

**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 **November 16, 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 workshop at 5:00pm.**

1.1 Roll Call

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

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

1.2 Board Workshop: Board Self Evaluation

**After some discussion the board decided to have an hour workshop next month to have more time to complete the board self evaluation.**

**2. ADJOURNMENT:**

**President Dennis Crane adjourned the board meeting.**

Time: **5:19pm**

## REGULAR MEETING MINUTES

1. **CALL TO ORDER:** The Board President will call the meeting to order.  
President Dennis Crane opened the meeting at 5:30pm.

- 1.1 **Roll Call**

Dennis Crane, Doug Lutz, Melinda Sobraske, Maureen Anderson

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

Lance Ross, Jon Jones, Jennifer Lott, James McNutt, Alisa Burroughs, Christopher Roy, Sonyia Roy, Linda Anderson, Sandra Brown, Patricia Frasure, William Bailey, Donna Heronen, Pat Young, Joyce Piertri, Lily Radic, Cynthia Cochran, Ava Smith, Kate Hall, Laura Burt, Kelly Tipton, Jeff Tipton, Frank Waters, Kathy Waters, Rusty Dubois, Brandee Dubois, Martin Muecke, Rue Juussla, Danielle Boman, David Richter, Tamara Richter, Brent Schnabel, Katherine Pavatt, Kory Burgess

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.

**Rusty Dubois - Thanked Mr. Frei for visiting with him and discussing the BCJH Band Program. He also explained how not having the band program at BCJH will affect the high school band program as well.**

4. **ADOPTION OF THE AGENDA:**

President Dennis Crane asked for a motion to approve the agenda.

Motion: Maureen Anderson

2nd: Melinda Sobraske

Vote: 4-0

5. **PRESENTATION AND REPORTS:**

- 5.1 **Superintendent's report and update:**

- Student [Enrollment](#)/Attendance [Comparison](#) - We are only a few students off from last year's enrollment.
- Calendar Events - [November and December](#) - We are coming up on a lot of holiday breaks and will soon be into the New Year. You are invited to come

and attend the site Professional Development December 1st and area wide Professional Development January 19th.

- BCJH Marching Band - Mr. Frei discussed the BCJH marching band issue that was brought up last month. He also thanked the Dubois for taking their time to visit and focus on what can be done. One thing that was mentioned already is a grade banding which we will discuss further down in the agenda.
- ASBA Annual Conference [December 13-15](#) - Dennis Crane may attend will let Terrie know soon.
- Facilities
  - SFB Grants - Project Summary - Desert Valley has had some HVAC upgrades.
  - Site improvements - The Principal at both Desert Valley and Coyote Canyon did a walk through with GCA. They found few smaller improvements that need to be fixed or repaired in the near future.
- Employee Health Trust - New to all health insured employees is Air Methods Advantage, which will cover the cost of being flown.

Classic Air Medical is an additional flight service available for employees to purchase at a significant reduction if they would like to have both.

Doug Lutz asked about the financial aspect of Teledocs which is another provided health program for insured employees. Mr. Frei said we would see how many are using the Teledocs versus going to the emergency room.

Melinda mention as being part of the Trust Health board that Teledocs is being used and they are happy with the service. The Vision and Dental are pretty much the same. The actual insurance is still in flux, we have a couple people who have catastrophic illness so we'll have to see when it gets close to the end of the year. It happens and that's why we have insurance.

## 5.2 Administrative Reports:

[Alisa Burroughs](#), Special Education Director - Mr. Lutz asked if Alisa Burroughs had a total of numbers loss to compare with her again for this school year.

Ms. Sobraske asked Alisa what home bags are and how many are they doing. Alisa said they are for literacy and are putting items in a bag for families to do together, they are packing a total of 120 bags to send home.

[Cynthia Neuzil](#), Curriculum/Professional Development Director - Mr. Lutz asked what the McTupp funds are and what it covers. Mr. Hookstra said around twenty thousand. They focus on student programs and community focus. With combined money the gentleman does that program and also the coordinator for subs.

