

Kingman Unified School District #20  
Regular Governing Board Meeting  
3033 MacDonald Avenue, Kingman, AZ  
October 14, 2015

**Call to Order:** Meeting was called to order at 3:06 pm.

**Pledge of Allegiance:** Pledge of Allegiance was said.

**Board Members Present;** Mrs. Laurie Voss Barthlow, Dr. Jeri Brock, Mr. Bruce Ricca, and Mrs. Carole Young were present. Dr. Charles Lucero will be late.

**Administration Present:** KUSD Administrators present were Mr. Roger Jacks, Superintendent; Mrs. Jeri Wolsey, Director of Curriculum; Mrs. Chris Nutt, Director of Human Resource; Mrs. Mollie Casson, Director of Exceptional Student Services; and Mrs. Wendy Kufleitner, Governing Board Secretary.

There were approximately 10 school and community members.

**Item 4 – Call to the Audience:** Debbie Francis would like to wait until after the presentation on Intersession because her question may be answered.

**Item 5 – Reports:** Superintendent Mr. Jacks - one item I would like to mention is we have a facilities inspection every year with The Trust. They do safety inspections on all of our building. We received the best inspection ratings we have ever had. We received a lot of accolades. They were amazed we were able to do such a good job with our tight budget.

Intersession – Jeri Wolsey covered the following information:



None of our Maintenance and Operation Money was spent. This was all grant funded.

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### STUDENTS INVITED/ATTENDED

- Kingman High School
  - 180 students invited (responsible for 346 failing grades)
  - 105 students attended (completed work for 121 failing grades)
- Lee Williams
  - 160 students invited
  - 59 students attended
- Kingman Middle School
  - 295 Students - invited by each site based on need (Includes students from Black Mountain, Kingman Middle and White Cliffs)
  - 163 students attended academics
- La Senita
  - 217 students (from the 5 elementary schools in town; plus unknown # of self contained special education)
  - 93 students attended
- Mount Tipton
  - 61 students invited
  - 49 students attended

### ENRICHMENT

- Kingman Middle School
  - ALL middle school students were invited
  - 203 attended a variety of activities (17 choices)
- Mount Tipton
  - 61 students were invited
  - 49 attended (2 choices)
- Through Parks and Rec/Boys and Girls Club through 8<sup>th</sup> grade
  - Activities were available for any student to attend

When could not offer enrichment opportunities through KUSD for K – 5<sup>th</sup> grade. We would have liked to, but our budget just isn't there.

City of Kingman Parks and Rec and Boys & Girls Club did an amazing job and had things they could sign up for.

### DISCIPLINE

- No issues at the high school sites
- Elementary had 1 issue that was handled by the coordinator
- Middle school had 2 minor behavior issues that were handled by the administration

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### RECOMMENDATIONS FOR SPRING

- Check all students sped status and addresses
- Provide all schools, and district office staff information about intersession; i.e.: schools, times, bus schedule, lunch schedule, etc.
- Let Admin know that their teachers cannot invite extra students without going through Academic Services.
- Increase academic support for the middle school homework center
- Have an in-service at all 3 middle schools to go over the contents of the folders and why it is important.
- Provide La Senita with loaner shirts if we expect them to wear uniform shirts.

These next several slides are recommendations we have for Spring Intersession. We will be discussing these with the school administration.

Ms. Voss Barthlow – did the recommendations come from staff?

Mrs. Wolsey – from staff, parents and students. We did a little survey at the end.

### RECOMMENDATIONS CONTINUED:

- Do school messenger calls every other week, stating if their child has a D or an F they will be required to attend intersession unless they bring their grades up by completing missing work; let parents know when progress reports will go out during a school messenger call.
- Meet with the intersession staff as soon as we have the names of the staff.
- No lunch at High school
- Request of busing for the High School to improve attendance
- Have a middle school office worker who knows how to run the office

### RECOMMENDATIONS CONTINUED:

- Set up the homework center(s) with 5 or more books from each subject for each grade level. Also set up items needed such as paper, pencils, crayons, rulers, etc. (Maybe on a mobile cart)
- Create a notebook with assignments for each standard, in each subject, at each grade, so that if the teachers just give a missing assignment list the students can still do the work for credit
- Determine teachers, including Special Education at each building. Build class lists for each
- Change all invitation letters to look differently, so that as they come back in we know which group/school they are with

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## FOLDERS

- Folders were made with missing assignments for the homework center at the middle school.
  - Worked well for students who had folders with missing work in them.
- Changes for Spring regarding folders:
  - Create basic folders based on standards for students who sign up late, or do not have work in their folders for the missing assignments.
  - Have the high school teachers create folders; have a homework center at the high school for students who need to make up missing work.

