

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

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

Mingus Union High School Library  
Thursday, February 13, 2025 6:00 PM

**Governing Board:**

Misty Cox  
Austin Babcock  
Ashley Koepnick  
Taylor Bell  
Frank Nevarez

**Also Present:**

Melody Herne, Superintendent  
Lynn Leonard, Finance Director  
Bridget Hillman, Admin Asst.  
Josh Fant, IT Director

**OPENING**

**Call to Order**

President Cox called the meeting to order at 6:00 PM

**Roll Call**

President Misty Cox, Vice President Ashley Koepnick, Board Member Austin Babcock, Board Member Taylor Bell, are all present. Board Member Frank Nevarez is absent.

**Pledge of Allegiance**

The pledge was led by Finance Director Lynn Leonard.

**Moment of Silence**

A moment of silence was observed.

President Cox asked Superintendent Herne for any changes to the agenda. Superintendent Herne states there is a change to tonight's agenda. The Exceptional Student Services presentation Item 10.2 will need to be removed.

**Adoption of Agenda**

**Motion** was made by Vice President Koepnick to adopt the agenda with the removal of Item 10.2 under Information and Discussion, the Exceptional Student Services presentation. Second was made by President Cox.

**Roll Call Vote:**

President Misty Cox – Aye  
Vice President Ashley Koepnick – Aye  
Board Member Austin Babcock - Aye  
Board Member Taylor Bell - Aye  
Board Member Frank Nevarez - Absent

**Motion** passed 4-0.

### **Student Recognition**

The presentation and certificates for student recognitions were presented by Superintendent Herne and Principal Beery.

### **Employee Recognition**

The presentation and certificates for employee recognitions were presented by Superintendent Herne and Principal Beery.

## **REPORTS**

### **Superintendent's Report**

Superintendent Herne reported on the following events that took place on the campus in the past month. Items highlighted: Freshman Night, Marauder for a Day, Student Awards Assembly, Senior Night for Winter Sports, STEAM Club, FFA, Student Council, Visual Arts

Freshman Night took place January 21, 2025, in an open house style. Eighth grade students and families were able to meet teachers, staff and students from the Academic Department, VACTE, clubs, and Athletic programs. It was a wonderful opportunity to see what Mingus Union High School has to offer.

Marauder of a Day is an opportunity for incoming freshmen to see Mingus Union High School campus, visit classrooms, work in small groups led by Link Crew Leaders, and course selection for their freshmen year. Schools that have or will participate in Marauder of a Day are; Cottonwood-Oak Creek School District, Clarkdale Jerome, Immaculate Conception, Beaver Creek, Running River, and Homeschool students.

The Student Awards Assembly took place February 12<sup>th</sup> with over 350 students recognized. Students were awarded for perfect attendance, Honor Roll with earned GPA of 3.5-3.99, and Principal's list with earned GPA of 4.0 or above during the Fall 2024 semester

Senior Night Winter Sports took place for Boys Basketball, Girls Basketball, Wrestling, Boys Soccer and Girls Soccer. Seniors were recognized for their participation in Mingus Athletics.

STEAM Club participated in a field trip to Embry Riddle Aeronautical University in Prescott. Students viewed the planetarium show, took a campus tour, participated in a STEM activity, and toured the Flight Center. Other highlights from the field trip included airplane simulators and the crosswind simulator.

FFA participated in the Black Canyon Regional contest on January 31, 2025, and competed in Livestock Evaluation, Food Service, Veterinary Science, and Forestry. The FFA program had multiple students receive high placements in several events.

Student Council members attended the Arizona Association of Student Councils State Convention (AASC) in January. The council received the prestigious outstanding Council of Distinction Award.

The Visual Arts Department participated in the Verde Valley Young Artists Showcase Art Show. The students selected and submitted their best pieces to be considered for an invitation to participate in the show. Mingus students received first, second, and third place along with several students receiving Honorable Mentions for their work.

Superintendent Herne also reported on her attendance at the Association of Christian Administrators Leadership Summit held at Grand Canyon University the end of January.

Current and upcoming events include girls soccer final post-game of the season on February 13<sup>th</sup>, US AirForce Concert Band February 26<sup>th</sup> at 7:00 p.m., and Board Work Session February 27<sup>th</sup> from 5:00-7:00 p.m. The public is encouraged to visit Mingus Union High School website for all current activities and events.

### **Board Member Report(s)**

Vice President Koepnick reported on her attendance to the "Styles of Broadway" production. The production was fantastic. Mr. Ball and all the students did a really nice job.

Board Member Bell reported on the BOLTS training that she and Board Member Nevarez attended last week. This was a very informative conference. Some of the breakout sessions included Do's and Don'ts for a Board Member, Superintendent's Functions, Strategic Planning, and Open Meeting Law.

## **PRESENTATION AND INFORMATION**

### **Administration Information**

Principal Beery presented school updates which included highlights from the tabletop exercise with Cottonwood Police Department, Dispatch and Cottonwood Fire Department. He also stated that Flex started on February 6<sup>th</sup>. It was very successful with feedback from staff on how it can be approved and utilized.

