

Kingman Unified School District #20
Regular Governing Board Meeting Minutes
3033 MacDonald Avenue, Kingman, AZ
February 14, 2017

- 1) **Called to order at 5:30 pm** Action
- 2) **Pledge of Allegiance was said** Action
- 3) **Roll Call:** Action
Dr. Charles Lucero – Present **Mr. Bruce Ricca – Present** **Mrs. Beth Weisser - Present**
Dr. Jeri Brock – Absent **Mrs. Carole Young – Present**

- 4) **Call to the Audience:** Discussion
Ron Bahre – here to discuss the substitute item on the agenda tonight. If we are in such budget crisis where we are thinking of making cuts or doing away with some programs? How are we going to be able to pay another company to hire subs we have now and more? Subs that are coming up to 21 weeks, have we notified them retirement pay (10%) comes out of their check at the 21st week? My wife subs and we found this out last year. It is going to cost more money, not saving us. It would be easier to increase our sub pool instead of looking at other ways.

Kent Simmons – provided this handout to Board Members and Mr. Jacks and went over it.
My experience:

- Why I subbed
 - King. Middle School
 - KHS
 - Lee Williams
 - Manzanita Elementary
 - White Cliffs Middle School

Goal: Teachers in the classroom. Substitute teacher shortage is systemic to the absenteeism in the schools.

- Teacher absenteeism:
 - Health
 - Personal issues i.e. home and family
 - Reward/Discipline/Ownership
 - Determine absent day-of-the-week occurrences
 - Extended weekend infractions
- Substitutes:
 - Sense of making a difference
 - Wages
 - Classroom size and lesson plans
- Possible measures to address both issues
 - Austerity—justifying expenditures and jobs with a critical eye
 - Review of bidding processes
 - Motor pool—alternative models i.e. satellite campuses
 - Extra-curricular activities
 - Sale or rental of unused properties
 - Employee natural attrition
 - Review all per-diem expenses and “extra” benefits i.e. food at meetings
 - Increase awareness of tax-credit from state
 - Compare statistics regarding 5-day versus 4-day work-weeks for accurate picture of absenteeism
 - For \$1000 bonuses, too, i.e. how many employees actually are/have moved to perfect attendance beyond the employees who have already demonstrated perfect attendance
 - Better management of existing resources (example of books)
 - Offset increased expenses in compensation to teachers by revenue-neutral planning and austerity
 - Make teachers the focus for deeper commitment in monetary increases and decrease the number of administrators

5) Reports

Discussion

- **Superintendent Roger Jacks**

- ❖ The chairs and tables in the Board Room are due to a Texas Corporation. They do consumer shows and after they have used the equipment approximately 5 times, they donate the items to schools and nonprofit organizations. They sent out an email to school districts around Bullhead City to see if they were interested in receiving some of the furniture. Jeri Wolsey, Craig Schritter, and Julie Tapia went to Bullhead City to look at it. Jeri Wolsey's husband owns a trucking company. He donated his time and drivers to pick up the furniture. We were able to update the Board Room with the chairs and table. The chairs we had had been in use for 10 years or so. We were able to put these to use in other departments and schools. There are a few more items we need to pick up. These items were donated to us for nothing, absolutely free. Estimated value will be on the Board Agenda for March.

- **Board Reports - None**

6) Approval of Routine Orders of Business.

Action

A. Approve Minutes

January 10, 2017 Regular Governing Board Meeting
 January 25, 2017 Executive Governing Board Meeting
 January 25, 2017 Board Workshop

B. Approve Vouchers

1. KUSD Vouchers: 2080-2091
 2. KUSD Payroll Vouchers: 31-35, 37-38, 1032-1037, 1039-1040

C. Approve Certified Personnel Ratification as per attached list, including the following:

	Name	Position	Site	Date
Resignations	Robert Vranas	5th Grade	Manzanita	1/17/2017
	Gino Scardina	Physical Education	Kingman Middle School	2/2/2017
Leave of Absence	Lea Shepherd	Art	Black Mountain	1/17/2017
	Isaiah Ward	Assistant Principal	White Cliffs Middle	12/20/2017
Employed	Robert Travers	Language Arts	Kingman Middle School	2/8/2017
	Denisha Moodley	Science	Kingman Middle School	3/20/2017
	Natalie Martos	Athletic Trainer/Medical Terminology	Lee Williams High	3/27/2017
Transfer	Heather Shaw-Burton	Director of Administrative Services	District Office	1/17/2017
	Ahron Sherman	Business and Finance Manager	District Office	1/17/2017
	William Kern	Title One Social Studies Interventionist	Kingman High School	3/8/2017
Title Change	Jeri Wolsey	Assistant Superintendent of Instruction	District Office	1/25/2017

