



**NOTICE OF REGULAR BOARD MEETING**  
BOUSE SCHOOL DISTRICT GOVERNING BOARD  
Monday, March 6, 2017 at 6:30 pm  
Bouse Elementary School  
Please see [www.bouseschool.org](http://www.bouseschool.org) for more information

Pursuant to A.R.S. 38-431.02, NOTICE IS HEREBY GIVEN to the members of the GOVERNING BOARD and the general public that the GOVERNING BOARD OF THE BOUSE SCHOOL DISTRICT NO. 26 will hold a meeting open to the public. The Governing Board reserves the right to move into executive session for legal advice with its attorneys, in person or by telephone, for any item listed on the agenda, pursuant to A.R.S. 38-431.02 (A) (3). Additional documentation relating to public meeting agenda items may be obtained at least 24 hours in advance of the meeting by contacting the business office at (928)851-2213.

**\*\* REGULAR MEETING MINUTES \*\***

1. Call the meeting to order / roll call  
*The meeting was called to order at 6:30pm / roll call Robin Cooper, Heather Huhtala, Brenda Garcia and Gloria Dean were all present.*
2. Approve agenda  
**Robin Cooper made the motion to approve the agenda, Heather Huhtala seconded and the motion carried with a unanimous vote.**
3. Pledge of Allegiance
4. Call to the public: *This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.*  
**Ann Wilson, husband was unable to get onto Bouse School webpage to put in an application. Susan Nault informed the board that she would be back to school April 4, 2017.**
5. Administrator Report  
**Mrs. Dean's report as follows.**  
**February 27: was 100<sup>th</sup> day of school. Transportation reports will be due March 31, 2017 and one of her staff will help Mr. Nault and Mrs. DiCarlo with report. March 13 - April 22: Is the AIMS Science testing window for 4<sup>th</sup> and 7<sup>th</sup> grader testing. March 27 - May 5: Is testing window for AZ Merit for grades 3<sup>rd</sup> thru 8<sup>th</sup> grades. Kindergarten - 2<sup>nd</sup> grades will test Stanford 10 during this time. All material must be ordered for testing. April 6: Is 5<sup>th</sup> thru 8<sup>th</sup> grade track meet at Salome High School. April 15 Teacher and Staff contracts should be offered so that they have 30 days to return or not. Salary schedules and calendars will need to be determined before offering contracts. School attorney has also sent all administrators a revised prototype for 2017-18 teacher contracts to reflect a W-2 box. March 13 and 27: Is the Professional Group Public Consulting Group - LeAnn Burns has traveled to Bouse every other week for a total of 2 days. She has**

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been granted access to Visions, ADE Connect, and School Master during this time she is doing payroll, grant reimbursements and other items needing immediate attention. Through the transition, Melissa will continue to process accounts payable every other week since she is closer and she will save us money so that we don't have to pay the consulting firm as much while Melissa is doing AP. LeAnn will be doing budget projects, budget revision, grants, and other projects (quarterly 941 reports if the County doesn't do them); ect. Title 1 has not been officially approved and LeAnn has been currently been actively working with ADE to finalize the grant. March 27 – 30: Mrs. Dean will be completing the second formal teacher evaluation so that we demonstrate alignment to the Arizona Framework for Measuring Teacher Effectiveness in compliance with the teacher evaluation.

6. Review/discuss/approve the corrected minutes from January 3, 2017 and January 11, 2017.  
**Robin Cooper making the motion to approve the corrected minutes and Heather Huhtala seconded and the motion carried with a unanimous vote.**
7. Review/discuss/approve the minutes from February 6, 2017 and February 10, 2017  
**Heather Huhtala making the motion to approve the minutes and Brenda Garcia seconded and the motion carried with a unanimous vote.**
8. Review/discuss/approve expense and payroll vouchers:  
Expense 1016: \$6,668.28                      Payroll 16: \$14,647.95  
Expense 1018: \$1,151.16                      Payroll 17: \$14,765.09  
Expense 1019: \$1,066.33  
**Brenda Garcia making the motion to approve the corrected minutes and Heather Huhtala seconded and the motion carried with a unanimous vote.**
9. Review/discuss/approve Community use of School Facilities  
*Friends of the Bouse Public Library would like to get approval to use gymnasium Friday, January 26, 2018 and Saturday, January 27, 2018 for the Elvis Tribute Show*  
**Heather Huhtala making the motion to approve the use of gymnasium Brenda Garcia seconded and the motion carried with a unanimous vote.**
10. Review/discuss/approve the FY2017-2018 school year calendar.  
**Robin Cooper suggested that the two week Spring Break be looked into further. Would like a survey sent home with students for parents input into either a one week Fall Break and one week Spring Break or stay the same with a two week Spring Break. Also would like on the parent survey if school should start the second or third week in August. Will table until after the survey information is collected. Robin Cooper making the motion and Heather Huhtala seconded and the motion carried with a unanimous vote.**
11. Review/discuss/approve the Certified Salary Schedule for FY2017-2018.
12. Review/discuss/approve a step raise or salary freeze for certified personnel for FY2017-2018.
13. Review/discuss/approve a step raise or salary freeze for classified personnel for FY2017-2018.  
**Item #11, #12 and #13:**
  - **All Classified and certified employees who are currently employed by Bouse Elementary School will not see a reduction to their current hourly wage.**

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- **All new classified employees will be placed at an hourly wage, based upon the job, qualifications and experience.**
  - **Certified employees will be offer a salary based on their experience and education.**
  - **Those employees who have been with Bouse Elementary School will see a percentage increase to their hourly wage based upon the funding that BES receives from the state. That means in good years, those employees could see a 3% raise, in average years, a 1.5% raise, in poor years, no raise or a slight percent increase. Item was tabled for work session. Heather Huhtala making the motion and Robin Cooper seconded and the motion carried with a unanimous vote.**
14. Requests for future Agenda items.  
**No request at this time.**
15. Discussion and possible action for the governing board to select a hiring committee for the selection of administrator.  
**Robin Cooper proposed that we form a Search/Screen or Hiring Committee to aggressively search for an Administrator. The committee would be comprised of the following: Community member, Parent, Staff member, Faculty. The duties of the committee will be as follows: Review the job description, interview candidates and then take final candidate/s to the governing board for approval and hiring. Provide CLEAR instructions as to how to apply for the position. Discuss innovative ways to advertise for the position. Receive/Review all of the applications and resumes. Develop a set of questions to be asked of each person interviewed and only these questions can be asked. Give you recommendation to the Board. John Nault offer to be on the committee as a staff member. Mrs. Dean said that she has only gotten two phone call about the job openings. The item was tabled. Robin Cooper making the motion and Brenda Garcia seconded and the motion carried with a unanimous vote.**
16. Discussion and possible action to post in additional locations the administrator's position in addition to ASBA website, Arizona Department of Education and Bouse School Website.  
**Robin Cooper suggested posting the jobs at the La Paz County Career Center in Parker. Georgette DiCarlo explained that she had already contacted them and left message last week with a Ramona, still no call back. Robin Cooper said that she would get in contact with them.**  
The next regular meeting will be Monday, April 10, 2017 at 6:00 p.m.  
**The time was set for 6:30 pm. Robin Cooper making the motion and Brenda Garcia seconded and the motion carried with a unanimous vote.**
17. Adjourn regular board meeting  
**Meeting adjourned at 7:30pm**