[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 - **Mr. Lutz asked when a good time was to come and visit. Mr. Jones said any day.**

[Pat Young](#), Principal, Bullhead JHS - **Mr. Lutz said he liked his report, noticed that the 21st century afterschool program didn't have any attendance numbers. Mr. Young said they have around 110 after school.**

[Sandra Brown](#), Principal, Desert Valley and Coyote Canyon Elementary - **Mrs. Brown said that Ms. Kate Hall won the community award for Teacher of the Year. She presented Ms. Hall a thank you card and gift card from the board.**

[Jennifer Lott](#), Principal, Sunrise Elementary, [Financial Report](#)  
[Martin Muecke](#), Principal, Diamondback Elementary  
[Jody Cheever](#), Chartwells

**Mr. Lutz also thanked Mr. Clayton for putting the ad in the newspaper for the board position.**

## **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.**

**Motion was made to approve the consent agenda with pulling items 6.2 and 6.3.**

**Motion: Doug Lutz**

**2nd: Melinda Sobraske**

**Vote: 4-0**

### 6.1 [Personnel:](#)

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

Amber Smith, BJH Special Education Teacher Aide, effective 10/05/17.

Jennifer (Turner) Ursini, DB Preschool Teacher, effective 10/06/17.

Sandrine Arnt, CC Preschool Special Education Teacher Aide, effective 10/10/17.

Leeza Hernandez Perez, FC Special Education Teacher Aide, effective 12/21/17.

Rae Juusola, DB 5<sup>th</sup> Grade Teacher, effective 12/21/17.

#### **Rescinded Resignations:**

**None**

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

Lisa Freyberger, LT Substitute Teacher to BJH Special Education Intern Teacher, BA, Step 1, prorated to \$25,715, effective 10/19/17.

Kathleen Watson-Otani, LT Substitute Teacher to FC 6<sup>th</sup> Grade Math Intern Teacher, MA, Step 1, prorated to \$27,143, effective 10/19/17.

Timothy Talbott, BB Bus Driver to Substitute Bus Driver, effective 10/23/17.

Ashley Gilliam Hawthorn, LT Substitute Teacher to DB Art Intern Teacher, BA, Step 1, prorated to \$24,381, effective 11/2/17.

Laura Hall, BJH Title Reading to 7/8<sup>th</sup> Grade Language Arts Teacher, effective 11/02/17.  
Brent Schnabel, BJH 7/8<sup>th</sup> Grade Language Arts Teacher to Title Reading, effective 11/02/17.

**New Hires:**

Daniel Terrian, BB Bus Driver, Grade 4, Step 1, \$12.05 per hour, effective 10/2/17.  
Edson Estrada, BJH Special Education Teacher Aide, Grade 3, Step 4, \$11.85 per hour, rehired effective 10/23/17.

**Substitute Teachers/Special Education Aides:**

**Teachers:**

Donna Fair  
Moses Love  
Darin Meyer  
Susan Reynolds  
Trinidad Tese  
Lance Thompson  
Samantha Valenzano

**Special Education Aides:**

Jennifer Ursini

**Addendums:**

**Bullhead Junior High:**

6/7<sup>th</sup> Grade Boys' Basketball Coach, Steven Price, \$1100  
8<sup>th</sup> Grade Girls' Basketball Coach, Adam Molt, \$1300  
6/7<sup>th</sup> Grade Girls' Basketball Coach, Kevin Lott, \$1100  
Head Football Coach, Adam Molt, \$400.  
Assistant Football Coach, Brent Schnabel, \$400.  
Curriculum/Professional Development Committee, Robert Beatty Jr, \$750.

**Fox Creek:**

Varsity Boys' Basketball Coach, David Kilpatrick, \$1300  
Curriculum/Professional Development Committee, Dawn Lozada, \$750.

