

**CAMP VERDE UNIFIED SCHOOL DISTRICT**  
**BOARD MINUTES TAKEN FEBRUARY 11, 2025**  
**REGULAR MEETING**

**6:00 PM**

**AT THE CAMP VERDE UNIFIED SCHOOL DISTRICT MULTI-USE COMPLEX LIBRARY**  
**280 CAMP LINCOLN ROAD**  
**CAMP VERDE, ARIZONA 86322**

**Vision**

*Providing students a safe and caring environment in which knowledge, skills, and attitudes  
enable learners to become productive citizens  
Respect, Integrity, Positive Relationships, Accountability*

**Mission**

**Our District will:**

- *Foster confidence, excellence, integrity, and a sense of belonging.*
- *Ensure each learner studies a challenging, academic and relevant curriculum, which enhances social, emotional, physical and ethical development.*
- *Work in partnership with all families and the community as an organization of engaged, motivated lifelong learners.*

**REGULAR SESSION**

**6:00 PM**

1. **WELCOME AND CALL TO ORDER**  
Mrs. Petrie called the meeting to order at 6:00 PM.
2. **ROLL CALL**  
Board Members present were Sharon Petrie, Carol German, Maraya Oothoudt, Paul Hawk, and Steven Gresham.
3. **PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**  
Town Council Member Robyn Godwin led the Pledge of Allegiance. There was a moment of silence.
4. **A STATEMENT OF GOVERNANCE TEAM'S SHARED PURPOSE AND GOALS FOR THE DISTRICT**  
Board Member Oothoudt shared: Our job is to provide students a safe and caring environment in which knowledge, skills, and attitudes enable learners to become productive citizens. We do this with respect, integrity, positive relationships, and accountability.
5. **AGENDA REVIEW AND ACCEPTANCE**  
**Motion:** Mrs. German moved, seconded by Mr. Hawk, to accept the agenda as presented. The motion carried 5-0.  
Ayes: German, Gresham, Hawk, Oothoudt, and Petrie  
Nays: 0
6. **PUBLIC PARTICIPATION/ CALL TO PUBLIC**  
None.
7. **STAFF/STUDENT/COMMUNITY RECOGNITION AND CELEBRATION OF THINGS**  
Mr. Hicks said he was honored to recognize retiring Coach Mark Showers for his 28-year career coaching girls' basketball in the district, where he achieved 541 wins, ranked eighth all-time in Arizona girls' basketball and second among active coaches.

Above his success on the court, Mr. Showers has been dedicated to shaping students' character, which aligns perfectly with the district's vision. Mr. Hicks said Mr. Showers influence extends far beyond basketball. He has been the foundation in character building in the sports programs at both middle and high school levels, helping develop well-rounded individuals.

8. SUPERINTENDENT/BOARD REPORTS

A. *Update on School Safety Initiatives*

Mr. Hicks gave an update on ongoing security improvements. The district regularly conducts evacuation and lockdown drills. The emergency operations plan aligns with state guidelines. Recent upgrades include security cameras on campuses and buses, improved door and gate access and security, crosswalk lighting, and ongoing staff training. A high-resolution camera system is in place, with plans to expand once bandwidth increases. The district is also working to allow the Marshal's Office to monitor cameras in real-time. Additional safety measures include Knox boxes for police access, upgraded locks, revised traffic patterns, ALICE training for staff. Mr. Hicks said he is grateful for the Marshal's Office contracting a School Resource Officer for our campuses. The district is currently researching the pursuit of a \$500,000 school violence prevention grant.

B. *Report/update on Federal freeze, school grants, and budget outlook*

Mr. Hicks provided an update on the district's financial situation. There is uncertainty due to federal executive orders and concerns within the U.S. Department of Education. While no funding has been lost at this time, there is caution regarding federal support. The district currently receives \$1.2 million in Title I and IDEA Basic funding, which remains intact for now. However, funding sources such as Forest Fees and Impact Aid are less certain. Due to this unpredictability, the school administration has not yet recommended salary increases for the next school year.

C. *Reports from attendees of the BOLTS workshop on February 7, 2025*

Mrs. Petrie, Mr. Hawk, and Mr. Hicks attended the Board Operational Leadership Seminar and shared their takeaways.

