

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

**GOVERNING BOARD**  
**MINUTES OF MEETING**  
**ZOOM**

Thursday, May13, 2021 at 6:00 PM

**Governing Board:**

Carol Anne Teague  
Lori Drake  
Anthony Lozano  
Chip Currie  
Greg Roeller

**Also Present:**

Mike Westcott, Superintendent  
Genie Gee, Principal  
Lynn Leonard, Finance Director

**OPENING**

**Call to Order**

Board President Carol Anne Teague called the meeting to order at 6:00 PM

**Roll Call**

Board President Carol Anne Teague, Vice President Greg Roeller, Board Member Lori Drake, Board Member Anthony Lozano, Board Member Chip Currie are all present.

**Pledge of Allegiance**

The pledge was led by Tony Isola

**Moment of Silence**

A moment of silence was observed.

**Adoption of Agenda**

**Motion** was made by Board Member Chip Currie to adopt the agenda as presented. Second was made by Board Member Anthony Lozano. **Roll Call Vote:**

Board President Carol Anne Teague- Aye  
Vice President Lori Drake- Aye  
Board Member Greg Roeller- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye

**Motion** passed.

**Board Meeting Minutes Not Previously Approved**

April 8, 2021 Regular Meeting

**Motion** was made by Board Vice President Greg Roeller to approve the minutes as presented. Second was made by Board Member Lori Drake. **Roll Call Vote:**

Board President Carol Anne Teague – Aye  
Vice President Lori Drake- Aye  
Board Member Greg Roeller- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye

**Motion** passed.

## **Superintendents Reports:**

### **Legislative update:**

#### **District COVID-19 mitigation plan considerations and recent guidance changes:**

- Mike Westcott gave overview of the District mitigation plan and stated there has been substantial spread in the community including several students on campus in quarantine and that based on current metrics and CDC and AZDHS guidelines the District will continue to follow current COVID 19 mitigation efforts.

#### **Cafe improvement updates:**

- Mike Westcott gave update on the café including the need for improvements being made in order to allow the staff to install a tilting skillet which has many features and will be a great tool for kitchen staff.

#### **Board Norm of the Month-*Rendering judgements based on available facts and my independent judgement, and refusing to subordinate that judgement to individuals or special interest groups. (BCA) Board Member Ethics***

- Mike Westcott gave overview of the Board Norm and commended the board for using good judgment over the past year while navigating a pandemic.

## **Board Member Reports:**

### **ATORT**

- Carol Anne Teague commended the Adams Family production and encourages everyone to go and see it!

## **Finance Reports:**

#### **Budget update (ESSER II funds, budget revision presentation)**

- Lynn Leonard gave an overview of funding and various funding for this year. Board discussed the plan and funding options for new Football field and agreed that a new field is very important for safety.

**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 to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the consent agenda and will be discussed separately.)*

## **Approval of Routine Vouchers**

- **Expense**  
1035 - \$109,172.14  
1036 - \$ 356.81  
1037 - \$172,294.70  
1038 - \$ 67,598.75
- **Payroll**  
26 - \$313,991.00  
27 - \$329,494.87  
28 - \$314,117.74

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- **Bookstore Activity**

May's Report for Student Activity

- **Personnel:**

Certified Staff:

Classified Staff:

Certified and Classified Staff- Summer School

**Donations**

Car Donation – Prudence Zale

Monetary Donation to Girls Soccer Team

**Hope Closet:**

- Clothing from Cato's Fashion
- Bag of Sweatpants – Anonymous Donor
- Bag of Clothes – Anonymous Donor
- Prom Dresses – Verde Valley Rotary Club

**Agreements**

- MOU with Verde Christian Academy
- IGA with Yavapai County Free Library District and the Mingus Union High School District No. 4
- Waiver of conflict of interest with YCAO regarding the Yavapai County Treasurer
- YCESA contract for 2021-22 Substitute Consolidation
- Primary Consultants, Inc.
- IGA between Sedona-Oak Creek Joint Unified School District #9 and MUHS #4 for Shared Services of Career and Technical Education Director.

**Policy Second Readings**

- **Second Reading of modifications to Policy BEDB Agenda- as it relates to requests for future agenda items and a description for an "Information Only" portion of the agenda**
- **Second Reading of modifications to Policy IA as it relates to the recommendations of the CMSi audit and instructional goals and objectives**

**Motion** was made by Board Member Lori Drake to approve the Consent Agenda as presented. Second was made by Board Member Chip Currie. **Roll Call Vote:**

Board President Carol Anne Teague- Aye

Vice President Lori Drake- Aye

Board Member Greg Roeller- Aye

Board Member Anthony Lozano- Aye

Board Member Chip Currie- Aye

**Motion** passed.

**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)*

**Final Budget Revision-** Discussion and possible approval of the final budget revision.

- Lynn Leonard gave overview of revision to budget and presented the final School District Annual Expenditure Budget.

