

WASHINGTON ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD MINUTES: EXECUTIVE SESSION, REGULAR MEETING,
EXECUTIVE SESSION

2012-2013

October 18, 2012

Administrative Center
Governing Board Room
4650 West Sweetwater Avenue
Glendale, AZ 85304-1505

I. SPECIAL MEETING

A. Call to Order and Roll Call

Mr. Maza called the meeting to order at 6:50 p.m. Governing Board members constituting a quorum were present: Mr. Chris Maza, Mr. Bill Adams, Ms. Clorinda Graziano, and Mrs. Tee Lambert. Mr. Aaron Jahneke was not in attendance.

B. Adoption of the Special Meeting Agenda

A motion was made by Mr. Adams that the Governing Board adopt the Special Meeting Agenda. The motion was seconded by Mrs. Lambert. The motion carried.

UNANIMOUS

II. CALL FOR EXECUTIVE SESSION

Call for Executive Session: Pursuant to A.R.S. §38-431.03 – A.1

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It was recommended that the Governing Board establish an Executive Session to be held immediately during a recess in the Special Meeting for:

- A.1 – Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting – specifically regarding the quarterly evaluation of the Superintendent.

A motion was made by Mrs. Lambert to call for an Executive Session. The motion was seconded by Ms. Graziano. The motion carried.

III. RECESSING OF SPECIAL MEETING FOR EXECUTIVE SESSION

IV. EXECUTIVE SESSION – GENERAL FUNCTION

A. Call to Order and Roll Call

B. Confidentiality Statement

All persons present are hereby reminded that it is unlawful to disclose or otherwise divulge to any person who is not now present, other than a current member of the Board, anything that has transpired or has been discussed during this executive session. To do so is a violation of A.R.S. §38-431.03 unless pursuant to specific statutory exception.

October 18, 2012

C. Discussion under A.R.S. §38-431.03 – A.1

- A.1 – Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting – specifically regarding the quarterly evaluation of the Superintendent.

V. RECESSING OF EXECUTIVE SESSION FOR REGULAR MEETING

VI. REGULAR MEETING – GENERAL FUNCTION

A. **Call to Order and Roll Call**

Mr. Maza called the meeting to order at 7:19 p.m. Governing Board members constituting a quorum were present: Mr. Chris Maza, Mr. Bill Adams, Ms. Clorinda Graziano, Mr. Aaron Jahneke, and Mrs. Tee Lambert.

B. **Moment of Silence and Meditation**

Mr. Maza called for a moment of silence and meditation.

C. **Pledge of Allegiance**

Mr. Maza acknowledged members from Boy Scout Pack 563 and asked them to lead the Pledge of Allegiance.

D. **Adoption of the Regular Meeting Agenda**

A motion was made by Mr. Jahneke that the Governing Board adopt the Regular Meeting Agenda. The motion was seconded by Mrs. Lambert. The motion carried.

UNANIMOUS

E. **Approval of the Minutes**

A motion was made by Mr. Adams that the Governing Board approve the Minutes of the September 27, 2012 Regular Meeting. The motion was seconded by Mr. Jahneke. The motion carried. Mr. Maza abstained from the vote.

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F. **Current Events: Governing Board and Superintendent**

Dr. Cook introduced Ms. Joslyn Brown, a Lookout Mountain second grade teacher, who shared a common core lesson using critical thinking that she used with her students.

Mr. Adams shared that he co-facilitated the Arizona School Boards Association (ASBA) Maricopa County Workshop and thanked Ms. Graziano for her attendance. He stated that Ms. Graziano and Mrs. Lambert were recognized for their work with ASBA programs for continuing education and training. The District recognized those achievements at the September 27, 2012 Governing Board meeting when Mr. Adams, Ms. Graziano, and Mrs. Lambert were presented with plaques and duplicate plaques were displayed in the District's Governing Board Room.

Mr. Adams shared that he enjoyed visiting Abraham Lincoln Traditional School. He met with Principal Tara Mayole and her staff and was impressed with everything the staff was doing.

