



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, APRIL 4TH, 2018

**5:30 P.M. – REGULAR BOARD MEETING
LEE WILLIAMS HIGH SCHOOL - LIBRARY
400 Grandview Ave., Kingman, AZ 86401**

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 LeFebvre called the meeting to order at 5:35 p.m.

PLEDGE OF ALLEGIANCE

Board Member Duranceau led the Pledge of Allegiance.

ROLL CALL

Board Members Present:

Jim Cave
Rosemarie LeFebvre
Tom Duranceau
Armando Heredia
Tonya Krueger
Jane Sloan
Michael Eigenbrodt

Others present:

Superintendent West, Bev Goolsby, Kim Santangelo, Marsha Becker, Carol Gunnerson, Tony Mallinger, Shawna Schneikart, Casey Mulligan, Vickie Christensen, Beth Van Hoose, Kristen Cunningham, Jason Gee

CALL TO THE PUBLIC

Dr. Vickie Christensen from Mohave Accelerated Learning Center requested to speak to the Governing Board regarding their campus. She provided the Board with a brochure and highlighted the school's positive attributes (ie: nationally accredited, financially sound, highly qualified teachers, etc.).

AGENDA MODIFICATIONS:

None.

WAIVER MOTION:

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

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

SUPERINTENDENTS REPORT

Superintendent West reviewed her monthly events to include legislative items, district operations, travel, updates, and upcoming events. She also noted the JTEDs Superintendents are supporting a scholarship through ACTEAZ if any of the Board Members would like to contribute.

WAVE OUTSTANDING WORK AWARD

The Wave Outstanding Work Award was presented by Carol Gunnerson to Beth Van Hoose, Kingman Unified School District Career Center Assistant. Beth works closely with the students, staff and community. Her commitment to the CTE programs is valuable and appreciated.

CTE DIRECTOR REPORTS

As included in the Board packet.

GOVERNING BOARD MEMBER REPORTS

Board Member Duranceau encouraged Board to attend the ASBA Leadership Labs and training events. He also appreciates the WAVE Newsletter that Ms. Santangelo puts out.

Board Chair LeFebvre also thanked Ms. Santangelo for the newsletter and relayed that the ConCom event hosted by MCC in Bullhead City was very successful. The event was held to facilitate communication between the students, college, community and businesses. It was well attended by the local schools.

ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA

No items were withdrawn.

CONSENT AGENDA

- 1. Approve WAVE District operating expense vouchers and payroll vouchers.**
- 2. Discussion and possible action to approve the minutes of the March 7th, 2018 Regular Board Meeting and the March 13th, 2018 Budget Workshop.**

Motion: Board Member Cave made a motion to approve the consent agenda as presented. Board Member Heredia seconded the motion.

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

OLD BUSINESS

- 3. Discussion and possible action on strategic planning workshop.**

Board Member Krueger and Board Member Duranceau met with Superintendent West telephonically to discuss the focus of the actual plan and overall goals. The goals discussed at this time were to create outreach opportunities that promote a culture that values education, development of strategies that promote flexible, innovative and creative students and define pathways for students to understand the opportunities available.

- 4. Discussion and possible action on charter district Memorandum of Understanding. The Board may discuss this matter in executive session pursuant to A.R.S. § 38-431.03 (A)(3).**

Superintendent West presented the MOU that she has reviewed with legal counsel. This is a blanket MOU for charter schools in Mohave and LaPaz counties and covers only central/concurrent enrollment. WAVE will continue to meet with the charter schools to further the partnership and provide information. If satellite programs are to be added, an amendment can be done at that time.

Motion: Board Member Krueger made a motion to approve the Memorandum of Understanding between WAVE and charter schools for central/concurrent courses/programs. Board Member Sloan seconded the motion.

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

- 5. Second reading, discussion and possible action on change in policies as advised by the Arizona School Boards Association – Policy Services Advisory #602-615.**

Motion: Board Member Sloan made a motion to approve policies 602, 603, 605 and 610-615 as presented. Board Member Heredia seconded the motion.

Vote: A vote was taken on the motion. AYES: LeFebvre, Cave, Krueger, Heredia, Sloan, Eigenbrodt. NAYES: Duranceau. **MOTION CARRIED.**

Point or order: Board Member Duranceau wanted it noted that he opposed as he does not support the Manual Update listed on page 2 of the Policy Advisory as it relates to Policy DJE added legal reference 35-393.01.

NEW BUSINESS

6. Discussion and possible action on Growth and Sustainability Grant request from Lee Williams High School.

Lee Williams High School is asking for grant funding for the career center to update, modernize and create a student friendly, easily moveable space for student. Also included is funding for the student store to update their point of sale system, as well as, inventory tracking tools to monitor CTE purchases in the entire department.

Motion: Board Member Heredia made a motion to approve the Lee Williams High School Growth grant not to exceed \$25,000 with changes at the discretion of the Superintendent. Board Member Krueger seconded the motion.

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

7. Discussion and possible action on Growth and Sustainability Grant request from Kingman High School.

Kingman High School is requesting funds for a new computer lab to administer CTE students end of program assessments, certification testing and to support our partnership with Mohave Community College. Five to six CTE programs will be using the upgraded lab for classroom instructional needs as well.

Motion: Board Member Sloan made a motion to approve the Kingman High School Growth grant not to exceed \$25,000 with changes at the discretion of the Superintendent. Board Member Krueger seconded the motion.

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

8. Discussion and possible action to approve the WAVE JTED Academic Calendar for the 2018-2019 school year.

Superintendent West presented the calendar that has been aligned with the Lake Havasu Unified School District.

