

Meeting Minutes of the Regular Meeting of the Governing Board Peach Springs Unified School District

Monday, May 9, 2016 at 6:00 pm
Peach Springs Unified School District #8- Governing Board of Education
403 Diamond Creek Road (Elementary School)
Peach Springs, Arizona 86434

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Governing Board and the Public that the board will hold a meeting open to the public on Monday, May 9, 2016 at 6:00 p.m., in the Governing Board meeting room, Peach Springs Unified School District No.8, 403 Diamond Creek Road (Peach Springs Elementary School), in Peach Springs, Arizona. Information regarding agenda items, with the exception of materials relating to Executive Sessions, may be reviewed in the District Administrative Offices located at 403 Diamond Creek Road, Peach Springs, Arizona.

The Governing Board of the Peach Springs Unified School District #8 may vote to meet in executive session intermittently throughout the meeting pursuant to A.R.S. 38-431.03, to review and discuss certain matters which are marked by an asterisk(*). Additionally, the Board may vote to go into Executive Session on any matter listed on the agenda, pursuant to A.R.S. 38-431.03 (A) (3), for discussion or legal advice from the Board's attorney, which may occur via person or telephone. Any Executive Session discussions will not be open to the public. However, all Board decisions will be made in the open public meeting.

If any disabled person needs any type of accommodation, please notify administration at (928) 769-9034 prior to the time scheduled for the meeting. All members of the public wishing to address the Board are required to sign the attendance sign-in sheet and complete a Public Comment form. Board members of the Peach Springs Unified School District may attend either in person or, when necessary, by telephone, video conferencing, or internet conferencing.

MEETING MINUTES

- I. **CALL TO ORDER- 6:05 pm**
- II. **PLEDGE OF ALLEGIANCE-** led by board
- III. **STATEMENT OF WELCOME-** welcomed visitors
- IV. **ROLL CALL-** Roger Mueller- I, Emma Tapaji – I, Michelle Zephier I (by phone), Shawna Havatone – absent then she arrived after roll call from the beginning of personnel items X.A and had to go back to work at 7:20 pm after personnel item X.G.2)
- V. **APPROVAL OF AGENDA-** Ms. Cole recommended moving Call to the Public first along with personnel items X.A-I. Emma approved agenda with the action to move Call the Public in the beginning along with personnel items X. A-I and Michelle Zephier second motion.
Motion: Emma Tapaji-I, Michelle Zephier- I, Roger Mueller –I, Shawna Havatone - absent
Vote: 3, 0, 0
- VI. **CALL TO THE PUBLIC** (This is the time that the public to comment. Members of the Board may not discuss items that are not on the agenda. Therefore, action taken as a result of public comment will be limited to directing staff to study the matter of scheduling the matter for further consideration and decision at a later date.)
This item was moved to the beginning of the meeting prior to voting on agenda approval.

Call to Public was moved to the beginning of the agenda. School attorney referred to BEDH and pursuant to policy, the board President allowed and set 5 minutes per staff member to speak that was on the tonight's board agenda. The staff members that spoke included Connie Hunter (2:38 minute), Mr. and Mrs. Shepherd (3:16 and 3 minutes) about their concerns and how they did not agree on their non-renewal recommendation.

- Connie Hunter expressed that she had not received any communication about her non-renewal status, she was never told things, no documented evidence, she isn't treated good at the school, she felt threatened and intimidated, lack of training, there was not documents for her to sign, she

blamed administrator as unprofessional, gossiping, lying, and she stated that staff have rights as well.

- Cameron Shepherd stated he was asked to resign and that he is in the same situation with no write ups, and that he scored high on professionalism, this is no way to run a school, he is unhappy along with parents and staff, he withdrew his daughter due to her being bullied.
- Lea Shepherd also stated her daughter received black eye with no investigation, human stool thrown at her daughter from another student that was unknown, home school her daughter as all teachers are working without being allowed to go to the bathroom and no breaks and lunch coverage. She claimed that she has attorney and is also suing the school for unsafe conditions requiring her to remove her daughter and that she hear superintendent is trying to find out where her daughter is. The school's attorney directed that Ms. Shepherd limit her commentary to items listed on the agenda. The Board President also directed such.

VII. PERSONNEL

Prior to voting on agenda approval, this item was moved to the beginning of the meeting.

