

# LAKE HAVASU UNIFIED SCHOOL DISTRICT NO.1

2200 Havasupai Blvd., Lake Havasu City, AZ 86403

## Governing Board Minutes

September 18, 2018

### REGULAR MEETING:

#### 1. Routine Opening of Meeting - Call to Order

The Regular Meeting of the Governing Board of Lake Havasu Unified School District No. 1 was called to order by Governing President, John Masden, in the District Boardroom, 2200 Havasupai Blvd., Lake Havasu City, Arizona at 6:00 p.m., on September 18, 2018.

#### 1.1 Moment of Silent Prayer or Reflection

#### 1.2 Roll Call

BOARD MEMBERS PRESENT: John Masden, President  
Nichole Cohen, Vice President  
Kathy Cox, Member  
Pat Rooney, Member

BOARD MEMBERS ABSENT:

ADMINISTRATION PRESENT: Diana Asseier, Superintendent  
Michael Murray, Director of Business Services  
Jaime Festa-Daigle, Director of Personnel/Technology  
Aggie Wolter, Director of Special Services  
Brad Gardner, Director of Educational Services  
Connie Hogard, Principal, Smoketree Elementary  
Claude Sanders, Principal, Havasupai Elementary  
Corey Triassi, Principal, Starline Elementary  
Roger Burger, Principal, Nautilus Elementary  
Andrea Helart, Principal, Jamaica Elementary  
Mari Jo Mulligan, Principal, Thunderbolt Middle School  
Scott Becker, Principal, Lake Havasu High School  
Jennifer Cady, Assistant Principal, High School  
Shannon Williams, Assistant Principal, High School  
Sean Baker, Technology Supervisor  
Terry Fleming, Secretary

Others: 72

#### 1.3 Pledge of Allegiance

#### 1.4 Call for an Executive Session – none

#### 2. Call to the Public - none

#### 3. Recognition of Visitors

- Recognition of Little Knights Preschool and Marie Hendry by First Things First Regional Council Member Margee Chieffo and Regional Director Vijette Saari.
- Employee Benefit Trust Update was given by EBT Chairman Marcia Cox; Erin Collins and Jaime Schulenberg from Erin P. Collins & Associates, Inc.; Mike Hensley from Jones, Skelton & Hochuli; and Mike Schionning from Cheiron were present to answer questions. (See spreadsheet and PowerPoint)
- Brad Gardner gave a PowerPoint presentation with an AZ MERIT Update. Board members and several audience members spoke about their concerns with State tests: Aubrielle Harris, Kellee Wolfe, and Ginger Dorsett.
- Lake Havasu City Education Association (LHCEA) Carol Nowakowski gave a monthly update. She asked that everyone register to vote, and vote pro public education.

#### 4. Consent Agenda

##### 4.1 Approval of Consent Agenda

##### 4.1.1 Approval of Minutes:

September 18, 2018

Regular Session of August 21, 2018  
 Special Session of August 23, 2018  
 Executive Session of August 23, 2018  
 Work Session of August 14, 2018

- 4.1.2 Approval or Modification of Agenda
- 4.1.3 Personnel Report: Certified; Employment, Separation, Exception to Policy, Long Term Medical, Other. Support Staff; Employment, Separation, Exception to Policy, Long Term Medical, Other.
- 4.1.4 Acceptance of Gifts and Donations to the Lake Havasu Unified School District in the amount of \$55,427.25 and to Student Activities Organizations in the amount of \$0.00.
- 4.1.5 Approval of Travel Asseier

Mrs. Cohen moved, seconded by Mr. Rooney, to approve the Consent Calendar as presented.  
 ROLL CALL VOTE: Cox: YES, Cohen: YES, Rooney: YES, Masden: YES

5. Old Business

5.1 Second Presentation/Review of Revised Policies

Mrs. Asseier recommended that the Board approve the second presentation of the revised policies listed below, per Arizona School Boards Association (ASBA) Policy Services Advisory for June 2018.

Page

Policy Advisory No. 616 Policy DICA –Budget Format	Murray	1
Policy Advisory No. 617 Policy DIE – Audits/Financial Monitoring	Murray	2
Policy Advisory No. 618 Policy DJ - Purchasing	Murray	3
Policy Advisory No. 619 Policy DJE – Bidding/Purchasing Procedures	Murray	4
Policy Advisory No. 620 Policy FEA – Educational Specifications for Construction	Murray	8
Policy Advisory No. 621 Policy GBEEA, GBEEA-E – Staff Conflict of Interest	Festa-Daigle	9
Policy Advisory No. 622 Policy IHBA-RB – Special Instructional Programs and Accommodations for Disabled Students	Wolter	13
Policy Advisory No. 623 Policy JFABB – Admission of Exchange and Foreign Students	Gardner	16
Policy Advisory No. 624 Policy JL, JL-RA, JL-RB – Student Wellness	Wolter	17

A copy of the ASBA Policy Services Advisory, with rationale, was emailed to the Governing Board prior to the meeting for their review.