### **Student Council Presentation**

Student Council members reported on the latest Student Body events and future activities. Their presentation included highlights from the Student Council State Convention where the council received the Outstanding Council of Distinction along with the Sliver Award for Community Service and Gold Award for Charitable Contributions. Sponsor Kelcy Lyons also received an award for her years of service as the sponsor of Student Council. Other Student Council activities for last month include Vitalant Blood Drive and National School Counselors Week. Upcoming events are Prom on April 12<sup>th</sup> for Juniors and Seniors at the Clarkdale Clubhouse and Character Counts Spirit Week in collaboration with MUHS Clubs March 10<sup>th</sup> – 14<sup>th</sup>.

President Cox congratulated the Student Council for their achievements and honors.

### **AVID Information**

AVID students introduced themselves and presented classroom updates. In the AVID classes Seniors are applying for scholarships, Juniors are learning about Financial Literacy, Sophomores are writing argumentative essays, and Freshmen are finalizing compare and contrast essays on postsecondary education options. The AVID students also informed the Board how the AVID program has benefited them in their education. Examples of benefits: confidence building, peer interaction, organization skills, post-secondary education opportunities, teacher support especially from Mrs. Bodam, time management, TRF, and goal setting.

Vice President Koepnick expressed her gratitude to the students for being brave enough to speak to the Board. She also gave her thanks to the AVID teacher Mrs. Bodam for doing a wonderful job.

President Cox told the students to keep up the good work.

### **Other Information for Reading**

February Newsletter

### **Board Meeting Minutes Not Previously Approved**

**Motion** was made by Board Member Babcock to approve the Minutes for the January 9, 2025, Regular Meeting, January 23, 2025, Work Session, and February 5, 2025, Work Session as presented. Second was made by Vice President Koepnick.

**Roll Call Vote:**

- President Misty Cox – Aye
- Vice President Ashley Koepnick – Aye
- Board Member Austin Babcock - Aye
- Board Member Taylor Bell - Aye
- Board Member Frank Nevarez - Absent

**Motion** passed 4-0.

**Public Comments**

No Public Comment were submitted for this meeting.

**ACTION ITEMS – CONSENT**

**Motion** was made by Vice President Koepnick to approve the consent agenda as presented. Second was made by Board Member Bell.

**Roll Call Vote:**

- President Misty Cox – Aye
- Vice President Ashley Koepnick – Aye
- Board Member Austin Babcock - Aye
- Board Member Taylor Bell - Aye
- Board Member Frank Nevarez - Absent

**Motion** passed 4-0.

**8.1 Approval of Routine Vouchers**

Expense, Payroll, and Bookstore Activity

**8.2 Personnel**

HR Report, Certified, Classified, and Spring Sports Stipends

**8.3 Donation**

Hope Center Reports, Marching Band, Track, Student Recognition, and Auto

**Personnel Handbook**

Updates to the Personnel Handbook to reflect current board members and new hires.

**Policy Second Reading**

ASBA Policy Advisory 808

**Intergovernmental Agreement with the Yavapai-Apache Nation**

IGA between the Yavapai-Apache Nation and Mingus Union High School District #4 for counseling/tutoring/outreach services for the benefit of the Nation's students attending Mingus Union High School.

**Yavapai Conflict of Interest**

Yavapai County Free Library District intends to undertake/continue to undertake the process of drafting, finalization, and circulation of the updated agreement for Library Support Services and Membership in the Yavapai

Library Network. In order to complete this project, and accommodate the potential addition of other School Districts to the Yavapai Library Network in the future, an updated Waiver is needed from the parties to this project.

**Sole Source**

Sole Source Vendors for Spring 2025.

**ACTION ITEMS - DISTRICT BUSINESS**

**Education Technology Consortium Cooperative Purchasing Agreement**

Finance Director Lynn Leonard presents information regarding the cost and services received from the Education Technology Consortium. Mingus Union High School has been receiving services from them since 2010. Service provided by ETC; hosting for our accounting system, network support, and offsite back-up for the school's data. Finance Director Lynn Leonard compares the service costs between Tyler Technologies and ETC for the Board. She also expressed the response to service from ETC is excellent compared to Tyler Technologies. Finance Director Lynn Leonard would like to continue the relationship with ETC. IT Director Josh Fant stated compared to another district of similar size their IT Department consists of five technicians we have two and the number of technical devices is almost the same. The support we obtain from ETC helps to make this possible. ETC customer service is extremely good. When we call, they stop what they are doing and assist us with whatever we need. IT Director Fant stated ETC is affiliated with NAU however they are not governed by NAU. They are governed by Arizona Board of Regents. Finance Director Lynn Leonard stated the NAU is ETC's fiscal agent but they have their own governing board and are self-funded.

President Cox asked if IT Director Fant felt a different product was superior do you do any research on that product to see what would be best for the district. She wants to make sure we obtain a high-quality product. IT Director Fant states that ETC uses the same products that he would like, however the buying power they have is much more than our one school district.

Finance Director Lynn Leonard states IT Director Fant has attended several trainings where he has built a network for comparing other services. We are always are looking for the best price. IT Director Fant felt comfortable cutting back on some services that were not needed.

