

**BEAVER CREEK SCHOOL DISTRICT #26**  
**4810 E. BEAVER CREEK RD.**  
**RIMROCK, AZ 86335**  
**(928) 567-4631**  
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*Karin Ward, Superintendent*



**MINUTES**  
**WORK STUDY SESSION**  
**MONDAY, DECEMBER 11, 2023**  
**5:00PM**

Board members in attendance:

Jackie Harshman - President  
Lincoln Thomasson - Clerk  
Carlos Ramos  
Susi Edgington  
Jim Andrus-arrived at 5:40

1. The meeting was called to order at 5:02 PM by Jackie Harshman.

Superintendent Ward and the District Leadership Team lead the conversation with the Beaver Creek School Governing Board on the following Agenda items for the Work Study session:

Conversation with Governing Board Members and District Leadership Team

- Who are the stakeholders of the district?
- What are the historical collaborations of the district stakeholders?
- What are student demographics?
- What is the historical enrollment?
- Describe Community /School Interactions in the past.
- How has the Beaver Creek Community changed?
- New Era....new community dynamics
- Review of Vision Statement approved In November 2022
- Review of Past two year Succession Planning Document and current December 2023 Survey Results
- What type of administrator search should board do?
- Stories of our families
- Recommendation from leadership team member Scott Worden
- Questions, Administrator Qualifications, interview questions, timelines

The meeting was adjourned at 6:00 PM by Jackie Harshman.

MINUTES  
 REGULAR GOVERNING BOARD MEETING  
 MONDAY, DECEMBER 11, 2023  
 6:00PM

1. The meeting was called to order at 6:00 PM by Jackie Harshman.
2. The Pledge of Allegiance was recited and was followed by a Moment of Silence.
3. Lincoln Thomasson made the motion to adopt the Agenda. The motion was seconded by Carlos Ramos and the Agenda was adopted with a unanimous vote.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

4. Board Meeting Minutes that may need correction.
5. Information Only Items
  - A. Summary of Current Events:
    - a. Superintendent Update
      - i. Superintendent Ward gave the Good Things Happening - Department Highlights at Beaver Creek School.
    - b. Governing Board Members
      - i. Organizational Meeting January 8, 2024 at 5:45PM.
      - ii. The next regular Governing Board Meeting will be on January 8, 2024 at 6:00PM.
      - iii. Report from ASBA Annual Conference December 7<sup>th</sup>-8<sup>th</sup> at the JW Marriott in Phoenix from Board Member Susi Edgington.

B. Reports:  
 Kids at Hope Part II – Superintendent Ward

6. Public Comments:
  - a. None to Report.
7. Action Items:
  - A. Lincoln Thomasson made the motion to approve the Consent Agenda. The motion was seconded by Jim Andrus. The vote to approve the Consent Agenda was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

B. Specific Items of District Business

a. Susi Edgington made the motion to discuss the request for the approval of the ratification of the resolution for the National Bank signers. The motion was seconded by Jim Andrus and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

Business Manager, Ori Womack, reported that the Board approved signers last month but the bank needed a resolution in addition to the board minutes.

Susi Edgington motioned to approve the ratification of the resolution for the National Bank signers. The motion was seconded by Jim Andrus and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

b. Susi Edgington motioned to approve the Disposal of Property as presented (6 leather chairs). The motion was seconded by Carlos Ramos and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

c. Jackie Harshman opened the Public Hearing on the FY24 Budget Revision.

d. Lincoln Thomasson motioned to discuss the Revision #1 of the FY24 Budget. The motion was seconded by Jim Andrus and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

Business Manager, Ori Womack, reviewed the memo presented in the packet. The district was required to create a revision by December 15 due to decreased ADM at the beginning of the year. The final reports have been released with the official carryforward from FY23, due to the release of this report the revision includes the updated carryforward amounts as well.

Jim Andrus motioned to approve Revision #1 of the FY24 as presented. The motion was seconded by Susi Edgington and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

- e. Lincoln Thomasson motioned to discuss the review of Chapter 1 of the TRUST Model Policies. The motion was seconded by Carlos Ramos and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

No action at this time. We will be reviewing and discussing each chapter, at the end they will be voted on if the decision is made to change policy subscriptions.