Mr. Hicks found the session on the Auditor General's report in depth. It covered more than expected regarding demographics, spending, and classroom dollars. He noted a point made during the seminar on the importance of *school boards having a shared understanding rather than consensus*. Mr. Hawk attended a school finance session that covered budget complexities. In another portion he found applicable the acronym *THINK—True, Helpful, Important, Necessary, Kind*. Mrs. Petrie appreciated a session on goal setting and evaluation, with a key takeaway from one session that stated *accuracy doesn't always mean something needs to be said*.

9. PRINCIPAL REPORTS

A. *The site leaders will give reports on campus happenings.*

Principal Showers reported on preparations for the next school year. The 8th-grade orientation for CVMS is scheduled for tomorrow, welcoming students from Beaver Creek, the Christian school, and homeschool—about 130 in total are expected. Students will meet faculty, tour the campus, explore CTE and elective classes, learn about clubs and sports, and enjoy a BBQ. Following orientation, preregistration also takes place in February at CVMS and Beaver Creek, where students complete elective selection forms to provide early enrollment data. Returning high school students then preregister, allowing the school to determine course scheduling.

Elementary Principal Ms. Campbell reported a strong start to Semester 2 and is already reviewing teacher applicants for next year. This week includes parent-teacher conferences and a parent engagement night featuring an English Learners session with an interpreter, an attendance presentation, and a raffle. The Science

Vortex mobile unit and MATforce will visit campus. There will be free books and giveaways. Ms. Campbell also highlighted a Tier 3 student success story, where a once-challenging student has become respectful and is now transitioning to an accelerated class from the Success Program.

Middle School Principal Mrs. LeBeau shared that the Success Program is now housed at the middle school and currently supports seven students, with a cap of ten. The program is already seeing progress. It provides interventions for students at risk of long-term suspension. Mrs. LeBeau also reported there is an upcoming Middle School Science Fair, the first in many years, with a Parent Night on March 12 from 5:30–7:30 PM.

10. POTENTIAL ACTION ON PERSONNEL MATTERS

A. *Resignations/Retirements/Releases:*

*Analicia Zorrilla-Trahin, Paraprofessional, resignation effective January 23, 2025*

*Lorraine Acheson, High School Counselor, resignation effective May 23, 2025*

*Tamara Wattenbarger, Elementary Teacher, resignation effective May 23, 2025*

*George-Ann Sheehan, Elementary Teacher, resignation effective May 23, 2025*

*Jill Harris (Agnew), Elementary Teacher, resignation effective May 23, 2025*

*Arlene Dickey, Paraprofessional, resignation effective May 23, 2025*

*Tracy Franklin, EL Teacher, resignation effective May 23, 2025*

*David Youngberg, Middle School Math Teacher, resignation effective May 23, 2025*

*Helen Housner, Food Service Worker, retirement effective May 23, 2025*

B. *New Hires:*

*Mary Frewin, Camp Verde Christian School Title I Paraprofessional*

C. *Extra Duty:*

*Ruth Ramsey, Substitute Teacher in addition to Paraprofessional*

*Friday Camp Semester 2:*

*Faith Catour, Rolene Dugi, Heather Gillman, Rolande Karn, Krista Lee, Lindsay*

*Lowman, Catherine McCormack, Shelley Surber, Sabrian Wilson, and Denise Meyer*

*Special Education Extended School Year (ESY): Jennifer Jackson, Sabrina Wilson,*

*CPR-First Aide: Megan Messick, Mollie Phelps, Les Harris, Ashleigh Clark,*

*Danielle Valenzuela, Darlene Ryan, Brayden Keil, and Kailee McKinlee*

*Part-time to Full-Time: Liam Steinhardt, Paraprofessional*

*CVHS Student Council Sponsor: Jordan Harris*

D. *Coaches and Volunteers:*

*Middle School:*

*Baseball: Kevin Thornhill, Nic Dubs, Heather Risk, and Shawn Smith*

*Softball: Anna Zagoya, and Rochelle Lane*

*Track: David Hutsel, Brianna Johnson, and Sarah Willy*

*Soccer: Maddie Reay, and Eduardo Noguez*

*CVHS Wrestling Pay Change for: Dee Massey, Hank Kestenbaum, Isaiah*

*McReynolds, James Stalcup, and Calvin Bahe*

E. *Transfer: Krista Lee, from Elementary School Nurse's Aide to CVHS Athletic/Discipline Secretary*

Motion: Mr. Gresham moved, seconded by Ms. Oothoudt, to approve the personnel matters 10. A-E. The motion carried 5-0.

