

**Kingman Unified School District #20**  
**Regular Governing Board Meeting Minutes**  
**3033 MacDonald Avenue, Kingman, AZ**  
**June 13, 2017**

- 1) Called To Order at 5:30 pm Action
- 2) Pledge of Allegiance Action
- 3) Roll Call – Board Members Present; Dr. Charles Lucero, President; Dr. Jeri Brock, Vice President; Mr. Bruce Ricca, Member and Mrs. Beth Weisser, Member. Mrs. Carole Young was absent. Action
- 4) Recognition of Retirees for the 2016/2017 school year: Presentation  
 Mr. Jacks and Dr. Lucero presented the plaques to retirees.

Name	Title	Site	Retire date	Years of service
Jacqueline Bailey	Paraeducator II	Cerbat Elementary	May 24, 2017	10
Ernest Tapia	Custodian	Manzanita	April 14, 2017	25
Diane Ahlers	Secretary	Manzanita	December 22, 2016	22
Christianne Nutt	Human Resource Director	District Office	January 16, 2017	20
Marisusan Casson	Director of Special Education	District Office	June 30, 2017	16
Joy Lightner	Teacher	Kingman Middle	May 25, 2017	13
Richard Wilburn	Custodian	District Office	June 30, 2017	25

- 5) Call to the Audience (The Board will listen to any comment from the public but will not respond except as permitted by A.R.S. § 38-431.01(G). The Board may refer the item to the administration or request to have it placed on a future agenda.) Discussion

Carrie Hernandez – I am here to bring to your attention a problem at KMS in the algebra honors program.

Sadie Malmin – I am here to talk with you about the district wide school approved apparel policy. I have been here 8 years and have seen the policy getting enforced less and less.

- 6) Reports Discussion
  - Superintendent Roger Jacks – Continuing to collect data on Palo Christi. We have been in several conversations with our school lawyers. They are waiting for the rest of the data to get to them regarding the assessed value. We have contractors evaluating Palo Christi free of charge. Our goal is to have all the data by the end of next week, get it to our lawyers, and hopefully bring it to the Board next month.
  - Board Reports – Bruce Ricca – Beth and I attend ASBA Summer Leadership Conference in Flagstaff. I thoroughly enjoyed everything I learned. A lot of good information came from it.
  - Beth – it gets overwhelming with everything we need to do as a Board.

- 7) Approval of Routine Orders of Business. Action

A. Approve Minutes  
 May 19, 2017

Regular Board Meeting

B. Approve Vouchers

- 1. KUSD Vouchers: 2125-2136
- 2. KUSD Payroll Vouchers: 48-54, 1052-1059

*Members of the public may view the content of the vouchers 24 hours prior to the board meeting in the district office.*

- C. Approve Certified Personnel Ratification as per attached list
- D. Approve Classified Personnel Ratification as per attached list
- E. Approve the April 2017 Financials

- F. Approve the Extra Curricular Activity Fee Schedule
- G. Approve School Fundraisers (listed in board packet)

A motion to approve the consent agenda was made by Dr. Brock  
 The motion was seconded by Mr. Ricca  
 The motion to approve the consent agenda passed in favor 4-0

- 8) Approve check signers for the 2017/2018 school year; Roger Jacks, Jeri Wolsey, Heather Shaw Burton, Ahron Sherman, Alex Mayo and Tonya Green. Action

Dr. Brock made a motion to approve check signers for the 2017/2018 school year; Roger Jacks, Jeri Wolsey, Heather Shaw Burton, Ahron Sherman, Alex Mayo and Tonya Green  
 Mrs. Weisser seconded the motion  
 The motion to approve check signers for the 2017/2018 school year; Roger Jacks, Jeri Wolsey, Heather Shaw Burton, Ahron Sherman, Alex Mayo and Tonya Green passed in favor 4-0

- 9) Approve Ahron Sherman as Student Activities Treasurer for the 2017/2018 school year. Action

