

WASHINGTON ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD MINUTES: REGULAR MEETING AND EXECUTIVE SESSION

2011-2012

February 23, 2012

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 7:04 p.m. Governing Board members constituting a quorum were present: Mr. Chris Maza, Ms. Clorinda Graziano, Mr. Aaron Jahneke, and Mrs. Tee Lambert. Mr. Bill Adams joined the meeting at 7:08 p.m.

**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 Mr. Adams that the Governing Board approve the Minutes of the February 9, 2012 Regular Meeting and Executive Session. The motion was seconded by Mr. Jahneke. The motion carried. Mrs. Lambert abstained from the vote.

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

Mr. Adams shared that he enjoyed attending the following events:

- Washington Elementary School visit with Principal Sean Carney and his staff.
- Shaw Butte Art Show – acknowledged the efforts of art teacher, Rose Swarts.
- Federal Relations Network Conference in Washington, D.C. where he was pleased to have the opportunity to meet with all of the Arizona representatives. Mr. Adams acknowledged the pre-conference data provided by Ms. Janet Sullivan. Mr. Adams will provide an update of the conference at a future Governing Board meeting.

Mr. Jahneke thanked everyone who supported the Washington Education Foundation's Bowl-a-Thon on February 12, 2012. He stated that both sessions were full and it was a very enjoyable event.

Mrs. Lambert also thanked everyone for supporting the Washington Education Foundation's Bowl-a-Thon. Mrs. Lambert thanked the District's business partners and community members for attending the 3 Minutes 2 Win It event.

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Dr. Cook introduced Sunburst Elementary School's Principal, Rhonda Warren who, in turn, introduced teacher and 21<sup>st</sup> Century After-School Coordinator, Ms. Susie Smith. Ms. Smith explained how the SuccessMaker program is used to increase student achievement in the areas of mathematics and reading. Ms. Smith and 4<sup>th</sup> grade student, Maddison Carbonari, demonstrated the use of the online SuccessMaker program. Maddison was presented with a book and a certificate.

**G. Special Recognition**

- Dr. Cook introduced Ms. Natalie McWhorter, Director of Curriculum, who organized the District's Spelling Bee held on January 26, 2012. Ms. McWhorter recognized and congratulated the following winners and thanked their parents for their support: 1<sup>st</sup> place, Mark Morrissey, 8<sup>th</sup> grade, Mountain Sky Junior High School; 2<sup>nd</sup> place, Danielle Zylstra, 5<sup>th</sup> grade, Lookout Mountain Elementary School; 3<sup>rd</sup> place, Jes Humphries, 6<sup>th</sup> grade, John Jacobs Elementary School; 4<sup>th</sup> place, Chloe Graham, 6<sup>th</sup> grade, Sunburst Elementary School; 5<sup>th</sup> place, Connor Oakley, 8<sup>th</sup> grade, Sweetwater School; 6<sup>th</sup> place, Isabelle Donnell, 4<sup>th</sup> grade, Chaparral Elementary School; 7<sup>th</sup> place, Alex Dominguez, 6<sup>th</sup> grade, Ocotillo Elementary School; 8<sup>th</sup> place, Parker Davis, 6<sup>th</sup> grade, Royal Palm Middle School. Ms. McWhorter advised that Danielle Zylstra was 2<sup>nd</sup> place winner at the Regional Spelling Bee and will be participating in the State Spelling Bee. The students were presented with a certificate.

**H. Public Participation**

There was no public participation.

**I. Approval of the Consent Agenda**

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

**UNANIMOUS**

**II. CONSENT AGENDA**

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

Approved and ratified the vouchers as presented.

**UNANIMOUS**

**\*B. Personnel Items**

Approved the personnel items as presented.

**UNANIMOUS**

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

Approved the public gifts and donations as presented.

**UNANIMOUS**

1. Washington Education Foundation donated gift cards with a total value of \$480.00 to be distributed to every school to support Read Across America.
2. Kroger donated a VIP Shopper's Card commission check in the amount of \$500.00 to be used for the benefit of students at Ironwood Elementary School.
3. American Fence Company of Arizona donated galvanized pipe and welding of the pipe with an approximate value of \$574.09 to be used for tetherball poles for the playground at Richard E. Miller Elementary School.
4. Walnut Canyon Press donated books with an approximate value of \$22,475.00 for the benefit of all 4<sup>th</sup> grade students in Washington Elementary School District.

5. Trinity Mennonite Church donated a check in the amount of \$2,780.72 to be used for the benefit of students at Palo Verde Middle School.

6. Assistance League of Phoenix donated books with an approximate value of \$17,855.61 to be used for the benefit of students at Mountain View School.

\*D. Out-of-County/State Field Trip

UNANIMOUS

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

1. Delta Apodaca, Desert Foothills Junior High School, submitted an out-of-county/state field trip request to Knott's Berry Farm, Buena Park, CA, May 2-3, 2012, for 7<sup>th</sup> and 8<sup>th</sup> grade students at a cost of \$4,677.13.

