

LAKE HAVASU UNIFIED SCHOOL DISTRICT NO.1
2200 Havasupai Blvd., Lake Havasu City, AZ 86403

Governing Board Minutes

November 20, 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 November 20, 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
 Brad Gardner, Director of Educational Services
 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
 Shannon Williams, Assistant Principal, High School
 Jennifer Cady, Assistant Principal, High School
 Terry Fleming, Secretary

Others: 17

1.3 Pledge of Allegiance

1.4 Call for an Executive Session – none

2. Call to the Public – none.

3. Recognition of Visitors – none.

4. Consent Agenda

4.1 Approval of Consent Agenda

4.1.1 Approval of Minutes:

Regular Session of October 23, 2018

Special Session on October 4, 2018 (2)

Work Session of October 16, 2018

4.1.2 Approval or Modification of Agenda

4.1.3 Personnel Report: Certified; Employment, Separation, Exception to Policy, Long Term Leave, Other. Support Staff; Employment, Separation, Exception to Policy, Long Term Leave, Other.

4.1.4 Acceptance of Gifts and Donations to the Lake Havasu Unified School District in the amount of \$11,599.93 and to Student Activities Organizations in the amount of \$0.00.

A detailed list of donations can be viewed as background material by contacting the District.

4.1.5 Approval of Travel

Asseier

4.1.6 Approval of attached Statement of Assurance Form for Teacher Evaluation System Status – FY 2019-2020 Gardner

4.1.7 Approval of Change in Policy Exhibit KCD-EB Crowdfunding Festa-Daigle/Asseier

Procedures

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 August 2018.

		Page
Policy Advisory No. 625 Policy BCB, BCB-E Board Member Conflict of Interest	Asseier	1
Policy Advisory No. 626 Policy BE School Board Meetings	Asseier	6
Policy Advisory No. 627 Policy BEDF Voting Method	Asseier	8
Policy Advisory No. 628 Policy BEDG-R Minutes	Asseier	9
Policy Advisory No. 629 Policy DICA Budget Forms	Murray	10
Policy Advisory No. 630 Policy DIE Audits/Financial Monitoring	Murray	12
Policy Advisory No. 631 Policy DJ - Purchasing	Murray	14
Policy Advisory No. 632 Policy DN School properties Disposition	Murray	16
Policy Advisory No. 633 Policy FCB Retirement of Facilities	Murray	19
Policy Advisory No. 634 Policy GCO Evaluation of Professional Staff Members	Festa-Daigle	20
Policy Advisory No. 635 Policy IKE-RB Promotion and Retention of Students	Gardner	26
Policy Advisory No. 636 Policy IL Evaluation of Instructional Programs	Gardner	30
Policy Advisory No. 637 Policy IMD School Ceremonies and Observations	Gardner	32
Policy Advisory No. 638 Policy JEB Entrance Age Requirements	Gardner	34
Policy Advisory No. 639 Policy JICK, JICK-R, JICK-EB Student Bullying/Harassment/Intimidation	Asseier	37
Policy Advisory No. 640 Policy JJIB Interscholastic Sports	Asseier	46
Policy Advisory No. 641 Policy JL, JL-RB Student Wellness	Wolter	49
Policy Advisory No. 642/ <u>645-September</u> Policy JLCB-E Immunization of Students	Wolter	54
Policy Advisory No. 643 Policy JLCD Medications/Administering Medicines to Students	Wolter	59

A copy of the ASBA Policy Services Advisory, with rationale, was emailed to the Governing Board prior to the October 16 Work Session for their review.

Policy GCO has changed since the first reading on October 16, 2018. Policy references have been added throughout the document.

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

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

6. New Business

6.1 Approval of District-Wide Flooring Installation

Mr. Murray recommended the Governing Board approve a bond project for district-wide flooring, with a Not-To-Exceed amount of \$2,750,000.00.

In November 2016, the voters of Lake Havasu City approved a bond measure, allowing the Lake Havasu Unified School District #1 to improve, remodel and/or renovate school facilities.

Flooring surfaces in each school and district office facilities have been in need of replacement for a number of years. At minimum, carpeted surfaces show signs of heavy wear, with many of these surfaces posing as trip hazards because of tears, frays and bubbling due to separation from the foundation beneath.

The scope of the project will address the carpeted surface areas of almost all district facilities. Carpet squares were selected to replace our current rolled carpeting surfaces. Carpet squares will minimize the future cost to repair damaged areas by allowing the targeted replacement of only the square(s) affected.

Through the due diligence of the procurement department, Shaw Carpet was determined to provide pricing and installation services that would meet district timelines as well as the advantage of national

contract pricing through Sourcewell-NJPA.

