



## 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, JANUARY 5<sup>TH</sup>, 2021

**5:00 P.M. – TOUR CTE PROGRAMS** *\*For those interested.*

**5:30 P.M. – REGULAR BOARD MEETING**

**Lake Havasu High School**

**2675 Palo Verde Blvd. S, Lake Havasu City, AZ 86403**

## 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 Hall called the meeting to order at 5:32 p.m.

## **PLEDGE OF ALLEGIANCE**

Board Chair Hall led the Pledge of Allegiance.

## **ROLL CALL**

### **Board Members Present:**

Sarah Hall

Armando Heredia

Tom Duranceau

Jim Cave

Gordan Groat

James Brewer - *telephonic*

Jon Moss - *telephonic*

**Others present:** Superintendent West, Bev Goolsby, Kim Santangelo, Tony Mallinger, Cassie Vroegh, Richard Lamb, Marsha Becker, Supt. Rebecca Stone, Karla Desper, Thomas Vandegrift,

Gina Covert, Scarlett Vargas, Jaime Festa-Daigle, Emerson Ward and Amy Wenk (CORE), Neil Pieratt (SPS Architects)

### **ORGANIZATIONAL MEETING**

➤ **Motion to proceed with Organizational Meeting.**

**Motion:** Board Member Groat made a motion to leave regular meeting and proceed with Organizational Meeting. Board Member Cave seconded the motion.

**Vote:** A vote was taken on the motion. AYES: Hall, Brewer, Duranceau, Heredia, Cave, Moss, Groat. NAYES: None. **MOTION CARRIED.**

➤ **Organizational Meeting of the Governing Board**

a. Election of a Chair for 2022

Board Member Duranceau nominated Joss Moss as Chair and he accepted.

**Motion:** Board Member Duranceau made a motion to elect Jon Moss as Board Chair for 2022. Board Member Heredia seconded the motion.

**Vote:** A vote was taken on the motion. AYES: Hall, Brewer, Duranceau, Heredia, Cave, Moss, Groat. NAYES: None. **MOTION CARRIED.**

Past Chair Hall (with permission) continued to chair the meeting as Board Chair-Elect Moss was attending telephonically.

b. Election of a Vice-Chair for 2022

**Motion:** Board Member Heredia made a motion to elect James Brewer (he accepted) as Board Vice-Chair for 2022. Board Member Groat seconded the motion.

**Vote:** A vote was taken on the motion. AYES: Hall, Brewer, Duranceau, Heredia, Cave, Moss, Groat. NAYES: None. **MOTION CARRIED.**

c. Set Meeting Calendar for 2022

Historically, the Board has met the first Wednesday month at 5:30 p.m., rotating to the partner districts (when meetings are in person) and dark in July. Consideration of a different day/time was discussed.

**Motion:** Board Member Groat made a motion to approve the Board meeting calendar as presented. Board Member Duranceau seconded the motion.

**Vote:** A vote was taken on the motion. AYES: Hall, Brewer, Duranceau, Heredia, Cave, Moss, Groat. NAYES: None. **MOTION CARRIED.**

➤ **Motion to adjourn Organizational Meeting and reconvene Regular Governing Board Meeting.**

**Motion:** Board Member Groat made a motion to adjourn the Organizational Meeting and reconvene Regular Governing Board meeting. Board Member Heredia seconded the motion.

**Vote:** A vote was taken on the motion. AYES: Hall, Brewer, Duranceau, Heredia, Cave, Moss, Groat. NAYES: None. **MOTION CARRIED.**

**CALL TO THE PUBLIC**

None.

**AGENDA MODIFICATIONS**

Supt. West asked that the Board move Item #6 the AG Audit in Progress discussion be moved after Item #13.

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

**Vote:** A vote was taken on the motion. AYES: Hall, Brewer, Duranceau, Heredia, Cave, Moss, Groat. NAYES: None. **MOTION CARRIED.**

**WAIVER MOTION:**

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

**Vote:** A vote was taken on the motion. AYES: Groat, Cave, Hall, Heredia, Duranceau, Brewer, Moss. NAYES: None. **MOTION CARRIED.**

**SUPERINTENDENTS REPORT**

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

**WAVE Outstanding Work Award**

Mrs. Becker presented the award to Jaime Festa-Daigle, Director of Student Achievement, Lake Havasu Unified School District.

**CTE DIRECTOR REPORTS**

As included in the Board packet.

**GOVERNING BOARD MEMBER REPORTS**

Board Member Duranceau attended the ASBA Annual Conference in Phoenix and MCC 50<sup>th</sup> Anniversary event in LHC.

Board Members Heredia and Cave also attend the ASBA Annual Conference noting the breakout sessions and keynote speakers were interesting.

Board Member Groat attended his first conference since coming aboard with WAVE - the ASBA Annual Conference. It was an amazing experience and thanked the other Board members for their support and help at the conference.

Board Member Brewer enjoyed meeting with WAVE staff and other attendees at the MCC 50<sup>th</sup> Anniversary event.

Board Member Moss thanked Board Member Hall for doing a great job as Chair and is looking forward to being the chair with the help of Board Member Hall.

**ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA**

None.

### **CONSENT AGENDA**

- 1. Approve WAVE District operating expense vouchers and payroll vouchers.**
- 2. Discussion and possible action to approve the minutes of the December 1st, 2021 Regular Board Meeting.**

**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: Hall, Brewer, Duranceau, Heredia, Cave, Moss, Groat. NAYES: None. **MOTION CARRIED.**

### **OLD BUSINESS**

- 3. Discussion and possible action on the WAVE Central Campus roof project.**

Emerson Ward, CORE Construction presented the cost proposal to the board in person and Amy Wenk (CORE) and Neil Pieratt (SPS+ Architects) attended via zoom.