We used our assessment off the ATI test to determine what the students were scoring low in. We gave that information to the intersession teachers and they came up with lessons. Each student had a folder in their class with the work they needed to do.

## POSITIVES

- Several students made up poor grades
- Several students showed understanding of missing standards/concepts
- Both middle and high school reports stated that intersession worked well for them
- Enrichment activities

## NEGATIVES

- Lack of commitment from parents/students in grades 1-5
- No busing for students who have door to door pick up
- No enrichment earlier in the day for students who did not need academics or homework center

Positives - The students made up poor grades and showed understanding of concepts. Everything they did all showed up on their grades, they earned credit towards their grades.

Negatives – not as many in elementary as we had hoped. We need to figure out why and fix that before the spring. We did not have door to door busing for sped students. No enrichment earlier in the day for students.

Ms. Voss Barthlow – when we were discussing this before, one recommendation was to do school messenger calls every other week stating if the student had a D or F they will be required to attend intersession unless they bring up grade. We had discussion about if it will be mandatory and if so, what are we doing if they were a no show.

Mrs. Wolsey - they were strongly encouraged, not mandatory. For the middle school you were able to make up points you may have lost due to attendance and behavior. They were able to make up that seat time. A lot was self-motivation because of their grades. We did not realize what a big push that would be for students. Teachers and principals telling them to get their missing work in or they would be required to go to intersession.

Ms. Voss Barthlow – it is not bad for our first time out. It is interesting to see how it turned out and to have such a quick report about it. Do you think making it mandatory will come up for discussion before the next intersession?

Mrs. Wolsey – yes, that has come up and I know we will be discussing that. I just kept a list as I received them in an email. I wanted to get them listed and it will all be discussed with the schools.

Mr. Jacks – Before the intersession KHS started with 1500 Ds or Fs. With the encouragement of needing to go they cut that by 50% before the intersession. We are hearing it was a great success from middle and high school students and parents. We think what is most frustrating for us and parent is we were hoping to have more funds available to

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increase the program. We had to invite the most academically challenged students to come. We could not just have students attend who wanted to. At the elementary level they were hoping we would have enrichment activities, but we just did not have the funds. At the middle and high schools we had the Gear Up and 21<sup>st</sup> Century Grants we could use. So we had to rely on the City and Boys and Girls Club and they were phenomenal. We would like to be able to do that within KUSD. We would love to get more students involved. It was a learning situation for us. For instance the number of students that showed up verses the number of students invited. Perhaps we invite more since not all of the ones invited showed up.

Ms. Voss Barthlow – that is a valid point and this was the first time.

Mr. Jacks – the overall comments we have had have been positive. Especially at the high schools. Some students asked why we haven't done this before. We have had far more positive than negative comments.

Dr. Charles Lucero arrived at 3:18 PM.

**Continue the Call to the Audience:** Mrs. Francis stated when we first approached this a year a half to two years ago, I want to say I think our main purpose was the reteach. We wanted to catch the children before they got too far behind. I think these numbers are fantastic. I have no complaints. I had some parents come to me because I was on the board with this decision was made. They were upset about La Senita and that there was no enrichment for elementary. They had to pay \$50 for Parks and Rec. I feel that is a fair price for four days of activities. They said they had gone to the town halls and they remembered we said we would provide food and transportation. I did tell them I would come forward because I was part of the decision in this. Our main focus is helping the kids that had to bring up their grades and I think that went fantastic.

**Board reports** – Ms. Voss Barthlow – there was an Arizona School Board Association meeting last night. Mrs. Young Mr. Rica and I were in attendance. Mr. Ricca received a plaque for his boardmanship. We wanted to congratulate him. Representative Cobb was there talking about legislation. Mr. Jacks was there and spoke about being on the Arizona School Board.

**Item 6 – Consent Agenda:** Dr. Brock made a motion to approve the routine orders of business. Mrs. Young seconded the motion. The motion passed in favor 5-0.

**Item 7 – Approve Hardware / Small Tools bid award, RFP # DO-15-16-2021 for Kingman True Value:** Dave Oder - this is a local bid we had done and do every 5 years. Kingman True Value did a good job and good pricing. Dr. Brock made a motion to approve. Ms. Voss Barthlow seconded the motion. Mr. Ricca recused himself. The motion passed in favor 4-0.

**Item 8 – Approve Fiscal Year 2015 Annual Financial Report: Mrs. Shaw-Burton** – we have to submit to state by October 15. We were able to carry forward / carryover, \$600,000 which is what we budgeted. So we are pleased with that. That is a decrease of about \$300,000 from the year prior. We did have to dip into our reserves for about 1 million from M&O and capital. The main reason was due because of tax revenue defaults. The biggest being Mineral Park Mines. We are facing the same situation with NuCor Steel this year. It is critical that we look forward. Our future financial stability rests on what we do the remainder of this year and our fiscal plan for next year. We will have to continue our close watch of spending this year and really look at our planning for next year so that we will have some reserve.

