

WASHINGTON ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD MINUTES: REGULAR MEETING AND EXECUTIVE SESSION

2012-2013

April 11, 2013

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

I. REGULAR MEETING – GENERAL FUNCTION

A. Call to Order and Roll Call

Mr. Maza called the meeting to order at 7:02 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 led 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 Mrs. Lambert that the Governing Board approve the Minutes of the March 14, 2013 Regular Meeting. The motion was seconded by Mr. Adams. The motion carried.

UNANIMOUS

A motion was made by Mr. Jahneke that the Governing Board approve the Minutes of the March 14, 2013 Executive Session. The motion was seconded by Ms. Graziano. The motion carried. Mr. Maza abstained from the vote.

UNANIMOUS

F. Current Events: Governing Board and Superintendent

Mr. Adams shared that he enjoyed visiting Mountain View School. He thanked the principal and staff for their time. Mr. Adams stated that the campus was beautiful and the employee morale was good with the main focus being on the children.

Mr. Jahneke shared that he enjoyed attending the Bingo Night at Lakeview Elementary School where Principal Tim Woodward did a good job as bingo caller. He commended the Lakeview Parent/Teacher Organization for sponsoring the entertaining event.

Ms. Graziano shared that she enjoyed attending the following events:

- Elementary and Junior High School Band All-State Festival – students and teachers from Arroyo, Cactus Wren, Cholla, Desert Foothills and Royal Palm schools participated.
- District Art Show at ASU West – thanked the art teachers and students who participated. Also thanked ASU West for hosting the event and Metro Center for displaying the artwork in the shopping mall.
- Acknowledged and thanked the volunteers who were honored at a reception that day.

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- Acknowledged and thanked Arroyo, Desert View, Ocotillo, Sahuaro, Sweetwater and Washington schools for the artwork displayed in the Governing Board Room.

Mrs. Lambert shared that she enjoyed attending the District Art Show at ASU West and thanked the teachers and students for their efforts. She acknowledged the parents who attended the event.

Mrs. Lambert encouraged everyone to pay attention to the education bills and funding being considered by legislators.

Mrs. Lambert shared that AIMS testing would be conducted the following week and stated she was proud of the students and teachers and knew they would do well.

Mr. Maza acknowledged and thanked Mr. Jahneke for chairing the March 14, 2013 Governing Board meeting in his absence, of which Mr. Maza participated telephonically.

Mr. Maza shared that it was important for the legislature to finalize a budget because of the impact it will have on educators in the State.

Dr. Cook advised the Governing Board members that Sweetwater School had its Big Fun Field Day. Dr. Cook introduced Ms. Luanne Herman, principal of Sweetwater School who, in turn, introduced the Adaptive Physical Education Department team: Dianne Siegel, Cindy Davis, Roger Wakeford and Amy English. Ms. Herman also introduced Dr. Keisha Henderson, Special Services Administrator. Ms. Herman stated that the John Jacobs Elementary School students from the autism program were invited to participate. She acknowledged the fantastic job of the team on behalf of the special education students. A short video was shown of the Big Fun Field Day. Mr. Maza asked if all Sweetwater students participated in the event. Dr. Cook responded that it was designed for the adaptive physical education, special education students and all students participated. Mr. Maza appreciated that the District teaches all children and all children have a right to memories. Dr. Cook acknowledged the many caring adults that made the Big Fun Field Day very special for the students.

G. Special Recognition

Dr. Cook introduced Ms. Natalie McWhorter, Director of Curriculum who, in turn, introduced Karl Alcance, 6th grade student at Abraham Lincoln Traditional School. Karl was one of the top eight spellers in the District Spelling Bee and went on to the Regional Spelling Bee where he was the first place winner. Dr. Cook advised that Mariano Yanez Ibarra, 6th grade student at Royal Palm Middle School, was unable to attend the Governing Board meeting. Mariano was the runner-up winner at the Regional Spelling Bee. Karl and Mariano participated in the State Spelling Bee and represented the District well. Ms. McWhorter thanked Karl's parents for their support and attendance at the Board meeting. Karl and Mariano received a certificate and a book.

