

Meeting MINUTES of the Governing Board of the Peach Springs Unified School District

Tuesday April 3, 2018 at 6:00 pm
Peach Springs Unified School District #8- Governing Board of Education
403 Diamond Creek Road (Elementary School)
Peach Springs, Arizona 86434

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Governing Board and the Public that the board will hold a meeting open to the public on Tuesday, April 3, 2018 at 6:00 p.m., in the Governing Board meeting room, Peach Springs Unified School District No.8, 403 Diamond Creek Road (Peach Springs Elementary School), in Peach Springs, Arizona. Information regarding agenda items, with the exception of materials relating to Executive Sessions, may be reviewed in the District Administrative Offices located at 403 Diamond Creek Road, Peach Springs, Arizona.

The Governing Board of the Peach Springs Unified School District #8 may vote to meet in executive session intermittently throughout the meeting pursuant to A.R.S. 38-431.03, to review and discuss certain matters which are marked by an asterisk(*). Additionally, the Board may vote to go into Executive Session on any matter listed on the agenda, pursuant to A.R.S. 38-431.03 (A) (3), for discussion or legal advice from the Board's attorney, which may occur via person or telephone. Any Executive Session discussions will not be open to the public. However, all Board decisions will be made in the open public meeting.

If any disabled person needs any type of accommodation, please notify administration at (928) 769-9034 prior to the time scheduled for the meeting. All members of the public wishing to address the Board are required to sign the attendance sign-in sheet and complete a Public Comment form. Board members of the Peach Springs Unified School District may attend either in person or, when necessary, by telephone, video conferencing, or internet conferencing.

MINUTES

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. STATEMENT OF WELCOME

IV. ROLL CALL Roger Mueller-I, Emma Tapija-I, Michelle Zephier-I

APPROVAL OF AGENDA Michelle Zephier made motion to approve agenda and Roger Mueller second motion.

Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I

Vote: 3, 0, 0

V. CALL TO THE PUBLIC (This is the time that the public may comment. Members of the Board may not discuss items that are not on the agenda. Therefore, action taken as a result of public comment will be limited to directing staff to study the matter of scheduling the matter for further consideration and decision at a later date.) -NA

VI. Approval of Governing Board Meeting Minutes:

March 6, 2018

Michelle Zephier made motion to approve March 6, 2018 minutes and Roger Mueller second motion.

Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I

Vote: 3, 0, 0

VII. OLD BUSINESS

1. Discussion of April and May 2018 school wide calendar of events.-no action needed
2. Discussion and action to approve True Love Plumbing that has now exceeded \$10,000 this year for urgent plumbing issues and recommendations from 3.14.18 billing of emergency expense of \$1,380.96 as example.

Ms. Cole explained that we have exceeded \$10,000 for True Love but that many other companies are cheaper. Will research other plumbing cost options for May 1, 2018

VIII. NEW BUSINESS

1. Discussion and review of MOA between PSUSD and Hualapai Youth Services Partners Coalition (information only, no action needed)
2. Discussion and possible action to accept board member resignations from Adeline Crozier and Raelene Havatone.
Michelle Zephier made motion to approve accept board member resignation of Adeline Crozier and Raelene Havatone and Roger Mueller second motion.
Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I
Vote: 3, 0, 0
3. Discussion and possible action to approve ASBA (Arizona School Board Association) Insurance Trust agreement for Participation for SY 2018-2019 and view additional information provided from ASBAIT, EAP (Employee Assistance Program)
Michelle Zephier made motion to approve ASBA Insurance Trust agreement for SY2018-2019 for PSUSD staff and Roger Mueller second motion.
Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I
Vote: 3, 0, 0
4. Discussion and review of Arizona Auditor General Peach Springs USD Spending Fiscal Year 2017 report 18-203- no action needed on draft but will submit final review on May 1, 2018
5. Discussion and review of SY2016-2017 Draft of Audit report from on-site audit review and auditor general feedback – information only for the school board members
6. Discussion and possible action to provide an additional two paraprofessional positions (Title 1 paraprofessional for K-2 and 3-5 for SY 2018-2019) pending number of students that enroll.*
Based on number of students enrolled, Ms. Cole recommended adding an additional two paraprofessional positions for SY2018-2019 pending the number of students that enroll (for example over 200 students).
Michelle Zephier made motion to approve future two paraprofessional positions based on number of students that enroll for SY2018-2019 and Roger Mueller second motion.
Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I
Vote: 3, 0, 0
7. Discussion and possible action to approve Master Teacher paid online testing for upcoming future paraprofessional candidates that may not qualify for Title 1 paraprofessional (passing Master Teacher paraprofessional exam would provide another route besides traditional AA or 60 credit hours required for paraprofessional positions)*
Michelle Zephier made motion to approve online Master Teacher program for SY2018-2019 pending two paraprofessional future candidates if Title 1 highly qualified certification is needed and Roger Mueller second motion.
Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I
Vote: 3, 0, 0

