



**REGULAR BOARD MEETING  
WESTERN ARIZONA VOCATIONAL EDUCATION DISTRICT  
GOVERNING BOARD**

**WEDNESDAY, August 4th, 2010**

5:30 P.M. – Kingman High School- Library

**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 one week prior to the meeting date. Individual Board Members contact staff with any questions regarding agenda items. As a result of this preparation, items that appear to be routing 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 who may participate by speakerphone.

**NOTE:** The Governing Board may consider any item on this agenda in any order and at any time during this meeting.

**CALL TO ORDER**

Mr. Duranceau called the meeting to order at 5:30 p.m.

**PLEDGE OF ALLEGIANCE**

Mr. Duranceau led the Pledge of Allegiance.

**ROLL CALL**

**Board Members Present:**

Alan Callner

Tom Duranceau

James Gray

Richard Lamb

Jack Pozenel

Rosemarie LeFebvre

Randy Hartless- via telephone  
Dr. Pamela Meyers

**Others Present:**

Superintendent Betsy Parker  
Shawna Schneikart  
Debbie Keller  
Becky Fawson  
Amy West  
Annette Bunch

**CALL TO THE PUBLIC**

We will now have open call to the public for citizens wishing to address the Governing Board regarding items on this agenda, or other issues within their jurisdiction. Anyone wishing to address the Board must complete a Request to Address Governing Board Form and give it to the Recording Secretary prior to the start of the meeting. Your comments must be limited to three (3) minutes or less. The President shall be responsible for recognizing speakers, maintaining proper order, and adherence to any time limit set.

The Governing Board shall not hear personal complaints against school personnel or any person connected with the school system unless other procedures provided by the Board for disposition of legitimate complaints involving individuals have been followed.

The Governing Board meeting is subject to the Arizona Open Meeting Law. The Board will not respond to comments or presentations made in the Call to the Public. At the conclusion of the open call to the public, individual members of the Board may respond to criticism made by those who have addressed them, may ask staff to review a matter, or may ask that a matter be put on a future agenda.

Undue interruption or other interference with the orderly conduct of a meeting of the Governing Board will not be permitted.

**AGENDA MODIFICATIONS:**

NONE

**WAIVER MOTION-**

NONE

**SUPERINTENDENT'S CURRENT EVENT REPORT:**

Operations

Superintendent Parker had the final review of the CORE project costs with Lake Havasu. Lake Havasu is very excited to move forth on all of the projects in the booklet. In talking with CRUHSD, Parker, and Kingman districts, they all are planning on utilizing the information from CORE and will be moving forward this school year on some projects.

Community

Superintendent Parker was pleased to announce that the WAVE press release was in the Mohave Economic Development Journal. Mrs. Parker also attended several events and meetings to include the LWIB meeting as well as attending several of the COYOTE functions.

#### Finance

Superintendent Parker stated that the Districts revenue for the month of June was very small. She will discuss the State Aid Payment Schedule in her financial report, but stated that the district should be caught up with state payments by the end of August.

#### Academics

Superintendent Parker traveled to River Valley High School and met with the new welding and technology teacher. Several in services have been scheduled to include training for CTSO's and sponsors and training on the new Educast System.

#### **WOW AWARD**

No WOW awards for the month of August

#### **BOARD MEMBERS' REPORTS ON CURRENT EVENTS**

Board Member Lamb presented the La Paz county COYOTE group's gift bag to the District for sponsorship as well as a newspaper article. The COYOTE group was very appreciative of our sponsoring a student. Mr. Lamb also showed a poster of Jackie Reeves winning Hospitality Program of the Year. Lisa Ferko was also honored from Parker High School.

Board Chairman Duranceau reported on participating in an interview with the local cable TV show about our JTED district. He felt that the interview went well, and it is just another way to get information to the public about our JTED. Mr. Duranceau also attended the COYOTE Program Awards banquet.

Board Member Meyers shared her experience attending the JTED Governing Board Retreat that Superintendent Parker helped to organize at the Summer CTE Conference. The workshop was well represented by all of the JTED's and Mrs. Meyers was very pleased with the information that was presented.

#### **ITEMS TO BE WITHDRAWN FROM THE CONSENT AGENDA**

No items were requested to be withdrawn from the consent agenda.

#### **CONSENT AGENDA:**

1. Approve WAVE District operating expense vouchers #9026, #1001, and #1002

2. Discussion and possible action to approve the minutes of the July 7th, 2010 Regular Board Meeting of the Western Arizona Vocational Education District.