D. Approve Classified Personnel Ratification as per attached list, including the following:

	Name	Position	Site	Date
Terminations	Eleanore Land	SPED Para educator V	Kingman Middle School	1/25/2017
	Robert Deets	SPED Para educator V	Manzanita Elementary	1/19/2017
Resignations	Taylor Brown	SPED Para educator IV	Little Explorers/La Senita	12/22/2016
	Patricia Furtado	Bus Monitor	Transportation	1/17/2017
	Brandy Padilla	Cafeteria Helper	Manzanita Elementary	1/17/2017
	Sarah Kufleitner	Administrative Assistant	Cerbat Elementary	1/19/2017
	Biomara Riod-Marquez	Cafeteria Helper	White Cliffs Middle School	2/2/2017
	Dawn Wesner	Dispatcher	Transportation	1/20/2017
	Bethany Brown	Nurse	Kingman Middle School	1/25/2017
	Jennifer Murphy	SPED Para educator IV	Hualapai Elementary	1/26/2017
Deceased	Shauna Campbell	SPED Para educator V	Kingman High School	1/2/2017
Return from Leave	Galen Neiderhiser	Lead Groundskeeper	Kingman High School	1/9/2017
	Editha Knott	Cafeteria Helper	Food Services	1/24/2017
Leave of Absence	Editha Knott	Cafeteria Helper	Food Services	1/3/2017
Transfers	Kassie Smith	General Clerk	Desert Willow Elementary	1/9/2017
	Cynthia Vawter	Para educator II	Desert Willow Elementary	1/9/2017
	Cindy Page	Attendance Clerk	Manzanita Elementary	1/9/2017

	Veronica Martinez	Attendance Clerk	Kingman Middle School	1/9/2017
	Cori Weimer	Secretary	Kingman Middle School	1/9/2017
	Robert Bunch	Bus Driver	Transportation	1/9/2017
	Billy Neal	Bus Driver	Transportation	1/9/2017
	Marianne Nunez	SPED Para educator IV	Little Explorers/La Senita	1/17/2017
	Deborah Proudfoot	Cafeteria Helper	Kingman High School	1/24/2017
	Timothy Hoppin	Bus Driver	Transportation	12/12/2016
	Dominic Huizenga	Groundskeeper	Lee Williams High School	1/23/2017
	Stephen Pike	Groundskeeper	Maintenance	1/23/2017
	Alana Shoopman	Bus Driver	Transportation	1/25/2017
Employed	Honey Cole	SPED Para educator IV	Little Explorers/La Senita	1/9/2017
	Juan Castro	Bus Driver in Training	Transportation	1/9/2017
	Chaya Dye	Bus Driver in Training	Transportation	1/9/2017
	Rita Turnley	Bus Driver in Training	Transportation	1/9/2017
	Andrew Pierce	Bus Driver in Training	Transportation	1/9/2017
	Alisha Gray	Para educator I-Kindergarten	Black Mountain	1/10/2017
	Brittany Wallace	Substitute CDC Caregiver	La Senita/Little Explorers	1/10/2017
	Kayla Hilderbrand	SPED Para educator IV	La Senita/Little Explorers	1/9/2017
	Nicki Gunckel	Substitute Cafeteria Helper	Food Services	1/9/2017
	Robin Hancock	Receptionist	Lee Williams High School	1/9/2017
	Maria Kirby	SPED Secretary	Lee Williams High School	1/9/2017
	Shanna Averett	Substitute Cafeteria Helper	Food Services	1/9/2017
	Allison Bryan	Substitute Cafeteria Helper	Food Services	1/9/2017
	Cassandra Story	SPED Para educator II	Kingman Middle School	1/23/2017
	James McCall	SPED Para educator III-Ed Intervener	Manzanita Elementary	1/17/2017
	Jennifer Murphy	SPED Para educator IV	Hualapai Elementary	1/24/2017
	Jessica Hernandez	SPED Para educator V	Desert Willow Elementary	1/30/2017
	Edith Murray	SPED Para educator V	Cerbat Elementary	1/30/2017
	Julie Lasham	Grants-GFA Coordinator I	District Office	2/13/2017
	Brianna Bakunowski	Dispatcher	Transportation	2/6/2017
	Kelsey Nugent	SPED Para educator V	Hualapai Elementary	2/6/2017

