



## MISSION

The Western Arizona Vocational Education District, collaborating with business and community, provides students' academic, career, and technical preparation for a global competitive marketplace.

**WESTERN ARIZONA VOCATIONAL EDUCATION DISTRICT  
GOVERNING BOARD  
WEDNESDAY, JUNE 7<sup>TH</sup>, 2017  
5:30 P.M. – REGULAR BOARD MEETING  
PARKER HIGH SCHOOL – LIBRARY  
1600 S Kofa Ave. Parker, AZ 85344**

## MINUTES

**NOTE:** The Governing Board received the staff reports and recommendations, plus supporting documentation from staff for all the items on the agenda. This information was distributed not less than 24 hours prior to the meeting date in accordance with District Policy BEDBA. Individual Board Members contact staff with any questions regarding agenda items. As a result of this preparation, items that appear to be routine will typically be handled very quickly, and discussion on disputed or questionable items can begin from a position of general understanding.

**NOTE:** The Governing Board, by a duly passed motion, may vote in public session to adjourn to executive session on any agenda item in compliance with A.R.S. Section 38.431.03, including legal advice from its attorney. *IN ACCORDANCE WITH A.R.S. SECTION 38-431.03 (A) THE GOVERNING BOARD, BY A DULY PASSED MOTION, MAY ADJOURN TO EXECUTIVE SESSION TO DISCUSS CONFIDENTIAL MATTERS THAT MAY ARISE CONCERNING AN AGENDA ITEM REGARDING (1) PERSONNEL; (2) RECORDS EXEMPT BY LAW FROM PUBLIC INSPECTION; (3) CONSULTATION WITH LEGAL COUNSEL; (4) DISCUSSION WITH LEGAL COUNSEL REGARDING PENDING OR CONTEMPLATED LITIGATION; (5) NEGOTIATIONS WITH EMPLOYEE ORGANIZATIONS; (6) INTERNATIONAL AND INTERSTATE NEGOTIATIONS; AND (7) NEGOTIATIONS REGARDING PURCHASE OR LEASE OF REAL PROPERTY.*

## **CALL TO ORDER**

Board Chair Eigenbrodt called the meeting to order at 5:30 p.m.

## **PLEDGE OF ALLEGIANCE**

Board Member Duranceau led the Pledge of Allegiance.

## **ROLL CALL**

### **Board Members Present:**

Jim Cave  
Jane Sloan  
Mike Chumley  
Rosemarie LeFebvre  
Tom Duranceau  
Michael Eigenbrodt

**Board Members Not Present:**

James Gray

**Others present:**

Superintendent West, Bev Goolsby, Gina Covert, Kim Matie, Nick Bompezzi

**CALL TO THE PUBLIC**

None.

**AGENDA MODIFICATIONS:**

No motion to modify.

**WAIVER MOTION:**

**Motion:** Board Member Cave made a motion to waive the reading in full resolutions presented for adoption at this meeting. Board Member LeFebvre seconded the motion.

**Vote:** A vote was taken on the motion. AYES: Chumley, Eigenbrodt, Duranceau, LeFebvre, Cave, Sloan. NAYES: None. **MOTION CARRIED.**

**SUPERINTENDENTS REPORT**

Superintendent West reviewed her monthly events to include district operations, travel and updates. She also introduced WAVE Program Coordinator, Kim Matie to the Governing Board.

**WAVE OUTSTANDING WORK AWARD**

There were no Wave Outstanding Work Awards. Superintendent West did want to extend a special thanks from the Governing Board and herself to Nick Bompezzi wishing him well in his new endeavors. Superintendent West presented the Arizona State Legislature Award of Excellence in Education from Arizona State Representative Regina Cobb (who was unable to be present tonight). This award is in recognition of Mr. Bompezzi's outstanding contribution to education and joint technical education districts.

**CTE DIRECTOR REPORTS**

As included in the Board packet. Mrs. Covert, CTE Director for Colorado River Union District, also presented to the board an exciting event that just happened involving Michelle Leyendecker, Early Childhood Development Teacher and FCCLA Advisor. Her students participated in the Lead to Feed community service project. They adopted a local food ministry program and were involved on a monthly basis unloading deliveries of produce and food from vendors that didn't sell. The students submitted a journal to FCCLA and took GOLD. As a result, they presented their charity with a \$5,000.00 check.

**GOVERNING BOARD MEMBER REPORTS**

Board Member Chumley attended the Parker FFA Banquet on Thursday, May 4<sup>th</sup>.

Board Member Sloan, has witnessed the "wow" in the food ministry program and noted the great job the students did in their community service project.

Board Member Duranceau attended Awards ceremonies at Lee Williams High, Kingman High and River Valley High. He will also be going to the ASBA Summer Conference in Flagstaff, June 8-10.

Board Chair Eigenbrodt attended the Lake Havasu awards and Chef Karla did an outstanding presentation.

### **ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA**

None.

