



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 6TH, 2018
5:30 P.M. – REGULAR BOARD MEETING
RIVER VALLEY HIGH SCHOOL – CTE CONFERENCE ROOM
2250 East Laguna Road, Mohave Valley, AZ 86440
Park in front parking and follow signs to outside entry.*

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 5:30 p.m.

PLEDGE OF ALLEGIANCE

Board Chair LeFebvre led the Pledge of Allegiance.

ROLL CALL

Board Members Present:

Rosemarie LeFebvre
Armando Heredia
Tonya Krueger
Tom Duranceau
Jim Cave - telephonic

Board Members Not Present:

Jane Sloan
Michael Eigenbrodt

Others present:

Superintendent West, Bev Goolsby, Kim Santangelo, Gina Covert, Scarlett Vargas

CALL TO THE PUBLIC

None.

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 Cave seconded the motion.

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

SUPERINTENDENTS REPORT

Superintendent West reviewed her monthly events to include legislative items, district operations, travel, updates, and upcoming events.

No WOW award this month, summer break for all partner district.

CTE DIRECTOR REPORTS

As included in the Board packet. Board Member Duranceau noted all the participation in the National competitions was very impressive for our partner districts.

GOVERNING BOARD MEMBER REPORTS

Board Member Krueger had the honor of presenting the WAVE honor cords at the Shining Knight Awards event.

Board Member Cave attended several events in the Bullhead City area making local businesses aware of how WAVE JTED and the local workforce can partner.

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 May 2nd, 2018 Regular Board Meeting.**

Motion: Board Member Krueger 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, Duranceau. NAYES: None. **MOTION CARRIED.**

NEW BUSINESS

3. Discussion and possible action to approve new courses and programs as central/concurrent programs – Arizona Western College – Retail Management.

Superintendent West presented to the Board that the goal of the Retail Management courses/program is to have a continuation of the business program at the high school level. They plan to remove the two CIS classes currently offered and add the Retail Management certificate. Adding this as a full certificate is supported by the Parker CTE Director Mr. Mallinger.

Motion: Board Member Duranceau made a motion to approve the new programs and courses at AWC as presented. Board Member Krueger seconded the motion.

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

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

Superintendent West presented the list of central/concurrent programs. Some changes have been made from last year, which may include tuition costs, course fees, or course name. We bring this to the Board each year so they are aware of what we are offering to the students.

Motion: Board Member Krueger made a motion to approve the AWC (revised) and MCC central/concurrent program listing. Board Member Heredia seconded the motion.

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

5. Discussion and possible action to approve JTED eligible courses and programs at satellite campuses per attached list.

Superintendent West advised the Board that the CTE Administrators have reviewed/updated their satellite course listings. Many of the changes are from ADE and include course names or program changes. This is again something we do so the Board is informed of what is being offered at each satellite site.

Motion: Board Member Heredia made a motion to approve the satellite programs and courses as presented. Board Member Krueger seconded the motion.

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

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

Superintendent West and Ms. Santangelo go to each partner district to review compliance for JTED funding in the Fall and Spring. We do this each year to make sure we are prepared for the State compliance visits. Board Member Krueger asked that when these are presented it would be helpful to note that all programs are in compliance or no programs were not compliant.

7. Discussion and possible action to approve the Dual Enrollment IGA between Mohave Community College and WAVE.

Superintendent West presented the template from the state/MCC for dual enrollment. We need this document as a legal way to show how we operate with MCC. As far as billing, Mohave Community College bills us for the tuition/fees and WAVE bills them for the instructional costs so it results in a zero cost to both institutions. Superintendent had reviewed previous IGA samples to the new template and they are standard forms. Board Member Duranceau asked if there were any significant changes that this document be brought back to the Board.

Motion: Board Member Heredia made a motion to approve the Dual Enrollment IGA between Mohave Community College and WAVE with modifications at the discretion of the Superintendent, noting that major changes would be brought back before the Board for approval. Board Member Krueger seconded the motion.

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

8. Discussion and possible action to approve the Events IGA between Lake Havasu City and WAVE

There are times during the year that our WAVE Culinary and Hospitality students help with events organized by Lake Havasu City. Usually, workers for these events have to be approved as volunteers, which when we had very few students was not an issue. Now that we have grown, the process has become too cumbersome for both the city and the school. Lake Havasu City has requested we move to an IGA between our two entities. They have a similar document with Lake Havasu High School. Both legal counsels have approved the document.

Motion: Board Member Duranceau made a motion to approve the WAVE events IGA between Lake Havasu City and WAVE. Board Member Heredia seconded the motion.