H. Public Participation

There was public participation.

- Wesley W. Harris stated that he had volunteered for the committee working on a possible re-interest of the District's failed Capital Override because money is an issue for the District. Mr. Harris advised that he drives on 7th Avenue past Mountain Sky Junior High School on a daily basis during school hours and noticed there were 10-15 buses. He stated he also drove

past Hearn Academy on 7th Avenue and there were no buses. Mr. Harris stated there were many private vehicles occupying the streets and parking lots at both schools which indicated that many parents were transporting students to school. Also, students walk to both schools. Mr. Harris asked the following questions:

- What percentage of students ride a bus at Mountain Sky?
- What is the capacity of each bus?
- Is there an avenue there to save some funds?

Mr. Harris stated he noticed there were crossing signs on 7th Avenue all day at Mountain Sky and no crossing signs on Greenway which is a busy street. Mr. Harris questioned the wisdom of having the signs since there were no children out during the day. Mr. Harris advised that Hearn Academy did not have any speed limit signs.

Mr. Maza asked Dr. Cook to respond to Mr. Harris' questions.

- Phyllis E. Olin stated that she adopted her great granddaughter who attends Abraham Lincoln Traditional School. Ms. Olin remarked that everything within the District, e.g., beautiful schools and employees, pertained to education and was for one purpose only – our children. Ms. Olin advised that her concern was that the children have to start the school year in August when it is too hot and sometimes not allowed to go out to recess. She stated that the air conditioning bill must be higher in August compared to May or June. Ms. Olin asked why the District could not go back to starting school after Labor Day the way it was many years ago.

Mr. Maza asked Dr. Cook to respond with a rationale to Ms. Olin's comments.

- Patti Raber stated that her daughter, Samantha, was a 4th grade student in Mrs. Kenyon's class at Cactus Wren Elementary School. Ms. Raber advised that this was Samantha's first year in a public school because she was medically fragile and had been homebound. Ms. Raber read a letter she sent to friends and family to raise funds to purchase a SMART Board for Mrs. Kenyon's classroom because she realized the importance of having technology available for the special needs children. Ms. Raber stated that the estimated cost for the SMART Board and installation was approximately \$3,500.00 and through many generous donations, she was able to raise \$4,715.00 in three weeks. Ms. Raber advised that friends and family of the vendor, CCS Presentation Systems, donated approximately \$750.00 before she sent the fundraising letter to her friends and family.

I. Approval of the Consent Agenda

UNANIMOUS

Mr. Maza requested that Item *II.C.1-15 – Public Gifts and Donations be pulled from the Consent Agenda for separate consideration.

A motion was made by Mr. Jahneke that the Governing Board approve the remaining Consent Agenda items. The motion was seconded by Mrs. Lambert. The motion carried.

II. CONSENT AGENDA

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

UNANIMOUS

Approved and ratified the vouchers as presented.