Mrs. Weisser made a motion to approve Ahron Sherman as Student Activities Treasurer for the 2017/2018 school year  
 Dr. Brock seconded the motion  
 The motion to approve Ahron Sherman as Student Activities Treasurer for the 2017/2018 school year passed in favor 4-0

- 10) Approve Ahron Sherman to verify the District's ending fiscal year cash balances for the County Treasurer Action

Dr. Brock made a motion to approve Ahron Sherman to verify the District's ending fiscal year cash balances for the County Treasurer  
 Mr. Ricca seconded the motion  
 The motion to approve Ahron Sherman to verify the District's ending fiscal year cash balances for the County Treasurer passed in favor 4-0

- 11) Approve request to renew sole source declaration for Spalding Education International Action  
 Mr. Oder – we have been using them and would like to continue for the next school year with your approval.

Dr. Brock made a motion to approve request to renew sole source declaration for Spalding Education International  
 Mr. Ricca seconded the motion  
 The motion to approve request to renew sole source declaration for Spalding Education International passed in favor 4-0

- 12) Approve request to award contract for district security services, RFP#; DO-16-17-2017, to Desert Mountain Security Action

Mr. Oder – This would be a new district security services company for us. A lot was due to pricing. We have used Guard Force for over 10 years. They came in the highest and things there have changed. Desert Mountain is a local company and I feel they would be good for us.

Dr. Brock made a motion to approve request to award contract for district security services, RFP#; DO-16-17-2017, to Desert Mountain Security  
 Mrs. Weisser seconded the motion  
 Dr. Lucero – are they at other school districts?  
 Mr. Oder – no, not schools. They do have MCC in BHC and other business in the community. Dr. Lucero - are you comfortable with them working around students? Mr. Oder – yes, they are trained. They have to be certified, finger printed, all of that. We put together a list of things they are required to do. Mr. Venenga helped come up with the list. They were fine with everything on the list.  
 Dr. Lucero – we have them at the two middle schools in town, but not at Black Mountain? Mr. Jacks, yes, that is due to student population.  
 Motion to approve request to award contract for district security services, RFP#; DO-16-17-2017, to Desert Mountain Security passed in favor 4-0

- 13) Approve Request to renew Multi-Award for District Special Needs Service, RFP #: DO-13-14-1320 Action  
 Mr. Oder – Jeri Wolsey negotiated the contracts. We did not have a lot of people putting in for the bid. Mrs. Wolsey is very comfortable with these.
- Mrs. Weisser made a motion to approve Request to renew Multi-Award for District Special Needs Service, RFP #: DO-13-14-1320  
 Dr. Brock seconded the motion  
 The motion to approve Request to renew Multi-Award for District Special Needs Service, RFP #: DO-13-14-1320 passed in favor 4-0
- 14) Approve Cafeteria bids includes cafeteria food and paper; FS 17-18-01 weekly, FS 17-18-03 warehouse, FS 17-18-05 close out/onetime special buys/novelty items, FS 17-18-07 milk bid for July 1, 2017 thru June 30, 2018 Action  
 Mr. Mayo – I ask for approval on these bids.  
 Mrs. Weisser made a motion to Approve Cafeteria bids includes cafeteria food and paper; FS 17-18-01 weekly, FS 17-18-03 warehouse, FS 17-18-05 close out/onetime special buys/novelty items, FS 17-18-07 milk bid for July 1, 2017 thru June 30, 2018  
 Mr. Ricca seconded the motion  
 Dr. Brock – are there any significant changes? Mr. Mayo – no.  
 The motion to approve Cafeteria bids includes cafeteria food and paper; FS 17-18-01 weekly, FS 17-18-03 warehouse, FS 17-18-05 close out/onetime special buys/novelty items, FS 17-18-07 milk bid for July 1, 2017 thru June 30, 2018, passed in favor 4-0
- 15) Approve proposed budget for fiscal year 2018 Action  
 Mrs. Shaw-Burton – we have M&O at \$39 million and Capital is at \$2 million. In regards where this looks as compared to budget meetings, there have been some small changes. We thought capital would be 1.7 million; however, the state made changes on how we code certain expenses. Textbooks need to be capital. It used to be under M&O. A note is actual budget provided by state for capital, DAA, is \$450,000 next year.  
 Dr. Lucero what were you projecting? Mrs. Shaw-Burton – \$1.7 million  
 We were within a few thousand dollars of the board workshops. We did have the minimum wage / classified salary adjustment compression.  
 State mandated 1.06% raise for teachers – which is additional monies the state allotted to us. It is strictly for classroom teachers. Not TOA, librarians, no one on Smart Schools is eligible.  
 Many districts are, and we would like to, put as a stipend. We will need to do a November budget revision and will know exactly what we need to pay out for this raise. There are different requirements to qualify for the raise.  
 We have seen team effort with fiscal management across the district. We have had a very successful year staying in our budget. It looks like we will be able to do a tiered loyalty stipend just before winter break.  
 With our cash flow we have seen some positive trends. April and May tax revenues have been successful with what was projected.
- Dr. Lucero - Where did student count end up? Mrs. Shaw-Burton – We have been consistently up about 60 students.  
 Mrs. Weisser – you have to calculate who was here the whole year and who was a teacher in Arizona in another district or who was not in Arizona for the 1.06% increase, correct? Mrs. Shaw-Burton – yes, it is like a loyalty stipend in Arizona.  
 Dr. Lucero – we are just giving the go ahead for the proposed budget. The budget will get discussed and approved in July, correct? Mrs. Shaw-Burton – yes.
- Dr. Brock made a motion to approve proposed budget for fiscal year 2018  
 Mr. Ricca seconded the motion  
 The motion to approve proposed budget for fiscal year 2018 passed in favor 4-0
- 16) First reading of proposed updated KUSD #20 Facility Use Manual Discussion  
 Mr. Jacks – we wanted to do this as a first reading so you have the next 30 days to look it over to see if there are any changes you would like to see or if you have questions. I sat down with Craig Schritter and we went through this page by page to clean it up.