Mrs. Lambert shared that she enjoyed attending Sunset Elementary School's first Parent University which was well attended by parents and students.

Mrs. Lambert shared that she enjoyed attending the BEGIN Program's 25th Anniversary Celebration. She congratulated the BEGIN Program for providing new teachers with the necessary tools to be successful in the classrooms which benefits the students and the community.

Mr. Jahneke shared that he enjoyed attending the BEGIN Program's 25th Anniversary Celebration.

Mr. Jahneke shared that he attended a press conference where Mr. Maza did a good job of speaking about one of the ballot initiatives.

Ms. Graziano shared the following:

- Enjoyed attending the Arizona School Boards Association (ASBA) Maricopa County Workshop.
- Enjoyed attending the BEGIN Program's 25th Anniversary Celebration. She congratulated and thanked Dr. Maggie Westhoff for her efforts with the new teachers.
- Acknowledged all the teachers who planned field trips to be approved on the Consent Agenda. She thanked the teachers for providing students the opportunities to visit places they might not have been able to see on their own.

Mr. Maza thanked the Board and Mr. Jahneke for conducting the September 27, 2012 Governing Board meeting in his absence.

Mr. Maza thanked his collegial Board members from other school districts who attended the press conference where he spoke about one of the ballot initiatives. He stated that when speaking at the press conference, they kept in mind that they were elected officials to be stewards of taxpayer dollars, as well as stewards to serve students, families, and the community.

G. Special Recognition

Dr. Cook recognized Maria Farmer, principal of Desert View Elementary School, who received the Administrator Appreciation Award of 2012 from AzAHPERD (Arizona Association of Health, Physical Education, Recreation and Dance). Dr. Cook introduced Maria Farmer and Vicky Bonavito, physical education teacher, who nominated Ms. Farmer for the award. Ms. Bonavito stated that Ms. Farmer was very supportive of her physical education program and had participated with the students during class. Ms. Farmer thanked Ms. Bonavito for nominating her for the award and advised that Ms. Bonavito is a phenomenal teacher who connects physical education activities to math, reading, and language arts. Dr. Cook congratulated Ms. Farmer and presented her with flowers.

H. Public Participation

There was no public participation.

I. Approval of the Consent Agenda

A motion was made by Mr. Adams that the Governing Board approve the Consent Agenda items as presented. The motion was seconded by Ms. Graziano. The motion carried.

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II. CONSENT AGENDA

***A. Approval/Ratification of Vouchers**

Approved and ratified the vouchers as presented.

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***B. Personnel Items**

UNANIMOUS

Approved the personnel items as presented.

***C. Public Gifts and Donations (The Value of Donated Items is Determined by the Donor)**

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Approved the public gifts and donations as presented.

1. CORE Construction, Inc. donated a check in the amount of \$2,500.00 to be used to purchase technology items for students in the Washington Elementary School District.
2. Chasse Building Team donated a check in the amount of \$1,000.00 to be used to purchase iPads for the Washington Elementary School District.
3. D.L. Withers Construction donated a check in the amount of \$2,500.00 to be used to purchase iPads for the Washington Elementary School District.
4. Orcutt Winslow Partnership donated a check in the amount of \$2,500.00 to be used to purchase iPads for the Washington Elementary School District.
5. Adolfson & Peterson Construction donated a check in the amount of \$2,500.00 to be used to purchase iPads for the Washington Elementary School District.
6. Office Max donated school supplies with an approximate value of \$3,500.00 to be used for the benefit of students at Cactus Wren Elementary School.
7. The Washington Education Foundation donated a check in the amount of \$1,000.00 to be awarded to the school that raises the most money per capita for the United Way campaign. They also donated \$50.00 in Westcor gift cards, \$370.00 in Starbucks gift cards and \$50.00 for coordinator training to support the United Way Campaign.
8. The Washington Education Foundation donated a check in the amount of \$500.00 to be used for the Retiree Reception expenses.
9. Office Max donated office supplies through their "A Day Made Better" program with an approximate value of \$1,088.10 to be used for the benefit of Desert View Elementary School.
10. Office Max donated office supplies through their "A Day Made Better" program with an approximate value of \$2,500.00 to be used for the benefit of Desert View Elementary School.
11. John C. Lincoln Health Foundation, Betty's Kids, donated a check in the amount of \$24,980.28 to be used for the educational and social needs of children in the Desert View Elementary School attendance area. These funds were donated to the Betty's Kids Committee to carry out the legacy of Betty Bellanger.
12. Thornburg Investment Management donated a check in the amount of \$2,000.00 to be used for student publications and student media productions at Mountain Sky Junior High School.