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

9. Discussion and possible action on 2018-2019 school year Board calendar dates and locations

Superintendent West presented the calendar choices: (a) includes two of the charter schools that would be interested in hosting a meeting and (b) is the traditional rotation of our satellite districts. January meeting would be the only date that has conflict as it is the day after a holiday and all schools are still on break. It was noted that we should have some of this discussion at our January Organizational Meeting. Due to our rotating schedules and not knowing of conflicts this is updated at June meeting as well to accommodate the school calendars.

Motion: Board Member Duranceau made a motion to approve calendar option (b) for the 2018-2019 Governing Board calendar as presented and to move the January 2nd, 2019 meeting to January 9th, 2019. Board Member Krueger seconded the motion.

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

10. Discussion and possible action on third budget payment to the partner districts.

Superintendent West presented the documentation for the partner districts with an option of the fourth payment to be presented at the August meeting if the districts have any more budget capacity.

Motion: Board Member Heredia made a motion to approve the payments to the partner districts as presented. Board Member Duranceau seconded the motion.

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

11. Discussion and possible action on determining the definition of a “teacher.”

Superintendent West presented the guidance from AASBO, ASBA and webinars that were attended recommending that the Boards choose a definition of a teacher. Board members asked if there were any consequences if a definition is not chosen. Supt. West did not think there were any consequence and that it is not required.

Motion: Board Member Heredia made a motion to approve the classroom site fund as definition of a teacher. No second to the motion. Board Chair LeFebvre hearing no second indicated this would be considered information only.

12. Discussion and possible action on increase to salary for instructional and support staff.

Superintendent West presented the changes by legislature which increased the base level formula amount and reduced the cuts to district additional assistance. The intent was for districts to increase teacher salaries but also allowed flexibility to provide increases to other employees. Superintendent West proposed two options for each of the three district positions: certified teachers, business manager/operation specialist and program coordinator. Option #1 for each position is 10% to the base salary schedules and Option #2 is adding 10% to the current (2017-2018) salary of each position/individual. She also asked the governing board to have separate motions for each position. The Board discussed each of the position proposals.

Board Member Cave suggested we wait to offer increases to staff other than certified teachers. He indicated we should be careful giving these increases to all staff due to the historical funding cuts we have faced. Also adding, that while our employees are doing a great job, we need to consider how long the employees have been with the district and that this funding was intended for teacher salary increases. Board Member Duranceau supported the increase for all employees listed noting that it was a positive way to support and keep the people we have and each district is doing this differently. Board Member Krueger asked for more clarification on the difference between the raise being added to the salary schedule vs. the current salary and the long term effects if we changed to giving the increase based on current salary. Board Member Heredia added that the State of Arizona has not been giving these funding increases so it is good to see us have this opportunity.

Superintendent West added to the conversation that each district is handling the funding differently and that there are a lot of positive things happening all around the state due to this

funding increases. She also reminded the Board that they approve increases for employees on an annual basis.

#1 Motion: Board Member Duranceau made a motion to approve Proposal #2 increasing the 2017-2018 salary by 10% for certified teachers for 2018-2019. Board Member Krueger seconded the motion.

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

#2 Motion: Board Member Heredia made a motion to approve Proposal #2 for both classified positions (business manager/program coordinator) increasing the 2017-2018 salary by 10% for 2018-2019. Board Member Duranceau seconded the motion.

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

13. Discussion and possible action on the Districts FY19 Proposed Budget.

Superintendent West and Mrs. Goolsby presented the FY19 proposed budget and the estimated ADM used to start the SY2018-19. Any changes to the budget will be addressed with the December revision if required by ADE School Finance. The proposed budget needs to be available on our website/ADE website for 10 days prior to it being adopted. The Board set the FY19 Budget Adoption meeting for June 19th, 2018 at 4:00 p.m. in the County School Superintendent's Office.

Motion: Board Member Duranceau made a motion to approve the FY19 Proposed Budget. Board Member Heredia seconded the motion.

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

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

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

15. Discussion of Project Search. Information only.

Superintendent West has been approached to consider starting a partnership with others to offer Project Search in the Kingman area. She provided a brief explanation and asked the governing board to give direction if this is an item WAVE wants to consider. The governing board directed Supt. West to bring more information to future meetings and possibly contact districts SPED directors to see if this is a conflict for their schools. It was noted some districts have other programs similar to this.

16. Receipts of articles and correspondence. Information only.

None.

17. Future agenda items.

Strategic planning, Governing Board members' attendance at monthly meetings, Central Campus SY18-19 budget.

18. Motion to adjourn.

Motion: Board Member Duranceau made a motion to adjourn the meeting at 7:27 p.m. Board Member Cave seconded the motion.

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

ADJOURNMENT

Dated this 6th day of June 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.