We will run through our school lawyers to make sure everything is legal. We would like to have any input from the Board in the next 1-2 weeks.

17) First Reading in change of policies as suggested by Arizona School Board Association, (ASBA):

Discussion

- EEAG – Student Transportation in Private Vehicles
- EEAG-R - Student Transportation in Private Vehicles
- EEB – Business and Personnel Transportation Services
- EFDA – Collection of Money/Food Tickets
- JL – Student Wellness
- A – District Mission and Belief Statement

Dr. Brock – are the cafeteria charges on students from when they started accruing in KG. Mr. Mayo – yes. Mr. Jacks – one of the changes is coming from the USDA on bad debts. Once it is determined a bad debt it has to be reimbursed by our M&O dollars.

Dr. Brock – we cannot write it off if we don’t collect at graduation? We have to pay? Mr. Jacks – yes.

Dr. Brock – do we still have the collections lady?

Mr. Mayo – we do not have a designated person anymore. We call, send Onecalls when they reach \$15 or more. A bad debit would be ones who have graduated owing money as well as the students who have left the district totaling over \$9,000.

Dr. Brock - are our meals \$5.00 a piece? Do we have them fill out the free and reduced form?

Mr. Mayo – no, what we have implemented is the \$15, not the number of meals. We send out the free and reduced forms all the time.

Mrs. Weisser –is it doable to have staff at every registration? Mr. Mayo - we are doing that at this next registration.

Mr. Ricca – we don’t let high school students charge anyway, right? Mr. Mayo – yes, we let everyone charge.

18) **Approve Donations:**

Action

**KUSD #20 Central Kitchen / Food Services Alex Mayo** - I want to express our deepest gratitude to KRMC and Terrie Naylor for their most generous donation of \$4,300.00 with their penny war fund raiser. This money is designated to pay off all of our seniors’ lunch debt and will definitely do so.