13. The Ocotillo Elementary School Parent/Teacher Organization donated a television and wall mount with an approximate value of \$642.06 to be used for parent communication and to celebrate students at the school.
14. Cardinals Charities donated a check in the amount of \$398.74 to be used to supplement costs of field trips at Orangewood School.
15. Target donated a gift card with a value of \$500.00 to be used to purchase books for classrooms and the library at Richard E. Miller Elementary School.
16. The Richard E. Miller Elementary School Parent/Teacher Organization donated a check in the amount of \$2,064.62 to be used to purchase library and enrichment books for the school.
17. John F. Long donated a check in the amount of \$1,000.00 to be used to purchase iPads to support the needs of identified special needs students.
18. The Sunset Parent/Teacher Organization donated \$500.00 to be used for incentives for the after school program.
19. James Schunn donated a check in the amount of \$500.00 to be used to purchase sports equipment for students at Royal Palm Middle School.

***D. Out-of-County/State Field Trips**

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Approved the out-of-county/state field trips as presented.

1. Stacy Bauer, Acacia Elementary School, submitted an out-of-county/state field trip to Sea World, San Diego, CA, May 16-18, 2013, for 6th grade students at a cost of \$23,055.09.
2. Thomas Aron, Alta Vista Elementary School, submitted an out-of-county/state field trip to Placencia High School, Placencia, CA, and Disneyland, Anaheim, CA, May 10-12, 2013, for 5th and 6th grade students at a cost of \$5,161.18.
3. Alexandria Monterroza, Arroyo Elementary School, submitted an out-of-county/state field trip to Catalina Island Marine Institute, Toyon Bay, Avalon, CA, May 7-10, 2013, for 6th grade students at a cost of \$12,025.10.
4. Heidi McKeever, Cholla Middle School, submitted an out-of-county/state field trip to Disneyland, Anaheim, CA, May 17-18, 2013, for 7th and 8th grade students at a cost of \$18,648.00.
5. Sarah Lok, Ironwood Elementary School, submitted an out-of-county/state field trip to Queen Mary Port, Long Beach, CA, Catalina Island Marine Institute, Toyon Bay, Avalon, CA, April 21-24, 2013, for 6th grade students at a cost of \$17,329.81.
6. Sarah Kakritz, John Jacobs Elementary School, submitted an out-of-county/state field trip to Grand Canyon National Park, Grand Canyon, AZ, April 5, 2013, for 4th grade students at a cost of \$3,500.00.
7. Ilaise Levrets, Lakeview Elementary School, submitted an out-of-county/state field trip to Benson, AZ, Kartchner Caverns State Park, Bisbee, AZ, Queen Mine Tour, Tombstone, AZ, and Tombstone City Park, Tombstone, AZ, May 10, 2013, for 6th grade students at a cost of \$9,650.00.