- A. Discussion and possible action to accept Ms. Michelle Holmes's resignation as she has accepted position at GCRC effective May 12, 2016.
Emma Tapija motioned to accept Michelle Holmes's resignation and Michelle Zephier second motion.
Motion: Emma Tapija-I, Michelle Zephier -I, Roger Mueller-I, Shawna Havatone – no vote
Vote: 3, 0, 1
- B. Discussion and possible action to recommend Ms. Alexandra Crook as secretary at rate of \$12 an hour for the 2016-2017 School Year.
Ms. Cole explained that ADE coaches really liked Ms. Crook as a substitute teacher as she was very effective with kids. Until she passes requirement for assistant, we would like to recommend her for secretary position (extra position that no one currently is in as last meeting the board approved an extra 3rd position in the secretary role in the front office. Roles were divided between attendance/enrollment, secretary traditional role answering phone for community while ensuring all calls are answered immediately/help community and parents proactively, and 3rd additional role to assistance with needed office tasks where movement is needed away from the phone).
Emma Tapija made motion to accept full time position for Ms. Alexandra Crook from August 2016 to May 2017 at rate of \$12 for secretary and Michelle Zephier second motion.
Motion: Emma Tapija-I, Michelle Zephier -I, Roger Mueller- I, Shawna Havatone- no vote
Vote: 3, 0, 1
- C. Discussion and possible action to recommend Mrs. Lea Shepherd as art teacher for the 2016-2017 School Year.
Emma Tapija made motion to offer contract to Mrs. Lea Shepherd as art teacher and Michelle Zephier second motion. As the board was voting, Lea Shepherd verbally announced in meeting that she was not going to accept position. Attorney recommended that board continue to vote and stay on topic of the agenda and Mrs. Shepherd could accept or not accept offer.
Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller-I, Shawna Havatone-I
Vote: 4, 0, 0
- D. Discussion and possible action to recommend Mr. Kristofferson Walker as short term contract as a behavior interventionist for 9 days from May 10- 24 at a daily rate of \$150 per day (pending background check results).

Ms. Cole explained that Mr. Walker was not taking the place of current behavior specialist but that school is recommending Mr. Walker for last 9 days of school from May 10-24 for additional behavioral support in the in school suspension room based on teacher requests for additional assistance during the transition to summer break. Mr. Walker had glowing recommendations from Boys and Girls Club and around the community along with positive interactions with students. He received award for 3 years in a row with the work with students in the community and he was recommended by a staff member from the prosecutor's office. Our goal is to bring on more community members that support students in creating a positive learning environment that are respectful to students. Michelle Zephier made motion to hire Kristofferson Walker for 9 days for additional in school suspension support as behavior interventionist assistant from May 10-24, 2016 at a daily rate of \$150 and Emma Tapija second motion.
Motion: Michelle Zephier –I, Emma Tapija- I, Roger Mueller-I, Shawna Havatone-no vote
Vote: 3, 0, 1

- E. Discussion and possible action to recommend Mr. Nathan Russell as short term contract as a behavior interventionist for 9 days from May 10-24 at a daily rate of \$150 per day (pending background check results)

Ms. Cole recommended postponing action due to incomplete paperwork from Nathan Russell but recommended table item if he completes all requirements. Michelle Zephier made motion to table recommendation to hire Nathan Russell for 9 days and Emma Tapija second motion. All board members agreed.
Vote: 4, 0, 0

- F. Discussion and possible action to accept Ms. Teri Lucas's resignation effective May 2, 2016*
Emma Tapija made motion to accept Teri Lucas's resignation effective May 2, 2016 and Shawna Havatone second motion.
Vote: 4, 0, 0

- G. Discussion and Possible Action regarding administrative recommendation for non-renewal

1. *Discussion and possible action to accept administrative recommendation to non-renew the following classified employees. [A.R.S. § 38-431.03(A)(1) Personnel and (A)(3) Advice from District's attorney].

- Connie Hunter*

Connie Hunter requested open session for her non-renewal recommendation. Ms. Cole read multiple written evidence examples that were all provided to Connie Hunter in the past, referring to a file full of documentation provided to Connie Hunter each month from August 2015-May 2016 along with prior years' of unprofessional write ups on same topics from two prior superintendents also demonstrating a pattern of unprofessionalism with staff, students, and community members **and** refusal to comply with basic requests.