**Motion** was made by Board Member Chip Currie to approve the Final Budget Revision as presented. Second was made by Board Vice President Greg Roeller. **Roll Call Vote:**

Board President Carol Anne Teague- Aye

Vice President Lori Drake- Aye

Board Member Greg Roeller- Aye

Board Member Anthony Lozano- Aye

Board Member Chip Currie- Aye

**Motion** passed

**Recommendations of the 2021 Salary and Benefits Committee-** Consideration and possible approval of the 2020-21 Meet and Confer Agreement and recommendations for staff salary increases, Certified salary determinations, athletic and extracurricular stipends, sick leave accrual, and vision benefits

- Mike Westcott gave an overview of the Salary and Benefits Committee and the purpose behind the committee. Gave overview of communiques and presented to the board the rationale behind the Meet and Confer Agreement and the recommendations for staff salary increases, the certified salary determinations and athletic/extracurricular stipends, sick leave accrual and the addition of vision benefits.
- Board discussed importance of the committee.

**Motion** was made by Board Member Anthony Lozano to approve the recommendations of the 2021 Salary and Benefits Committee Meet and Confer Agreement and recommendations for staff salary increases, Certified salary determinations, athletic and extracurricular stipends, sick leave accrual, and vision benefits. Second was made by Vice President Greg

Roeller. **Roll Call Vote:**

Board President Carol Anne Teague- Aye

Vice President Greg Roeller- Aye

Board Member Lori Drake- Aye

Board Member Anthony Lozano- Aye

Board Member Chip Currie- Aye

**Motion** passed

**Recommendations for 2021-22 Administrative salary increases.** Consideration and possible approval of a recommended 5% administrative salary increase for the 2021-22 School year.

- Mike Westcott gave overview and rationale behind the recommendation of the 5% salary increase.
- Board discussed and asked to clarify that this would be applied to each member of the Mingus Administrative Team. Mike Westcott stated that yes, each member of the admin team would receive the 5% salary increase.

**Motion** was made by Board President Carol Anne Teague to approve the 5% administrative salary increase for the 2021-22 School Year. Second was made by Board Member Anthony Lozano. **Roll Call Vote:**

Board President Carol Anne Teague- Aye

Vice President Greg Roeller- Aye

Board Member Lori Drake- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Nay  
**Motion** passed

**Contract term of the School Principal-** Consideration and possible approval of a three (3) year contract term for the MUHS Principal.

- Mike Westcott discussed the terms of the agreement and the rationale behind a 3-year contract term for the Principal.
- Board discussed the benefits of the 3-year contract and continuity of leadership.
- Chip Currie asked in the event the district or the principal wished to end the agreement what the options would be. Mike Westcott stated there is flexibility for both parties.

**Motion** was made by Board President Carol Anne Teague to approve a three (3) year contract term for the MUHS Principal. Second was made by Board Member Chip Currie. **Roll Call Vote:**

Board President Carol Anne Teague- Aye  
Vice President Greg Roeller- Aye  
Board Member Lori Drake- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye  
**Motion** passed

**Classified Employees, Counselors, and Administration Renewal Lists for 2021-22 School Year-** Discussion and possible approval of the Classified Employees, Counselors and Administration Renewal Lists for the 2021-22 School Year.

- Mike Westcott stated this is fairly routine and explained each list: Classified, Counselors and Administration.
- Anthony Lozano clarified that the Counselors are not in the same category as Classified employees.

**Motion** was made by Board Vice President Greg Roeller to approve the Classified Employees, Counselors, and Administration Renewal Lists for 2021-22 School Year as presented. Second was made by Board Member Chip Currie.

**Roll Call Vote:**

Board President Carol Anne Teague- Aye  
Vice President Greg Roeller- Aye  
Board Member Lori Drake- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye  
**Motion** passed

**Registrar and AZEds Data Coordinator positions:** Discussion and possible approval of modifications to the Registrar position and the addition of the AZEds Data Coordinator position.

- Genie Gee gave overview and the rationale behind modifying the current Registrar position and stated that the position has grown and that the current incumbent has a large workload. Genie stated the addition of the AZEds Coordinator will be a benefit and the importance that role has on state reporting and funding.

**Motion** was made by Board Vice President Greg Roeller to approve the modifications to the Registrar position and the addition of the AZEds Coordinator position. Second was made by Board President Carol Anne Teague.

**Roll Call Vote:**

Board President Carol Anne Teague- Aye  
Vice President Greg Roeller- Aye

Board Member Lori Drake- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye  
**Motion** passed

**Employee Benefits for School Year 2021-22**-Discussion and possible approval of Employee Benefits to include:  
Medical/Dental/Vision/Short Term Disability/Life Insurance for 2021-22 School Year

- Lynn Leonard gave overview of the Employee Benefits for the 2021-22 School Year. Stated this is routine and that it needs board approval each year.

