective 9/18/17.

Francine Collier, SR Title I Teacher Aide, Grade 4, Step 2, \$12.35 per hour, effective 9/25/17.

Stephanie Perez, DV Special Education Teacher Aide, Grade 3, Step 1, \$10.95 per hour, effective 9/18/17.

Jillian Martin, FC Special Education Teacher, MA, Step 9, pro-rated to \$32,666, effective 10/02/17.

Sandrine Arnt, CC Preschool Special Education Teacher Aide, Grade 3, Step 2, \$11.25 per hour, effective 10/02/17.

### **Substitute Teachers/Special Education Aides:**

#### **Teachers:**

Nancy Knight

Amanda Brouws

Kelli Rhodes

Richard Herline

Berge Jerijian

Anneka Traylor

Kaylae Shanahan

Tanya Starkey

#### **Special Education Aides:**

None

#### **Addendums:**

##### **Bullhead Junior High:**

Athletic Director, Brent Schnabel, \$2000

Head Football Coach, Adam Molt, \$1100

Assistant Football Coach, Brent Schnabel, \$800

Head Baseball Coach, Brent Schnabel, \$1200

6/7<sup>th</sup> Grade Boys' Basketball Coach, Emmanuel Lacoste, \$1100

8<sup>th</sup> Grade Girls' Basketball Coach, Pat Young, \$1300

6/7<sup>th</sup> Grade Girls' Basketball Coach, Rae Juusola, \$1300

Head Softball Coach, Victoria Kunzmann, \$1200

Head Volleyball Coach, Emmanuel Lacoste, \$1100

JV Volleyball Coach, Rae Juusola, \$800

Cheerleader Coach, Rose Miller, \$700

Student Council, Pat Young, \$1100

Newspaper, Pat Young, \$500

Technology, Robert Beatty Jr, \$1000

Music, Adam Schultheis, \$500

Yearbook Sponsor, Donna Heronen, \$500

Department Chair, Math, Lester Eastman, \$1400

Department Chair, Language Arts, Laura Hall, \$1400

Department Chair, Social Studies, Steven Price, \$1400

Department Chair, Special Education, Diane Jessen, \$1400

Department Chair, Science, Donna Heronen, \$1400

NJHS, Donna Heronen, \$1100

Interact/Builders' Club, Deborah Karpalla, \$1200

Professional Development/Curriculum Committee, Jennifer Fellows, \$750  
Prop 301 Committee, Jennifer Fellows, \$750

**Fox Creek:**

Athletic Director, Jesus Osuna, \$2000  
Varsity Boys' Basketball Coach, Jeff Peters, \$1300  
Varsity Girls' Basketball Coach, Corey Heath, \$1300  
Head Coach Football, Larry Mullins, \$1100  
Assistant Coach Football, Richard Herline, \$800  
Assistant Coach Football, Joel Garcia, \$800  
Head Coach Volleyball, Kathleen Watson-Otani, \$1000  
Assistant Coach Volleyball, Caylie Robertson, \$800  
Cheerleading Coach, Shelby Cox, \$1000  
Math Department Chair, Tawnya Hage, \$1400  
Language Arts Department Chair, Noelle Regan, 8/03 to 9/11/2017, \$224  
Language Arts Department Chair, Laci Ortiz, starting 9/12/17, \$1176  
Science Department Chair, Frances Martin, \$1400  
Language Arts Department Chair, Noelle Regan, 8/03 to 9/11/2017, \$224  
Language Arts Department Chair, Michele McGinnis, starting 9/12/17, \$1176  
Fox Creek (continued):  
Enrichment Department Chair, Katherine Pavatt, \$1400  
Special Education Department Chair, Dawn Lozada, \$1400  
Technology Department Chair, Jesus Osuna, \$1000  
One-Half Prep, Noelle Regan, \$2000  
Music Coach, Sarah Bowerman, \$1000  
Tier 2, Shelby Cox, \$1000  
Tier 2, Jamie Long, \$1000  
Tier 2, Ken Weiss, \$1000  
Student Council Sponsor, Michele McGinnis, \$1100  
NJHS, Noelle Regan, 7/26 to 9/11/2017, \$176  
NJHS, Morris Marcella, starting 9/12/17, \$924  
Interact, Frances Martin, \$1200  
Professional Development/Curriculum Committee, Noelle Regan, \$750  
Prop 301 Committee, Michele McGinnis, \$750

**Coyote Canyon:**

Team Leader (K), Melissa Thomas, \$1529  
Team Leader (K), Roberta Rel, \$1539  
Team Leader (1), Heather Oates, \$1539  
Team Leader (1), Ava Smith, \$1539  
Team Leader (2), Angie Richardson, \$1539  
Team Leader (2), Cynthia Ferguson, \$1539  
Team Leader (Sp), Sonyia Roy, \$1539  
Student Council Sponsor, Sonyia Roy, \$855  
Professional Development/Curriculum Committee, Heather Oates, \$750  
Professional Development/Curriculum Committee, Sherry Ranck, \$750  
Prop 301 Committee, Melissa Thomas, \$750