There have been no changes to the above policies since the first reading on August 21, 2018, except for Board approved change on Policy JL-RA Student Wellness to remove first D. on page 2 of that policy.

Mrs. Cohen moved, seconded by Mr. Rooney, to approve item 5.1 as presented.

ROLL CALL VOTE: Cox: YES, Cohen: YES, Rooney: YES, Masden: YES

5.2 Second Presentation/Review of Revised Policy GCCH Professional/Support Staff Bereavement Leave

Mrs. Festa-Daigle recommended that the Board approve the second presentation of revised Policy GCCH - Professional / Support Staff Bereavement Leave.

Policy is being updated to reflect current working procedures.

There have been no changes to the above policy since the first reading on August 21, 2018.

Mrs. Cox moved, seconded by Mr. Rooney, to approve item 5.2.

ROLL CALL VOTE: Cox: YES, Cohen: YES, Rooney: YES, Masden: YES

5.3 Adoption of Policy Exhibit AD-E District Philosophy Definitions

Mrs. Asseier recommended that the Governing Board adopt a new Policy Exhibit AD-E – District Philosophy Definitions.

Policy Exhibit AD-E will be added to the District’s Policy Manual as backup to Policy AD – Guiding

Principles. For the web page, the language below the highlighted word(s) will pop up on a hot link.

Board recommended changes from the August 21, 2018, board meeting and the September 11, 2018, Work Session have been made.

Mrs. Cohen moved, seconded by Mr. Rooney, to approve item 5.3.

Discussion on wording under K-6<sup>th</sup> section for character traits. Kellee Wolfe ask if all elementary schools use the same PBIS words – they do not.

ROLL CALL VOTE: Cox: YES, Cohen: YES, Rooney: YES, Masden: YES

## 6. New Business

### 6.1 Approval of Sole Source – Anatomy in Clay

Mr. Gardner recommended the Governing Board approve Zahourek Systems, Inc. as the sole source provider of the ANATOMY IN CLAY Learning System not to exceed \$8,000.

The purpose for securing the models provided by the Zahourek Systems, Inc. system of learning is to enhance the learning experience for High School students in their anatomy class. Students have a hands-on experience using the clay models of the item selected for instruction. The models may be used many times and thus over time save the district the expense of purchasing cats for this purpose. This is an alternative to the cat dissection to study muscles, as these specimens have become very difficult to procure and the lead time is over 18 months.

Mr. Rooney moved, seconded by Mrs. Cohen, to approve item 6.1.

Teacher Nancy Schweigert shared a model of the product.

ROLL CALL VOTE: Cox: YES, Cohen: YES, Rooney: YES, Masden: YES

### 6.2 Approval of Amendment to Agreement between Western Arizona Vocational Education District #50 and Lake Havasu Unified School District #1

Mr. Murray recommended the Governing Board approve the first amendment to the intergovernmental agreement between Lake Havasu Unified School District #1 (LHUSD#1) and the Western Arizona Vocational Education District #50 (WAVE). The purpose of the agreement is to establish terms and conditions under which WAVE will provide career technological educational courses at satellite locations in Mohave County, including LHUSD#1.

On September 20, 2016, the Lake Havasu Unified School District #1 governing board gave its approval to an intergovernmental agreement between LHUSD#1 and WAVE. The agreement is governed and interpreted by the laws of the State of Arizona and will be effective for a period not to exceed five years, with annual review. The agreement may be terminated by either party upon written notice to the other parties given no later than 90 days before the end of the semester.

An amendment is attached for the board's approval, which will cover the 2018-19 school year. Verbiage was previously added to cover the lease purchase and use of an activity bus, with payments made from CTED funds, which was approved by the LHUSD#1 governing board in May of 2015.

The amendment was forwarded to legal counsel and approved as to form.

Mrs. Cox moved, seconded by Mrs. Cohen, to approve item 6.2.