Ayes: German, Gresham, Hawk, Oothoudt, and Petrie

Nays: 0

11. POTENTIAL ACTION ON BUSINESS AND FINANCIAL MATTERS

A. *Payroll Vouchers in the amount of \$ 1,100,781.84*

- B. *Accounts Payable Vouchers in the amount of \$ 557,449.96*
- C. *Financial Updates*
- D. *Student Accounts*

Motion: Mrs. German moved to pay the bills (approving the business and financial matters). Ms. Oothoudt seconded the motion. The motion carried 5-0.

Ayes: German, Gresham, Hawk, Oothoudt, and Petrie

Nays: 0

12. POTENTIAL APPROVAL OF GOVERNING BOARD MINUTES

- A. *Minutes taken during January 14, 2025, Regular Meeting*
- B. *Minutes taken during Work Session January 21, 2025, with Yavapai-Apache Council*
- C. *Minutes taken during Special Session on January 29, 2025*

Motion: Mrs. German moved, seconded by Mr. Gresham, to approve the Minutes taken during January 14, 2025, Regular Meeting. The motion carried 5-0.

Ayes: German, Gresham, Hawk, Oothoudt, and Petrie

Nays: 0

Motion: Mrs. German moved, seconded by Mr. Gresham, to approve the Minutes taken during January 21, 2025, meeting with Yavapai-Apache Council Meeting. The motion carried 5-0.

Ayes: German, Gresham, Hawk, Oothoudt, and Petrie

Nays: 0

Motion: Mr. Gresham moved, seconded by Mrs. German, to approve the Minutes taken during the Special Session on January 29, 2025. The motion carried 5-0.

Ayes: German, Gresham, Hawk, Oothoudt, and Petrie

Nays: 0

13. POTENTIAL ACTION ON THE CONSENT AGENDA

- A. *Potential approval of Education Technology Consortium Cooperative Agreement with the Arizona Board of Regents on behalf of Northern Arizona University effective March 1, 2025, through February 28, 2030.*
- B. *Potential approval of Out-of-State travel for, up to six, Elementary and Middle School staff members to attend the Character Strong Annual Conference in Tacoma, Washington on July 24-25, 2025.*
- C. *Potential approval of Camp Verde High School Biology Curriculum – Human Anatomy and Physiology Mega Bundle on display for public review since August 8, 2024.*
- D. *Potential approval of Camp Verde Middle School PE Curriculum PLT4M on display for public review since August 26, 2024.*
- E. *Potential approval of Camp Verde Middle School 7<sup>th</sup> Grade Supplementary Reading Material, The Lion the Witch, and the Wardrobe, by C.S. Lewis, on display for public review since November 7, 2024.*
- F. *Potential approval of Camp Verde Middle School Study-Skills Class Curriculum on display for public review since July 30, 2024.*
- G. *Potential approval of Camp Verde Middle School Supplementary Reading Material, March Toward the Thunder, by Joseph Bruchac for Social Studies Class, on display for public review since December 12, 2024.*
- H. *Potential approval of a donation of books to the District Library (list attached) from an anonymous donor.*
- I. *Potential approval of the 2025-2026 school year calendar.*
- J. *Potential approval of conflict of interest waiver regarding the Yavapai County Attorney’s Office and the Yavapai County Free Library District.*
- K. *Potential approval of donation from Pershing in the amount of \$200.00 for Denise Meyer’s Classroom.*

L. *Potential approval of Policy JLCD – Medicines/Administering Medicines to Students as Second Read.*

Discussion: Mrs. German asked to pull Items 13. B, and G, from the Consent Agenda for discussion.

Motion: Mrs. German moved, seconded by Mr. Gresham, to approve the matters on the consent agenda with exception of item 13 B., and G. The motion carried 5-0.

Ayes: German, Gresham, Hawk, Oothoudt, and Petrie

Nays: 0

Discussion regarding 13.B: Mrs. German said she had a concern with the expense of the trip. There is uncertainty with grants right now and she wondered how the trip would be paid for. Elementary Principal Campbell answered questions regarding the funding, the cost, and the purpose of the trip. She and Principal LeBeau both stated if grant money was not available they would use their site budgets to cover the cost.