Emma Tapija made motion to accept administrative recommendation to non-renew classified staff member Connie Hunter based on multiple written evidence examples each month from written documentation demonstrating continued unprofessionalism and Michelle Zephier second motion.

Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller-I, Shawna Havatone- disagreed

Vote: 3, 1, 0

2. **Discussion and possible action to accept administrative recommendation to non-renew the following certified probation employees. [A.R.S. § 38-431.03(A)(1) Personnel and (A)(3) Advice from District's attorney].

- Cameron Shepherd*

Cameron Shepherd requested to have recommendation for non-renewal in open session as administrator recommended for non-renewal of probationary teacher based on refusing to comply with basic requests, unprofessionalism after his formal observation, unprofessional actions and refusal to comply with ADE instructional coaches provided by the Arizona Department of Education as we are trying to increase student performance from a low performance rating as PSUSD is in improvement status for many years. As we are trying to make positive changes for kids, we need staff willing to comply with requests and recommendations from administration and ADE instructional coaches for the benefit of students. Ms. Cole explained that if teachers do not know something, training and support is provided. If staff members are not willing or unprofessional during the first year during probationary status, non-renewal recommendation is made not based on performance but based on lack of professionalism **and** refusal to comply with requests. At first, Roger Mueller made motion to non-renew Mr. Shepherd as a probationary teacher and Michelle Zephier questioned if she could vote and asked if it would be a conflict of interest as she has seen the class when she visits her son. If a possible vote of 2, 2, 0; Michelle asked attorney if she could vote as Michelle Zephier explained that she has also witnessed the unprofessionalism of Mr. Shepherd while visiting her own son in the middle school and she did not know if she could vote. The school attorney, Mr. Alex Ivan stated that Michelle Zephier could vote, as it was not be a conflict of interest under Arizona law requiring her to recuse herself and abstain from discussion and voting, Mr. Ivan advised that she should consider whether her child's relationship with Mr. Shepherd's child would present the appearance of impropriety such that she should recuse herself. Ultimately, however, it would be her choice if she votes. If she did not vote, no action would be taken. Michelle Zephier then stated that with Mr. Shepherd she "didn't feel students would be safe". After the discussion the board completed their motion as Roger Mueller made motion to non-renew Mr. Cameron Shepherd as teacher and Emma Tapija second motion. Motion: Roger Mueller-I, Emma Tapija-I, Michelle Zephier-I, Shawna Havatone- disagreed
Vote: 3, 1, 0

Note: Shawna Havatone excused herself from the board meeting to return back to her work at 7:20 pm.

- H. Discussion and Possible Action regarding possible revision to Ms. Meredith Quarta's contract for SY 2016-2017*
Emma Tapija motioned executive session at 7:20 pm and Shawna Havatone second motion. Shawna Havatone left to return back to work prior to returning from executive session. Emma Tapija made motion to return from executive session at 7:42 pm and Roger Mueller second motion. Michelle Zephier made motion to modify Meredith Quarta's

contract to \$17 an hour per her request she made to board president and Roger Mueller second motion.

Motion: Emma Tapija-I, Michelle Zephier- I, Roger Mueller-I, Shawna Havatone- absent
Vote: 3, 0, 0

- I. Discussion and Possible Action regarding Dr. Damon Clark's request to reimburse him \$60 for a missing official certification form when he applied to board meeting on September 3, 2015 although he did not accept substitute on call position. Ms. Cole explained that Dr. Damon Clark is claiming that his original substitute certification was left with the school when he applied as substitute for board meeting from September 2, 2015. The current staff cannot recall obtaining the original as he did not begin or accept on-call substitute position as a certified math teacher began within that same time frame. As we transitioned to a new business manager from prior one in August 2015; there is no evidence either way, therefore Ms. Cole requested that board to make the decision on if they want to reimburse Dr. Damon Clark for his official certification as he is requesting using impact aid money. Emma Tapija made motion to reimburse Dr. Damon Clark \$60 so he can reapply for his substitute certification with Arizona Department of Education and Michelle Zephier second motion.
Motion: Emma Tapija- I, Michelle Zephier-I, Roger Mueller-I, Shawna Havatone - absent
Vote: 3, 0, 0

J. Approval of Governing Board Meeting Minutes:

1. April 18, 2016- Roger Mueller made motion to approved April 18, 2016 board minutes and Michelle Zephier second motion.
Motion: Roger Mueller- I, Michelle Zephier- I, Emma Tapaji – I, Shawna Havatone- absent
Vote: 3, 0, 0

K. OLD BUSINESS (prior tabled items from 3/2/2016 and 4/18/2016 that need board action)

1. Review and possible approval of final budget revision for **FY 2015/2016** (board approved budget must be uploaded on ADE website by 5/15/16)

Roger Mueller made motion to approve final budget revision for FY 2015/2016 for the upload to ADE by 5/15/2016 and Emma Tapija second motion.