### **CONSENT AGENDA**

- 1. Approve WAVE District operating expense vouchers.**
- 2. Discussion and possible action to approve the minutes of the May 3, 2017 Regular Board Meeting of the Western Arizona Vocational Education District.**

**Motion:** Board Member Duranceau made a motion to accept the Consent Agenda as presented. Board Member LeFebvre seconded the motion.

**Vote:** A vote was taken on the motion. AYES: Chumley, Eigenbrodt, LeFebvre, Cave, Duranceau, Sloan NAYES: None. **MOTION CARRIED.**

### **NEW BUSINESS**

- 3. First reading in change in policies as advised by the Arizona School Boards Association – Policy Services Advisory #584-587.**

Information only. Superintendent West explained the policy advisory process and 586-587 do not apply to us. These items will be presented for approval at the second reading during the Board meeting on August 2, 2017.

- 4. Discussion and possible action to approve new courses and programs as central/concurrent programs as listed:**
  - Early Childhood Education/Education Professions
  - Automotive Collision Repair
  - Automotive Technology

Superintendent West had previously presented the satellite campus programs and now these are the three new central programs that are being offered. It is part of the Governing board responsibilities to approve these courses/programs. These courses do follow the Joint Technical Education District criteria.

Board Member Duranceau stated that new programs have to meet so many standards but yet the State does not require this from other districts. Board Member LeFebvre wanted clarification on the programs that the fees stated are per student. Superintendent confirmed this information

**Motion:** Board Member Duranceau made a motion to approve the startup of the new courses/programs as presented. Board Member LeFebvre seconded the motion.

**Vote:** A vote was taken on the motion. AYES: Chumley, Eigenbrodt, LeFebvre, Cave, Duranceau, Sloan NAYES: None. **MOTION CARRIED.**

**5. Discussion and possible action to approve JTED eligible courses and programs as central/concurrent programs per attached list.**

Superintendent West explained all of the course/program listings with Mohave Community College and WAVE Central Campus. Board Member LeFebvre asked about culinary central campus information and why the information was blank. Superintendent West stated that the Culinary program is dual enrollment therefore it is a wash in fees. We don't pay anything for those fees but we wanted to list the program on this master listing. The list can be updated to reflect those fees.

**Motion:** Board Member LeFebvre made a motion to approve the central/concurrent listing as presented. Board Member Duranceau seconded the motion. **Vote:** A vote was taken on the motion. AYES: Chumley, Eigenbrodt, LeFebvre, Cave, Duranceau, Sloan NAYES: None. **MOTION CARRIED.**

**6. Discussion and possible action to approve new programs and courses at satellite districts as listed:**

- Law, Public Safety and Security at Lake Havasu High School
- Education Professions at River Valley High School and Mohave High School
- Film and TV at Mohave High School
- Nursing Services at River Valley High School and Mohave High School
- Medical Assisting at River Valley High School

Superintendent West presented the courses that partner districts are wanting to offer in SY 17-18 that are JTED eligible.

**Motion:** Board Member LeFebvre made a motion to approve the programs and courses as presented. Board Member Sloan seconded the motion. **Vote:** A vote was taken on the motion. AYES: Chumley, Eigenbrodt, LeFebvre, Cave, Duranceau, Sloan NAYES: None. **MOTION CARRIED.**

**7. Books and curriculum resources to be on display for the required sixty (60) days beginning June 7, 2017 to be used at WAVE Central Campus.**

- National Restaurant Association Manage First – Customer Service, Servsafe, Hospitality and Restaurant Management and Foundations of Restaurant Management & Culinary Arts Level 1 and 2 (Pro Start)

Superintendent West discussed last year these materials were piloted and now we would like to formally adopt this curriculum. At this time no action is required, approval will be presented at the August 2, 2017 meeting.

**8. Information only to review compliance information on programs at satellite campuses.**

Superintendent West updated the Board on Senate Bill 1525 and the newly implemented changes for Joint Technical Education Districts regarding compliance. Joint Districts must monitor the compliance and quality of each program. Also, Arizona Department of Education will be making annual compliance visits based on an established schedule. WAVE will be doing compliance visits to each school twice a year. Programs will present evidence related to compliance and those not in compliance will be required to create a plan of action.

Superintendent West also updated the Board on the ADE visits for the current year. No action is required by the Board.

**9. Discussion and possible action to delegate the authority to certify the District's projected ending cash balance to the District's business manager.**

Mrs. Goolsby explained to the Board how this report is established. Mohave County Treasurer's Office, County School Superintendent's Chief Deputy and WAVE Business Manager have checks and balances in place to confirm this information.

**Motion:** Board Member Duranceau made a motion to approve Business Manager, Mrs. Goolsby as the authority to submit the projected districts ending cash balance report. Board Member Sloan seconded the motion. **Vote:** A vote was taken on the motion. AYES: Chumley, Eigenbrodt, LeFebvre, Cave, Duranceau, Sloan NAYES: None. **MOTION CARRIED.**

**10. Discussion and possible action to designate Beverly Goolsby as the District petty cash custodian supervisor.**

Board Chair Eigenbrodt asked for clarification of why this designate is necessary. Mrs. Goolsby stated to the Board that per USFR compliance any petty cash has to be monitored by more than one person. We have a petty cash account at the Central Campus for student fees that are paid and change is needed. It is only for this use, no supplies are purchased from this account. Mrs. Goolsby will be required to confirm this cash monthly and annually re-deposit into Maintenance & Operations account Fund 001. Each new school year the District will re-issue new petty cash funds to Central Campus staff.

