



## 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, NOVEMBER 1, 2017**

**4:30 P.M. – TOUR OF LAND LAB \*For those interested. Transportation not provided.**

**5:30 P.M. – REGULAR BOARD MEETING**

**PARKER HIGH SCHOOL – LIBRARY**

**1608 Laguna Avenue, 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 5:32 p.m.

## PLEDGE OF ALLEGIANCE

Board Member Duranceau led the Pledge of Allegiance.

## ROLL CALL

### **Board Members Present:**

Jim Cave

Michael Eigenbrodt

Rosemarie LeFebvre

Tom Duranceau

Armando Heredia

**Board Members Not Present:**

Jane Sloan

**Others present:**

Superintendent West, Bev Goolsby, Marsha Becker, Shawna Schneikart, Tony Mallinger, Gina Covert, Kim Matie, Carol Gunnerson, Lee Hibl, Skylar Metz, Paul Olson, MaryLu O'Connell, Angelo Martin, Megan Badger.

**CALL TO THE PUBLIC**

None.

**AGENDA MODIFICATIONS:**

None.

**WAIVER MOTION:**

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

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

**SUPERINTENDENTS REPORT**

Superintendent West introduced the new Board Member for LaPaz County, Armando Heredia. Mr. Heredia has a long history as a teacher and community member in Parker. Superintendent West noted that there was a Board meeting on October 24<sup>th</sup> to discuss the open Board seat in Lake Havasu City. It was decided the position will stay open until December 1<sup>st</sup> and at that time applicants will be assessed and the Board will then give their recommendation to Mohave County School Superintendent Mike File at the December Board meeting.

Superintendent West reviewed her monthly events to include legislative items, district operations, travel, updates and upcoming events. She also made a presentation on the districts use of the Curricular Consortium. The fee for the Consortium is paid by WAVE for the partner districts. WAVE recently offered the Premier Series Course, Instructional Best Practices, which provides in-depth training on the consortium materials as well as instructional strategies. Karla Desper and Jean Meersman were the instructors.

**WAVE OUTSTANDING WORK AWARD**

The Wave Outstanding Work Award was presented by Tony Mallinger to Dawn McGuire in recognition of her dedication and commitment to her agriculture program and FFA. She also serves on AZ State FFA Board, mentors new staff and provided support/training for her fellow CTE teachers on advisory committee requirements.

**CTE DIRECTOR REPORTS**

As included in the Board packet.

### **GOVERNING BOARD MEMBER REPORTS**

Board Member Duranceau attended the CRUHSD College and Career Expo held at the Mohave Crossing Event Center. He wanted to thank WAVE Program Coordinator, Kim Matie, for showing him around and noted it was amazing seeing all the students and programs that participated.

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

No items were withdrawn from the Consent Agenda.

### **CONSENT AGENDA**

- 1. Approve WAVE District operating expense vouchers and payroll vouchers.**
- 2. Discussion and possible action to approve the minutes of the October 4, 2017 Regular Board Meeting and the October 24, 2017 Special Meeting.**

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

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

### **OLD BUSINESS**

### **NEW BUSINESS**

- 3. Discussion and reports on previously awarded grant requests to Parker High School.**

Dawn McGuire explained why the Unique Opportunity Grant awarded to the agriculture program last year to remodel the cattle pens was not utilized. She indicated the program didn't have enough student interest in cattle and the decision was made to hold off on the remodel.

The Growth and Sustainability grant was shared by the Graphic/Web Design and Law Enforcement programs. Mrs. Badger and her students in the Graphic/Web Design program emphasized how the new equipment saves time and is improving the learning experiences for students through hands on learning. The laser engraver is still in its shipping container waiting to be installed until the new building is finished. The screen print equipment is used for projects on and off campus (creating logos, printing posters, t-shirts). The process includes interviewing the consumer to understand what they will need done.

Office Martinez, Law Enforcement, explained that he now has enough equipment for all students in class. The funding was used to purchased supplies and equipment for the students to do more trainings (traffic stops, shoe castings, etc.). These items also help prepare the students for the week long academy in Lake Havasu.

Students from both of the programs were present and explained to the Board how the new materials have made their learning experience more positive. Each student that spoke thanked the Board for their generosity.

**4. Discussion and possible action on Unique Opportunity Grant request Parker High School.**

Dawn McGuire requested funding for an aquaponics system for the agriculture program. The plan is to purchase two tanks and water testing kit to raise tilapia. This will be incorporated into the curriculum and used for students supervised agriculture experience projects. Students will be responsible for all aspects: feeding, checking water temperatures, measuring fish growth, tracking data, marketing, harvesting and selling the fish. Aquaponics has been re-introduced to FFA contests and works well for the local area. The tanks will be located in the Ag shop.

Board Members Cave and Duranceau had concerns/questions regarding maintenance and city licenses/permits, as well as, storage for processed fish. Mrs. McGuire will check into the license needs and two freezers are available for the harvested fish. She also noted that they have visited a fishery, there is interest by kids and she has experience with aquaponics as it was in the program when she was in school. Officer Martinez did note that the local authorities are generally in support of educational programs.

Students planning to be involved with this program presented their understanding of the work involved and their responsibilities. The students indicated this project will help them learn responsibility, noting that if they want to sell the fish and make a profit, they need to care for them appropriately. The students also noted the project will give them an opportunity to learn something new, further their interests in the local habitats and possible careers in this field.

**Motion:** Board Member Cave made a motion to approve the Unique Opportunity Grant for Parker High School as presented not to exceed \$5,000.00 with changes at the discretion of the Superintendent. Board Member Heredia seconded the motion.