**Motion** was made by President Cox to approve the Education Technology Consortium Cooperative Purchasing Agreement as presented. Second was made by Board Member Bell.

**Roll Call Vote:**

- President Misty Cox – Aye
- Vice President Ashley Koepnick – Aye
- Board Member Austin Babcock - Aye
- Board Member Taylor Bell - Aye
- Board Member Frank Nevarez - Absent

**Motion** passed 4-0.

**Course Catalog**

Director Gretchen Wesbrock presented information regarding the 2025-2026 Course Catalog. Director Wesbrock stated what delays the final copy of the Course Catalog are the VACTE courses. VACTE, who are our central campus partners, course offerings may be adjusted up until the end of January. Director Wesbrock asked the Board if they had any questions and for the approval of the 2025-2026 Course Catalog.

**Motion** was made by President Cox to have the 2025-2026 Course Catalog professionally edited and conditionally accept the 2025-2026 Course Catalog as an operational manual subject to the creation and adoption of a curriculum.

Board Member Babcock asked President Cox to repeat her motion.

President Cox repeats her motion. **Motion** was made by President Cox to have the 2025-2026 Course Catalog professionally edited and conditionally accept the 2025-2026 Course Catalog as an operational manual subject to the creation and adoption of a curriculum.

Board Member Babcock asked President Cox to repeat the last part of her motion, it is subject to what.

President Cox states the last part of her motion is *subject to the creation and adoption of a curriculum*.

Board Member Babcock asked for clarification regarding President Cox motion.

President Cox states that currently the Board needs to complete curriculum and the Course Catalog needs to align with curriculum. The Board would then need to adopt the curriculum under policy.

Superintendent Herne reminds the Board if we do not have a second, that motion dies and someone else will need to make a motion.

Board Member Babcock asked President Cox to repeat the last part of her motion again. She states the last part of her motion, *subject to the creation and adoption of a curriculum*.

Board Member Babcock states he is a bit confused. He understands that we need to rework our curriculum, which he agrees with, however he is not certain how the work can get done by the middle of next year.

President Cox states we would have to use the current catalog to operate but we will need to make sure when curriculum is created and adopted that it all aligns.

Board Member Bell asked would the curriculum be supplemental to the Course Catalog. So would it be appropriate to accept the Course Catalog as presented.

President Cox states right, we would conditionally accept the Course Catalog now and then make changes.

Board Member Babcock does not understand why we would not accept the Course Catalog now then when we decide on the curriculum we will conform the Course Catalog to the curriculum.

Superintendent Herne reminds the Board that the courses have first gone through the Arizona Department of Education. We are not creating necessarily a course that on a different campus across the state of Arizona hasn't already been put into place and run through the Arizona Department of Education. We are still going to need the courses even if the Board decided to adopt something very specific in how the material is presented.

Superintendent Herne refers to point of order and if there was a second on the motion. If there is no second on the motion, then a new motion is needed or this item will need to come back to the Board on a future agenda.

**Motion** was made by Board Member Bell to approve the 2025-2026 Course Catalog as presented. Second was made by Board Member Babcock.

**Roll Call Vote:**

President Misty Cox – Nay

Vice President Ashley Koepnick – Aye

Board Member Austin Babcock - Aye

Board Member Taylor Bell - Aye

Board Member Frank Nevarez - Absent

**Motion** passed 3-1.

## **INFORMATION AND DISCUSSION ITEMS**

### **HVAC and Roof Project Update**

Finance Director Lynn Leonard begins her presentation giving information regarding the School Facilities Board. The School Facilities Board was created in November of 1999. They have four main goals: adjacent weights validation, building renewal, new school facilities and school building inspections. Finance Director Leonard states that they are hugely underfunded. Building renewal is what we have been focusing on with some success. They have helped with the expansion joints project, elevator, and we are in the middle of the HVAC replacement process. Finance Director Leonard goes through the current timeline for the HVAC replacement. Project started in March of 2023 and recently January 2025 had our change order approved. The project to replace the HVAC cost is \$2.7 million. The TRUST will be covering \$137,000.00 and The School Facilities Division will be paying over 2.5 million. An estimated completion date is for the summer of 2025.

Superintendent Herne informs the Board that this is a very unique situation due to the rule changes made by the EPA regarding freon. When this happened, we had to go back and resubmit to meet the new requirements. If we do not meet the new requirements then this could hold up the entire project and funding.

Finance Director states that there are many guidelines to follow however when you are spending this amount of money it is nice to know you are getting your monies worth. The roof project is not as far into the process. Finance Director informs the Board that we are not even in the design phase yet. The BRG was approved, and an assessment has been done. The SFD has ran out of money for this year therefore we are in what is called escalated. We have been given insurance that as soon as SFD receives funding for FY2026 we will be in line however, we still will need to go through design phase before project could start. Finance Director Leonard will stay on top of the process.

Board Member Bell thanked Finance Director for her hard work.