A Not-to-Exceed price of \$2,750,000 is being requested to cover the cost of the carpet squares, installation, and incidentals pertaining to the sealing of concrete foundations (where needed), testing/abatement of materials (where needed), etc.

A copy of the quotes are provided for each facility, less the district office complex quote. The district office quote will be submitted in the coming weeks, but has been accounted for in the Not-To-Exceed dollar amount. This item has been reviewed by Purchasing.

Mrs. Cox abstained herself from the vote due to owning stock in the Berkshire Hathaway Company.

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

Mr. Murray explained that where there now is carpet, carpet squares will be installed, except hallways in the High School C Hall where vinyl tiles will be installed. Some areas in the High School Performing Arts Center will have rolled carpeting due to the walkway slope. Project will start at the High School over Winter Break. Audience members; Hall Christiansen, Pam Ashley, Marcia Cox and Rob Samson asked clarifying questions. ROLL CALL VOTE: Cox: Abstained, Cohen: YES, Rooney: YES, Masden: YES

6.2 Approval of Land Exchange

Mr. Murray recommended that the Governing Board approve the exchange of land between the Lake Havasu Unified School District #1 and Mr. Mayer Akntar zad and to authorize an appraisal of both properties, the cost of which will be the responsibility of Mr. Akntar zad. Previous requests were brought before the Board in October 2017 and March 2018.

The Lake Havasu Unified School District #1 has received a request for an exchange of land. The District currently owns parcel #108-12-141 and Mr. Akntar zad owns parcels #108-12-139 and #108-12-144, both located on Swanson Avenue.

The District may exchange unimproved property where the Governing Board determines that the property is unnecessary for the continued operation of the school district without requesting authorization by a vote of the school district electors, if the Governing Board determines that the exchange is necessary to protect the health, safety or welfare of pupils, *or when the Governing Board determines that the exchange is based on sound business principles*. The exchange may be for unimproved or improved property of equal or greater value, or unimproved property that the owner contracts to improve, if the value of the property ultimately received by the District is of equal or greater value.

The exchange would occur after an appraisal, for which Mr. Akntar zad will be responsible. Only if the district's property is of equal or lesser value than the other parcel, or improvements are made to increase the value obtained by the District, would the exchange take place.

A resolution for the land exchange must be signed by all board members present at the board meeting at which the land exchange is approved. The resolution will authorize the Board President to sign the Land Exchange Agreement. The resolution will also direct the District to record the deed. Per the resolution, the Governing Board President will be authorized to sign the deeds at a later date.

Mrs. Cox moved, seconded by Mr. Rooney, to approve item 6.2.

Realtor Amber Hoffman spoke on need of dorm units and discussion with Arizona State University at Havasu staff who feel the proposed building would help ASU. Ms. Hoffman and architect Rob Samson displayed pictures of proposed building. The building (apartments) would be open to college students as well as district staff. Audience members; Hall Christiansen, Marcia Cox and Andrea Helart voiced concerns and asked questions. Board discussion on what would be needed by District's legal department to allow this to happen.

Mrs. Cox moved, seconded by Mr. Rooney, to withdraw the previous motion.

Mrs. Cox moved, seconded by Mr. Rooney, to postpone item 6.2 until the December 18, 2018, Board meeting. Work Session will be on December 11, 2018, at 4:00 p.m.

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

6.3 Approval of Request for Proposal (RFP) for Food Service Management Company

Mr. Murray recommended the Governing Board approve the issuance of a Request for Proposal for a Food Service Management Company. A new Food Service Management Company contract must be in place, effective July 1, 2019.

The Lake Havasu Unified School District #1 Governing Board awarded a Food Service Management Company contract that became effective during the 2014-15 school year. That contract was valid for one November 20, 2018

year, with four one year renewals.

The Business Office is seeking permission to proceed with the issuance of a Request for Proposal for Food Service Management Company (FSMC) services. The advantage of using competitive sealed proposals includes flexibility in assigning responsibilities, benefits during periods of falling prices, and greater flexibility in selecting an FSMC because the district is not limited to selecting the offeror that submits the lowest price. To hire an FSMC, a school district must go through certain steps, due to federal and state procurement regulations. Adequate time must be allotted in order to complete all the steps. Some of the steps include:

1. ADE provides the RFP to districts
2. Adequate time must be given to vendors to prepare proposals. Many school districts will be required to issue RFP's during the upcoming months.
3. District needs adequate time for review of proposals and potential meetings with qualified candidates.
4. A contract with a Food Service Management Company must be reviewed and approved by ADE prior to the contract being signed by the District and FSMC. This contract must be in place no later than July 1, 2019.

This item has been reviewed by Purchasing.

Mr. Rooney moved, seconded by Mrs. Cohen, to approve item 6.3.

Anne Taffe, Child Nutrition Supervisor, was present to answer questions.