IX. BUSINESS and TRAVEL

1. Discussion and possible action to approve vouchers 1826,1827,1828, 1829 and payroll 3318, 3418, 3518, 3618
Emma Tapija made motion to approve vouchers 1826,1827,1828,1829 and payroll 3318, 3418, 3518, 3618 and Roger Mueller second motion.
Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I
Vote: 3, 0, 0

X. PERSONNEL*

1. Discussion and possible action to approve Jaime Cole as superintendent for SY 2018-2019
Discussion was held on the salary and bonus rates in the past at Peach Springs USD superintendent during the past three years. Ms. Cole accepted a two year contract 2015-2016 and then 2016-2017; extended a year last year 2017-2018. With a \$5,000 increase (including bonuses from SY2018-2019 of \$105,000), Jaime Cole asked for yearly rate of \$110,000 for SY2018-2019. Emma Tapija agreed if no bonuses would be added for SY2018-2019 and Jaime Cole agreed. The other benefit options in the contract will stay the same such as paid housing expenses same as prior years, phone allowance same as prior year for SY2018-2019.
Michelle Zephier made motion to approve Jaime Cole as superintendent for rate of \$110,000 with same benefits in prior contract (excluding yearly bonus percent for SY2018-2019) and Roger Mueller second motion.
Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I
Vote: 3, 0, 0
2. Discussion and possible action to approve prorated business manager contract (revised contract) for Pearl Claus from April-June 2018 at prorate rate of \$16,250 for 3 months (April, May, June 2018- prorate using \$65,000 a year rate for business manager/payroll)
Michelle Zephier made motion to approve Pearl Claus as business manager/payroll for April –June 2018 at rate of \$16,250 and Roger Mueller second motion.
Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I
Vote: 3, 0, 0
3. Discussion and possible action to approve Pearl Claus as business manager/payroll for SY 2018-2019 effective July 1, 2018-June 30, 2019
Michelle Zephier made motion to approve Pearl Claus as business manager for 12-month position July 1, 2018-June 30, 2019 for \$65,000 a year and Roger Mueller second motion.
Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I
Vote: 3, 0, 0
4. Discussion and possible action to approve certified teacher contracts for SY2018-2019 for the following teachers and pay rate step increase (Note: teachers are hired for teacher positions K-8 and are subject to administrative changes in grade level or assignments as contract is for teacher only; placement is based on student need; all teachers must have current ADE qualified certification for contracts to be valid)* NOTE: Teachers may receive an additional percent increase in the future once notified or approved by legislative branch in upcoming meeting*
 - Kindergarten – Ms. Kristen Maratas (certified SY 2018-2019) BS + 5 years rate of \$42,669.00
 - First grade- Ms. Fay Tanoy (certified SY 2018-2019) Masters + 6 years rate of \$47,780.00
 - Second grade- Ms. Angelica Pableo Masters + 6 years rate of \$47,780

