

**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 **May 10, 2018, 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 AGENDA

- 1. CALL TO ORDER:** The Board President will call the meeting to order.
Board President Dennis crane opened the workshop at 5:02 p.m.
 - 1.1 Roll Call
Board members: **Dennis Crane, Melinda Sobraske, Cynthia Cochran, Doug Lutz**

Others Present: **Riley Frei, Benje Hookstra and Lance Ross**
 - 1.2 Board Workshop: Budgets and Instruction-continued
Riley presented a PowerPoint update from the Arizona School Boards Association and Arizona School Administrators summarizing the new school finance plan passed by the Legislature. It provides local school districts with flexibility about money for raises, but also creates challenges about who should get raises and for how much. For example, Benje said that bus drivers for Bullhead City and in the Mohave Valley Elementary School District are paid more than CRUHSD drivers.

The new law requires the old and new teacher salaries to be posted on each District's website.

Riley said there will be meetings with RedforEd and other campus liaisons to discuss different scenarios.

Riley asked the Board to think of various options. Benje said that if a teacher gets a six percent raise and full insurance coverage with the rate hike, it's a ten percent raise.

Administration will present different options next month.

2. ADJOURNMENT:

Board President Dennis crane asked for a motion to adjourn the workshop

Motion: Doug Lutz

2nd: Cynthia Cochran

Vote: 4-0

Time: 5:29 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 5:33 p.m.

1.1 **Roll Call**

Dennis Crane, Melinda Sobraske, Cynthia Cochran, Doug Lutz

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

Lance Ross, Jon Jones, Martin Muecke, Armida Roediger, Pat Young, Joyce Pietri, Jeff Thomas, Deann Osuna, Cindy Neuzil, Cheryl Smith, William Bailey, Patricia Frasure, Joanne Cardone

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.

Armida Roediger - presented written concerns of bus drivers to the board with eight points (attached). She spoke about bus drivers were upset with rumors of a \$1 pay raise, eliminating a driver's room and one of the restrooms in the remodeling and relocation.

Doug asked Administration to respond and report back to the Board.

Melinda Sobraske responded that the information about a small pay raise was incorrect, since they just started talking about the budget in today's workshop for the first time for the 2018-2019 school year.

4. ADOPTION OF THE AGENDA:

Board President Dennis Crane asked for a motion to adopt the agenda.

Motion: Melinda Sobraske

2nd: Cynthia Cochran

Vote: 4-0

5. PRESENTATION AND REPORTS:

5.1 Superintendent's report and update:

- Student [Enrollment](#)/Attendance [Comparison](#) - The Elementary District is finishing the school year with strong numbers, but reminded board members that we don't receive funding for enrollment after the 100th day. Next we seem to have strong growth in kindergarten classes, which might require extra sessions.
- [Calendar Events](#) -Important calendar dates, the 8th grade promotion, last day of school, summer intervention.
- Teacher Appreciation - Mr. Frei thanked the Board members for their contributions and participation in Professional Development Day, and donations for the Great Giveaway. Melinda said camaraderie and companionship were evident during PD Day, adding that Chartwells' lunch was extraordinary.
- Staffing [2018-2019](#) - Mr. Frei said that staffing for the new school year is farther along than it has been in the past.
- Facilities
 - SFB Grants
 - Site improvements - Mr. Frei said equipment will begin moving between campuses.

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, [Walk-Out-Count](#)

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

[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 - [Suspensions April to May](#)
[Jody Cheever](#), Chartwells

Melinda Sobraske asked how the attendance was at the Bullhead Middle School open house. Joyce Pietri said the incoming middle school parent night at Bullhead City Junior High was very well attended. Mr. Frei said the parent activities at both Bullhead City and Fox Creek Junior Highs were better attended than in the past.

Doug Lutz asked why participation in the breakfast program is down. Benje said it correlates to enrollment drops from previous years. Doug asked what a grab-and-go meal is, Riley explained how they are prepared in advance so students don't have to stand in line.

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.)

Motion was made to discuss and possible approve the consent agenda.

Motion: Melinda Sobraske

2nd: Cynthia Cochran

Vote: 4-0

6.1 Personnel:

a. Resignations/Separations:

Yolanda Pluma, DV Life Skills Special Education Teacher's Aide, effective 4/5/18.

Adam Molt, DB Special Education Teacher, effective 4/5/2018.

Kaitlyn Mattila, CC Special Education Teacher's Aide, Effective, 5/25/18.

Terry Rush, DV Life Skills Special Education Teacher, effective 5/25/18.

Dawn Lozada, Instructional Coach/Transfer to CRUHSD 6/8/18.

6.1a-Doug asked if the SPED teacher whose resignation was effective April 5th will have an early departure penalty. Benje replied that she would.

b. Rescinded Resignations:

Brandee Dubois

c. Transfers/Reassignments:

Steve Price, BHJH 8th Grade Teacher to FC 8th Grade Teacher, effective 7/25/18.

Vicki Kunzmann, BHJH 7th Grade Teacher to FC 7TH Grade Teacher, effective 7/25/18.

