

MINGUS UNION HIGH SCHOOL DISTRICT #4
1801 East Fir, Cottonwood, AZ 86326

GOVERNING BOARD
MINUTES OF A REGULAR MEETING

Mingus Union High School Library
Thursday, March 7, 2024, at 6:00 PM

Governing Board:

Lori Drake
Misty Cox
Anthony Lozano
Carol Anne Teague
Austin Babcock

Also Present:

Mike Westcott, Superintendent
Lynn Leonard, Finance Director
Jennifer Reed, Admin Asst.
Shellie Phillips, Admin Asst.
Josh Fant, IT

OPENING

Call to Order

Board President Drake called the meeting to order at 6:00 PM.

Roll Call

Board President Lori Drake, Vice President Misty Cox, Board Member Anthony Lozano (via telephone), Board Member Carol Anne Teague and Board Member Austin Babcock are all present.

Pledge of Allegiance

The pledge was led by Mike Westcott.

Moment of Silence

A moment of silence was observed.

Adoption of Agenda

Motion was made by Board Member Babcock to adopt the agenda as presented. Second was made by Vice President Cox.

Roll Call Vote:

Board President Lori Drake - Aye
Vice President Misty Cox - Aye
Board Member Anthony Lozano - Aye
Board Member Carol Anne Teague - Aye
Board Member Austin Babcock - Aye

Motion passed 5-0.

EXECUTIVE SESSION

The Board may call for executive session pursuant to A.R.S. §38-431.03(A)(3) and (4) for discussion or consultation for legal advice with the attorney for the District concerning Superintendent contract and discussion or consultation with the District's attorney in order to consider its position and instruct its attorneys regarding the Governing Board's position on the proposed terms of a Superintendent contract that is the subject of negotiations.

Motion was made by President Drake to adjourn into Executive Session. Second was made by Vice President Cox.

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Aye

Board Member Carol Anne Teague - Aye

Board Member Austin Babcock - Aye

Motion passed 5-0.

Adjournment: 6:06 p.m.

Resume: 6:29 p.m.

ACTION ITEMS - DISTRICT BUSINESS

(Specific items of District business as listed for consideration - may include various categorical areas as the business of the District necessitates Board discussion, deliberation, and action)

New Superintendent's contract terms- The Board may consider and instruct its attorney to act according to instructions given in executive session concerning the proposed terms of a Superintendent's contract.

Motion was made by President Drake to instruct our attorney to act according to instructions given in executive session concerning the proposed terms of the Superintendent's contract. Second was made by Vice President Cox.

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Aye

Board Member Carol Anne Teague - Aye

Board Member Austin Babcock - Aye

Motion passed 5-0.

Public Comments

Ron Vachon-Vierra- spoke to the Board about leadership problems. He would like the Board to look into the sexual harassment complaint and find out who authorized the purchase of the books.

Julia Harp- spoke about the Sleeping Beauty play that was presented at elementary schools. This play was not age appropriate and wants a public apology from James Ball.

Paula Herald- spoke about the Sleeping Beauty Play that was presented at elementary schools. She would like to know what the consequences for those in charge are. She also suggested that games that are played during pep rallies not lead to injury or sexual connotations.

Board Meeting Minutes Not Previously Approved

Motion was made by Board Member Teague to approve the Regular Meeting Minutes and the Executive Session of February 8, 2024, and the Special Meeting and Executive Session Minutes of February 9, 2024, and the as presented. Second was made by President Drake.

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Aye

Board Member Carol Anne Teague - Aye
Board Member Austin Babcock - Aye
Motion passed 5-0.

PRESENTATIONS AND REPORTS

Superintendent's Report

Superintendent Mike Westcott gave an update on current campus grounds and building projects with Finance Director Lynn Leonard. Ms. Leonard also updated the Board with respect to our property lease and payment from Verizon.

Superintendent Mike Westcott introduced Genna Adams and her Education Professions Dual enrolled Yavapai and VACTE students who spoke about a project on vape awareness for early grades.

Board Member Report(s)

Board Member Carol Anne Teague gave a report on the Theatre Production: Rock of Ages.

Administration Report

Superintendent Mike Westcott introduced the following speakers/presentation for Principal Genie Gee who was not able to make the meeting:

- Student Council Report from Student Council Members Jackie Lara Valenzuela, Zahyra Cejudo, Aaliyah Myers, & Jeremiah Libby, and Advisor Kelcy Lyons.