- E. Approve the December, 2016 Financials
- F. Approve the Extra Curricular Activity Fee Schedule
- G. Approve School Fundraisers (listed in board packet)
- H. Approve 7 students and 2 sponsors with Lee Williams Chess Team to travel to a National Chess Tournament in Nashville, TN, on May 10, 2017

A motion was made to approve the consent agenda by Mrs. Weisser

The motion was seconded by Mrs. Young

Dr. Lucero – next month can Heather and/or Ahron give us a report on when a teacher leaves their contract what happens to the money like 301 or other incentives? Mr. Jacks – of course

The motion to approve the consent agenda passed in favor 4-0

7) Approve Ahron Sherman as check signer on Payroll Account and Tax Account at Wells Fargo Bank

Action

Mrs. Burton-Shaw – Ahron’s new position requires he be able to sign on these accounts.

A motion to approve Ahron Sherman as check signer on Payroll Account and Tax Account at Wells Fargo Bank was made by Mrs. Young

The motion was seconded by Mrs. Weisser

The motion to approve Ahron Sherman as check signer on Payroll Account and Tax Account at Wells Fargo Bank was passed in favor 4-0

8) Approval of Request for Proposal for District Guard Services

Action

Mr. Oder – this is a proposal to go out for bids for guard services for the district. We think we can see some savings in doing this. This is the start of the process.

Dr. Lucero - does LWHS use a different service? Mr. Oder – no. Dr. Lucero – they are not listed on RFP. Mr. Oder – I apologize, I will add them.

Mrs. Weisser - is this for the 16/17 school year? Dr. Lucero - it is for the 17/18 school year.

A motion to approve the request for proposal for district guard services was made by Mrs. Weisser.

Mrs. Young seconded the motion

Mr. Ricca - this is to go out for bids? Haven't they been doing a good job for us? Mr. Oder - we have been approached by other companies. There have been some changes with Guard Force and with the minimum wage increase they were hinting they would increase their service. We would like to go out for another bid. Mr. Ricca – is the bid sealed? Mr. Oder - yes, they are opened and reviewed by a committee. This RFP allows us some negotiation leverage.

The motion to approve the request for proposal for district guard services passed in favor 4-0.

- 9) **Approve the request for a renewal of existing multi-awarded Southwest Hospitality and Lee's Uniforms for District logo shirts and apparel services for an additional year** Action

Mr. Oder – this is just a renewal for another year. We did not see any savings in the district to send this out for a bid.

A motion to approve the request for a renewal of existing multi-awarded Southwest Hospitality and Lee's Uniforms for District logo shirts and apparel services for an additional year was made by Mrs. Weisser.

Mr. Ricca seconded the motion.

Mr. Ricca – what is Southwest Hospitality and what do they do for us? Dave - they do provide the school and staff shirts. They do have other items, party type things.

The motion to approve the request for a renewal of existing multi-awarded Southwest Hospitality and Lee's Uniforms for District logo shirts and apparel services for an additional year passed in favor 4-0

- 10) **Approval of Request for Proposal for Substitute Personnel Services** Action

Mrs. Shaw-Burton – as Mr. Oder was saying with the event of Prop 206 there are some new things on the horizon. Specifically sick leave tracking and A.S.R.S. tracking and Affordable Care Act with the benefits. With 206 there was a growth of 3rd party staffing companies reaching out to school districts to manage the logistics. They would use the software we already have in place, AESOP. We would like to see what is out there by asking for bids. This does not hold us to anything.