- *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) UNANIMOUS
A motion was made by Mr. Maza that the Governing Board approve the gifts and donations as presented. The motion was seconded by Mrs. Lambert. The motion carried. Mr. Maza acknowledged all of the public gifts and donations, and in particular, Ms. Patti Raber for her fundraising efforts to purchase a SMART Board for Mrs. Kenyon's classroom at Cactus Wren Elementary School.
1. Act One Foundation donated tickets to a Childsplay production at the Tempe Center for the Arts and bus transportation with an approximate value of \$1,500.00 for the benefit of 4th grade students at Cactus Wren Elementary School.
 2. Cactus Wren Parent/Teacher Organization donated shirts with an approximate value of \$1,991.42 to be used for the benefit of the students at Cactus Wren Elementary School for special events.
 3. Cactus Wren Parent/Teacher Organization donated a washer and dryer with an approximate value of \$1,050.00 to be used to wash donated items for the benefit of students at Cactus Wren Elementary School.
 4. Doug and Tawnya Raber donated a check in the amount of \$700.00 to be used to purchase a SMART Board for the benefit of students in Mrs. Kenyon's classroom at Cactus Wren Elementary School.
 5. Ann White-Watkins donated a check in the amount of \$300.00 to be used to purchase a SMART Board for the benefit of students in Mrs. Kenyon's classroom at Cactus Wren Elementary School.
 6. Deanne Pride donated a check in the amount of \$500.00 to be used to purchase a SMART Board for the benefit of students in Mrs. Kenyon's classroom at Cactus Wren Elementary School
 7. Kroger (Fry's Food Stores) donated a rebate check in the amount of \$500.00 to be used for the benefit of students at Desert Foothills Junior High School.
 8. Suzanne Spoon donated 92 copies of the book she authored, Plucky The Featherless Chicken with an approximate value of \$731.40 for the benefit of all first grade students at Desert View Elementary School.
 9. Mountain Sky S.P.I.C.E. (Parent/Teacher Organization) donated a check in the amount of \$9,473.00 to be used towards stipends for extra-curricular activities for the benefit of students at Mountain Sky Junior High School.
 10. Comerica Bank donated a check in the amount of \$300.00 to be used for student and teacher incentives for the 21st Century After-School Academy at Ocotillo Elementary School.
 11. Trinity Menmonite Church donated a check in the amount of \$2,538.76 to be used for the benefit of students at Palo Verde Middle School.

12. Chicanos Por La Causa donated a check in the amount of \$2,500.00 to be used for the benefit of students at Shaw Butte Elementary School.
13. Steve Stewart of Payden & Rygel donated 11 computer monitors with an approximate value of \$4,000.00 to be used for the benefit of students at Shaw Butte Elementary School.
14. Gannett Foundation donated a check in the amount of \$400.00 to be used for the benefit of students in the MStart Video Production Club at Sweetwater School.
15. Sunset Parent/Teacher Organization donated a Canon video camera with an approximate value of \$1,300.00 to be used for the benefit of students at Sunset Elementary School.

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| *D. Out-of-State Travel
Approved the out-of-state travel as presented. | UNANIMOUS |
| 1. Lydia Garcia, Recruitment Analyst, to attend the ASHA – American Speech Language Hearing Association Conference, July 11-14, 2013, in Long Beach, CA, at a cost of \$2,127.00. | |
| *E. Acceptance of the Washington Education Foundation Grants in the Amount of \$4,326.50 | UNANIMOUS |
| *F. Annual Intergovernmental Cooperative Purchase Agreements with the State Procurement Office (SPO), Strategic Alliance for Volume Expenditures (SAVE) and Mohave Educational Services Cooperative (MESOC) | UNANIMOUS |
| *G. Award of Contract – RFP No. 12.020, Student Identification System to Dorian Studio | UNANIMOUS |
| *H. Salt River Project (SRP) Distribution Interconnection Agreement for Class I Inverter Based Generators | UNANIMOUS |
| *I. Agreement with Arizona Public Service (APS) to Change Rate Structures | UNANIMOUS |
| *J. Second Reading and Adoption of Proposed Amended Board Policies GBAB – Medical Marijuana Standards and Conditions for Employees, GBECA – Nonmedical Use or Abuse of Drugs or Alcohol, JICH – Drugs and Alcohol Use by Students and KFA – Public Conduct on School Property | UNANIMOUS |
| *K. Second Reading and Adoption of Proposed Amended Board Policy JJIB – Interscholastic Sports | UNANIMOUS |
| *L. Second Reading and Adoption of Proposed Amended Board Policy JLCCA – Acquired Immune Deficiency Syndrome and Human Immunodeficiency Virus Infections | UNANIMOUS |

III. ACTION / DISCUSSION ITEM

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| A. Community Use of School Facilities Fee Structure for Fiscal Year 2013-2014
Dr. Cook advised the Board that each year they were presented for consideration the fee structure for the use of school facilities. She introduced Kathleen McKeever, Interim Director of Academic Support Programs, who offered information regarding the recommendation. | UNANIMOUS |
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Ms. McKeever advised the Board that it was recommended that the 2013-2014 facility use fee schedule would remain the same as the 2012-2013 facility use fees. Ms. McKeever stated it was additionally recommended that a \$10 late payment fee be charged each month for all invoices outstanding sixty days or more.