Ms. Voss Barthlow made a motion to approve. Dr. Brock seconded the motion. The motion passed in favor 5-0.

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**Item 9 – Approval of the Classroom Site Fund (301) Plan:** Mrs. Nutt – this is an annual approval. The 301 committee did meet and made minor changes like the payout dates. I do want to add on the second page where you see the sites, Black Mountain is not showing numbers. I did get those this morning. It was 19 out of 20 voting yes so we do have a 95% approval from the teachers. Dr. Brock made a motion to approve. Mrs. Young seconded the motion. The motion passed in favor 5-0.

**Item 10 – Approve the 2015-2016 Declaration of Curricular and Instructional Alignment to the Arizona College and Career Readiness Standards, and adopted an educator evaluation system that is aligned with the Arizona State Board of Education adopted framework, all associated educator evaluations legislations and assesses whether teachers are integrating the Standards into their instructional practices:** Mrs. Nutt – we do this each year to assure to the state our curriculum is aligned with Arizona Standards which includes Career and College Ready Standards. Ms. Voss Barthlow made a motion to approve. Dr. Brock seconded the motion. The motion passed in favor 5-0.

**Item 11 – Approval of a Reduction In Force for a Para Educator 2 at Mt. Tipton:** Mr. Jacks we would like to pull that from the agenda – no longer being requested.

**Item 12 – Books to be on display for the required sixty (60) days beginning October 14, 2015;**

These novels will be used at Lee Williams High School, Cambridge Program.

Book published from Vintage International

- A Man For All Seasons by Robert Bolt ISBN# 978-0679728221

Book published from Spark Publishing

- No Fear Shakespeare Antony and Cleopatra by William Shakespeare ISBN# 978-1411499195

Book published from Mariner Books

- The Namesake: A novel by Jhumpa Lahiri ISBN# 978-0618485222

Book published from Faber & Faber Poetry

- Ted Hughes New Selected Poems 1957-1994 by Ted Hughes

ISBN# 978-0571173785

Mrs. Wolsey - I am requesting these books be on display for the required 60 days.

**Item 13 – Cafeteria Financial Review:** Mr. Jacks – I thought I would start with the September financial report for cafeteria. The net cash for September is \$751,921.14. Normally the cafeteria likes to have 2 to 3 months' worth of operating expense available and that is exactly where we are so we are in line with the reserves for cafeteria funding. The two graphs in front of you – one is for two high schools and one is for the two middle schools. These show the actual charging that has been done this year. They really vary. The first week of school there were so many charges at Kingman High School – almost \$3,000. It varies from week. Kingman High School is sitting with \$6,248 in charges currently. Every day it is up and down on what is charged and what comes in for revenue. You can see at Lee William High School the charges also go up and down. Two high schools together have a total of \$8,192.93 in charges this year. For the middle schools the report reads the same, fairly large charges for the first week and then it tapers off.

Mrs. Young – this is the first year we did charge or no charge authorization forms at the high schools, correct?

Mrs. Loomis – yes. We received 577 that do not want their children to charge. We got a total of 1,766 forms returned. We fixed the accounts so they cannot charge.

Ms. Voss Barthlow – it has helped some then?

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Mrs. Loomis – somewhat – we still have the charges that were carried over from last year. Kingman High still owes \$12,000 from last year. If a high school student does not pay off their debt by the time they graduate, they will not be able to walk at graduation.

Dr. Lucero – what are our procedures for contacting parents owing money?

Mrs. Loomis – every school makes 20 calls per day and 20 letters per week. They call the first 20 one day, the next day they call the next 20 on the list and so on. We have the one call system that we use to send out calls. We do send letters home with the student.

Ms. Voss Barthlow – thank you Mrs. Loomis you just keep doing what you do until we make a change.

**Item 14 – Select and approve date and time for Financial Workshop meeting in November. Possible dates November 2, 3, 5, or 6, 2015:** Dr. Lucero made a motion to set the meeting for November 5, 2015, at 11 am. Ms. Voss Barthlow seconded the motion. The motion passed in favor 5-0.

**Item 15 - Approve donations:** Ms. Voss Barthlow made a motion to accept with our great thanks. Dr. Brock seconded the motion. The motion passed 5-0.

Dr. Brock made a motion to adjourn the meeting. Mrs. Young seconded the motion. The motion passed in favor 5-0.

Adjourn at 3:51 pm.

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Dr. Charles Lucero, President

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Ms. Laurie Voss Barthlow, Vice President