- Third grade- Ms. Annabell Mondoy (certified SY 2018-2019) BS + 6 years at rate of \$43,086
- Third/fourth grade- Ms. Regine Oria (certified SY 2018-2019) BA + 4 years rate of \$42,251
- Fourth grade- Ms. Kerdonia Swaby (BA+ 6 years) rate of \$43,086
- Fifth grade- Ms. Nordia Lawson (BA + 3 years) at rate of \$41,834.00
- Sixth grade- Meriam DelaTorra BS+36 + 6 years rate of \$47,110 (emergency certified- pending certification)*
- 5/6 grade- Ms. Katryn Eli (certified SY 2018-2019) BA+ 4 years rate of \$42,251*
- Seventh grade- Ms. Janeth Akot masters + 5 years \$47,363.00*
- Eighth grade- Ms. Zion Cabras (certified SY 2018-2019) (Masters+18 plus 6 years) at \$49,792.00*
- General education teacher or Title 1 Math teacher/PE teacher (teacher position pending contracts returned)- Mr. Bert Gale masters + 7 years rate of \$48,198.00
- General education teacher or Title 1 Reading teacher (teacher position pending contracts returned)-Ms. Beverly Espino (Masters + 36 + 6 years) at rate of \$51,805
- Special education (life skills)- Ms. Alma Princillo (certified SY 2018-2019) Masters plus 6 years rate of \$47,780.00
- Special education (resource teacher)- Ms. Ninfa Cabanero BA+ 18 hours + 6 years rate of \$45,009.00
- teacher- Jonahlee Catalbas Masters + 36 credits + 5 years \$51,387 (grade level teacher or computer pending contracts returned)
- Hualapai culture teacher- Angie Walema (pending date of her ADE culture teacher certification) although she passed Tribal Hualapai assessment first year teacher rate of \$40,999.00 prorated

Michelle Zephier made motion to approve listed certified K-8 teachers for SY2018-2019 at rate listed using prior board approve SY2018-2019 salary schedule and Roger Mueller second motion.

Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I

Vote: 3, 0, 0

5. Discussion and possible action to accept Ms. Quasula for para-professional assistant position for SY 2018-2019 at rate of \$13.50 an hour

Roger Mueller made motion to table Rochone Quasula paraprofessional contract for \$13.50 an hour and Michelle Zephier second motion.

Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I

Vote: 3, 0, 0

6. Discussion and possible action to approve Angie Walema as Hualapai culture teacher position for SY 2018-2019 at rate of \$40,999 for remainder prorated for SY 2017-2018 (for possible two months depending date to submit her ADE culture teacher certification) and standard first year rate for SY 2018-2019* (passed tribal exam 3/26/2018, pending submittal of ADE culture teacher certification)

Michelle Zephier made motion to approve Angie Walema as Hualapai culture teacher for SY2018-2019 at pro-rated amount of \$40,999 (April 11, 2018-May 25, 2018) and Roger Mueller second motion.

Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I

Vote: 3, 0, 0

7. Notice to re-advertise kitchen assistant position at rate of \$12 an hour with fingerprint clearance card and food handler's permit as a classified at-will employee for remainder of SY 2017-2018 and SY 2018-2019* (re-advertise, due to only 1 applicant without 2 out of 2 requirements for advertised position) – information only
8. Notice to include additional classified position for next board meeting. (information only, no action needed)*
9. Discussion and possible action to approve resignation of kitchen manager position for Marie Dominguez at rate of \$18 an hour as at-will classified employee effective 03 6/22/2018*
Michelle Zephier made motion to accept resignation of Marie Dominguez as kitchen manager position per her resignation effective 3/22/2018 and Roger Mueller second motion.
Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I
Vote: 3, 0, 0
10. Discussion and possible action to renew OT, PT, special education consultant services:
 - Northland-Rural Therapy Associate Occupational Therapy for \$12, 710.04 for monthly OT services at \$545 per visit for 18 visits a year, 3 evaluations and reports at \$215 per report, and mileage .54 per mile x 232 = \$125.28= \$12,710.04
 - Northland-Rural Therapy Associates Physical Therapy for SY2018-2019 at rate of \$6,643.80 to include monthly PT services \$440 per visit for 10 months, 2 evaluations and reports at \$215, extra hours as needed 8 hours x \$70 per hour, mileage .54 x 232= \$125.28 = \$6,643.80
Michelle Zephier made motion to approve OT and PT services for SY2018-2019 using Northland-Rural Therapy Associates and Roger Mueller second motion.
Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I
Vote: 3, 0, 0