Mr. Ward updated the Board on the current cost of the project and provided information on the current supply chain issues. CORE is also receiving new bidding interest with some being from local companies. These bids have been competitive which should help decrease costs in some areas from what was submitted initially. CORE can update the Board on final vendors and they prefer to use local if they can. The main discussion today was the roof and HVAC units. Because CORE is seeing some additional competitive bids come in, they would like to have a special meeting with the Board to finalize roof/HVAC in a couple of weeks to allow for these bids to be submitted while still being cognizant of the long lead times for certain items and in order to keep the desired start date of May 2022. Once these final bids are in, CORE will create a GMP (guaranteed maximum price) proposal. It was noted if vendors can get better pricing then WAVE would be billed the lessor prices.

Preliminary discussions were had on installing a solar canopy in the parking lot in front of WAVE. The approximate cost is \$200,000 using the existing panels from the roof of the WAVE. This will be finalized at a later time when it has been confirmed that the parking lot structure would be allowed by Lake Havasu City, owners of the parking lot. Pros and cons were presented for the board to consider. Once this is determined, removing, storing and relocating the existing solar will be discussed further.

Board Member Cave would like CORE to determine if all HVAC units can be a minimum of 5-ton. Board Member Moss asked CORE what costs would WAVE incur on the solar canopy if the City says no to the project. Mr. Emerson said no cost would be billed for that proposal. Additional costs may be incurred for storage, disposal or transfer, but removal from roof is already included.

Board concluded that Supt. West should set up a special meeting for CORE and Board on January 20<sup>th</sup> to give approval to move forward with roof/HVAC project for WAVE.

**4. Discussion and possible action on items relating to school closures, Board meetings, school reopening and COVID19 pandemic related issues to include but not limited to:**

Superintendent West provided an update and the most recent ADM counts were communicated.

**5. Discussion and information on WAVE Governing Board redistricting. Information Only.**

There is not much to report at this time. Board Member Duranceau sent a memo to the consultant outlining what our desired outcome from redistricting is and Superintendent West sent the scans of the prior redistricting information she had.

**6. Discussion and possible action on Auditor General Audit in Progress. The Board may vote to discuss this matter in Executive Session pursuant to ARS § 38-431.03 (A)(2).**

**NEW BUSINESS**

**7. Discussion of Annual Notification of Governing Board Conflict of Interest. Information only.**

Supt. West summarized the annual conflict of interest form that each Board member needs to sign and return by the next Board meeting. Policies were provided and reviewed and the \$300 gift limit noted.

**8. Discussion and possible action to approve Medical Assistant courses/programs as central/concurrent at Arizona Western College.**

**Motion:** Board Member Moss made a motion to approve the Medical Assistant program with AWC as central/concurrent program listing as presented. Board Member Groat seconded the motion.

**Vote:** A vote was taken on the motion. AYES: Groat, Cave, Hall, Heredia, Duranceau, Brewer, Moss. NAYES: None. **MOTION CARRIED.**

**9. Discussion and possible action on accepting the resignation/retirement of Beverly Goolsby, Business Manager, effective June 30, 2022.**

**Motion:** Board Member Heredia made a motion to approve the resignation/retirement of Beverly Goolsby, WAVE Business Manager. Board Member Cave seconded the motion.

**Vote:** A vote was taken on the motion. AYES: Hall, Brewer, Duranceau, Heredia, Cave, Groat, Moss. NAYES: None. **MOTION CARRIED.**

**10. Discussion and possible action on hiring for the position of a WAVE Business Manager.**

The Board directed Superintendent West to post the Business Manager position and bring back to the Board final recommendations for the transition to a new employee and any proposed salary changes. Board Members agree that an overlap in positions may be needed for training.

**11. Discussion and possible action on salaries, benefits and positions for WAVE District.**

Superintendent West included our current salary schedules. She would like the Board to consider increasing base salaries to compete with the private sector who is hiring at a much higher rate (and sometimes with incentives) making us less competitive. Support staff salaries were also discussed in relation to the private sector. Board Member Hall noted that many positions are now starting at \$17 or higher and we should consider increasing our support staff wages. Along with this, adding a staff position was discussed. Board Member Duranceau asked that a job description be created with duties, travel, benefit to the District and how it could improve outcomes. While Board Member Moss asked that various scenarios be considered with base increases and the impact to the District.

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

The financial reports were presented along with Student Activity Account.

**13. Discussion and possible action to approve donations to WAVE Central Campus as listed: Daniel Mathews - \$100 for Thanksgiving Potatoes/Community Dinner**

**Motion:** Board member Groat made a motion to approve the donation to WAVE Central Campus as listed and with thanks of the Board/District. Board Member Heredia seconded the motion.

**Vote:** A vote was taken on the motion. AYES: Groat, Cave, Hall, Heredia, Duranceau, Brewer, Moss. NAYES: None. **MOTION CARRIED.**

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

ASBA BOLTS Conference

**15. Future agenda items.**

Redistricting update, CORE roof project special meeting, partner district pass-thru payment, salaries and benefits, audit update.

**16. Motion to adjourn.**

**Motion:** Board Member Cave made a motion to adjourn the meeting 8:16 p.m. Board Member Duranceau seconded the motion.

**Vote:** A vote was taken on the motion. AYES: Moss, Groat, Duranceau, Hall, Brewer, Heredia, Cave. NAYES: None. **MOTION CARRIED.**

**ADJOURNMENT**

**Dated this 5th day of January 2022.**

**Bev Goolsby, Board Secretary**

**Sarah Hall, Board Chair**

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.