Tracie Winn, BHJH 7th Grade Teacher to FC 7th Grade Teacher, effective 7/25/18.

Brent Schnabel, BHJH ELA Teacher to FC ELA Teacher, effective 7/25/18.

Susan Bradley, BHJH 6th Grade ELA, effective 7/25/18.

Dustin Borst, BHJH Physical Education Teacher to FC Physical Education Teacher, effective 7/25/18.

Marisa Cady, FC Guidance Counselor to Director of Counseling and Social Emotional Learning, effective 7/18/18.

Rebecca Earnest, DB 5th Grade Teacher, BMS 5th Grade Teacher, effective 7/20/18.

Conway Rowe, DB 5th Grade Teacher, BMS 5th Grade Teacher, effective 7/25/18.

Lenore Nelson, DB 5th Grade Teacher, BMS 5th Grade Teacher, effective 7/25/18.

Michelle Sharpe, DB 5th Grade Teacher, BMS 5th Grade Teacher, effective 7/25/18.

Nicola Staple-Campbell, DV LT Sub, DV 3rd Grade Teacher, effective 7/20/18.

6.1c-Melinda asked about Melissa Cady's new position and was told that she'll work with staff members at all BCESD sites on social and emotional learning (SEL) counseling matters. The other counselor will service all five schools on individualized educational plans (IEPs).

d. New Hires:

Bradford Clayton, BB Sub Bus Driver, Grade 4, Step 1, \$12.05 per hour, effective 4/23/18.

Aaron Holt, FC 7th Grade Social Studies Teacher, BA + 27, Step 2, \$38,000, effective 7/20/18.

Bill Earnest, BMS 6th Grade Math Teacher, MA, Step 10, \$42,500, effective 7/20/18.

Charissa Gelsing, BMS Instructional Coach, MA, Step 10, \$44,784, effective 7/18/18.

e. Substitute Teachers/Special Education Aides:

Teachers:

NONE

Special Education Aides:

NONE

f. Addendums:

NONE

6.2 Donations:

[Melinda Sobraske](#), Donation of (6) various gift cards to the District Office for Employee Appreciation, May 4, 2018, value \$200.00

[Kim Hansen](#), Donation of (31) bags - purse, totes, thermals, other 31 products to Desert Valley Elementary School for Teacher Appreciation.

[Masons Bikes for Books](#), Donation of (2) tablets to Desert Valley Elementary School Value \$197.54.

[James McNutt](#), Donation of various Ridgid power tools (Sawzall, 2-drills with chargers), Several masonry & wood drill bits.

[WalMart](#), Donation of blocks of ice, for Breakfast in the classroom, for Coyote Canyon, Desert Valley, Diamondback and Sunrise Elementary Schools. Value, \$80.00

6.3 Ratification of Vouchers:

Voucher 4023, Date 4-10-2018 (Expense)	\$92,852.06
Voucher 4024, Date 4-25-2018 (Expense)	\$289,301.58
Voucher 28, 8028 Date 4-27-2018 (Payroll 22)	\$601,747.39

6.4 Financial Reports:

Student Activities

6.5 Previous Minutes:

- a. Regular meeting minutes, from [April 26, 2018](#)
- b. Action to approve the following individuals to act as clearinghouse and fiscal agents for the 2018-2019 school year: Riley Frei, Benje Hookstra, Roni Hart and Traci Clark.
- c. Action to appoint the following individuals to act as Hearing Officers for student due process hearings in the 2018-19 school year: Chuck Neuzil, Jon Jones.
- d. Action to establish the Revolving Fund account at \$15,000 for the 2018-19 school year with, Riley Frei, and Benje Hookstra and Roni Hart as custodians.
6.5d-Doug asked why the account is so high. Benje said it's to assist with new teacher moving expenses.
- e. Discussion and possible action to authorize Riley Frei as the district representative for state and federal programs.
- g. Routine approval of contract of Colorado River Educational food services with Chartwells.
- h. Approve the following as Sole Source Vendors for the 2018-19 school year;
 1. ACT Customer Care
 2. Arizona Association of School Business Officials
 3. Arizona School Boards Association
 4. Arizona School Risk Retention
 5. ASDB Statewide Programs
 6. AT&T Mobility
 7. Arizona Dept. of Education BIN #1
 8. Backbone Communications
 9. BrainPop
 10. Chevron & Texaco Card Service
 11. Children's Health Market
 12. Circle K Fleet Card
 13. City of Bullhead City
 14. EPCOR Water
 15. Frontier Communications
 16. IXL Learning
 17. Medianet Solution, INC.
 18. Mizuni, Inc.

19. Mobymax, LLC
20. Mohave Electric COOP
21. News West Publishing Company
22. Powerschool Group, INC
23. Republic Services
24. Reserve Account
25. Southwest Educational Billing
26. Southwest Gas
27. Spalding Education International
28. Spinitar
29. Suddenlink
30. Texas Refinery Corp.
31. Transfinder

6.5h-Doug asked why vendors 4, 10 and 30 are sole source vendors. Benje explained.