ACTION ITEMS – CONSENT *Specific information on routine vouchers and personnel will be available at the District Office 24 hours prior to Board Meetings. Please see Governing Board Secretary during regular office hours. (All items listed hereunder are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member requests, in which event the item will be removed from the consent agenda and will be discussed separately.)*

5.1 Approval of Routine Vouchers

Expense, Payroll, and Bookstore Activity

5.2 Personnel

HR Report, Classified, Certified, & Administration, Spring Sports Coaches & Stipends and Job Description-Administrative Assistant District Office & Payroll/Personnel Specialist.

5.3 Donation(s)

Hope Center Report, Hope Center Donation and Donation of Prom Tickets.

5.4 Policy Second Readings

Modifications to Policy IJL©Library Materials Selection and Adoption

President Drake would like to pull Item 5.3 Donations and Item 5.4 Policy Second Reading.

Motion was made by Board Member Babcock to approve the Consent Agenda excluding Item 5.3 Donations and Item 5.4 Policy Second Reading. Second was made by Board Member Teague.

Roll Call Vote:

Board President Lori Drake - Aye
Vice President Misty Cox - Aye
Board Member Anthony Lozano - Aye
Board Member Carol Anne Teague - Aye
Board Member Austin Babcock - Aye
Motion passed 5-0.

Item 5.3- Donations

President Drake recognized the donations by reading them aloud and thanked them individually.

Item 5.4 Policy Second Reading

Vice President Cox went over the updates to the policy that were talked about last month. She asked if there are any discipline actions against teachers or staff who violate the policy. Superintendent Westcott said the statute and the policy advisory didn't come with recommended guidelines around violation of the policy. It would have to be crafted separately. He can take a look at current staff discipline.

Public Comment

Orrin Mackey, Judy Cowen, and Jackie Tutor spoke about library books and content.

Motion was made by President Drake to approve Item 5.3 Donations and Item 5.4 Policy Second Reading. Second was made by Vice President Cox.

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Aye

Board Member Carol Anne Teague - Aye

Board Member Austin Babcock - Aye

Motion passed 5-0.

ACTION ITEMS - DISTRICT BUSINESS *(Specific items of District business as listed for consideration - may include various categorical areas as the business of the District necessitates Board discussion, deliberation, and action)*

Employee Benefits for School Year 2024-25- Discussion and possible approval of Employee Benefits to include: Medical/Dental/Vision/Short Term Disability/Life Insurance/ASRS for 2024-25 School Year.

(Staff Resource: Lynn Leonard)

Finance Director Lynn Leonard reviewed the benefits for SY2024-25.

Motion was made by Board Member Babcock to approve Employee Benefits for school year 2024-25 as presented. Second was made by Board Member Teague.

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Aye

Board Member Carol Anne Teague - Aye

Board Member Austin Babcock - Aye

Motion passed 5-0.

Proposed Support Staff Paid Holidays for School Year 2024-25- Discussion and possible approval of the proposed Professional Staff and Support Staff Paid Holidays for 2024-25. (Staff Resource: Lynn Leonard)

Finance Director Lynn Leonard presented the list of paid staff holidays for SY2024-25.

Motion was made by Board Member Babcock to approve the Support Staff Paid Holidays for SY2024-25 as proposed. Second was made by President Drake.

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye
Board Member Anthony Lozano - Aye
Board Member Carol Anne Teague - Aye
Board Member Austin Babcock - Aye

Motion passed 5-0.

Federal Single Audit, USFR compliance Questionnaire & 2023 Comprehensive Financial Report- Consideration and possible acceptance of the 2023 Single Audit, USFR Compliance Questionnaire, and Comprehensive Financial Report. (Staff Resource: Lynn Leonard).

Finance Manager Lynn Leonard reviewed the Audit Report, USFR Compliance Questionnaire and the Financial report.

Motion was made by Vice President Cox to accept the 2023 Federal Single Audit, the USFR Compliance Questionnaire, and the Comprehensive Financial Report. Second was made by Board Member Babcock

Roll Call Vote:

Board President Lori Drake - Aye
Vice President Misty Cox - Aye
Board Member Anthony Lozano - Aye
Board Member Carol Anne Teague - Aye
Board Member Austin Babcock - Aye

Motion passed 5-0.

HVAC Unit Replacement Project- Consideration and possible approval of recommendation to award IFB #23-24-001 for the Mingus Union HS HVAC Units Replacement Project to Comfort Systems USA Southwest, as the lowest responsive and responsible bidder, in the amount of \$2,358,681.00, which includes all bonds and required taxes. (Staff Resource: Lynn Leonard and Mike Westcott)

Finance Manager Lynn Leonard reviewed the bids and bid process. Staff is recommending approval.