**District Office:**

Curriculum/Professional Development Committee, Diana Verley, \$750.

6.2 **Donations:**

**Mr. Lutz questioned the amount of Jackets and the funding being different values. Jennifer Lott principal of sunrise said that they just give estimates when no value is given to them.**

**Wal-Mart**, Donation of school supplies, pocket folders, pens and pencils, to Fox Creek Junior High School, value \$75.00

**Aquarius Resort and Casino**, Donation of \$5,000.00 to Coyote Canyon Elementary School.

**James Bischoff National Life**, Donation of a gift card to Buffalo Wild Wings and bag of Candy to Desert Valley Elementary School, value \$35.00

**Legacy Foundation**, Donation of 100 School Jackets to Coyote Canyon Elementary School, value \$2,400.00

**Legacy Foundation**, Donation of 120 School Jackets to Desert Valley Elementary School, value \$2,640.00

**Kiwanis Club of Bullhead City**, Donation of 20 School Jackets to Coyote Canyon Elementary School, value \$600.00

**Kiwanis Club of Bullhead City**, Donation of 19 School Jackets to Desert Valley Elementary School, value \$570.00

**Mohave Community College**, Donation of \$500.00 to BHC Art Program grant was awarded to Rosanna Camacho of Coyote Canyon Elementary School.

**Camera Works Photography**, Donation of \$500.00 to Coyote Canyon Elementary for fall photography rebate 2017

**Amber Smith**, Donation of a Wheelchair with seat belt, footrest and brakes to Desert Valley Elementary School, value \$200.00

**Desert Shores Community Baptist Church**, Donation of (36) \$5.00 Starbucks gift cards for staff breakfast at Sunrise Elementary School, value \$250.00

**Camera Works Photography**, Donation of \$450.00 check to Sunrise Elementary.

**Kiwanis Club of Bullhead City**, Donation of 27 School Jackets to Bullhead City Junior High School, value \$540.00

**Legacy Foundation**, Donation of 72 School Jackets to Bullhead City Junior High School, no value set

**Sheila Halbert**, Donation of a Guitar and Violin to Bullhead City Junior High School, value \$300.00

**MCC Grant**, Donation to electives, sheet music for Orchestra for Bullhead City Junior High. value, \$600.00

**Rotary Club of BHC**, Donation of Dictionaries to the third graders at Desert Valley, Value \$576.00

**Dennis Englehart**, Donation of two marching snare drums, 12 pack of drumsticks. Value, \$100.00

**Daniell's Septic**, Donation of (2) standard portable toilets, (1) wheelchair accessible portable toilet, and (1) portable sink wash station to Bullhead City Junior High for hosting of the Special Olympics, November 11, 2017. value, \$290.00

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

Voucher 4010, Date 10-11-2017 (Expense)	\$266,728.51
Voucher 4011, Date 10-24-2017 (Expense)	\$233,530.70
Voucher 8, 8008 Date 9-29/2017 (Payroll)	\$747.83
Voucher 9, 8009 Date 10-13-2017 (Payroll)	\$754,511.05
Voucher 10, 8010 Date 10-27-2017 (Payroll)	\$616,268.90

**Mr. Lutz questioned the difference in payroll 9 and 10.**

**Mr. Hookstra said that Prop 301 payment was included in payroll 9**

**President Dennis Crane motioned to approve 6.2 and 6.3 on the consent agenda**

**Motion: Dennis Crane**

**2nd: Doug Lutz**

**Vote: 4-0**

6.4 **Financial Reports:**

[Student Activities](#)

6.5 **Previous Minutes:**

- a. Regular meeting minutes, from [October 12](#), 2017

7. **OLD BUSINESS:**

7.1 Discussion and 2nd 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

**Doug Lutz motion to approve policies 588-601 with all board members voting for option A on policy 590**

**Motion: Doug Lutz**

**2nd: Dennis Crane**

**Vote: 4-0**

## **8. NEW BUSINESS:**

8.1 Discussion and Possible Approval of applicant for Bullhead City Elementary School District #15 Board position. [Applicant 1](#), [Applicant 2](#), [Applicant 3](#), [Applicant 4](#), [Applicant 5](#)

