

Meeting MINUTES of the Governing Board of the Peach Springs Unified School District

Wednesday, June 29, 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 Wednesday, June 29, 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.

MINUTES

- I. **CALL TO ORDER** at 6:02 pm
- II. **PLEDGE OF ALLEGIANCE**
- III. **STATEMENT OF WELCOME**
- IV. **ROLL CALL**- Emma Tapija –I, Roger Mueller- I, Michelle Zephier-I, Shawna Havatone- absent
- V. **APPROVAL OF AGENDA**- Emma Tapija motioned to approve agenda and Roger Mueller seconds motion.
Motion: Emma Tapija-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 may 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.)
NA- No requests
- VII. **Approval of Governing Board Meeting Minutes:**
 1. May 24, 2016- Michelle Zephier motioned to approve May 24, 2016 minutes with addendum and Roger Mueller second motion.
Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller- I, Shawna Havatone- absent
Vote: 3, 0, 0
- VIII. **OLD BUSINESS**
 1. Assessment data results from Current trend and pattern data using DIBELS, Galileo, AZ Merit, and discipline data from 2015-2016 School Year as follow up to May 24th Meeting Requests (no action)
 2. Discussion and possible action to approve Prop 301 for School Year 2016-2017- Funding Plan includes 35% student data growth results, 30% evaluation using Danielson's framework (same evaluation format as

2015-2016), 20% professional interactions with staff, administrative/data walk feedback, 15% positive communication with parents including update logs and monthly parent nights

Ms. Cole reviewed the required percent for the 33-50% student achievement rating and opened discussion to determine what the board would like to see from staff next year in addition to requirements from the prior approved Danielson's evaluation rubric for teachers. Roger motioned to approve funding of next year's Prop 301 requesting that teachers complete full school year to receive funding at the end of the year and that 40% of funding be based on student achievement, 25% teacher evaluation, and the 35% third part on professionalism (20%) and parent/community positive interactions (15%) and if staff begin in January they may receive only half of the funding and Emma second motion.

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

Vote: 3, 0, 0

3. Discussion and possible action to approve compensation for unfunded/used compensatory, internet, or time for 14 days of work as contract from June 2015 for Superintendent short term agreement was not reimbursed and no time has been allowed to take time with continual tasks due on site for the district. Although compensatory time was supposed to be provided for nonpaid work June 8-June 30, 2015; no time has been used this year as compensatory time was not permitted with work needed on site and off site recruitment efforts. Rate of 6,071.38 before tax

Emma Tapija made motion to approve compensation of 6,071.38 for unfunded/unused compensatory time for 14 days for Jaime Cole and Roger Mueller second motion.

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

Vote: 3, 0, 0

4. 2015 Audit finding solutions- update on H&M findings and audit solutions Discussion and possible action to approve Time Clock Plus around ~~\$9,000~~ \$5,000- As Jaime Cole was informing staff of time clock plus explaining that we will no longer need to use paper hourly payroll forms, Jeren Smallcanyon stated that the price has changed from \$9000 to around \$5000 with time clock that takes picture for time cards next year from when we created board packet. No action needed as cost is now less than required amount for board approval.

5. Review and possible approval of final budget revision for FY 2016 to include Prop 123 increased funding (board must approve budget by 6/30/2016 to uploaded on ADE website by 7/3/16)

Emma Tapija made motion to approve final budget revisions for FY 2016 to include Prop 123 funding and Roger Mueller second motion.

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

Vote: 3, 0, 0

IX. NEW BUSINESS

1. Discussion and possible action to approve 7-8 ELA Collections curriculum for 45 students and 2 teachers

Roger Mueller made motion to approve school adopted grade 7 and 8 Collections ELA curriculum and Emma Tapija second motion.
Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller- I, Shawna Havatone- absent
Vote: 3, 0, 0

2. Discussion and possible action to approve consultant support and fees for synergy, attendance reports to ADE, maintenance fees, and hosting. (See attachment for options)
Tabled as ETC did not provide agreement prior to board meeting
3. Discussion and possible action to approve property, liability, and workman's comp through the TRUST and Alliance for \$106, 279
Roger Mueller made motion to approve property, liability, and workman's comp through TRUST Alliance for \$106, 279 and Emma Tapija second motion.
Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller- I, Shawna Havatone- absent
Vote: 3, 0, 0