**Desert Valley:**

Team Leader (3), Wendy Hardy, \$1539  
Team Leader (3), Pam Walker, \$1539  
Team Leader (4), Deborah Kane, \$1539

Team Leader (4), Laramie Freshour, \$1539  
Team Leader (5), Tammy Patterson, \$1539  
Team Leader (5), Gina Padilla, \$1539  
Team Leader (Sp), Karen Johnson, \$1539  
Student Council Sponsor, Karen Johnson, \$428  
Student Council Sponsor, Maggie Morgan, \$428  
Professional Development/Curriculum Committee, Maggie Morgan, \$750  
Professional Development/Curriculum Committee, Brandee Dubois, \$750  
Prop 301 Committee, Karen Johnson, \$750

**Diamondback:**

Team Leader, Erica Burmeister, \$1539  
Team Leader, Kelly Cascoe, \$1539  
Team Leader, Kristen Roemer, \$1539  
Team Leader, Ashley Selmanson, \$770  
Team Leader, Danielle Boman, \$770  
Team Leader, Deann Osuna, \$1539  
Team Leader, Rae Juusola, \$1539  
Team Leader, Lori Tingle, \$1539  
Diamondback (continued):  
Student Council, Lori Tingle, \$285  
Student Council, Rae Juusola, \$285  
Student Council, Deann Osuna, \$285  
Professional Development/Curriculum Committee, Brittany Mlekush, \$750  
Professional Development/Curriculum Committee, Rae Juusola, \$750  
Prop 301 Committee, Kristen Roemer, \$750

**Sunrise:**

Team Leader, Amy Shumake, \$1539  
Team Leader, Charity Lawrence, \$1539  
Team Leader, Kim Armstrong, \$1539  
Team Leader, Bryant Kristalle, \$1539  
Team Leader, Scottie Fox, \$1539  
Team Leader, Amy Morstad, \$1539  
Student Council Sponsor, Pam Cardinal, \$428  
Student Council Sponsor, Scottie Fox, \$428  
Professional Development/Curriculum Committee, Michael Perkins, \$750  
Professional Development/Curriculum Committee, Emmanuel Lacoste, \$750  
Prop 301 Committee, Bryant Kristalle, \$750

**7.2 Donations:**

- [The Legacy Rehab & Care Center](#), Donation of 15 Student Backpacks to Coyote Canyon Elementary, value \$375.00
- [Ella Jones](#), Donation of Crayons and bags of Pencils and Pens to Coyote Canyon Elementary, value \$25.00
- [Aquarius Resort & Casino](#), Donation of 6,804 School Supplies; notebooks, crayons, facial tissues, folders, paper and backpacks to Coyote Canyon Elementary School, value \$3400.00
- [Jon Jones](#), Donation to Fox Creek Junior High, Wii Console and numerous accessories value \$500.00
- [Aquarius Resort & Casino](#), Donation of a Deluxe First Aid Kit to Coyote Canyon Elementary School, value \$100.00

- [Ella Jones](#), Donation of school supplies to Bullhead City Junior High School, value \$50.00
- [Target](#), Donation to of a mini refrigerator for the health office at Bullhead City Junior High School, value \$139.99
- [Mohave Signs](#), Donation of a Banner for Red Ribbon week at Bullhead City Junior High School, value \$105.00
- [Legacy](#), Donation of 112 T-shirts to Bullhead City Junior High School, value \$560.00
- [Target](#), Donation of folders to Desert Valley Elementary School, value \$1000.00
- [Del Taco](#), Donation of 500 coupons for Free Kids Meal to Desert Valley Elementary School, value \$898.00
- [Anonymous](#), Donation of school supplies to Coyote Canyon Elementary School, value \$40.00
- [Aquarius Resort & Casino](#), Donation of Pastries for Parents at Coyote Canyon Elementary School, value \$800.00
- [Del Taco](#), Donation of 500 coupons for Free Kids Meal to Coyote Canyon Elementary, value \$898.00
- [JC Penney](#), Donation of Change for the better Campaign to Sunrise Elementary, Value \$8.00
- [River Cities United Way- Ashley Wood and United Way Team](#), Donation of 30 Lice Kits 10 for each, Desert Valley Elementary, Coyote Canyon Elementary and Bullhead City Junior High, value \$724.30
- [Mission Bank](#), Donation of School Supplies to Bullhead City Junior High School, value \$200.00
- [Chili's](#), Donation of School Supplies to Desert Valley Elementary School, value \$20.00
- [Chili's](#), Donation fundraiser by Chili's for Desert Valley Elementary School, value \$170.00.