Ms. Cole review budget and explained that the line items were the same as was already board approved with one change from the required budget cut taken from unused salaries budgeted as we had spent less with the substitutes for vacant positions unfilled this year.

Motion: Roger Mueller – I, Emma Tapija-I, Michelle Zephier-I, Shawna Havatone- Absent

Vote: 3, 0, 0

2. Discussion and possible action to accept contracts for the following staff members for 2016-2017

- Mikhail Smallcanyon, STEM/gifted coordinator 2016-2017
Roger Mueller and Emma Tapaji had mentioned in the discussion that certified engineers get starting pay of easily \$65000 a year, therefore offering \$55000 was within allowed range with the extra responsibilities as gifted coordinator. Ms. Cole explained that is only \$4000 more than last year's contract with the extra responsibilities and teachers are also all getting at

least an extra \$4000 increase with the board approved increased teacher salary schedule for SY 2016-2017. Roger Mueller motioned to approve rate of \$55000 next year and Emma Tapaji second motion for Mikhail Smallcanyon's contract.

Motion: Roger Mueller-I, Emma Tapaji-I, Michelle Zephier- I, Shawna Havatone- absent

Vote: 3, 0, 0

- Ed Cruz, accounts payable 2016-2017

Emma Tapaji made motion to approve Ed Cruz as accounts payable for \$40,000 for 12 months and Michelle Zephier second motion

Motion: Emma Tapaji-I, Michelle Zepher-I, Roger Mueller-I, Shawna Havatone-absent

Vote: 3, 0, 0

3. Discussion and possible action to approve certified teacher salary SY16/17

Discussion included how more money was needed to budget for teachers to recruit teachers. More money was put into the certified teacher salary schedule while no staff members will take pay cut this year, but it was clarified that in the past some classified staff were getting paid more than certified teachers which was unfair to have classified employees getting paid more than teachers that completed college degree. With the new salary schedule, PSUSD will attract more highly qualified teachers and our new pay rate is higher than surrounding areas to attract teachers in our remote location to benefit our native students. Emma Tapaji motioned to approve the revised certified teacher salary for school year 2016-2017 and Michelle Zephier second motion.

Motion: Emma Tapija-I, Michelle Zephier -I, Roger Mueller-I, Shawna Havatone- absent

Vote: 3, 0, 0

L. NEW BUSINESS

1. Discussion and possible action to approve K-8 math curriculum for 2016-2017 School Year

Ms. Cole recommended to Table to get student vote. Emma Tapaji motioned to table math curriculum to next board meeting and Michelle Zephier second motion.

Motion: Emma Tapaji-I, Michelle Zephier-I, Roger Mueller-I, Shawna Havatone-absent

Vote: 3, 0, 0

M. BUSINESS

1. Discussion and possible action to Approve District Payroll and Expense Vouchers 1624, 1625, 1626

Emma Tapija made motion to approve payroll and vouchers 1624, 1625, 1626 and Roger Mueller second motion.

Motion: Emma Tapija-I, Roger Mueller-I, Michelle Zephier-I, Shawna Havatone- absent

Vote: 3, 0, 0

A. ANNOUNCEMENTS AND DATE OF NEXT BOARD MEETING

Upcoming Board Meeting to be held at the Governing Board Meeting Room (in the Peach Springs Elementary School) located at 403 Diamond Creek Road, Peach Springs, AZ:

a. Regular Governing Board Meeting – Tuesday, June 7, 2016 at 6:00 p.m.

N. ADJOURNMENT

Emma Tapija made motion to adjourn meeting at 8:00 pm and Roger Mueller second motion.

Motion: Emma Tapija- I, Michelle Zephier-I, Roger Mueller-I, Shawna Havatone - absent

Vote: 3, 0, 0

Dated this 6 of May 2016