**Motion** was made by Board Vice President Greg Roeller to approve the Employee Benefits for School Year 2021-22 as presented. Second was made by Board Member Anthony Lozano.

**Roll Call Vote:**

Board President Carol Anne Teague- Aye  
Vice President Greg Roeller- Aye  
Board Member Lori Drake- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye

**Motion** passed

**Sole source vendor list for 2021-22**- Discussion and possible approval of Sole Source Vendors for 2021-22.

- Lynn Leonard presented the Sole Source Vendors for 2021-22. Explained that this list is necessary for auditing purposes and it makes it easier to work with vendors when there may not be another comparable vendor to provide services. Lynn used APS as an example since they are the only business of their nature in the area.

**Motion** was made by Board Vice President Greg Roeller to approve the Sole source vendor list for 2021-22 as presented. Second was made by Board Member Chip Currie.

**Roll Call Vote:**

Board President Carol Anne Teague- Aye  
Vice President Greg Roeller- Aye  
Board Member Lori Drake- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye

**Motion** passed

**Registration fees for FY22** - Discussion and possible approval of recommended registration fees for the 2021-22 school year

- Lynn Leonard presented the Registration Fees for FY22 and stated they have not changed since last year, but they still require board approval annually.

**Motion** was made by Board Member Chip Currie to approve the registration fees for FY22 as presented. Second was made by Board Member Lori Drake.

**Roll Call Vote:**

Board President Carol Anne Teague- Aye  
Vice President Greg Roeller- Aye  
Board Member Lori Drake- Aye  
Board Member Anthony Lozano- Aye

Board Member Chip Currie- Aye

**Motion** passed

**Classroom Site Fund (301) Pay for Performance Plan-** discussion and possible approval of the 2021-22 301 Pay for performance plan and funding structure for teaching staff.

- Genie Gee presented the 301 Pay for Performance Plan for Teaching staff. Genie stated that there was a 301 committee comprised of teachers and counselors. They developed a 301 plan which was voted on and approved by all current teaching staff.

**Motion** was made by Board Member Lori Drake to approve the classroom site fund (301) Pay for Performance Plan as presented. Second was made by Board Member Chip Currie.

**Roll Call Vote:**

Board President Carol Anne Teague- Aye

Vice President Greg Roeller- Aye

Board Member Lori Drake- Aye

Board Member Anthony Lozano- Aye

Board Member Chip Currie- Aye

**Motion** passed

**Classroom Site Fund (301) Pay for Performance Plan-** discussion and possible approval of the 2021-22 301 Pay for performance plan and funding structure for counseling staff.

- Genie Gee presented the 301 Pay for Performance Plan for Counseling staff. Genie stated that there was a 301 committee comprised of teachers and counselors. They developed a 301 plan which was voted on and approved by all current counseling staff.

**Motion** was made by Board Vice President Greg Roeller to approve the classroom site fund (301) Pay for Performance Plan as presented. Second was made by Board Member Anthony Lozano.

**Roll Call Vote:**

Board President Carol Anne Teague- Aye

Vice President Greg Roeller- Aye

Board Member Lori Drake- Aye

Board Member Anthony Lozano- Aye

Board Member Chip Currie- Aye

**Motion** passed

**ASBA Policy Advisory 679, Policy IKFB -** Graduation Exercises- discussion and approval of additions to Policy IKFB, Graduation exercises, in response to the Governor's signature of HB2705. Consideration and adoption of PA 679 during a single meeting of the Governing Board is authorized by Policy BGB as an emergency measure.

- Mike Westcott gave overview if the Policy Advisory and stated this measure was passed fairly quickly and now prohibits public schools from not allowing students who belong to a federally recognized tribe from wearing tribal regalia to the graduation ceremony. Stated this does not impact Mingus High School as students have been able to do so previously.

**Motion** was made by Board President Carol Anne Teague to approve the ASBA Policy Advisory 679, Policy IKFB as presented. Second was made by Board Member Chip Currie.

**Roll Call Vote:**

Board President Carol Anne Teague- Aye  
Vice President Greg Roeller- Aye  
Board Member Lori Drake- Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye  
**Motion** passed

**Information and Discussion Items** (*Matters about which the Board may engage in discussion but will take no action during the meeting*).

**First Reading of modifications to Policy IHA as it relates to the recommendations of the CMSi audit and the Basic Instructional Program.**

- Mike Westcott gave overview of the policy modification and rationale behind the recommendations from the CMSi audit.

**Request for Future Agenda Items:**

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**ADJOURNMENT 7:20 PM**

**Motion** was made by Board Member Chip Currie to adjourn the meeting. Second was made by Board Member Anthony Lozano **Call Vote:**

Board President Carol Anne Teague- Aye  
Vice President Greg Roeller- Aye  
Board Member Lori Drake Aye  
Board Member Anthony Lozano- Aye  
Board Member Chip Currie- Aye  
**Motion** passed.

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Board President, Carol Anne Teague

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Vice President, Greg Roeller