8. Lisa Lacey, Lookout Mountain Elementary School, submitted an out-of-county/state field trip to the Renaissance Festival, Apache Junction, AZ, February 14, 2013, for 6th grade students at a cost of \$3,554.00.
9. Claire Ostapuk, Lookout Mountain Elementary School, submitted an out-of-county/state field trip to Catalina Island Marine Institute, Toyon Bay, Avalon, CA, February 10-13, 2013, for 6th grade students at a cost of \$40,897.55.
10. Anthony Murphy, Mountain Sky Junior High School, submitted an out-of-county/state field trip to Marana High School, Tucson, AZ, January 25-26, 2013, for 7th and 8th grade students at a cost of \$225.00.
11. Kirsten Dukeshier, Mountain Sky Junior High School, submitted an out-of-county/state field trip to the Heritage Festival and Disneyland, Anaheim, CA, May 17-19, 2013, for 7th and 8th grade students at a cost of \$49,419.00.
12. Stacey Smith, Mountain View School, submitted an out-of-county/state field trip to Dons Club Discovery Camp, Apache Junction, AZ, January 18, 2013, for 4th grade students at a cost of \$1,203.00.
13. Elizabeth Marshall, Orangewood School, submitted an out-of-county/state field trip to the Ocean Institute, Dana Point, CA, June 2-6, 2013, for 6th grade students at a cost of \$28,870.00.
14. Ken Simmons, Palo Verde Middle School, submitted an out-of-county/state field trip to Catalina Island Marine Institute, Toyon Bay, Avalon, CA, May 9-12, 2013, for 8th grade students at a cost of 16,817.23.
15. Ted Rexall-Scott, Richard E. Miller Elementary School, submitted an out-of-county/state field trip to SSV Tole Mour, Long Beach, CA, May 15-17, 2013, for 5th and 6th grade students at a cost of \$13,899.08.
16. Azucena Parra and Tameri Bayus, Royal Palm Middle School, submitted an out-of-county/state field trip to Disneyland, Anaheim, CA, May 17-18, 2013, for 6th, 7th, and 8th grade students at a cost of \$18,648.00.
17. Kathy Schene, Sahuaro Elementary School, submitted an out-of-county/state field trip to the Renaissance Festival, Apache Junction, AZ, February 12, 2013, for 1st through 6th grade students at a cost of \$764.00.
18. Kathy Schene, Sahuaro Elementary School, submitted an out-of-county/state field trip to Walnut Canyon, Flagstaff, AZ, March 18, 2013, for 4th, 5th, and 6th grade students at a cost of \$1,345.00.
19. Kathy Schene, Sahuaro Elementary School, submitted an out-of-county/state field trip to Wupatki National Park, Flagstaff, AZ, November 2, 2012, for 2nd through 6th grade students at a cost of \$1,147.50.
20. Stephanie Yocom, Shaw Butte Elementary School, submitted an out-of-county/state field trip to the Renaissance Festival, Apache Junction, AZ, February 12, 2013, for 6th grade students at a cost of \$1,441.50.
21. Joel Barfoot, Sunburst Elementary School, submitted an out-of-county/state field trip to Camp Sky Y, Prescott, AZ, May 2-3, 2013, for 4th grade students at a cost of \$8,301.70.

22. Sam Karraker, Sunnyslope School, submitted an out-of-county/state field trip to Disneyland, Anaheim, CA, May 18-19, 2013, for 7th and 8th grade students at a cost of \$18,136.52.

***E. Out-of-State Travel**

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Approved the out-of-state travel as presented.

1. Linda Duah, gifted teacher at Chaparral Elementary School, to attend the National Association for Gifted Children Conference, November 14-18, 2012, in Denver, CO, at a cost of \$110.00.
2. Dorothy Watkins, Administrator of Social Services, to attend the Office of Safe and Healthy Students/Elementary and Secondary School Counseling New Grantee Meeting, November 16, 2012, in Washington, D.C., at a cost of \$918.00

***F. Annual Intergovernmental Cooperative Purchase Agreements with Strategic Alliance for Volume Expenditures (SAVE) and National Intergovernmental Purchasing Alliance (NIPA)**

UNANIMOUS

***G. Annual Intergovernmental Cooperative Purchase Agreements with the State Procurement Office (SPO)**

UNANIMOUS

***H. Acceptance of the U.S. Department of Education Elementary and Secondary School Counseling Grant in the Amount of \$1,109,480.00 and the Maricopa County Department of Health Tobacco Prevention Grants in the Amount of \$15,000.00**

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***I. Amendment to the Intergovernmental Agreement with the City of Phoenix for the Head Start Program**