Motion: Mr. Gresham moved, seconded by Mr. Hawk, to approve item 13.B. (approval of Out-of-State travel to attend the Character Strong Annual Conference in Tacoma, Washington), after discussion. The motion carried 5-0.

Ayes: German, Gresham, Hawk, Oothoudt, and Petrie

Nays: 0

Discussion regarding 13.G: Mrs. German said she read the book and had concerns about its volume and some violent subject matter. She and Principal LeBeau spoke about the book. Mrs. LeBeau felt the teacher had a good plan to use excerpts from the book as supplement to lesson plans in class rather than read the entire book.

Motion: Mr. Gresham moved, seconded by Ms. Oothoudt, to approve item 13.G. (Camp Verde Middle School Supplementary Reading Material, March Toward the Thunder, by Joseph Bruchac). The motion carried 5-0.

Ayes: German, Gresham, Hawk, Oothoudt, and Petrie

Nays: 0

14. DISCUSSION AND POSSIBLE ACTION ITEMS

A. *Discussion and possible action to establish late start Wednesdays at Camp Verde Middle School beginning the 2025-2026 school year utilizing Wednesday mornings for staff development and PLCs (professional learning communities).*

Mrs. LeBeau presented a PowerPoint outlining the proposal to implement late start Wednesdays at CVMS for staff development and PLCs. She spoke on the importance of professional learning time for teacher success. Key points in her presentation included:

- CVMS exceeds instructional hour requirements by six days (60 hours) and has the longest school days in the district.
- There has been high teacher turnover at the school (six annually) and there is need for increased support.
- The schedule would bring weekly intervention planning, data-driven instruction, and acceleration opportunities for students.
- Would replace the current four early-release days per year.
- Considerations: tutoring availability, transportation adjustments (second bus run), and breakfast options.

Board members expressed concerns about students being home alone in the mornings. They asked if parents had been surveyed.

Motion: A motion was made by Ms. Oothoudt to establish late start Wednesdays at CVMS beginning in the 2025-2026 school year. The Motion died due to lack of a second.

After the motion, Board members expressed openness to reconsidering the proposal after gathering parent feedback and addressing logistical concerns. The item was postponed for discussion at a future meeting.

B. *Discussion and possible action to approve the list of certified teachers returning for the school year 2025-2026.*

Motion: Mr. Gresham moved, seconded by Ms. Oothoudt, to approve the list of certified teachers returning for the school year 2025-2026. The motion carried 5-0.

Ayes: German, Gresham, Hawk, Oothoudt, and Petrie

Nays: 0

C. *Discussion and possible action to approve the list of classified personnel returning for the school year 2025-2026.*

Motion: Mrs. Petrie moved, seconded by Mr. Gresham, to approve the list of classified personnel returning for the school year 2025-2026. The motion carried 5-0.

Ayes: German, Gresham, Hawk, Oothoudt, and Petrie

Nays: 0

D. *Discussion and possible action to approve the list of ancillary personnel returning for the school year 2025-2026.*

Motion: Mrs. German moved, seconded by Ms. Oothoudt, to approve the list of ancillary personnel returning for the school year 2025-2026. The motion carried 5-0.

Ayes: German, Gresham, Hawk, Oothoudt, and Petrie

Nays: 0

E. *Discussion and possible action to approve the list of returning administrators for school year 2025-2026.*

Motion: Mrs. German moved, seconded by Ms. Oothoudt, to approve the list of administrators returning for the school year 2025-2026. The motion carried 5-0.

Ayes: German, Gresham, Hawk, Oothoudt, and Petrie

Nays: 0

15. INFORMATION ONLY

A. *Enrollment Report*

16. BOARD/ ADMINISTRATIVE REQUEST FOR FUTURE AGENDA ITEMS

None.

17. ADJOURNMENT

Motion: Mrs. German moved, seconded by Mr. Gresham, to adjourn the meeting. The motion carried 5-0.

Ayes: German, Gresham, Hawk, Oothoudt, and Petrie

Nays: 0

The meeting adjourned at 7:29 pm.

18. SIGNING OF DOCUMENTS