Mrs. Young – do we have any grants that would pay for 3rd party? Mrs. Shaw-Burton – No. Mrs. Young - the savings would be payroll taxes? Mrs. Shaw-Burton - yes, and staffing at district level. Mr. Ricca – we have a shortage of substitute teachers, correct? Mrs. Shaw-Burton - we want to have a large pool. We hope this would increase the pool. Mrs. Young – with Prop 206 we will have more tracking of sick leave?

Mrs. Shaw-Burton - it requires our on call employees to earn 1 hour of sick leave for each 30 hours they work.

Dr. Lucero – what is cost in the budget?

Mrs. Shaw-Burton - overall \$3-400,000 per year. Our subs are paid \$100 a day and for long term \$130 per day. That would not change.

Mrs. Young - how do we recruit? Mrs. Shaw-Burton – we place ads in paper, reach out to retirees, and posted online.

Mrs. Young - what would a 3rd party vendor do that we don't do? Mrs. Shaw-Burton – the savings will be in tracking.

Dr. Lucero - right now we are just getting information, correct? Mrs. Shaw-Burton – yes.

Mrs. Weisser - for a sub what is required? Mrs. Shaw-Burton – AA degree or it is better for them to have a BA. They are required to pay for their fingerprint and background and for a substitute certificate.

Mrs. Young - you will come back with a cost analysis to show what we are doing now as to what we could save? Mrs. Shaw-Burton – yes.

Mr. Jacks - a concern we have is it is demoralizing for a school when they have a teacher absent and we cannot find a substitute. We have that happen more often than we like to see. We like to have 100 subs in our pool. Any given day you are lucky if you get 50 of those that can work. Another thing that takes away is when we are short teachers. We use our very best subs to cover those classes as long term subs. Those are some reasons we feel we need to explore all the venues out there.

Mr. Ricca made a motion for the approval of request for proposal for substitute personnel services

Mrs. Young seconded the motion

The motion for the approval of request for proposal for substitute personnel services passed in favor 4-0.

- 11) **Budget Revision for fiscal year 2017 budget** Information

Mrs. Shaw-Burton – I wanted to talk briefly. We were not required to do a revision because we were so close in our budget. Good news is student enrollment still continues to be up around 50-60 students. We smoothed out our salaries and benefits. That was the only small revision we made.

- 12) **Approve March Board Meeting date to be moved to Monday, March 6, 2017, due to intersession.** Action

Mrs. Young made a motion to approve March Board Meeting date to be moved to Monday, March 6, 2017, due to intersession

Mrs. Weisser seconded the motion

The motion to approve March Board Meeting date to be moved to Monday, March 6, 2017, due to intersession passed in favor 4-0

13) Set date for Board Budget Workshop

Action

Mrs. Young made a motion to set the Board Budget Workshop for Friday, February 24, 2017, at 8:00 am.

Mr. Ricca seconded the motion

The motion to set the Board Budget Workshop for Friday, February 24, 2017, at 8:00 am passed in favor 4-0

14) Approve Donations:

Action

Lee Williams High School

- Parker Unified School District donated \$150 for wrestling
- Kroeger donated \$138.77 for Chess
- Students and Faculty donated \$73 for pies for Avery Thornton
- Sylvia Shaffer donated \$360 to wrestling
- Raymond Sanchez donated \$100 for wrestling
- Westside Mobile donated \$500 in a grant

White Cliffs Middle School

- True Value donated pint for Health Office mural value of \$100.00
- Joe Juelfs donated Boys Basketball uniforms value of \$1,586.03
- Miranda Hobbs donated cooking supplies for 21st CCLC Programs value of \$165.41

Black Mountain

- Deb & Brett Dunham donated \$400.00
- Mr. & Mrs. Pattillo donated a refrigerator
- Mr. & Mrs. Pattillo donated \$400.00
- Kim Pattillo donated \$200.00

Hualapai Elementary

- Andy Devine Mobile donated \$500

Mrs. Weisser made a motion to approve the donations

Mr. Ricca seconded the motion with our gratitude

The motion to accept the donations passed in favor 4-0

15) Adjourn

Action

Mrs. Young made a motion to adjourn the meeting

Dr. Lucero seconded the motion

The motion to adjourn the meeting passed in favor 4-0

Adjourned 6:14pm

Dr. Charles Lucero, President

Dr. Jeri Brock, Vice President