**7.3 Ratification of [Vouchers](#):**

Voucher 4004, Date 8-2-2017 (Expense)	\$179,925.51
Voucher 4005, Date 8-14-2017 (Expense)	\$184,701.17
Voucher 4006, Date 8-29-2017 (Expense)	\$389,115.32
Voucher 4007, Date 9-12-2017 (Expense)	\$291,499.47
Voucher 4008, Date 9-25-2017 (Expense)	\$798.20
Voucher 4009, Date 9-26-2017 (Expense)	\$162,973.04
Voucher 8002,2 Date 8-4-2017 (Payroll)	\$491,304.20
Voucher 8003,3 Date 8-18-2017 (Payroll)	\$569,324.89
Voucher 8004,4 Date 9-1-2017 (Payroll)	\$594,511.84
Voucher 8005,5 Date 9-15-2017 (Payroll)	\$582,423.84
Voucher 6 Date 9-20-2017 (Payroll)	\$466.75
Voucher 8007,7 Date 9-29-2017 (Payroll)	\$599,069.76

**7.4 [Financial Reports](#):**

Student [Activities](#)

**7.5 [Previous Minutes](#):**

- a. Regular meeting minutes, from [August 15](#), 2017

7.6 Approval of the change in grade levels at Coyote Canyon Elementary from K-5 to K-2 and Desert Valley from K-5 to 3-5.



7.7 Revision to the [tax credit clubs](#) at Bullhead City Junior High

**8. OLD BUSINESS:**

8.1 NONE

**9. NEW BUSINESS:**

9.1 Discussion and Possible Approval of applicant for Bullhead City Elementary School District #15 Board position. [Applicant 1](#), [Applicant 2](#), [Applicant 3](#)  
**Postpone until next board meeting November 16, 2017**

9.2 Discussion and 1st reading of [Policy Advisories No. 588-600](#) and [Policy Advisory No. 601](#)  
Policy changes:

Red for delete

Blue for addition

PA 588 - BBBA, Board Member Qualifications

PA 589 - EEAEA, Bus Driver Requirements, Training, and Responsibilities

PA 590 - GCQF, Discipline, Suspension, and Dismissal of Professional Staff Members. **Board needs to choose an option on pg. 6**

PA 591 - GDFA, Support Staff Qualifications and Requirements (Fingerprinting Requirements)

~~PA 592 - IE, Organization of Instruction~~ **JTED School Only**

PA 593 - IJJ, Textbook/Supplementary Materials Selection and Adoption

PA 594 - IJNDB-E, Use of Technology Resources in Instruction (Electronic Information Services User Agreement)

PA 595 - IKE-RB, Promotion and Retention of Students

PA 596 - JFAA, Admission of Resident Students

PA 597 - JFABC, Admission of Transfer Students (Academic Credit Transfer)

PA 598 - JFB, Open Enrollment

PA 599 - JL, Student Wellness

PA 600 - KB, Parental Involvement in Education

PA 601 - IJNDB, Use of Technology Resources in Instruction

9.3 Discussion and Possible Approval of the [Annual Financial Report](#) for 2016-2017 School Year.

**Melinda motioned to discuss and possibly approve the annual financial report 2016-2017**

**Motion: Melinda Sobraske**

**2nd: Dennis Crane**

**Vote: 3-0**

9.4 Discussion and Possible Approval of the [revised 2017-2018 Budget](#).

**Melinda motioned to discuss and possibly approve the annual financial report 2017-2018**

**Motion: Melinda Sobraske**

**2nd: Doug Lutz**

**Vote: 3-0**

9.5 Discussion on Proposed changes to ASBA Bylaws. The Board will discuss, consider and give direction on voting on several bylaw change proposals from the Arizona School Boards Association. These bylaw proposals have been offered by other ASBA member school boards, ASBA committees and the ASBA Board of Directors and must be approved by two-thirds of the ASBA member boards to be effective. After discussion, the Board will vote to give direction to Superintendents to vote in the manner the board has approved.

- Prospective Bylaw Change [Summary](#)
- [New mark-up document](#)

A. Approved 2-1,    B. Opposed 2-1,    C. Opposed 3-0    D. Approved 3-0  
E. Approved 3-0,    F. Opposed 2-1,    G. Opposed -2    H. Opposed 3-0

**10. Future Topics**

- Bullhead City Junior High Marching Band
- 

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

Date of November 16, 2017 Workshop 5:00 PM, Meeting 5:30 PM,  
1004 Hancock Road, Suite 100, Bullhead City, Arizona.

**President Crane motion for all to go into executive session**

**Vote: 3-0**

**Time: 7:29**

**12. EXECUTIVE SESSION:**

12.1 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.

12.1.1 Consideration for the possible expulsion/long term suspension of a BCJH Student #13429

**13. ADJOURNMENT:**

13.1 Motion to adjourn.

**Motion was made to adjourn the meeting**

**Motion: Melinda Sabroske**

**2nd: Doug Lutz**

**Vote: 3-0**

**Time: 7:50pm**