### **WEirD Detention, LLC, the film**

Superintendent Herne gives the Board information regarding the possible facility rental to WEirD Detention LLC. The filming project will be about conflict resolution and civil discourse. WEirD Detention is currently submitting Facility Rental paperwork to utilize the Mingus campus for the filming during the summer of 2025.

### **CPR Certification**

Superintendent Herne presents information what the Arizona Department of Education currently does not require teachers to maintain CPR certification for licensure. She does instruct the Board they may impart various requirements as a condition of employment. Superintendent Herne then informs the Board of the current requirements in place for Mingus staff members. All staff members take Vector Training which has a CPR component. Head and Assistant Coaches must have a Level 1 Coaches certification which has a Health and Safety component.

President Cox asked if students need to be CPR certified in order to graduate.

Superintendent Herne states that students need to be CPR trained to graduate, not the certification.

President Cox likes the idea of CPR certification for all staff members as a requirement.

Board Member Babcock states that his office has collaborated with Sedona Fire for training.

Board Member Bell also feels it is a good idea and would like to hear feedback from the teaching staff.

Superintendent Herne states she could obtain teacher feedback. She also encourages the Board if this is the direction they are moving in to think about how this would be implemented. The timeline for completion, who would it be necessary for, and the cost.

Board Member Bell would like to know how the staff feels about the current CPR component. How many are we asking to become certified.

Superintendent Herne states that she could push the Vector training out to the Board Members so they can see what the course is like.

Vice President Koepnick states she feels that it is a great course to have under your belt. She would also like to see what the current Vector course is like compared to the courses that she has taken from the Red Cross and other agencies.

President Cox instructs Superintendent Herne to let the Board see what the current Vector training is like. She also states that she believes that the CPR component in Vector training is a relatively new requirement for staff.

Superintendent Herne states certain training is required yearly for all educators. It may not have always been through Vector. Superintendent Herne has thirty years of experience and each year she has had to complete certain trainings.

President Cox request that Superintendent Herne reach out to area Fire Departments to see what type of CPR classes they could offer in terms for certification of staff.

Superintendent Herne also states that there are also several online platforms that offer CPR certification. As the Board moves forward, they need to be clear on what type of certification would be required.

Board Member Babcock states that the hands-on component of CPR is very good. He also states that we have AED machines around campus and asked if staff knows how to use them.

Superintendent Herne states that AED is also a part of Vector training.

President Cox asked to have this information placed on the March regular meeting agenda.

### **Finance**

Finance Director Lynn Leonard presented 2024-2025 Financial updates. Items included in the presentation were Historical Average Daily Membership (ADM), Fiscal Year 2025 Revenue Budget, Group B Weights, District Additional Assistance (Capital), Teacher Experience Index (TEI), and Average Teacher Salary. Finance Director Leonard also presented a timeline for the upcoming schedule.

- Salary Benefits Committee Meetings
- Acceptance of the Audit – March 2025
- Contract Approval – March 2025
- Final Budget Revision FY2025 – May 2025
- Proposed Budget FY2026 – June 2025
- Adopted Budget FY2026 -July 2025

Superintendent Herne asked for clarification regarding the Auditor General report that is coming out in March of 2025. She asked what fiscal year this report would be for.

Finance Director Leonard stated it is for fiscal year 2024 because it is based on our auditor financials. We are always a year behind.



## **Weighted Grades**

Principal Beery stated that Director Wesbrock has created some transcript scenarios comparing the current weighted grade system and the proposed weighted grade system. He then asked Director Wesbrock to lead the presentation. Director Wesbrock took the Board through the transcript scenario. She reminded the Board that per policy eighth grade students can earn credits in the eighth grade as long as they are obtaining them from a credited school. However, those credits are earned but not calculated into their GPA because of an equity issue. Director Wesbrock states if the proposed weighted grade system should be put into place, updates to the student handbook and policy IKC would be needed. The implementation recommendation is for the Class of 2029 (next year's freshman).

Board Member Babcock states when comparing the scenarios the proposed system yields a lower GPA. He wants to make sure if a student chooses to take a very rigorous schedule all four years that it shows in their GPA.

Director Wesbrock reminds the Board that the challenge is the same student in the scenarios could come from a different school and the GPA would not be the same because each school has a different weighted system. Counseling Team has had many conversations recently with students and parents regarding educational path and it can be difficult. We want to advise them, however, for a student to just take an AP course solely for the weight but it doesn't align with their goals, it may not make sense.

Board Member Bell thanked Director Wesbrock for the work she put into the presentation.

Board Member Babcock asked what the impact is if the proposed weighted grade system was put into place for the current sophomore and freshman class. This would give the opportunity for dual enrollment classes to be considered for a weight. His fear is hypothetically if he was a sophomore and wanted to be Valedictorian, he would have to take AP courses to obtain the weighted grade but really wants to take dual enrollment because credit transfers to the university easier. But to obtain his goal of becoming Valedictorian, he must choose to take the AP courses. So why would we not make a change.