ROLL CALL VOTE: Cox: YES, Cohen: YES, Rooney: YES, Masden: YES

### 6.3 First Presentation/Review of Revisions to Policy KCD and KCD-EA Public Gifts / Donations to Schools

Mrs. Asseier recommended that the Governing Board approve the first presentation of the revised Policies KCD and KCD-EA Public Gifts/ Donations to Schools.

On October 18, 2016, the Governing Board approved changes to Policy KCD, KCD-EA, and KCD-EA upon advice from the district's contracted audit firm. Policy KCD, Public Gifts/Donations to Schools, was revised to include language on crowdsourcing, which is the process of obtaining goods and services by soliciting contributions from the on-line community.

Two exhibits were attached to the policy, KCD-EA and KCD-EB. These exhibits are the procedures to be followed and the forms that should be completed in conjunction with crowdsourcing.

On July 9, 2018, the Governing Board directed through discussion the changes they would like to see in Policies KCD, KCD-EA, and KCD-EB Public Gifts/ Donations to Schools. Suggested changes to KCD-EA were included. KCD-EB is still under revision and will be brought back to a later meeting.

Mrs. Cohen moved, seconded by Mr. Rooney, to approve item 6.3 as presented.  
ROLL CALL VOTE: Cox: YES, Cohen: YES, Rooney: YES, Masden: YES

#### 6.4 Presentation/Review of Revisions to Policies GCQE Retirement of Professional Staff Members and GDQC Retirement of Support Staff Members

Mr. Murray recommended that the Board suspend Governing Board Policy BGB (Policy Adoption) related to a first and second reading, and approve this presentation of revisions to revised Policies GCQE Retirement of Professional Staff Members and GDQC Retirement of Support Staff Members.

Policies in our Board Policy Manuals and at each of our District sites (including Payroll and Personnel) have the correct information. The District has been following these policies since dollar amount was changed from \$3,000 to \$4,000, which was Board approved on April 28, 2016, with compensation package for 2016-17. This information was not changed on the ASBA PolicyBridge online version with the April 18, 2017, adoption of other changes.

Mr. Rooney moved, seconded by Mrs. Cohen, to suspend Governing Board Policy BGB (Policy Adoption) related to a first and second reading, and approve the first presentation of revised Policies GCQE Retirement of Professional Staff Members and GDQC Retirement of Support Staff Members.

Hal Christiansen questioned if the retirees that were hired under the original policy that paid 100% of their insurance premiums until age 65, were grandfathered under that policy. Mr. Murray stated that per legal counsel in the state of Arizona staff, that sign an annual contract are bound by the current policy of that school year. He stated he would have legal research this. Carol Nowakowski asked to see when the policy changed, and Mr. Masden instructed Mrs. Fleming to research that information.

ROLL CALL VOTE: Cox: YES, Cohen: YES, Rooney: YES, Masden: YES

#### 6.5 Approval to Release a Request for Proposals (RFP) #18-19-01; Video Surveillance Systems

Mrs. Festa-Daigle recommended the Governing Board approve a request to release Request for Proposal #18-19-01; Video Surveillance Systems.

Approval of this item will allow district staff to release Request for Proposal #18-19-01; Video Surveillance Systems. The scope of this project includes the design, installation, and maintenance of an IP based video surveillance system at all LHUSD sites. Proposals will be solicited from providers in Lake Havasu City and surrounding areas, and will be evaluated according to the criteria defined in the RFP.

Completion of this project will alleviate problems associated with existing video surveillance systems, which are not on a unified platform and do not provide staff with adequate or reliable functionality. This will also allow Lake Havasu Police Department to monitor our surveillance systems.

Funding for this project will come from the E-Rate reimbursement funds, Bond, and/or District Additional Assistance (if needed). This item has been reviewed by the Purchasing Department and the Business Services Office.

A copy of the RFP was emailed to the Board's review prior to the Work Session on September 11, 2018, and is available through the LHUSD #1 Technology Department.

Mr. Rooney moved, seconded by Mrs. Cohen, to approve item 6.5.

Mrs. Festa-Daigle stated that this system would be district wide at all sites. Mr. Baker answered questions from the board; costs per camera, maintenance of system included in RFP, concerns with phone systems, privacy/protection of our students. Ginger Dorsett spoke about a backup generator like the one the hospital has. Mr. Masden stated that currently we have battery backups.

ROLL CALL VOTE: Cohen: YES, Rooney: YES, Cox: YES, Masden: YES

#### 6.6 Discussion and Possible Action Regarding Policy Regulation JICA-R Student Dress

Mr. Masden recommended that the Governing Board discuss, and if desired, make changes in Policy Regulation JICA-R Student Dress.