**Cerbat Elementary**

Aquarius Casino	3 day 2 night stay - Teacher Appreciation
Avi Resort	3 day 2 night stay - Teacher Appreciation
Walmart	2 - \$50 Gift Card - Teacher Appreciation
Wet and Wild	2 All day passes - Teacher Appreciation
The Green Hole	2 - \$25 Gift Cards - Teacher Appreciation
Sam’s Club	1 - \$25 Gift Card - Teacher Appreciation
Subway	Lunch for All Teachers - Teacher Appreciation
College Park Baptist Church	Lunch for all Teachers - Teacher Appreciation
Smith’s	120 Water Bottles/apples/cookies
Safeway	\$25.00 Gift Card
El Tio Taco Shop	Lunch for all Teachers - Teacher Appreciation
Pepsi Bottling Group	3 - 24 pack Aquafina, 3 Cases Pepsi - 2 Cases Diet Pepsi - Teacher Appreciation
Pizza Hut	8 large Pizzas - Teacher Appreciation
Papa Murphy’s	10 Large Pizza - Teacher Appreciation
Kingman Chophouse	1 - \$25 Gift Card - Teacher Appreciation
Maurice’s	1 - \$25 Gift Card - Teacher Appreciation
Gossner Food Inc	3 cases of Milk - Teacher Appreciation
In-N-Out Burger	10 Meal Cards - Teacher Appreciation
IHOP	Breakfast for staff - Teacher Appreciation
Lin’s Little China	1 - \$25 Gift Card - Teacher Appreciation
Coca Cola	4 Cases Soda - Teacher Appreciation
99 Cent Store	\$10 Gift Card -Teacher Appreciation
Domino’s Pizza	3 large Pizza - Teacher Appreciation

Don Laughlin Riverside Resort and Casino	3 day 2 night stay - Teacher Appreciation
El Palacio	2 Free Meals -Teacher Appreciation
Chipotle	7 Free Meals + teachers at free with id on 5/11 - Teacher Appreciation
Chili's	1 - \$25 gift card - 1 \$20 Gift Card -Teacher Appreciation
Bashas	4 - \$25 gift card - Teacher Appreciation
Brenden Theaters	4 movie passes - Teacher Appreciation
Krisann Arnold	2 Cakes - Teacher Appreciation
Tawny Udy	Time to organize and plan teacher appreciation - Decorations and room set up
Starbucks	Cake Pops to Ms. Colbert's 3rd Grade Class
Arizona Science Center	Tickets to the Science Center for Science Fair winner.
Kiwanis	2 bikes for 4th Grade BUG of the year + 4 pizza parties for BUGS + 4 cases of water for field day.
Smith's Food	Donation of ½ the food supplies for the Home Ec. Dinner
Family Dollar - Northern	1 paper size box full of assorted chocolate bars

### Desert Willow

- Chipotle donated 11 gift cards as a gift for employees leaving
- Calico's donated Sunday Buffet Gift Certificate for a gift for leaving employees
- Siren's Café donated a \$20 gift certificate for a gift for employees leaving
- Rutherford's 66 Diner donated three \$25 gift certificates for a gift for employees leaving
- Garlic Clove donated four \$25 Gift Certificates for a gift for employees leaving

### Black Mountain

#### Items donated for their Field Day

- 800 Hot dogs-Golden Valley Assembly of God
- 30 bags of ice-Sonic Golden Valley
- 19 bags of ice, 4 bottles of syrup-American Legion
- 120 hot dogs & buns-Coast in Gas
- 80 hot dogs, 5 cases water-Cattle Crossing
- Several packs of napkins -Students
- Bags of buns-Students
- Bags of chips-Students
- 10 bottles of ketchup-Students
- 10 bottles of mustard-Students
- Snow cone syrup-Students
- Buckets, baby oil, sponges-Students
- Cups for snow cones-Students
- Water-Students
- \$100.00 cash from-Justice Skelly Wright to purchase Field day items

Dr. Brock made a motion to approve the listed donations with our many thanks

Mr. Ricca seconded the motion

The motion to approve the listed donations passed in favor 4-0

#### 19) Adjourn

Dr. Brock made a motion to adjourn the meeting

Mrs. Weisser seconded the motion

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

Adjourned at 6:29 pm

Action

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Dr. Charles Lucero, President

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Dr. Jeri Brock, Vice President