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***J. Intergovernmental Agreement with the Glendale Union High School District**

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VIII. RECESSING OF REGULAR MEETING FOR PUBLIC HEARING

IX. PUBLIC HEARING

A. Bond and Capital Projects Update

Dr. Cook introduced Ms. Cathy Thompson who provided a bond and capital projects update, as required by law. Ms. Thompson reviewed the 2001 and 2010 bond authorization, as well as, additional funding sources used for projects. She reviewed the projects completed in the 2011-2012 school year, e.g., parking lots, flooring, landscaping, playground/shade structures. She reported on construction projects in progress. Ms. Thompson stated that bond funds were used for many of these projects that would have been funded by Building Renewal funds which the District no longer receives.

Mr. Adams referred to the Capital Project Plan Summary and made the observation that in many cases, projects came in under the projected budget. Ms. Thompson advised that several projects were under the projected budget, however, in some cases, the scope of the project was larger than anticipated and additional budget needed to be added.

Mrs. Lambert thanked Ms. Thompson and her staff for the level of detail on the bond projects and the regular updates. Mrs. Lambert appreciated the support of the community by voting for the bond authorizations. The bond funds allowed the District to maintain its buildings and grounds which would not have been able to be completed because of the reduction in regular funding.

A community member commented she lived near Cactus Wren Elementary School and that the construction crew did a good job with little disruption to the neighbors.

A community member asked the following questions:

- Why is the revised budget so much higher? – Ms. Thompson responded that the original projections were approximately \$87 million, however, the bond was for \$64 million and multiple additional funding sources were added to supplement the projects.
- Why was the original budget for Desert Foothills \$8 million and revised budget was \$4 million? Why such an increase in the Wide Area Network upgrades? - Ms. Thompson replied that scopes change, e.g., some schools may not have needed the renovations that were planned years before. Wide Area Network costs were due to upgrade of infrastructure for new computers.
- Why are there so many projects with no original budget, but final budget? Did you do what voters approved? - Ms. Thompson stated that what is written in the bond pamphlet are renovations or rebuild projects that are planned and will not be changed, if possible. It is difficult to list specific projects for bond funding because the scope of a project could change. Therefore, it is listed as general guidelines, e.g., administration, classroom, technology, school buses, etc.
- Why was there such an increase in the District Service Center? - Ms. Thompson answered because the project was completed at the end of the bond and prices went up significantly by the time the project was scheduled. She stated that the District had to add supplemental funding to complete the project.
- Why did budget for Lookout Mountain change from the original? – Ms. Thompson responded that the cost of the construction of the building was \$13 million and the total cost, including furniture and equipment, would be \$18 million.
- How do we know what the real budget was for Lookout Mountain- Ms. Thompson stated that the District did not identify specific projects in the bond pamphlet. The District had planned \$16-\$18 million for the Lookout Mountain project. Ms. Thompson advised she would need to research the \$32 million original budget amount and asked the community member to leave his contact information and she would let him know the results of her review. Ms. Thompson stated that the District's website has a picture of the presentation board that is at the school which shows the approximate cost of the project to be \$16-\$18 million, however, the construction site cost is estimated to be \$14 million.
- Was there a survey of buildings done before choosing Lookout Mountain to rebuild? - Ms. Thompson responded that the District evaluated three schools and Lookout Mountain was the only one designated to rebuild.
- What was the estimated cost to refurbish Lookout Mountain? - Ms. Thompson stated she did not have that detail with her, but would be happy to call the community member with the information.

Mrs. Lambert asked if the District added supplemental funds to the bond funds for the capital projects. Ms. Thompson replied that it was necessary for the District to add supplemental funds because the \$65 million in bond funds was not sufficient to cover the estimated project costs of approximately \$87 million. Mr. Maza stated that additional funds would possibly have been needed because of the increase in procurement costs over the period of the bond funding.