Mr. Masden moved, seconded by Nichole Cohen to open discussion. The following audience members spoke on concerns with the current Dress Code policy: Ginger Dorsett, Aubrielle Harris, Nicholas Kuda, Tatum Bracamonte, Anne-Marie Flores, Amber Taylor, Valari Candelara, Don Wright, Patience Dorsett, Carol Nowakowski, Kathryn Hubert, Christina Musselman, and Martha Peterson. Board discussion ensued on intent of policy, consistency, and enforcement of policy. Mr. Rooney moved, seconded by Nichole Cohen to close discussion.

Mrs. Cox moved, seconded by Mr. Rooney, to direct the Superintendent not to enforce the frayed portion of the policy, and student handbooks.

Continued discussion on what and where frays would be acceptable. Mrs. Williams ask clarifying questions.

ROLL CALL VOTE: Cohen: NO, Rooney: NO, Cox: YES, Masden: NO

#### 6.7 Discussion and Possible Action Regarding District Curriculum

Mrs. Asseier recommended that the Governing Board discuss, and if desired take action, on District Curriculum.

Mrs. Cohen moved, seconded by Mrs. Cox to open discussion. Board was provided the list of approved Elementary Textbooks, and Grammar Skill Scope and Sequence Guide. Discussion ensued on need for list of what staff need in their classrooms – same basic resources for each grade level classroom. Mr. Gardner answered questions. Mrs. Cohen stated that the new science standards should be out next Monday. She would like the Principals to look through the Hillsdale College Curriculum Scope and Sequence materials. Teacher Christina Musselman explained how our current Grammar Skill Scope and Sequence works. Several audience members spoke: Wendy Moore was partial to the Hillsdale College Curriculum. Tamara Yates, Carol Nowakowski and Andrea Helart voiced concerns and questions. Mrs. Asseier stated that there would be a staff survey first on what is needed in their classrooms, and then we would reconvene the Curriculum Committee. Mr. Rooney moved, seconded by Mrs. Cohen to close discussion.

No action was taken.

#### 6.8 Approval of Vouchers, Student Activity Funds, and Auxiliary Funds

Mr. Murray recommended that the Governing Board approve:

- Approval of Vouchers - Vouchers for June 2018 / \$10,497,861.31
- August 2018 / \$3,198,262.34
- Student Activity Funds for K-6 for July 2018 / not available
- Student Activity Funds for 7-8 for July 2018 / not available
- Student Activity Funds for 9-12 for July 2018 / not available
- Auxiliary Funds for July 2018: not available

Mrs. Cohen moved, seconded by Mr. Rooney, to approve item 6.8.

Mr. Murray explained that there were no Student Activity Funds and Auxiliary Funds balances as the District was transitioning to new software and beginning balances needed to be uploaded.

ROLL CALL VOTE: Cohen: YES, Rooney: YES, Cox: YES, Masden: YES

#### 7. Informational

- \* Superintendent
  - Mrs. Asseier thanked the community for their Gifts and Donation.
  - Mrs. Asseier stated that the State Science Standards will be approved soon, and that the cut scores on the A-F scores look like they will be similar to last year's scores.
  - Mrs. Asseier gave thanks to those who helped in the tragedy of the recent deaths – to the community, staff, students and especially to the High School staff.
- \* Directors - Educational Services, Personnel/Technology and Special Services Reports
- \* Governing Board Members
- \* Advisory Committees
- \* Employee Benefit Trust (EBT) Ex-Officio

#### 8. Call to the Public - none

#### 9. Communications

- Mrs. Cohen would like to see examples of the Crane curriculum at the next meeting.
- Mrs. Cohen would like to know that the survey on classroom needs would go separately to certified and classified staff. Mrs. Asseier say it would.
- Mrs. Cohen would like to know how many preschool grants go to school employees, and how many school employees have students in our preschools. Mrs. Wolter will get that information for the

Board.

- Due to Fall Break, the next regular board meeting will be October 23, 2018. There will be a Work Session on October 15, 2018, to review the draft October 23 Board packet.

10. Adjournment

Mrs. Cohen moved, seconded by Mr. Rooney to adjourn at 9:20 p.m.

ROLL CALL VOTE: Cohen: YES, Rooney: YES, Cox: YES, Masden: YES

Video of the entire meeting may be seen on the District website [[www.havasu.k12.az.us](http://www.havasu.k12.az.us)] under Governing Board.

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Minutes of the Regular Governing Board meeting of September 18, 2018, are approved as submitted.

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John Masden, Board President

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Nichole Cohen, Board Vice President