Motion: Board Member Duranceau made a motion to approve the 2018-2019 WAVE JTED Academic Calendar as presented. Board Member Sloan seconded the motion.

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

9. Discussion and possible action on certified salaries and benefits for employees for the 2018-2019 school year.

Superintendent West is recommending for the 2018-2019 school year that eligible certified employees receive a step increase on the current Board approved Certified Salary Schedule and the Administrative Stipend Schedule. She also recommended that the District maintain their current insurance coverage with the same provider with the district covering the increased premium costs.

Motion: Board Member Sloan made a motion to approve step increases for 2018-2019 for eligible WAVE certified employees based on the current Board approved Certified and Administrative Salary Schedules and to continue with the same insurance benefit plan and provider with the District covering the increased premium costs. Board Member Heredia seconded the motion.

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

10. Discussion and possible action on salaries and benefits for at-will employees for the 2018-2019 school year.

Superintendent West is recommending for the 2018-2019 school year that eligible at-will employees receive a step increase based on the current Board approved salary schedules for their position. The step increase will be determined by their 2017-2018 placement. She also recommended that the District maintain their current insurance coverage with the same provider with the district covering the increased premium costs. Board asked what the budget impact is for these increases. Superintendent responded that the total for certified and at-will employees increases including the benefits is under \$10,000.00.

Motion: Board Member Heredia made a motion to approve step increases for 2018-2019 for eligible WAVE at-will employees based on the current Board approved salary schedules for their position and to continue with the same insurance benefit plan and provider with the District covering the increased premium costs. Board Member Duranceau seconded the motion.

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

11. Discussion and possible action on revising the salary schedule for the Business Manager/Operation Specialist salary schedule

Superintendent West asked the Board to approve a revision to the Business Manager/Operations Specialist salary schedule adding a horizontal lane change for completing the AASBO Instructional Program Certificate. Board asked if the completion of the certification was completed mid-year would the position get the increase that year or next. Superintendent recommended that it would be the following school year.

Motion: Board Member Sloan made a motion to approve the changes to the Business Manager/Operation Specialist Salary Schedule accounting for completion of the instructional program certificate. Board Member Duranceau seconded the motion.

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

12. Discussion and possible action on the addition of an AzEDS data reporting stipend for the Program Director.

Superintendent West had presented to the Board at the Budget workshop the idea of changing how the District's state data reporting was handled. It will include partner districts uploading directly to AzEDS and then utilizing the WAVE Program Coordinator to handle the state reporting for the central/concurrent programs. This change will result in cost savings to WAVE and should be a time saver to our partner districts. The stipend will only be implemented if all of the pieces can be put in place. Superintendent will report back to the Board the data reporting progress.

Motion: Board Member Sloan made a motion to approve the AzEDS data reporting stipend in the amount of \$6000. Board Member Heredia seconded the motion.

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

13. Discussion and possible action on paying out-of-state tuition for students in concurrent enrollment courses.

Superintendent West apprised the Board that there are times when students don't meet the community college in-state tuition criteria for various reasons. Historically, this is not a large number of students and our community colleges do everything possible to get them qualified for in-state tuition. It was also noted that these students are enrolled in a partner district high school and WAVE does not determine or verify the tuition status. It is done by the community college. Board Member Duranceau noted that providing these programs to students is beneficial to the students, their families and the community. Board Member Krueger noted that the District has set a goal of providing and paying for this opportunity not determining their residency. Superintendent is looking for direction from the Board, no motion is required.

Board directed the Superintendent to report on this annually and that WAVE should pay the tuition as billed from MCC/AWC.

14. Discussion and possible action on determining tuition rates for students receiving empowerment scholarships.

The Superintendent explained that districts do not collect ADM funding for students receiving empowerment scholarships and we have been given guidance that we need to charge tuition for courses they take through the JTED. Students wanting to enroll in college courses would go directly to the college and pay them directly as there would be no benefit in working through the JTED. The only time the tuition charges would apply is if the students wanted to enroll in our Central Campus in Lake Havasu. After researching with other JTEDs in our state, most charge what they would get if they could collect ADM for the student.

Motion: Board Member Duranceau made a motion to approve tuition rates in the amount equal to ADM funding that would have been received for the student. Board Member Eigenbrodt seconded the motion.

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

15. Discussion of business manager's financial report. Information only.

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

16. Discussion and possible action on Superintendent's contract. The Board may vote to discuss this matter in executive session pursuant to A.R.S. § 38-431.03 (A)(1).

Motion: Board Member Duranceau made a motion to go into Executive session at 6:57 p.m. Board Member Krueger seconded the motion.

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

Motion: Board Member Eigenbrodt made a motion to go back into open meeting at 7:53 p.m. Board Member Cave seconded the motion.

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

The Board is going to gather more information and hold a special meeting to discuss the Superintendent's contract on Monday April 16th @ 5:30 p.m. at the County School Superintendents Office, 700 W. Beale Street, Kingman, AZ.

17. Receipts of articles and correspondence. Information only.

Information provided included an article from Inside Higher Ed. and the FY17 Financial Audit/Compliance Questionnaire.

18. Future agenda items.

Strategic planning, FY18 Budget revision, MCC Program of Study list, additional allocation to partner district, sick leave plan and substitute pay.

19. Motion to adjourn.

Motion: Board Member Eigenbrodt made a motion to adjourn the meeting 7:56 p.m. Board Member Sloan seconded the motion.

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

ADJOURNMENT

Dated this 4th day of April 2018.

Bev Goolsby, Recording Secretary

Rosemarie LeFebvre, 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.