**ITEMS PULLED FROM THE CONSENT AGENDA- NONE**

**MOTION:** Board Member Meyers made a motion to approve the items on the Consent Agenda to include vouchers #9026 and #1001, as well as the July 7th board meeting minutes. Board Member Lamb seconded the motion.

**VOTE:** A vote was taken on the motion. AYES: Duranceau, Hartless, Lamb, LeFebvre, Callner, Meyers, Gray, and Pozenel. NAYES: None.

**MOTION CARRIED**

**OLD BUSINESS-**

NONE

**3. Financial Report**

Superintendent Parker discussed the State Aid Payment scheduled issued by the Arizona Department of Education's Finance Department. The state has just set the payment schedule for school districts through the first six months of the 2010-11 school year. The payment schedule for the last six months will be decided in November 2010. The payments are based on the fact that the Legislature is "rolling over" 3 months of school district payments from this fiscal year into FY2012. The major difference from last year is that it will not be the last three payments of the year that will be "rolled over" or deferred into next year. Superintendent Parker stated that we should be getting our tax revenue rolling in by November.

**MOTION: None- Information only**

**4. Discussion of Financial Procedural Review from Heinfeld, Meech & Co.**

Superintendent Parker discussed the procedural review. All of the board members received a copy of the findings. Mrs. Parker stated that it was a good learning experience for the district and helped us generate new and additional forms and procedures for an office manual. Chairman Duranceau made the comment that he was very surprised at all of the requirements that we as a small district are held to.

**MOTION: None- Information and discussion only.**

**5. Discussion of Superintendent Evaluation Form for 2010-2011.**

Board Member Meyers has prepared the sample form and the board members are all invited to make changes, deletions, and additions as appropriate. Board Member Meyers would like any changes by August 14<sup>th</sup>.

**MOTION:** None- Information and discussion only.

**6. Discussion and Possible Action on Distribution of latest ARRA Stabilization Fund-Fall.**

Superintendent Parker stated that the district applied for these funds and the amount for the district is \$10,292.50. These funds must be expended by September 30, 2010. The recipient reporting requirements also state that we need to report on how the dollars are spent as well. Superintendent Parker recommends that the board consider a couple of possibilities for using the funds. The recommendations are and ADM collection or a special projects requests. Mrs. Parker has notified the CTE Directors so that they will have time to consider project ideas in case the board recommends that option. The board asked the CTE Directors to present some ideas for projects. All of the CTE Directors presented ideas that were well received by the board. After much discussion, Board Member Gray suggested the district matching the funds to increase the amount and dividing that amount between all of the Districts. This will be presented and voted on at next month's meeting.

**MOTION:** None- Information and discussion only.

**7. Discussion on Special Projects Proposals from Partner Schools.**

Superintendent Parker as well as the board members would like to see all of the schools programs expand in this year two of the district. Mrs. Parker would like to establish criteria for special project funding for growth and sustainability. The CTE Directors will be directed to provide information regarding student counts, completion rates, projected growth, and sustainability. This should help give the governing board members the rationale behind the projects that the schools are requesting. Mrs. Parker stated that if we continue with giving funds based on ADM, it will hurt those small schools needing larger items. Mrs. Parker also stated that she would like to purchase large items (capital expenditures) now instead of salaries in case the capital dollars are swept in the future. Board Member LeFebvre stated that she would like to have this information provided by the directors before moving forth on projects listed in the CORE Report because it is important that we fund those projects that are growing. Mrs. Parker was also directed to establish a rubric for these proposals for next month's board meeting.

**MOTION:** None- Information and discussion only.

**8. Strategic Planning for Littlefield Unified School District #9.**

Superintendent Parker informed the members of the governing board that she has had numerous contacts with LUSD and has been helping with curriculum. Mrs. Parker has visited the high school as well as presented information at their governing board meeting. Mrs. Parker will continue to be available by phone and email for consultations. Board Member Lamb asked if it were possible to have LUSD video tape their facilities to present to WAVE. Mrs. Parker will contact the superintendent and principal to see if they can help with this request.

**9. Future Agenda Items.**

The following will be placed on next month's board meeting agenda:

- Superintendent Evaluation approval
- Approval of Additional Travel Procedures
- Distribution of ARRA funds
- Project proposals

**ADJOURNMENT**

Board member LeFebvre made a motion to adjourn the meeting and Board Member Pozenel seconded the motion. Chairman Duranceau declared the meeting adjourned.

Dated this 6th day of August 2010  
Debbie Keller, Recording Secretary

Thomas L. Duranceau, Board Chairman

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 Deborah Keller at (928) 753-0947 at least twenty-four (24) hours prior to the meeting so an accommodation may be arranged.