**Motion:** Board Member Sloan made a motion to approve Business Manager, Mrs. Goolsby as the petty cash custodian supervisor at Central Campus. Board Member Chumley seconded the motion. **Vote:** A vote was taken on the motion. AYES: Chumley, Eigenbrodt, LeFebvre, Cave, Duranceau, Sloan NAYES: None. **MOTION CARRIED.**

**11. Discussion of business manager's financial report. Information only.**

Mrs. Goolsby presented the current financial report including the Student activities fund and Central Campus expense report.

**12. Discussion and possible action on the Districts FY18 Proposed Budget.**

**Motion:** Board Member LeFebvre made a motion to adjourn Regular Meeting into a Public Meeting for discussion of the FY18 Proposed Budget at 6:25 p.m. Board Member Cave seconded the motion. **Vote:** A vote was taken on the motion. AYES: Chumley, Eigenbrodt, LeFebvre, Cave, Duranceau, Sloan NAYES: None. **MOTION CARRIED.**

The public that was present had no requests to speak. Mrs. Goolsby presented the proposed budget, discussing different line items and where monies are to be spent. We are still waiting on current ADM numbers.

**Motion:** Board Member LeFebvre made a motion to adjourn Public Meeting into a Regular Meeting at 6:30 p.m. Board Member Cave seconded the motion. **Vote:** A vote was taken on the motion. AYES: Chumley, Eigenbrodt, LeFebvre, Cave, Duranceau, Sloan NAYES: None. **MOTION CARRIED.**

**Motion:** Board Member LeFebvre made a motion to approve the WAVE FY18 Proposed Budget as presented. Board Member Sloan seconded the motion. **Vote:** A vote was taken on the motion. AYES: Chumley, Eigenbrodt, LeFebvre, Cave, Duranceau, Sloan NAYES: None. **MOTION CARRIED.**

**13. Discussion and possible action on 2017-2018 school year Board calendar dates and locations.**

Superintendent West reviewed the calendar and requested the Board set a meeting to adopt the proposed budget and direction for the July regular meeting.

**Motion:** Board Member Duranceau made a motion to schedule a telephonic meeting to adopt the FY 18 Proposed Budget for June 21 at noon at the physical location in the County School Superintendent office; and go dark in July for Regular meeting and approve SY 17-18 Board calendar dates and locations as presented. Board Member Cave seconded the motion. **Vote:** A

vote was taken on the motion. AYES: Chumley, Eigenbrodt, LeFebvre, Cave, Duranceau, Sloan  
NAYES: None. **MOTION CARRIED.**

**14. Discussion and possible action to approve donations to WAVE Central Campus as listed:**

- Lake Havasu Hospitality Association donated \$500.
- Emilie Carnevale of Nicolino's donated pastry/baking equipment valued at \$900.
- Former chef donated cookbooks value unknown.
- London Bridget Rotary donated \$1000.
- Lake Havasu Girl Scout Troop donated \$1800 worth of cookies.
- Special thanks to Golden Corral for sharing equipment with WAVE Central Campus for events and competitions.

Board Chair Eigenbrodt read the list of donations thanking each entity for their generosity and asked for a motion.

**Motion:** Board Member Duranceau made a motion to approve the donations to WAVE Central Campus as listed. Board Member Cave seconded the motion. **Vote:** A vote was taken on the motion. AYES: Chumley, Eigenbrodt, Sloan, LeFebvre, Cave, Duranceau. NAYES: None  
**MOTION CARRIED.**

**15. Receipts of articles and correspondence. Information only.**

**16. Future agenda items.**

Superintendent West talked about some of the items that will be in the upcoming year agenda. There has been some interest in continuing the budget discussion earlier in the year, strategic planning and IGA amendments.

**17. Motion to adjourn.**

**Motion:** Board Member LeFebvre made a motion to adjourn the meeting at 6:40 p.m. Board Member Cave seconded the motion. **Vote:** A vote was taken on the motion. AYES: Chumley, Eigenbrodt, Sloan, LeFebvre, Cave, Duranceau. NAYES: None **MOTION CARRIED.**

**ADJOURNMENT**

**Dated this 7<sup>th</sup> day of June 2017.**

**Bev Goolsby, Recording Secretary**

**Michael Eigenbrodt, Board Chairperson**

Pursuant to the Americans with Disabilities Act (ADA), the WAVE District endeavors to ensure the accessibility of all its programs, facilities, and services to all persons with disabilities. If you need an accommodation for this meeting, please contact Amy West at 928-753-0747 at least twenty-four (24) hours prior to the meeting so an accommodation may be arranged.