Motion was made by President Drake to award IFB #23-24-001 for the Mingus Union HS HVAC Units Replacement Project to Comfort Systems USA Southwest, as the lowest responsive and responsible bidder, in the amount of \$2,358,681.00, which includes all bonds and required taxes. Second was made by Vice President Cox.

Roll Call Vote:

Board President Lori Drake - Aye
Vice President Misty Cox - Aye
Board Member Anthony Lozano - Aye
Board Member Carol Anne Teague - Aye
Board Member Austin Babcock - Aye

Motion passed 5-0.

Addition of Girls Flag Football to our AIA Sanctioned Interscholastic Sports Offering- Consideration and possible approval of Girls Flag Football as an interscholastic sport offered by MUHS. (Staff Resource: Yancey DeVore)

Athletic Director Yancey Devore said last year officially put girls flag football under AIA. He would like to offer it as a fall sport next school year. Flagstaff and Mohave already have teams and other schools are looking into adding it. Board Members discussed financial obligations as well as transportation needs.

Motion was made by Board Member Teague to approve Girls Flag Football as an interscholastic sport offered by MUHS. Second was made by President Drake.

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Abstain

Board Member Carol Anne Teague - Aye

Board Member Austin Babcock - Aye

Motion passed 4-1 abstain.

Information and Discussion Items:

USTA Serve Tennis Automated Court Booking System- Information and discussion regarding the Serve Tennis Automated Tennis Court Booking System and Associated Hardware. (Staff Resource: Mike Westcott)

Superintendent Mike Westcott introduced Tennis Coach Andrea Meyer who brought this idea to his attention. Andrea Meyer reviewed the system, the hardware, and the benefits of using the system. Board Members are concerned about liability, security and the fees associated with using this system. Ms. Meyer said there are things to work out still and as far as fees are concerned, she suggests charging a \$2 fee to use the courts.

First reading of ASBA Policy Advisories 763-786- Information and discussion regarding the Arizona School Boards Association's recent release of Policy Advisories 763-786. (Staff Resource: Mike Westcott)
Superintendent Mike Westcott reviewed the updates to the policies.

First reading of District Policy KF Community Use of School Facilities- Information and discussion regarding recommended modifications to Policy KF. (Staff Resource: Mike Westcott)

Superintendent Mike Westcott reviewed the updates to the policy. Board Member Babcock would like to add vaping or no substance usage.

First reading of District Policy IKF Graduation Requirements- Information and discussion regarding recommended modifications to Policy IKF. (Staff Resource: Mike Westcott)

Superintendent Mike Westcott reviewed the updates to the policy.

EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.03 (A) (1)-The Board may vote to convene in executive session to discuss the evaluation and completion of the Superintendent's Pay for Performance Plan. Only members of the Board and those individuals whose presence is reasonably necessary for the Board to carry out its executive session responsibilities may attend the executive session. No action will be taken in the Executive Session. All business conducted in executive session is confidential.

Motion was made by President Drake to adjourn into Executive Session. Second was made by Vice President Cox.

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Aye

Board Member Carol Anne Teague - Aye

Board Member Austin Babcock - Aye

Motion passed 5-0.

Adjournment: 8:39 p.m.

Resume: 8:46 p.m.

ACTION ITEMS - DISTRICT BUSINESS

(Specific items of District business as listed for consideration - may include various categorical areas as the business of the District necessitates Board discussion, deliberation, and action)

Evaluation of the Superintendent's Performance Pay Plan- Consideration and possible approval of the Superintendent's Performance Pay Plan and goal achievement as specified by the Superintendent's 2021-2024 contract, Exhibit A, and related to the Superintendent's goals for the 2023-24 school year.

Motion was made by Board Member Teague to approve the Superintendent's Performance Pay Plan and Goal Achievement as presented. Second was made by Vice President Cox.

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Aye

Board Member Carol Anne Teague - Aye

Board Member Austin Babcock - Aye

Motion passed 5-0.

Information Only Items:

Future Agenda Items-

- Independent curriculum audit
- Investigating into student safety, vaping, and drugs
- Plan and payment options to allow ESA participants to participate in athletics and courses.
- Policy on faculty that violate ARS 15-120.03.

Adjournment

Motion was made by Board Member Lozano to adjourn the meeting. Second was made by Board Member Teague.

Roll Call Vote:

Board President Lori Drake - Aye

Vice President Misty Cox - Aye

Board Member Anthony Lozano - Aye

Board Member Carol Anne Teague - Aye

Board Member Austin Babcock - Aye

Motion passed 5-0.

Adjournment: 8:50pm

Board President Lori Drake

Vice President Misty Cox