Director Wesbrock states she feels it is more due to the honors classes than the AP courses. If we go with the proposed weighted grade system, students could take honor classes as freshmen and obtain a weighted grade under the proposed weighted grade system. A student as a sophomore may not have chosen to take an honors class as a freshman but now under the proposed weighted grade system they would have. There is not a way for them to go back and make that decision. Director Wesbrock's recommendation is to implement the proposed weighted grading system change with the Class of 2029.

Board Member Babcock asked could we state to the current freshmen and sophomores that the grades obtained their freshmen and sophomore year will be under the current weighted grade system. Then for junior and senior years they would be under the proposed weighted grade system.

Superintendent Herne wants to clarify that Board Member Babcock is asking that we calculate current freshmen and sophomores weighted grades one way their freshmen and sophomore years then a different way their junior and senior years.

Board Member Babcock states yes, because it would not be fair to go back and change their GPAs to the proposed weighted grade system.

Superintendent Herne stated that it would be a tremendous amount of work. A huge amount of explanation to students, families, and universities to understand our transcripts.

Board Member Babcock is worried about the student who wants to take dual enrollment but is not able to obtain the weight for it.

Director Wesbrock states this change would not solve that problem for the current group, however that is what is hard about changing systems and policy. She wants to inform the Board that many students put together four year plans, so changing a system would cause a disruption to their plans.

Board Member Babcock would like to move forward with looking at changing the policy.

Superintendent Herne states no matter what direction the Board chooses to go in we will need to look at updating policy IKC. She then questions if the Board would like to look at the proposed weighted grade system.

Board Member Babcock would like to move forward with the proposed weighted grade system.

Superintendent Herne states that if the Board would like to move forward with the proposed weighted grade system then they will need to request that it be brought back as an Action Item. Then in the Action Item the Board would need to decide if they would go with the proposed weighted grade system.

Board Member Babcock asked how much work would be to have the dual enrollment classes be weighted for the current sophomore class. He wants to know what it would be in terms of figuring out grades.

Director Wesbrock states that systematically there would be things we would have to do because the transcripts calculations are built within the student database. The hardest part would be to make sure that our families and students understand. Secondly, we would need to communicate this to the universities, so they understand what we have done. Universities will contact us if they question our transcripts.

Board Member Babcock asked if a computer would need to be reprogrammed to calculate the transcripts. Or what would it involve. Or is it more difficult than that.

Director Wesbrock states a change of this magnitude would cause there to be multiple versions of transcripts that would need to be run. This could open the door to error and errors in transcripts is not something that we ever want to have take place. It would be challenging.

Board Member Babcock asked for Superintendent Herne's opinion.

Superintendent Herne states honestly the Board is having her, and the staff spin their wheels and do a lot of work on something that is so small in the large picture in what Mingus Union High School needs to do. This is such a tiny little piece of it, she realizes it is important to families, but it only impacts one percent of the group compared to what we need to do for the larger population in raising our student proficiency and getting students to mastery. We need to stop having the staff run around on a million different things. This Board needs to get focused and be an effective Board. She is not saying that she doesn't want to bring this item back to the Board but, right now there are red lights flashing on what needs to happen at Mingus and this is not one of them.

President Cox agrees with Superintendent Herne.

Board Member Bell agrees with what Superintendent Here stated however she would like to see this issue back. It doesn't need to be a high priority however; it is important enough for a certain group of students that the Board should revisit this issue at some point in time.

Superintendent Herne asked the Board to be very specific in terms of how they want to see this item back before them.

Board Member Babcock asked if we would have the proposed weighted grade system implemented for the incoming freshmen class would it be easier.

Director Wesbrock states it would be much easier to implement the proposed weighted grading system to the class of 2029.

Board Member Babcock states that he would like to see the proposed weighted grading system for the incoming freshman.

President Cox asked as an Action Item

Board Member Babcock said yes.

President Cox on which agenda.

Superintendent Herne stated that it depends on how fast legal could get the information back regarding the change in policy IKC for a first reading at the February Work Session. Second reading at the March Regular meeting. We could possibly have the proposed weighted grading system as an Action Item at the March Regular meeting.

Board Member Babcock asked if that would give enough time for this to be put into the handbook and other items.

Director Wesbrock stated yes.

Superintendent Herne states the updates to IKC will be sent to legal for review if approved by legal it will be placed for the first reading during February Work Session. The second reading of IKC on consent agenda for March Regular meeting. The proposed weighted grading system will then be on the March Regular meeting as an Action Item.

### **Anatomage Presentation**

Principal Beery introduced Sports Medicine teacher, Mrs. Anguiano. Mrs. Anguiano presented information regarding what an Anatomage table is, why it is needed for the Sports Medicine Program, and how it would be implemented in the Sports Medicine class. A short video was shown to see the Anatomage table in action. Mrs. Anguiano is super grateful and excited for the students to have this opportunity. She also expressed her gratitude to the Board, CTE, and Administration for their support.

President Cox asked what type of support we would receive if there was a need.

Mrs. Anguiano stated that a representative may not come on campus, but we would have technical support.

Superintendent Herne asked how many students can be around the table and what would the other students be doing at the same time.