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

**5. Discussion and possible action on partner district IGA Annual Renewal Amendment.**

Information regarding the partner district IGA amendment was presented by Superintendent West. We are in the second year of the five year IGA. It is reviewed annually and amendments are added as needed. A change was added in the payment section to include an additional payment to finish up the partner district budget allocation at the end of the year. This amendment will allow us to make sure the allocation does not exceed the cost of the program as stated in the original IGA.

**Motion:** Board Member LeFebvre made a motion to approve the amendments for our partner districts pending a discussion. Board Member Duranceau seconded the motion.

**Discussion:** Board Member LeFebvre confirmed with Superintendent West that the addition of the last payment will balance the allocation and budget for the districts. Board Member LeFebvre also questioned Item 5 on the Lake Havasu amendment. She asked for clarification on the process for Central Campus administrators to reserve a bus for their travel as well as minor corrections to administrator titles and years listed. Board Member Duranceau had some concerns with the current year funding and wanted to verify that the bus purchase for Lake Havasu High School has been working smoothly and that CTE is a priority for use. Mrs. Becker, LHHS CTE Administrator, confirmed that the bus is designated first to CTE programs. Superintendent West stated that Bobby (LHUSD Transportation) and Mrs. Becker communicate with the teachers at Central Campus and work together well to transport the students.

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

**6. Discussion and possible action to designate the Superintendent to act as the District agent for disposition of surplus materials to include current and future sales of outdated learning materials, educational materials and furnishing to students or as a donation to non-profit organizations.**

We currently have items that we need to dispose of or sell. We have been working with auditors and have researched the state administrative code and Board policy to make sure we are in compliance. Designating the Superintendent as the District agent for sales to students and donations to non-profit organizations would expedite the process rather than waiting until the next board meeting. Board policy is already in place for other methods of disposal or sale. Superintendent West noted that we have the proper forms in place and any transfer, sale or disposal of capital items would be noted in the capital assets listing, which is reviewed annually by the auditors.

Board Members asked what current policy states, how the value of items is established, where will items be posted and terms of these sales, and how would the board know of these transactions. It was noted that transparency regarding this topic was important. Board Members agreed that they would like an update more than annually.

**Motion:** Board Member LeFebvre made a motion to designate Superintendent West as the District agent for disposition of surplus materials to include current and future sales of outdated learning materials, educational materials and furnishing to students or as a donation to non-profit organizations. Board Member Heredia seconded the motion. Board Member Duranceau asked to amend the motion to say, in accordance with the Arizona Administrative Code and have Superintendent West report quarterly to the Board. Board Chair Eigenbrodt asked if Board member LeFebvre agreed to this amendment. Board Member LeFebvre agreed.

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

**7. Discussion and possible action on enrollment number for satellite and central campus programs.**

Board Member LeFebvre had asked for these numbers and Superintendent presented the information that had been compiled.

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

Mrs. Goolsby presented the current financial report including the student activities fund.

**9. Discussion and possible action to approve the Superintendent evaluation.**

Superintendent West asking the Board for the timeline of this evaluation and could the process be done through Google Docs as it was last year which seemed to work well for everyone.

The Board directed the Superintendent to use the electronic format and to leave the instrument as is. The Board determined the evaluation should be completed by November 27<sup>th</sup> so the results can be discussed at the December 6<sup>th</sup> meeting in a possible executive session.

**10. Discussion and possible action to approving the Superintendent goals.**

Superintendent West's yearly goals were discussed. Board Member Duranceau still feels a strategic planning session needs to be scheduled and this would be the time to follow up with the Superintendent's goals. Board Member LeFebvre asked for possible inclusion of Central Campus, program development and personnel goals.

**Motion:** Board Member Duranceau made a motion to approve the goals as presented with possible modifications after a strategic planning session. Board Member Cave seconded the motion.

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

**11. Discussion and possible action to approve the Governing Board Self-Evaluation.**

Superintendent West explained to the Board that their self-evaluation is supposed to be done prior to December 30th. She requested direction from the Board regarding the use of the electronic format and the due date.

The Board directed the Superintendent to send out the evaluation electronically. The Board determined the evaluation should be completed by December 22<sup>nd</sup> so the results can be discussed at the January meeting.

**12. Discussion and possible action on strategic planning workshop.**

The Board discussed their desire to conduct a strategic planning session. Superintendent West recommended it may be wise to wait until the Lake Havasu City Board vacancy was filled. It was agreed to wait until after January 2018, with an estimated time frame in February or March. The session could be facilitated by ASBA or another entity.

**13. Discussion and possible action on bylaw change proposal from Arizona School Boards Association (ASBA) and to assign one designee to cast the Board's electronic vote.**

Superintendent West asked Board Members to weigh in on the proposed bylaw changes.

**Motion:** Board Member Duranceau made a motion to designate Board Chair Eigenbrodt to cast the Board's electronic vote. Board Member Cave seconded the motion.

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

**Motion:** Board Member Duranceau made a motion that bylaw items A, B, D, should be a YES vote and all others items on the ballot to be a NO vote. Board Member LeFebvre seconded the motion.

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

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

Board members acknowledge that they had read the information that was sent.

**15. Future agenda items.**

Superintendent's Evaluation with possible executive session.  
Item #11 from October 2017 meeting WAVE returning students.  
Open seat Lake Havasu seat for recommendation to School Superintendent Mike File.

**16. Motion to adjourn.**

**Motion:** Board Member Cave made a motion to adjourn the meeting at 7:22 p.m. Board Member LeFebvre seconded the motion.

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

**ADJOURNMENT**

**Dated this 1st day of November 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.