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

6.4 Approval of Sole Source - Project Wisdom, Inc.

Mr. Gardner recommended the Governing Board re-approve Project Wisdom, Inc. as the sole source for the proprietary Project Wisdom, Inc. products for all K-12 district schools.

Project Wisdom, Inc. is the only authorized dealer to sell or distribute the following products: Project Wisdom Series 1, Series 2, Series 3, Project Wisdom Educator Site 2.0 & Beyond the Infraction.

The Governing Board approved the purchase of Project Wisdom and approved the sole source affidavit on February 20, 2018. Because of the delay in full funding, Project Wisdom was not purchased for Title schools during the 2017-2018 school year. Our purchasing department requires that sole source affidavits be updated annually and will not approve the 2018-2019 expenditure for this resource without an updated affidavit.

A sole source affidavit was provided by Suzanne Johnsen, Vice President, an authorized agent for Project Wisdom, Inc., on July 6, 2018. This purchase will be funded under Title IV-A once approved by the Arizona Department of Education. This item has been reviewed by purchasing.

Mrs. Cohen moved, seconded by Mrs. Cox, to approve item 6.4.

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

6.5 Approval of Changes to Extra-Curricular, Co-Curricular, Enrichment Activities for Tax Credit Funds

Mr. Murray recommended that the Governing Board approve the addition of the STEM Club to the tax credit program at Lake Havasu High School.

Mr. Becker, principal at Lake Havasu High School, is requesting the addition of the STEM Club to the tax credit program. The purpose of this club is to bring together LHHS students interested in science, technology, engineering and mathematics. The club participates each spring in the Arizona State Science Olympiad competition at ASU-Tempe. Since 2016, the club has co-hosted with ASU-Havasú the elementary Science Olympiad competition for 5th & 6th grade students from eight local elementary schools. The program sponsors will be Stefani Chase and Chessa Frei. Upon closure of the program, funds will be transferred to the tax credit all no preference account.

Mr. Rooney moved, seconded by Mrs. Cox, to approve item 6.5 as presented.

Mr. Becker shared that this club has been in existence for a long time, and has been doing fundraisers to raise money. Tax Credit will help raise the necessary funds.

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

6.6 Approval of Vouchers, Student Activity Funds, and Auxiliary Funds

Mr. Murray recommended that the Governing Board approve:

Approval of Vouchers - Vouchers for October 2018 / \$3,442,392.21

Student Activity Funds for K-8 for September 2018 / \$39,997.11

Student Activity Funds for 9-12 for September 2018 / \$214,062.50

Auxiliary Funds for September 2018:

District Office	\$ 6,058.76
Smoketree	\$ 7,853.81
Havasupai	\$ 5,172.69
Starline	\$ 17,047.60
Nautilus	\$ 10,804.84
Oro Grande	\$ 2,863.38
Jamaica	\$ 21,440.40
Thunderbolt	\$160,684.46
High School	\$506,814.04

Mrs. Cohen moved, seconded by Mr. Rooney, to approve item 6.6 as presented.

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

7. Informational

* Superintendent

- Mrs. Asseier gave thanks to our community for the Gift and Donations made to the District.
- The District adopted a Curriculum Philosophy on March 13, 2018. Mrs. Cohen and Christina Musselman have suggested that the Board have a Work Session at each school site to discuss the Curriculum Philosophy. Work Sessions will be in January on Wednesdays and Thursdays at 3:00 p.m.
- On December 18 at 5:30 p.m., there will be a reception for Mr. Rooney in the board conference room to celebrate his retiring from the Governing Board.
- Congratulations to Mrs. Cohen on her reelection to the Governing Board.
- The LHUSD Unified Team with disabled students won the football game played with staff last week. Thanks to those who participated and were involved in making this happen; Mr. Masden, Mr. Burger and other staff.

* Directors - Educational Services Report

* Governing Board Members

- Mr. Rooney complemented Mr. Krueger for getting the Cross Country team to the state track meet by contacting other schools going to the meet so student could ride with them due to a breakdown of our bus. Mr. Becker stated this would not have happened without our Victory with Honor program started by Mr. Burger and continuing on with our athletics and coaches.

* Advisory Committees

* Employee Benefit Trust (EBT) Ex-Officio

8. Call to the Public - none

9. Communications

- The next regular board meeting will be December 18, 2018. There will be a Work Session on December 11, 2018, to review the draft December 18 Board packet.

10. Adjournment

Mr. Rooney moved, seconded by Mrs. Cox to adjourn at 7:28 p.m.

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

Video of the entire meeting may be seen on the District website www.lhusd.org under Governing Board.

Minutes of the Regular Governing Board meeting of November 20, 2018, are approved as submitted.

John Masden, Board President

Nichole Cohen, Board Vice President