Ms. Graziano asked if the facility fees were comparable to other districts in the area. Ms. McKeever responded that they were approximately the same. Dr. Cook added that our District's fees were within the same range, however, on the lower end.

Mrs. Lambert asked for clarification for the Evening Greeter. Dr. Cook replied that it was for an employee to be at the front desk in the Administrative Center for evening or weekend events. Dr. Cook advised that the front doors would normally be locked after 4:30 p.m. and weekends, however, if the evening greeter was on duty, the doors would be unlocked.

A motion was made by Mr. Adams that the Governing Board approve the 2013-2014 community use of school facilities fee schedule as presented, to take effect on July 1, 2013. The motion was seconded by Mr. Jahneke. The motion carried.

IV. INFORMATION / DISCUSSION ITEM

A. Discussion and Consideration of 2013-2014 Governing Board Budget

Dr. Cook advised the Board that the 2013-2014 Governing Board Budget was presented as an Information/Discussion item and would be presented as an Action item at a future Board meeting based on any input from the Board.

Mrs. Lambert asked if the postage for a Board member election or special election, e.g., overrides, would come out of the Governing Board budget. Dr. Cook responded in the affirmative. Dr. Cook further advised that Governing Board meeting agendas were mailed to constituents in the past. However, in an effort to reduce postage costs, the constituents were notified by letter that agendas would no longer be mailed to them and were available on the District's website.

Mr. Adams asked Board members if they felt there was value to the Arizona Business and Education Coalition (ABEC) membership dues of \$5,000.00. Mr. Adams stated he had reservations because he felt the organization was primarily for the business sector. Mrs. Lambert stated that it was a good organization that stayed focused on education and felt it had value. Mr. Maza stated it was important to "always be inside the room" to be able to participate in the conversation and appreciated ABEC's support of education.

Mr. Adams stated that he felt strongly about the importance of professional development and travel. He advised that he respected the Board and its conversations and respected the decisions that were made.

Mr. Adams asked what the Board's Travel budget was. Dr. Cook advised that there were two components: Registration for \$4,500.00 and Travel (airfare) for \$3,985.70 for a total of \$8,485.70.

Mr. Jahneke acknowledged Mr. Maza's involvement with another district's Governing Board and asked how the two budgets compared. Mr. Maza replied that, in his opinion, the Washington Elementary School District (WESD) Governing Board budget was where it should be. Mr. Maza stated that the other district that he is associated with does not utilize its travel budget. Mr. Adams provided

informational data regarding attendees going to the National School Boards Association (NSBA) conference in San Diego, CA: 150 attendees, including 40 superintendents, and all Governing Board members from several districts. Mr. Adams said there were two large districts not participating in the NSBA conference. Mr. Jahneke stated it seemed it was a philosophical issue. Mr. Adams agreed and stated he supported the decisions made by his fellow Board members.

Mr. Jahneke stated he did not see a need to make any changes to the Governing Board budget.

Mrs. Lambert stated it was good to have budget lines available in the event that attendance to an event or conference was pertinent to the Board, e.g., Arizona School Boards Association, ABEC, Federal Relations Network. She said she hoped that the Board made its travel decisions to attend conferences not based on the organization, but rather the topics that were pertinent to the Board's functions. Mrs. Lambert felt the budget lines were appropriate and stated that if a particular budget line was not utilized, the Board would be able to use it in other areas when needed.

Mr. Maza thanked his fellow Board members for attending in-state conferences and meetings, e.g., ASBA and ABEC, because it was important to have a presence at these events.