Mrs. Anguiano states we are receiving the classroom bundle. Ten students can be around the table at one time to view, if it is a working activity it is best to have between six to eight students. The tablets will be used to supplement the lesson for the remainder of the class.

Vice President Koepnick asked if the students would be able to access the software at home.

Mrs. Anguiano states that we would need to purchase additional software to have this application. It would be an annual fee and very costly.

Vice President Koepnick asked if Mrs. Anguiano would be modifying the lesson plans given to fit the needs of her students and their understanding and mastery.

Mrs. Anguiano states yes this will be a learning process for her and her students. She is hoping this will be an essential tool to build a foundation for the program.

Vice President Koepnick asked if Mrs. Anguiano has looked in to any other AI items for the Sports Medicine Program.

Mrs. Anguiano states no, this is the top-of-the-line technology that is on the market currently.

Board Member Babcock asked if any other classes would be able to utilize the Anatomage table.

Mrs. Anguiano answers she is not certain how easy this would be. She teaches five sections of classes a day and the table is not something that can easily be transported to different classrooms.

Superintendent Herne thanked Mrs. Anguiano for doing everything she asked of her. She also thanked the CTE program for their support. This is an incredible opportunity and we are lucky to be moving in this direction.

### **Curriculum Job Position**

Superintendent Herne states that the agenda item should state Curriculum Job Position.

Before Superintendent presented information on the Curriculum Job Position, she stated the following.

*We are going to talk about a Curriculum Position, not an employee on this campus.*

*If the Board wanted to discuss a specific employee the Board would have needed to have noted it specifically and convened in executive session*

*I want to caution that no Member mentions a specific employee as this is not a discussion of any employee's performance.*

*We are not agendized to speak about a current employee Board President please listen carefully and help keep us in compliance*

Superintendent Herne reviews what the Curriculum Job Position would be and the requirements for this type of work. She then reviews three different options and breaks down the pros and cons for each option.

Option One – Assistant Superintendent 12-month position - Salary range \$100,000-\$107,000

#### Pros

- Seasoned Educator
- Collaboration and Support with Superintendent

#### Cons

- Impact to staff salary
- Differing vision of work with Superintendent
- Organizational splits
- Office Space

Option Two – Site-based Curriculum & Instruction position moved to District Level; 11-month position, \$80,000-85,000

#### Pros

- Budget neutral depending on hiring outcome
- Office Space in Administration building

#### Cons

- Impact to staff salary depending on hiring outcome
- Office Space in District Office

Option Three – Teacher on Assignment Curriculum & Instruction; 11-month position, salary \$72,000-\$82,000

#### Pros

- Saving to FY2026 Budget depending on hiring outcome
- Infuse expertise of newly hired staff
- Flexibility in scheduling

Cons

- Impact to Staff salaries depending on hiring outcome
- Internal employee missing out on growth opportunity
- Office Space

Other Organizational Considerations

Pros

- Addressing the needs of 2019 Curriculum Audit (Which Steps have been completed)

Cons

- Athletic and Security Position
- Human Resources
- Teacher Positions (Math and Science)
- Strategic Planning Finalization

Board Member Bell asked Superintendent Herne with her experience at other Districts what did the position of Curriculum Director look like and how important was that position.

Superintendent Herne states that Mingus is a little unique due to us being a one school district. Normally there would be a district level curriculum position. Then that position would have a staff that may consist of a director, teacher on assignment, or Assistant Principal infused on each site. The district level position would guide the vision of the district to their staff and then they would take the district vision to each site. We could operate this position via option two or three on the site side but it would require some very specific guidelines of what we are looking for.

Board Member Bell asked when we say the position would evaluate staff, this by a curriculum standpoint.

Superintendent Herne states once anyone goes through qualified evaluator training they should be able to walk into a classroom and evaluate the instructor no matter what the subject. For this position you would really want the person to be able to evaluate everything that goes into instruction. The instruction is how we will get the curriculum across to students and to have the mastery where it needs to be.

Board Member Bell would like the Board to take this into consideration with Strategic Planning that the Board is about ready to begin. She would like to have a more current state of understanding what our needs are before we move forward with anything.

President Cox stated one option that was not mentioned would be to bring in a consultant like Dr. Clement. He does have curriculum and instruction experience. Dr. Clement could come into analyzing and identify our strengths and gaps. President Cox asked if ASBA would do any of this during Strategic Planning.

Superintendent Herne states it depends on what is decided within that first meeting with ASBA when guidelines and needs are discussed for Strategic Planning.

President Cox also wants to remind the Board that these are just job descriptions. If we like certain things in one description, we can move things around and make it work. The Board approves all job descriptions.

Board Member Babcock wants to clarify that this person would come in and look at current curriculum and they would see what is working, what is not working, and develop what is needed.

Superintendent Herne states yes, this position's soul responsibility would be building, creating and updating all the curriculum we have here at the school. The starting point of this position would be to see where we are currently in our curriculum.

Board Member Bell likes the idea of bringing in Dr. Clement as an expert if we did not want to include that into the work ASBA would be doing for the Strategic Planning.

President Cox agrees, Dr. Clement could help us see where the gaps are in our current curriculum. Hiring someone to help us develop and implement that she believes is critical to have proficiency.