Special education (OT,PT, speech, bids not recommended based on cost include:

- Physical Therapist – It is understood that this position would be for 10 hours per day, 1 day per month during the school year (10 days). Based on this communicated need, Therapy One, PLLC would be able to provide this service for \$11,200 (\$112.00 per billable hour). If any additional hours are needed and approved during the year, they will be billed at \$112.00 per hour.
- At this time, Therapy One, PLLC is not working with an Occupational Therapist that is willing or able to commute to Peach Springs 2 times per month. But, I am confident that if we were able to find one, that the quote of \$112.00 per billable hour would be sufficient. So, based on 2 times per month, that would be \$22,400.00 for the year.
- Nationwide Special Education Staffing Services, Jennifer Conrad Director of Education Resources mentioned Birch Agency but was not able to recruit OT, Speech services in our area.

11. Discussion and possible action to approve and continue with our school psychologist Jeanette Wiltbank from One Therapy for part time school psychologist 4 times a year (1 day per quarter) at rate of \$5,000

Michelle Zephier made motion to approve One Therapy services bid for 4 days at rate of \$5,000 (\$125 an hour using 10 hour days x 4 days= \$5,000) and Roger Mueller second motion.

Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I

Vote: 3, 0, 0

Special education school psychologist bids NOT included as recommendation based on cost:

- Nationwide Special Education Staffing Services, Jennifer Conrad Director of Educational Resources mentioned Birch Agency (email written quote for psychologist) at rate of \$1100 per evaluation, \$98 an hour for meetings.
- Dr. Osvelia Deeds, 930 N Switzer Canyon Dr Suite 105, Flagstaff, Arizona 86001 called but company does not complete school psychologist testing services.

12. Discussion and possible action to approve short term school psychologist testing and services on Monday, April 16, 2018 for two (emergency time sensitive needs) for testing and/or psychologist expert area for ~~Anaya~~ Aanya Smallcanyon at rate of \$2,150 plus mileage (requested by hearing officer, court/social services/detention center requests, and/or head start)- rate is cheaper than the bids researched as we have already scheduled our contract time with this year's psychologist.*

Jaime Cole mentioned that we have exceeded our prior contract days with our prior approve psychologist and we have some emergency, unexpected urgent testing and meetings required from a certified psychologist from referrals that came from social services, head start, discipline hearing officer referrals that need timely attention to remain in compliance with timeframes. Recommending Aanya Smallcanyon at rate of \$2,150 per day based on requests, up to two days this year in April 2018. It may or may not be scheduled on April 16, 2018 pending paperwork needed but will be in April 2018.

Michelle Zephier made motion to approve Aanya Smallcanyon to conduct testing and meeting facilitation needed by psychologist at rate of \$2,150 per day and Roger Mueller second motion.

Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I
Vote: 3, 0, 0

13. Discussion and possible action to retroactively approve additional cleaning and repair costs for Linda Viramontes during spring break based on vandalism. (see picture evidence)* Note: Inside and outside cameras will be working and activated this week to identify where the vandalism is coming from inside and outside school building.

Michelle Zephier made motion to approve Linda Viramontes's cleaning service beyond initial agreement number of days due to vandalism and Roger Mueller second motion.

Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I
Vote: 3, 0, 0

A. ANNOUNCEMENTS AND DATE OF NEXT BOARD MEETING

Upcoming Board Meeting to be held at the Governing Board Meeting Room (in the Peach Springs Elementary School) located at 403 Diamond Creek Road, Peach Springs, AZ:

- a.** Regular Governing Board Meeting – May 1, 2018 at 6:00 p.m.

A. ADJOURNMENT

Michelle Zephier made motion to adjourn and Roger Mueller second motion at 7:01 pm.

Motion: Michelle Zephier- I, Roger Muller-I, Emma Tapija-I

Vote: 3, 0, 0