Mr. Maza stated that out-of-state travel would need to be a year to year decision that had to be made based on the topic and based on the financial capabilities of the District at that time for, not only Board members, but for all employees.

Mr. Adams asked if the Board would be able to reposition funds, if needed, for travel. Dr. Cook replied that it would be possible to transfer funds.

Mr. Adams asked if the Board had the capability of taking the excess funds at a later date and reposition them for something else, e.g., salaries. Dr. Cook advised it depended on the line in terms of the coding. Dr. Cook stated that WESD's legal budget when compared to other districts of comparable size was very small and expenditures were even smaller, however, it was advisable to keep the legal budget because the unknown could happen. Repositioning of funds could be considered, however, salaries are a large and ongoing expenditure. It would not be practical to wait till the end of the year to see if there were any funds available for salaries. Mr. Maza stated that WESD had hired an in-house legal counsel which other districts do not have. Other districts have to consult outside legal advice for every issue they encounter which results in a higher legal budget.

Mr. Jahneke questioned the cost of the Education Code books and if they were necessary because the information was available online. Dr. Cook responded that the cost of the books increased each year and were approximately \$95.00. She advised that District personnel did utilize the books, as well as the online information.

Ms. Graziano agreed that the Legal Services and Elections budgets should remain untouched to accommodate any future needs. Ms. Graziano asked if it would be possible to transfer available funds, e.g., Elections budget, to Travel if a need occurred. Dr. Cook replied that the funds could be transferred.

Mr. Maza restated the Governing Board members' wishes that the Governing Board budget remain unchanged for 2013-2014 and that out-of-state travel would be addressed on an individual basis with particular interest to the issues/topics being discussed at the events and the budget adjusted accordingly.

V. FUTURE AGENDA ITEMS

Mrs. Lambert requested an update on the standards based report cards. Mrs. Lambert also requested an update on the implementation of the evaluation system.

VI. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS

Mr. Adams acknowledged the efforts of everyone involved with the Refugee Parent University. Mr. Adams stated it was a very impressive, phenomenal event.

Mr. Adams advised he will be attending the National School Boards Association (NSBA) Conference in San Diego, CA, and will provide pertinent information from the conference to his fellow Board members.

Dr. Cook acknowledged the following:

- Sundt Construction Company (sub-contractor for the Valley Light Rail expansion) - the Orangewood Principal was forced to cancel a meeting with Sundt Construction Company due to the death of a teacher (Teri Gale) and the company sent flowers to the school that day. Sundt Construction Company also did a number of things to make the tree planting memorial for Teri Gale a special event, e.g., donated the tree to be planted, provided small shovels for Ms. Gale's 2nd grade students to plant the tree, provided a backhoe to excavate for the tree planting. Dr. Cook acknowledged Mr. Eric Yingling, Project Manager for Sundt Construction Company, for his many kind gestures to Orangewood School.
- Linda Corderman and Jill Hicks for moving the Washington Elementary School District Art Show artwork from ASU West Campus to Metro Center where it will be displayed until April 29, 2013.
- Tony Mlynek, Transportation Supervisor for Special Education – a letter was received from the law office of Fennemore Craig thanking Mr. Mlynek for his work on legislation regarding safety. Governing Board members were provided a copy of the letter.

VII. CALL FOR EXECUTIVE SESSION

UNANIMOUS

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.

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

VIII. RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION

IX. 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

X. RECONVENING OF REGULAR MEETING

XI. ADJOURNMENT

UNANIMOUS

A motion was made by Mr. Adams to adjourn the meeting at 8:53 p.m. The motion was seconded by Mr. Jahneke. The motion carried.

SIGNING OF DOCUMENTS

Documents were signed as tendered by the Governing Board Secretary

Joyce Shiota
BOARD SECRETARY

4/25/13
DATE

Dawn Jahneke
BOARD OFFICIAL

04-25-13
DATE