B. Annual Report of M&O and K-3 Override Expenditures

Dr. Cook introduced Ms. Cathy Thompson who reviewed the M&O and K-3 override expenditures, as required by law. Ms. Thompson stated that the M&O Override funding for the 2011-2012 school year was approximately \$10 million and was voter authorized in November 2006. She advised that the K-3 override funding for the 2011-2012 school year was approximately \$5 million and was voter authorized in November 2009. Ms. Thompson stated that the K-3 override funds allowed the District to provide full-day kindergarten since it lost approximately \$5.7 million in State funding a few years ago.

Mr. Jahneke asked what caused the reduction in expenses at the Cardinals Academy. Ms. Janet Sullivan responded that the program was reduced from grades 5-8 to grades 6-8. Therefore, it was due to a reduction in staff.

Ms. Graziano asked if the M&O override expenses for music, art, and physical education reflected salaries for all teachers in those curricular areas. Ms. Thompson replied that the expenses were for all FTE salaries paid in those programs. Ms. Graziano expressed concern that these salaries were being paid by override funds. Dr. Cook stated that the District would have been forced to cut the music, art, and physical education programs even further if the override had not passed.

X. RECESSING OF PUBLIC HEARING FOR REGULAR MEETING

XI. ACTION / DISCUSSION ITEMS

A. Approval to Publish the 2011-2012 Annual Financial Report

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Dr. Cook advised the Board that the District was required to submit an Annual Financial Report (AFR) and also publish the report. Dr. Cook introduced Ms. Cathy Thompson to review the AFR.

Ms. Thompson pointed out the following on the AFR:

- M&O – Inter Fund Transfers-In and Transfers-Out (for Tax Anticipation Notes).
- Debt Service Fund (used to pay off the bonds, e.g., \$13 million needed to pay bond on 7/1/12).
- Budget Balance Carry Forward was estimated at \$3.8 million due to vacancy savings in salaries (approximately \$2.7 million) and lower building expenditures (approximately \$1.2 million).
- Approximately \$5.1 million remaining in budget and the District can only carry forward \$3.8 million into this year’s budget which leaves the District with approximately \$1.2 million in additional cash left at the City Treasurer. Ms. Thompson stated that the \$1.2 million will be beneficial to the District because when reviewing the tax rate a few months ago, the available cash was inadvertently overestimated. Therefore, the \$1.2 million will help offset any increase in the tax rate for the following year.
- The “Additional Information for National Public Education Survey Reporting” is a new addition to the AFR and compiles information by category. The report includes all funds, including State, Federal, and the Nutrition Services Department’s School Lunch Program.

Mrs. Lambert asked if the “Additional Information for National Public Education Survey Reporting” data was compiled by the Arizona Department of Education (ADE). Ms. Thompson stated that it was her understanding that it would be and that the information assisted the Auditor General when calculating the Classroom Site Report and the Classroom Dollars Report. Ms. Thompson was advised that this was a way to compile the information in a more standard way to submit it for reporting purposes.

Mrs. Lambert expressed concern that ADE was going to add dollars as a total budget for supporting schools and not defer what was for capital, nutrition and health, and education in the classroom. Mr. David Velazquez stated that the report did not include M&O, however, the non-instructional operation services were not separated so that there would not be a mixing of those types of expenditures.

Mr. Jahneke asked if there was a concern because the District makes a small profit from Nutrition Services and was that money targeted for specific areas. Ms. Thompson advised that the money could only be expended for items directly related to the Nutrition Services Department program. However, indirect costs could be utilized from that program to fund other costs at the District.

Mr. Adams asked Ms. Thompson if she knew what the District’s budget was six years ago. Ms. Thompson responded that the M&O budget was \$141 million six years ago compared to \$123 million this year.

Mr. Maza thanked Ms. Thompson for her efforts and the information provided.

A motion was made by Mrs. Lambert that the Governing Board accept the 2011-2012 Annual Financial Report and direct the publication and filing of the report as required by law. The motion was seconded by Mr. Jahneke. The motion carried.