X. BUSINESS and TRAVEL

1. Discussion and possible action to approve District Payroll 3016, 2916, 2816, 2716, 2616, 9016 and Expense Vouchers 1624, 1625, 1626, 1627, 1628, 1629, 1630
(1624, 1625, 1626 were already board approved but need signatures)
2. Discussion and possible action to approve PBIS YEAR 2 Grant support for training in Avondale for PBIS team members consisting of teachers, administrator September 22-23, November 17-18, January 26-27, February 16-17 with coaching training December 12-13 and January 9-10 in Phoenix. Team of teachers will be determined by administrator during August 2015.
3. Discussion and possible action to approve travel for Jaime Cole selected for Elementary and Secondary Education Act (ESEA) Committee of Practitioners August 25 and 26 Flagstaff, September 22 and 23, October 27 and 28 Charter School Associations, December 1 and 2 ESEA, January 26 and 27 Peoria USD, February 16 and 17, March 23 and 24 Laveen Elementary School District, April 13 and 14, May 4 and 5 Tolleson Union High SD and others may be added depending on committee work needs for state. NO school time would be missed.
4. Discussion and possible action to approve 40th Annual ASBA Law Conference in Phoenix, AZ September 7-9, 2016 for superintendent and business manager.
5. Discussion and possible action to approve NIEA (National Indian Education) October 5-8, 2016 for school board members, superintendent, and business manager Reno, Nevada at rate of \$600 per person.
6. Discussion and possible action to approve 83rd Annual AAEE Conference and Education Career Fair November 13-15, 2016 in Nashville, Tennessee for administrative team (\$250 for career fair and \$495 for full conference).
7. Discussion and possible action to approve NSBA (National School Boards Association) Conference 2017 March 25-27, 2017 for school board members, superintendent, and business manager in Denver, CO

For items business items 1-7, Emma Tapija made motion to approve payroll, vouchers, PBIS team selected by Jaime Cole for year 2, ESEA travel for Jaime Cole, ASBA Law Conference for superintendent and business manager September 7-9, 2016, NIEA for board members, superintendent, and business manager, 83rd Annual AAEE conference and career fair November 13-15, 2016 for school administrative team, NSBA for school board members, superintendent and business manager March 25-27, 2017 in Denver, CO and Roger Mueller second motion. Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller- I, Shawna Havatone- absent
Vote: 3, 0, 0

XI. PERSONNEL

- A. Discussion and possible action to accept Mr. Reese Wellington's resignation as he stopped working effective May 26, 2016.
Roger Mueller made motion to accept Reese Wellington's resignation retroactive May 26, 2016 and second by Emma Tapija.
Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller- I, Shawna Havatone- absent
Vote: 3, 0, 0
- B. Discussion and possible action to hire Ms. Shannon Strader as teacher for the 2016-2017 School Year at rate of **\$36,999** for 157 days August 1, 2016-May 25, 2017. She has early childhood degree from Indiana with excellent references, but still needs to take certification test to get full Arizona certification. Recommendation to offer substitute pay and then full pay immediately once she obtains Arizona Teaching Certification. Contract pay will begin immediately once we receive certification although she is fully trained teacher.
Roger Mueller made motion to hire Shannon Strader for the 2016-2017 school year at rate of \$36,999 for 157 days August 1, 2016-May 25, 2017 pending Arizona teaching certificate and second by Emma Tapija.
Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller- I, Shawna Havatone- absent
Vote: 3, 0, 0
- C. Discussion and possible action to hire Mrs. Abigail Streuk Ross as teacher for the 2016-2017 School Year at rate of **\$36,999** for 157 days August 1, 2016-May 25, 2017. She is fully certified in Michigan and working on Arizona Certification.
Roger Mueller made motion to hire Shannon Strader for the 2016-2017 school year at rate of \$36,999 for 157 days August 1, 2016-May 25, 2017 and second by Emma Tapija.
Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller- I, Shawna Havatone- absent
Vote: 3, 0, 0
Roger Mueller made motion to hire Abigail Streuk Ross for the 2016-2017 school year at rate of \$36,999 for 157 days August 1, 2016-May 25, 2017 pending Arizona teaching certificate and second by Emma Tapija **but she decided to take another teaching position in Michigan closer to her family.**
Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller- I, Shawna Havatone- absent
Vote: 3, 0, 0
- D. Discussion and possible action to hire Ms. Pearl Claus as teacher for the 2016-2017 School Year at rate of **\$36,999** for 157 days August 1, 2016-May 25, 2017. She has BS degree and currently working on alternative teaching certificate with ADE. She would also

receive substitute pay and then full pay immediately once she obtains Arizona Teaching Certification.

Roger Mueller made motion to hire Pearl Claus for the 2016-2017 school year at rate of \$36,999 for 157 days August 1, 2016-May 25, 2017 pending Arizona teaching certificate and second by Emma Tapija.

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

- E. Discussion and possible action to hire Ms. Wanyun Shi "Emily" as teacher for the 2016-2017 School Year at rate of \$45,716 (prorated for 8 days unavailable 157-8=149= **\$43,387** prorated. She will complete her student teaching by August 15 and has masters in Elementary and masters in special education from NV. Rate would be prorated for her 8 days missing at the beginning of the year.

Ms. Cole explained that Ms. Wanyun Shi had very good recommendations but that she would need school funding assistance to obtain work visa status.

Roger Mueller made motion to hire Wanyun Shi "Emily" for the 2016-2017 school year at rate of \$43,387 for 149 days August 15, 2016-May 25, 2017 pending Arizona teaching certificate while approving funding to help her obtain work visa status and second by Emma Tapija.

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

- F. Discussion and possible action to hire Mrs. Laura Spence as teacher for the 2016-2017 School Year at rate of **\$43,363 master + 5 years**. She has current teaching certification in NV and applying for Arizona certification.