**Mr. Frank Waters, Mr. Kory Burgess, Ms. Cynthia Cochran, all spoke to the board members on why they are interested to serve on the board.  
Ms. Heather Brennan and Mr. Jonathan Moss were not in attendance.**

**Melinda Sobraske made a motion to appoint Ms. Cochran to the governing board  
Doug Lutz 2nd.**

**Dennis Crane made a motion to appoint Mr. Burgess to the governing board  
Maureen Anderson 2nd.  
Vote: 2-2**

**President Dennis Crane mentioned that they would vote one more time, with another tie vote it would then go to the county superintendent to make the final decision between the two candidates.**

**Melinda Sobraske made a motion to appoint Ms. Cochran to the governing board  
2nd: Doug Lutz,  
Dennis Crane and Maureen Anderson agreed  
Vote: 4-0**

8.2 Discussion and Possible Approval of [Gifted Scope and Sequence](#).  
**Motion to discuss and possibly approve the gifted scope and sequence.  
Motion: Melinda Sobraske  
2nd: Dennis Crane:  
Vote: 4-0**

8.3 Discussion and Possible Approval of [Prop. 301](#) plan and description.  
**Motion to discuss and possibly approve prop 301 plan and description.  
Motion: Melinda Sobraske  
2nd: Doug Lutz  
Vote: 4-0**

8.4 Discussion and Possible Approval of amending [2017-18 Flex Friday Calendar](#).  
Due to reduction of [Title Funds](#). Eliminate March 9, April 13, April 27, and May 11, 2018.  
**Motion to discuss and possibly approve the amending of 2017-2017 Flex Calendar.  
Motion: Dennis Crane  
2nd: Doug Lutz  
Vote: 3-1**



8.5 Discussion of Grade Banding Grades 5 & 6 and Grades 7 & 8.

**Mr. Frei and Mr. Hookstra discussed grade banding. They talked about a school district in Prescott that they toured when they had went down for another meeting. The Prescott School District has done this and is currently in their 3rd year.**

**They will find a date to take board members down to talk with staff and see how it has worked for them.**

\* 8.6 Discussion and Possible action to dismiss David Richter, a Special Education Teacher at Coyote Canyon.

**President Dennis Crane said Mr. Richter would like to speak to the board in executive session.**

## **9. Future Topics**

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

Date of December 21, 2017 Workshop 4:30 PM, Meeting 5:30 PM,  
1004 Hancock Road, Suite 100, Bullhead City, Arizona.

**Beginning of workshop will be at 4:30pm**

**Motion to go into executive session.**

**Motion: Melinda Sobraske**

**2nd: Maureen Anderson**

**Vote: 4-0**

**Time: 7:14pm**

## **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 of student enrollment into Bullhead Elementary School District.

11.1.2 Consideration for the possible expulsion/long term suspension of a Fox Creek Junior High Student # 14200

11.1.3 Consideration for the possible expulsion/long term suspension of a Fox Creek Junior High Student #16293

11.1.4 Consideration for the possible expulsion/long term suspension of a Fox Creek Junior High Student #12915

11.2 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 dismiss David Richter, a Special Education Teacher at Coyote Canyon.

**President Dennis Crane reconceived the regular meeting.**

**Motion was made to dismiss David Richter a special education teacher at Coyote Canyon.**

**Motion: Melinda Sobraske**

**2nd: Maureen Anderson**

**Vote: 4-0**

**12. ADJOURNMENT:**

12.1 Motion to adjourn.

**Motion was made to adjourn the meeting**

**Motion: Melinda Sobraske**

**2nd: Doug Lutz**

**Vote: 4-0**

**Time: 10.33pm**