Board Member Babcock asked why we would need someone like Dr. Clement to come if we are going to hire someone.

President Cox states if we hire someone then we would not need a consultant.

Board Member Bell states that she feels it was from the standpoint of having someone come in to evaluate our current curriculum and identify the gaps currently present. Then that information may determine what we need to do. We do not know what level ASBA will reach into our curriculum, and we need someone to determine where we are first in order to plan.

President Cox feels that we do need someone to start the work on the curriculum. She would like to add this item to the February 27<sup>th</sup> Work Session as Information and Discussion. Then approval for posting in March.

Superintendent Herne cautions the Board that the Strategic Planning process could guide us to see if we really need the curriculum position. We could be putting the cart before the horse and saying yes to a position that may not necessarily be needed. What is done with Strategic Planning will help us decide this.

Board Member Babcock asked if we know when the Strategic Planning process will begin.

Superintendent Herne states that ASBA is very excited about partnering with us. They have been given our meeting dates and will be getting together dates also.

Board Member Babcock asked if we have a rough estimate of when the process will begin.

Superintendent Herne states around Spring Break we should have had the first initial meeting with ASBA.

President Cox states at the February 27<sup>th</sup> Work Session the Board will discuss goals and direction prior to the first meeting with ASBA.

Board Member Babcock asked do we want to wait until after that first meeting with ASBA regarding Strategic Planning.

Superintendent Herne states yes, she advises to wait.

Board Member Bell would also prefer to wait. She feels it would be better to hold off on making this decision until we see where the Strategic Planning takes us.

Board Member Babcock states that this is something we can tell ASBA is a point of concern. He believes this would be a better use of our time, and we are not getting ahead of ourselves.

President Cox states that Strategic Planning is very important but we all would agree academics is also a top priority. We are not proficient and establishing a curriculum must be one of our top priorities.

Board Member Babcock agrees with President Cox however if the curriculum process is wrapped up into the Strategic Plan why would we not make it all one thing. He does not believe waiting two weeks is that long. He asked Superintendent Herne if that is what she is suggesting.

Superintendent Herne states that the Board needs to have the first meeting with ASBA and really be clear how they are moving forward with Strategic Planning. We are not ready to post a position. We just know that curriculum is a key part of the main goals to raise student achievement and mastery.

President Cox challenges the Board to come to the February 27<sup>th</sup> Work Session prepared with ideas, goals, and direction so that the first meeting with ASBA is successful.

Board Member Babcock asked Superintendent Herne to send the Board action points that might be covered in the first meeting with ASBA.

### **MUHS Professional Development**

Principal Beery explained to the Board what Professional Development is and then presented the Professional Development plan that has been implemented since the 2019 Curriculum Audit.

2019-2020:

- PLC process (5 representatives to PLC Summit)
- Beyond Textbooks partnership (provided curriculum map, Data Dig)
- AVID Summer Institute
- Other items: Book Study, change in grade weights, AOT/Power Hour, Student IDs

2020-2021:

- CFA's and Benchmarks created & scheduled
- Curriculum work in departments (during summer)
- Teacher access to Global PD
- AVID Summer XP & PLC Summit
- Other items: many pandemic related, Gold Standard Behavior Expectations (still used), Edgenuity for online course work, Safety Grant Recipient

2021-22:

- PLC Strategic Implementation Guide (review of data & student work required)
- Big 5 Instructional Strategies introduced
- RTI Pyramid Development (eventually became MTSS for Mingus)
- All classes verified to have curriculum map including scope & sequence
- Essential Standards identified
- ACT Prep added to Classroom Site Fund plan
- Others: Curriculum housing software, PLC Summit & AVID Trainings

2022-23:

- Walkthrough tool introduced
- ACT Simulations in Classroom Site Fund
- AP Positions added: Student Intervention, Curriculum & Instruction
- Data Dig (led by Beyond Textbooks)
- Others items: AVID & PLC Trainings, Audio Enhancement and ViewSonic screens added to all classrooms

2023-24:

- Freshmen On Track Program introduced (grant funded)
- CTE Internship Program Added
- BT Data Dig with English, Math, and SPED teachers
- Instructional Coaches added
- Accreditation Review - Cognia
- Others: AVID Site Visit, AVID Summer Institute, ADE Cycle 4 Monitoring
- Strategy of the Month Workshops\*
- WICOR Walkabouts\*

- Instructional Coaches' Website
- Newsletter (now weekly)
- Data-driven WICOR Walkthroughs (AVID database)
- Implementation of School/District Initiatives (cameras in classrooms, PASS/FLEX support, etc.)  
(\*Now included in Classroom Site Fund as required PD)

2024-25:

- AVID PD: 9 hours, led by Instructional Coaches (Teague & Ventura)
- Instructional Coach Walkthroughs
- Principal's Walkabouts
- Others items: RTI Training, Camelback Visit (FLEX and 9<sup>th</sup> Grade Success), AVID Site of Distinction

Principal Beery also stated that Superintendent Herne lead the Administrative Team, Teacher Leadership Team and staff in a number of Professional Development sessions regarding Arizona A-F Grade System and Data.