Roger Mueller made motion to hire Laura Spence for the 2016-2017 school year at rate of \$43,363 for 157 days August 1, 2016-May 25, 2017 pending Arizona teaching certificate and clear background check; second by Emma Tapija.

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

- G. Discussion and possible action to hire Mrs. Christina Walker-Battle as special education teacher for the 2016-2017 School Year at **rate of \$ 37,416 (B.S. +1 year)** for 157 days August 1, 2016-May 25, 2017. She is fully certified in Utah and Illinois and working on Arizona Certification.

Roger Mueller made motion to hire Christina Walker-Battle for the 2016-2017 school year at rate of \$37416 for 157 days August 1, 2016-May 25, 2017 pending Arizona teaching certificate and second by Emma Tapija.

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

- H. Discussion and possible action to hire Ms. Alexandra Crook as a classified at-will assistant position for the 2016-2017 School Year at \$12.50 hourly rate. As substitutes, the pay rate for 2016-2017 is \$100 first 14 days and \$125 after 15 days. As she was a continuing long term substitute last year, we will honor the \$125 daily rate. (PENDING SUBSTITUTE CERTIFICATION/ OR PARAPRO EXAM)

Roger Mueller made motion to hire Alexandra Crook for the 2016-2017 school year as substitute at rate of \$125 since she was here last year (she completed her 15 continual days) based on at will status while pending her Arizona substitute certificate and second by Emma Tapija.

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

Vote: 3, 0, 0

- I. Discussion and possible action to hire Ms. Rochone Quasula as an art substitute position for the 2016-2017 School Year as needed. Substitutes earn \$100 first 14 days and \$125 after 15 days. As she was a continuing long term substitute last year, we will honor the \$125 daily rate. (PENDING SUBSTITUTE CERTIFICATION/ OR PARAPRO EXAM)
Roger Mueller made motion to hire Rochone Quasula for the 2016-2017 school year as substitute at rate of \$125 since she was here last year (she completed her 15 continual days) based on at will status while pending her Arizona substitute certificate and second by Emma Tapija.
Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller- I, Shawna Havatone- absent
Vote: 3, 0, 0

- J. Discussion and possible action to hire Mr. Bill Moore as Behavior Interventionist/Elementary Teacher for the 2016-2017 School Year at **rate of \$ 50,000** for 157 days August 1, 2016-May 25, 2017.
Roger Mueller made motion to hire Bill Moore as behavior interventionist/teacher for the 2016-2017 school year at rate of \$50,000 for 157 days August 1, 2016- May 25, 2017 and second by Emma Tapija.
Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller- I, Shawna Havatone- absent
Vote: 3, 0, 0

- K. Discussion and possible action to hire Kris Walker as a PE substitute position for the 2016-2017 School Year as needed. Substitutes earn \$100 first 14 days and \$125 after 15 days. As he was a continuing long term substitute last year, we will honor the \$125 daily rate (PENDING SUBSTITUTE CERTIFICATE/ OR PARAPRO EXAM)
Roger Mueller made motion to hire Kris Walker for the 2016-2017 school year as substitute at rate of \$125 since he was here last year (he completed his 15 continual days) based on at will status while pending her Arizona substitute certificate and second by Emma Tapija.
Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller- I, Shawna Havatone- absent
Vote: 3, 0, 0

- L. **SHORT TERM CONTRACT** for 3 or 4 days- Discussion and possible action to approve Jennifer Wisely (30 hours) and Mikhail Smallcanyon (40 hours) to work from June 27-30, 2016 on school improvement plans, needs assessment, schedules, human resources, and beginning of the year prep needed for teachers at rate of \$25 an hour.
Ms. Cole stated that we needed to gain instructional staff help to complete our needs assessment, school improvement plan as committee work, schedule, human resources, and other prep needed for our orientation week as may need a few more additional hours although we completed 40 hours for Mikhail Smallcanyon and 30 hours for Jennifer Wisely. Jennifer Wisely may need to help for an additional 10 hours in the near future to help complete tasks needed to prepare for teachers since we did not have an additional secretary in the front office to assist.
Roger Mueller made motion to offer short term paid assistance at rate of \$25 an hour for Mikhail Smallcanyon and Jennifer Wisely to help with school improvement plan, schedule, needs assessment and planning for orientation and second by Emma Tapija.
Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller- I, Shawna Havatone- absent
Vote: 3, 0, 0

M. Discussion and possible action to add grade level lunch/recess monitor positions for lunch/recess times only daily at \$12 an hour.

Ms. Cole explained that lunch/recess monitors will also need background clearance.

Roger Mueller made motion to provide additional job positions as lunch/recess monitor positions for students' lunch/recess times at rate of \$12 an hour and second by Emma Tapija.

Motion: Emma Tapija-I, Michelle Zephier-I, Roger Mueller- 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, August 2, 2016 at 6:00 p.m.

N. ADJOURNMENT

Roger Mueller made motion to adjourn and Emma Tapija second motion at 7:15 pm.

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

Vote: 3, 0, 0