7. OLD BUSINESS:

7.1 Discussion and 2nd reading of Policy Advisories No. 609-615

Motion was made to discuss and possible approve the 2nd reading of policies 609-615

Motion: Cynthia Cochran

2nd: Dennis Crane

Vote: 4-0

[609 Regulation - IIB-R](#), Class Size (Special Education)

[610 Policy - IKAB](#), Report Cards/Progress Reports

[611 Policy JFAA](#) - Admission of Resident Students

[612 Policy JFABD](#) - Admission of Homeless Students

[613 New Policy JFABDA](#) - Admission of Students in Foster Care JFABDA-R, JFABD-EA, JFABD-EB

[614 Exhibit JK-EA](#) - Student Discipline

[615 Policy JKD](#) - Student Suspension

7.2 Discussion and Possible Approval of Teacher Evaluation Instrument for 2018-19 School Year.

Melinda and Doug were concerned about its length, felt more comfortable after meeting with Sandra Brown for a deeper explanation.

Dennis asked if there was buy-in from teachers and site administrators.

Benje replied that it was developed primarily by instructional coaches. The process will now focus more on instruction than previous evaluations.

Dennis wants to make sure that teachers have input.

Motion was made to discuss and possible approve the 2nd reading of Policies 609-615
Motion: Melinda Sobraske
2nd: Dennis Crane
Vote: 4-0

8. NEW BUSINESS:

8.1 Discussion and Approval of the [2017-2018 May Budget revision](#).

Motion was made to discussion and possible approve the May budget Revision of 2017-2018.

Benje said the numbers are entered into a State formula based on 100th day enrollment. There will be a slight increase because actual enrollment numbers were higher than the original estimate.

Doug asked about \$366,000 in budgeted debt service. Benje said there was an error and the amount is closer to \$100,000.

Motion: Melinda Sobraske
2nd: Cynthia Cochran
Vote: 4-0

8.2 Discussion and Possible Approval of the [Faculty Handbook for 2018-2019](#) School Year.

Motion was made to discuss and possibly approve the faculty handbook for 2018-2019 School Year

Benje said administrators were asked to go over non-negotiables (mandatory items) with teachers twice during this year so they are prepared for next year.

Martin Muecke said he goes over the non-negotiables with job candidates so they know what to expect.

Benje said one reason Fox Creek's math scores are good is because its teachers follow the same handbook guidelines.

Jon Jones said the handbook provides a lot of focus and makes sure every classroom within the same subject area operates the same.

Motion: Cynthia Cochran
2nd: Melinda Sobraske
Vote: 4-0

8.3 Discussion and Possible Approval of Colorado River Educational Grounds, Maintenance and Custodial Services Agreement.

Motion was made to discuss and possibly approve the Colorado River Educational Grounds, Maintenance and Custodial Services Agreement.

Riley said there was a competitive bid and review process and the winner was Colorado River Group Services. He said this vote was to approve the consortium agreement, not an actual contract, which is pending.

Doug asked whether the reduction in BCESD usage at Coyote Canyon would be reflected. Riley said it would.

Motion: Melinda Sobraske

2nd: Cynthia Cochran

Vote: 4-0

8.4 Discussion and Possible Approval 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](#)

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](#)

Motion was made to discuss and possibly approve the shared services intergovernmental agreement between Bullhead City Elementary and Colorado River Union High School Districts.

Riley explained the cost savings of shared and dual departments covered by transportation, administration, technology, special education and purchasing. Melinda noted an error in 8.2.2, which still includes an extra and unfilled assistant superintendent position that should be removed. Melinda also asked why the Topock and Mohave Valley Elementary School Districts are included in the consortium. Riley said there is occasional mutual assistance with transportation mutual as well as larger-scale purchasing. Our transportation assistance for Topock is billable.

Motion:

2nd:

Vote:

***8.5 Discussion and possible action to accept the resignation Jeff & Bree Thomas
Will be discussed in executive session.**

9. Future Topics

- **Doug-would like more information about the audit findings.**
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10. SETTING TIME, DATE, AND LOCATION FOR FUTURE MEETINGS

Date of June 21 or 25 or 28, 2018 Meeting 3:30 PM, Workshop 5:00 PM,
1004 Hancock Road, Suite 100, Bullhead City, Arizona.

The board was asked to consider June 21, 25 or 28 for the June meeting, with a 3:30 pm start time. That would allow a 5:00 pm workshop about campus security led by Bullhead City Police Chief Brian Williamson with both boards. CRUHSD would hold its June meeting afterward.

Motion was made to move into executive session

Motion: Cynthia Cochran

2nd: Dennis Crane

Vote: 4-0

Time 6:55 p.m.

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”.

11.2.1 Discussion and Possible action to accept the resignation of (2) teachers
1 from Bullhead City Junior High and 1 from Coyote Canyon Elementary.

12. ADJOURNMENT:

12.1 Motion to adjourn.

Motion was made to adjourn the meeting

Motion: Melinda Sobraske

2nd: Cynthia Cochran

Vote: 4-0

Time 7:22 p.m.

Board President, Dennis Crane

Board Clerk, Melinda Sobraske

Board Member, Cynthia Cochran

Board Member, Doug Lutz