B. Arizona School Facilities Board 2011-2012 Preventive Maintenance Program Report UNANIMOUS

Dr. Cook advised the Board that the Arizona School Facilities Board (SFB) requires the District to submit a report each year listing the preventive maintenance tasks completed under the Preventive Maintenance Program. Dr. Cook introduced Mr. Mike Kramer who reviewed the report.

Mr. Kramer advised that regularly scheduled inspections and regularly scheduled preventive maintenance work was completed. He stated that during the 2011-2012 school year, the Maintenance Department and Facilities Managers completed 6,547 preventive maintenance tasks.

Mr. Adams referred to the number of tasks completed versus the total number of tasks recommended. Mr. Kramer responded that the last distribution funding from the SFB was a partial payment of \$1.3 million in 2008. Due to budget reductions since 2008, the Maintenance Department has been doing its best to complete necessary tasks with a reduction in staff.

Mr. Adams asked who was responsible for submitting the recommended tasks, e.g., 102 roofing tasks at Cactus Wren Elementary School. Mr. Kramer advised that the SFB defined and implemented the recommended tasks for the report for all school districts.

Mr. Adams asked what would happen if the District did not submit the report. Dr. Cook advised it would be in the District's best interest to be compliant and stay in good standing with the SFB. She stated that if the District encountered an emergency, e.g., a building replete with mold, the District would be able to apply for funding from the SFB.

Mr. Jahneke asked if the department was able to integrate other processes to avoid duplication. Mr. Kramer replied that a work order system was utilized to pre-program a task and the frequency of the task. It is a tool that enables the department to be better managers of the District's buildings and facilities.

Ms. Graziano asked if there were any repercussions from the State for not completing all of the tasks. Mr. Kramer stated that the tasks were recommended, not mandatory, and his department manages the tasks as efficiently as possible with the staff and resources available.

Mr. Maza thanked Mr. Kramer for being a good steward and filing the Preventive Maintenance Program Report with the SFB.

Mrs. Lambert thanked Mr. Kramer and his department for their efforts and asked how the department assesses the tasks at each site and how the projects are prioritized. Mr. Kramer replied that the Facility Manager at each site was responsible for maintaining that site and reporting project needs. If the Facility Manager identifies a project need, he sends a work order to the Maintenance Department. The Maintenance Department would conduct an inspection and if not able to complete the work, would forward the work order to the Construction/Capital Projects Department who would hire a vendor to complete the project. Mr. Kramer advised that he conducts an annual inspection of each site.

A motion was made by Ms. Graziano that the Governing Board approve the submission of the 2011-2012 Preventive Maintenance Program Report to the Arizona School Facilities Board. The motion was seconded by Mr. Adams. The motion carried.

XII. INFORMATION / DISCUSSION ITEMS

A. Race to the Top Update

Dr. Cook introduced Ms. Janet Sullivan who provided the Board with an update on Arizona's Race to the Top Round Three grant.

Ms. Sullivan stated that the District's estimated allocation was \$425,612.00 over the 43 months of the project. She advised that the District submitted a preliminary Scope of Work, as required, on March 1, 2012. It was anticipated that the District would be able to apply for funds beginning June 1, 2012. While awaiting information regarding the process to apply for funds, the District was charged with starting the Student-Teacher Course Connection, which has been the focus of the Arizona Department of Education (ADE) and subsequently the District to date

Ms. Sullivan advised that the District received information on September 13, 2012 regarding completion of the full scope of work, as well as how to apply for funds to begin activities for the Common Core implementation. The application was submitted on September 20, 2012 and the District is awaiting instructions from ADE on how to proceed.

Mrs. Lambert asked if the District had utilized M&O funds towards implementing the requirements from ADE. Ms. Sullivan replied that the District had used M&O funds and other Federal funds to start the implementation.

Mrs. Lambert asked if the District will recoup the amount expended from the grant allocation. Ms. Sullivan stated that there were some funds that would reimburse the amount expended. She advised that the District was planning to use the dollars from the Race to the Top grant to help towards the STEM implementation. Ms. Sullivan advised that the original allocation of \$425,612.00 was reduced to \$400,899.00 for the three year grant cycle. It was her understanding that this was due to additional school districts that were not part of the original allocation award.