- f. Susi Edgington motioned to discuss the annual 301 Classroom Site Fund Plan. The motion was seconded by Lincoln Thomasson and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

Jim Andrus motioned to approve the annual 301 Classroom Site Fund Plan. The motion was seconded by Susi Edgington and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

- g. Lincoln Thomasson motioned to discuss the teaching staff goal for FY24 as presented. The motion was seconded by Susi Edgington and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

Lincoln Thomasson motioned to approve the teaching staff goal for FY24 as presented. The motion was seconded by Susi Edgington and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

- h. Susi Edgington motioned to discuss the second Reading of the following policies:

Policy Advisory	Policy	Title
744	IGA	Curriculum Development
745	IGD	Curriculum Adoption
746	IJJ	Textbook/Supplemental Materials Selection and Adoption

The motion was seconded by Lincoln Thomasson and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	No vote-stepped out briefly	Aye	Aye

Carlos Ramos motioned to approve the presented policies. The motion was seconded by Jim Andrus and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

- i. Susi Edgington motioned to discuss the optional language of the following policy:

Policy Advisory	Policy	Title: Part-Time and Substitute
755	GCG	Professional Staff Employment

The motion was seconded by Jim Andrus and the vote was unanimous.

Policy Advisory	Policy	Title: Part-Time and Substitute
755	GCG	Professional Staff Employment

Lincoln Thomasson motioned to approve the above policy with the optional language as presented. The motion was seconded by Jim Andrus and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

- j. Lincoln Thomasson motioned to discuss the succession plan timeline for the replacement of Superintendent Karin Ward who is retiring July 30, 2024. The motion was seconded by Susi Edgington and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

The Governing Board all agreed that an internal search should begin immediately, however if no interested/qualified candidates can be found they are not opposed to opening it up to an external search. Superintendent Ward stated an aggressive timeline is important in fulfilling this need. During the discussion the board agreed to the following timeline:

**December 13, 2023** – Internal Posting to staff for the next Principal/Superintendent or Principal/Administrator in Charge.

**December 20, 2023** – Letters of interest with vitae due; Work Study Session to review points, applications, and questions.

**December 27, 2023** – Meet as a board at 1:00PM, then move to interviews of interested candidates during Executive Session (Governing Board and candidates only) at 2:00PM.

Jim Andrus motioned to approve the above timeline for an internal posting of the next Principal/Superintendent or Principal/Administrator in Charge. The motion was seconded by Susi Edgington and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

- k. Personnel Action:

Lincoln Thomasson motioned to discuss the following personnel action:

- (a) Request for approval of Classified Entry Level Salary Determination Chart to meet minimum wage requirements of January 1, 2024 effective December 24, 2023. This earlier date will follow payroll processing instead of splitting rates within the two week pay period.
- (b) Request for approval of amendments to classified agreements, effective December 24, 2023 as presented due to minimum wage increase.
- (c) Request to amend Categorized Rates of pay to add certified and classified white fleet drivers as presented in the board packet

The motion was seconded by Jim Andrus and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

Susi Edgington motioned to approve the listed Personnel Items as presented. The motion was seconded by Jim Andrus and the vote was unanimous.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

8. Information Items:

- Meet the district lobbyist Mike Williams – unavailable due to family emergency.
- Responses to questions from the December 11, 2023 Report
- Goals Final 2023 Update – Celebrate the Accomplishments!
- Small School District Superintendent of the Year from Arizona School Administrators- Karin Ward
- SFB Update for ongoing projects
  - Drainage
  - Phone and Intercom updates
  - Fire Alarm
  - HVAC
- Signatures Finalized:
  - Terms and Conditions for Fire Alarm Power Supply Panel repair
  - Terms and Conditions for HVAC Repair/Replacement

9. Request for future Agenda items:

a. None to Report

10. Jim Andrus made the motion to adjourn the meeting. The motion was seconded by Lincoln Thomasson. The meeting was adjourned at 7:30 PM with a unanimous vote.

Jackie Harshman	Lincoln Thomasson	Jim Andrus	Susi Edgington	Carlos Ramos
Aye	Aye	Aye	Aye	Aye

Respectfully submitted,

Ori Womack

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Lincoln Thomasson

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Susi Edgington

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Jim Andrus

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Carlos Ramos