President Cox asked if all teachers are required to participate in AVID.

Principal Beery states that the goal is to have all teachers trained in AVID within three years of being with the District. Currently all teachers will have AVID training by the end of this year because of the work of the Instructional Coaches.

Principal Beery asked the Instructional Coaches, Mrs. Susanna Ventura and Mr. Jason Teague to inform the Board on the work they have done with Professional Development. They reviewed the schedule below and their duties as Instructional Coaches.

AVID Trainings: Instructional Coaches and Teacher Leaders in Small Groups:

- 10-2-24: AVID 101/Rigor
- 11-20-24: 3 Things You Can Do Right Now
- 12-4-24: Focused Note-taking
- 2-26-25: Collaborative Study Groups
- 4-2-25: Academic Language & Literacy
- 4-23-25: Feedback Fundamentals

Board Member Bell thanked everyone she enjoyed hearing about all the collaboration and work that has been done. She also asked if student feedback is obtained.

Mrs. Ventura stated that this is the next component that they will be covering in the Strangites of the Month.

Vice President Koepnick thanked everyone for the presentation. It was very informative.

### **Policy Update**

The Board continued work on policy AD.

Board Member Babcock stated after reviewing the revisions done to policy A and AD at the last meeting. He sees a lot of overlap between the two of them. He feels that policy A should be your District Mission and Belief Statement. It should be short and to the point. Then policy AD should be the educational philosophy. As a thought because there is a lot of overlap would it make sense for policy A be the short Mission and Belief Statement then have the revised information that the Board worked on as policy AD be the educational philosophy.

Superintendent Herne stated that we will be having a policy advisory coming before the Board regarding policy A. The State has some language that they are going to omit and add. The changes coming are very similar to what Board Member Babcock is proposing.



Board Member Koepnick asked when the advisories will come out.

Superintendent Herne stated that information was received today and that she needs some time to review. Superintendent Herne will then bring the report back to the Board.

Board Member Koepnick asked if this would be something we need to table. She is encouraged by the work the Board has put into the revision, however, she does not want the Board to put in a bunch of work if a revision is coming.

Superintendent Herne states some of this work could also be part of the work of Strategic Planning. She does not think they will have you change everything, but it may look a lot like what Board Member Babcock described.

Board Member Bell also feels that we need to keep all the good work and the content that the Board developed in revisions, however, maybe we should pause so we do not repeat the work during Strategic Planning.

President Cox stated that ASBA may put out content and recommendations, but the Board does not need to adopt it if it does not align with the direction the Board wants to take the District. Let's remember that the current policy A the Board is revising was not good and not align with the direction the Board wanted to go in. We need to keep in mind the direction we want to go. President Cox cautions the Board to allow ASBA take them in a direction they may not want to go.

Vice President Koepnick is more concerned about the requirements coming from the state for the revision. She would like to see what the revision looks like then work from there.

Superintendent Herne thinks the work that the Board has done is valuable and she does not want the Board to lose momentum, however, they may only need a short Mission and Belief statement for policy A and then the nuts and bolts for policy AD.

Board Member Bell states the work done at the last meeting will help the Board layout a framework for the first meeting with ASBA regarding Strategic Planning.

President Cox asked for Superintendent Herne to forward her findings from ASBA to the Board. She also requests this item be placed on the February 27<sup>th</sup> Work Session under Information and Discussion. The Board can then see the direction they would like to take this item after the review from ASBA.

#### **Executive Session**

Pursuant to A.R.S. §38-431.03 (A)(1) - Please remain seated until such time as the Board votes to convene for an executive session. The Board will either move to a different location to hold the session or will ask those in attendance to leave the room and take with them all materials and belongings and ensure that no recording devices are left in the room. No action will be taken in the Executive Session if convened.

**Motion** was made by President Cox to move into Executive Session. Second was made by Vice President Koepnick.

#### **Roll Call Vote:**

President Misty Cox – Aye

Vice President Ashley Koepnick – Aye

Board Member Austin Babcock - Aye

Board Member Taylor Bell - Aye

Board Member Frank Nevarez - Absent

**Motion** passed 4-0.

**Superintendent Evaluation** - Pursuant to A.R.S. §38-431.03 (A)(1) & A.R.S. §15-503 (C)(D) - Review of Goals

Board convened into Executive Session at 9:17 p.m.  
Board reconvened from Executive Session at 10:05 p.m.

**Requests for Future Agenda Items**

President Cox asked for any Future Agenda Items.  
Board Members will send any future agenda items to Superintendent Herne.

**Motion** was made by President Cox to adjourn the meeting. Second was made by Vice President Koepnick.

**Roll Call Vote:**

President Misty Cox – Aye  
Vice President Ashley Koepnick – Aye  
Board Member Austin Babcock - Aye  
Board Member Taylor Bell - Aye  
Board Member Frank Nevarez - Absent

**Motion** passed 4-0.

**Adjournment: 10:12 pm**

\_\_\_\_\_  
Board President Misty Cox

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Vice President Ashley Koepnick