Mr. Maza asked when the Common Core Standards needed to be fully implemented. Ms. Sullivan responded that the requirement was to have it fully implemented by the end of the 2013-2014 school year. Mr. Maza stated that since the District had not received any of the Race to the Top grant funds and this was a mandate coming from Race to the Top, this would be considered an unfunded mandate to which the District is held accountable.

B. Update Regarding Strategic Action Plans

Dr. Cook advised the Board that the District reviewed the strategic action plans every year and was proud of the plans because they were dynamic and an ongoing blueprint by which decisions were made. Dr. Cook introduced Ms. Sue Snyder who facilitated the meetings to review the strategic action plans. Ms. Snyder stated that the strategic action plans focused on seven priorities and guided District stakeholders toward realizing the vision of “achieving excellence for every child, every day, every opportunity”. The administrators responsible for each strategic action plan gave a presentation regarding accomplishments to date, as well as current and future plans.

Mr. Adams asked if the Synergy parent portal was the same system used by Glendale Union High School’s (GUHSD) parent portal. Mr. Chris Lieurance advised that GUHSD had a different system. Mr. Adams asked if the two systems were similar. Mr. Lieurance replied that the two systems were very similar and the transition to the high school’s parent portal should be very easy for the parents.

Mrs. Lambert thanked everyone for their hard work and for taking the strategic action plans seriously. She complimented the teachers for their websites which were a good outreach tool for better communication to students, parents, and the community.

Mr. Maza thanked the administrators for the informative presentation.

XIII. FUTURE AGENDA ITEMS

Mr. Adams requested a review of laws pertaining to unfunded mandates for education.

Ms. Graziano requested an update regarding the field trip process.

XIV. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS

Mr. Adams thanked and congratulated Dr. Maggie Westhoff for the BEGIN Program’s 25th anniversary.

Dr. Cook acknowledged and thanked Mr. Vispi Karanjia of Orcutt Winslow Partnership who asked business colleagues for the technology donations approved on the Consent Agenda.

Dr. Cook acknowledged the attendance of Mr. Randy Dickason, Executive Director of Human Resources, from the Phoenix Elementary School District who was fulfilling an assignment to attend other districts' Governing Board meeting.

Dr. Cook acknowledged the BEGIN Program's 25th anniversary and also the hard work of Dr. Maggie Westhoff and her staff for their efforts with the BEGIN Program and the anniversary celebration.

XV. CALL FOR EXECUTIVE SESSION

Call for Executive Session: Pursuant to A.R.S. §38-431.03 – A.1

It was recommended that the Governing Board establish an Executive Session to be held immediately during a recess in the Regular Meeting for:

- A.1 – Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting – specifically regarding the quarterly evaluation of the Superintendent. **UNANIMOUS**

A motion was made by Mrs. Lambert to call for an Executive Session. The motion was seconded by Mr. Jahneke. The motion carried.

XVI. RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION

XVII. EXECUTIVE SESSION – GENERAL FUNCTION

A. Call to Order and Roll Call

B. Confidentiality Statement

All persons present are hereby reminded that it is unlawful to disclose or otherwise divulge to any person who is not now present, other than a current member of the Board, anything that has transpired or has been discussed during this executive session. To do so is a violation of ARS 38-431.03 unless pursuant to a specific statutory exception.

C. Discussion under A.R.S. §38-431.03 – A.1

- A.1 – Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting – specifically regarding the quarterly evaluation of the Superintendent.

XVIII. RECONVENING OF REGULAR MEETING

XIX. ADJOURNMENT

A motion was made by Mr. Adams to adjourn the Regular Meeting at 9:48 p.m. The motion was seconded by Mrs. Lambert. The motion carried. **UNANIMOUS**

SIGNING OF DOCUMENTS

Documents were signed as tendered by the Governing Board Secretary

Joyce Shiota
BOARD SECRETARY

11/8/12
DATE

Shirley Gable
BOARD OFFICIAL

11-08-12
DATE