\*E. Out-of-State Travel

UNANIMOUS

Approved the out-of-state travel as presented.

1. Victoria Bonavito, Physical Education Teacher, Desert View Elementary School, and Janice Evans, Physical Education Teacher, Maryland School, to attend the National AzAHPERD Convention for Health and Fitness, March 12-17, 2012, in Boston, MA, at a cost of \$1,000.00 (cost for substitutes).

2. David Velazquez, Director of Finance, Howard Kropp, Director of Purchasing, and Tony Mlynek, Special Needs Transportation Supervisor, to attend the AASBO Spring Conference, April 4-6, 2012, in Laughlin, NV, at a cost of \$879.08.

\*F. Issue RFP for Specified Services – Bond Underwriting Services and Financial Consulting Services

UNANIMOUS

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

UNANIMOUS

\*H. Acceptance of the Lowe's Toolbox for Education Grant in the Amount of \$4,900.00 and the Walmart Foundation Grant in the Amount of \$500.00

UNANIMOUS

### III. ACTION / DISCUSSION ITEMS

**A. Award of Contract – Bid No. 11.028 – Roadrunner Site Preparations and Landscape Upgrades in an Amount Not to Exceed \$441,232.00**

UNANIMOUS

Dr. Cook advised the Board that it was being asked to approve an award of contract for the District's portion of the site preparations and landscape upgrades for the "Safari" Green Schoolhouse located at Roadrunner Elementary School. Dr. Cook introduced Mr. Mike Kramer, Director of Capital Projects/Maintenance, who explained the bidding process and named Danson Construction as the recommended vendor for the award of contract.

Mrs. Lambert asked if the pricing responses met the District's expectations. Mr. Kramer responded that when hard bids are requested, there are typically a wide range of prices received. He advised that there was a significant spread between the highest and lowest bidders, however, the bottom three bids were within a 5% spread.

Mrs. Lambert asked if the District had utilized the services of Danson Construction before. Mr. Kramer replied that they had not used Danson Construction in the past, however, they had excellent references.

A motion was made by Mrs. Lambert that the Governing Board award contract for Bid No. 11.028, Roadrunner Site Preparations and Landscape Upgrades, to Danson Construction LLC, in an amount not to exceed \$441,232.00. The motion was seconded by Mr. Jahneke. The motion carried.

**B. Head Start Philosophy, Long-Range and Short-Range Goals, and Self-Assessment Plan**

**UNANIMOUS**

Dr. Cook advised the Governing Board that a Federal regulation requires the Governing Board to annually review and approve Head Start Program philosophy, long-range and short-range program goals, and the self-assessment process. Dr. Cook introduced Ms. Diana Howsden, Director of Head Start Services who, in turn, introduced Ms. Michaela Pilsbury, Head Start Program Coordinator. Ms. Howsden provided a presentation about the District's Head Start Program and Ms. Pilsbury provided a presentation about the self-assessment process.

The Governing Board was advised that its approval of the District's Head Start philosophy, long-range and short-range goals, and self-assessment plan was necessary for the District to remain eligible to receive Head Start funding through the City of Phoenix and important in the periodic audit/review process. The Governing Board was also advised that the Head Start Performance Standards, which are rigorously enforced by the City of Phoenix Grantee personnel, required the Governing Board's review and approval.

Mrs. Lambert stated that she has represented the Governing Board on the Head Start Communication Committee for several years and appreciated that the main focus of the program is the children and their families. She commended Ms. Howsden and Ms. Pilsbury for their efforts in the time-consuming task of preparing the reports.

Ms. Graziano thanked Ms. Howsden and Ms. Pilsbury for their work with the Head Start Program and asked if there was any follow-up to see how many students remained in the District. Ms. Janet Sullivan responded that data from the AIMS testing in the third grade indicated a 30%-40% retention of students from the Head Start Program.

Mr. Jahneke also thanked Ms. Howsden and Ms. Pilsbury for everything that they do in running the program. He stated that he wished everyone knew about the Head Start Program which provides the children with critical learning that will help them as they enter kindergarten.

Mr. Adams added his appreciation to Ms. Howsden and Ms. Pilsbury for their work and stated he was impressed with the parent participation. Mr. Adams asked if they had any connection to First Things First. Ms. Howsden replied that one school site had received Governing Board approval at the February 9, 2012 meeting for the Quality First Enrollment Agreement and Program Improvement Grant with First Things First. She advised that First Things First provides reading activities at all of the District's school libraries and conducts parent trainings on a monthly basis. Ms. Howsden stated that they will continue to pursue opportunities with First Things First.

A motion was made by Mrs. Lambert that the Governing Board approve the Preschool/HeadStart Philosophy, the Head Start Long-Range and Short-Range Goals and the Self-Assessment Plan. The motion was seconded by Mr. Adams. The motion carried.

**C. Structured English Immersion Model Adoption and Budget Submission**

**UNANIMOUS**

Dr. Cook advised the Governing Board that they were being asked to approve the Structured English Immersion (SEI) Models and SEI Budget Request Application. Dr. Cook introduced Ms. Janet Sullivan who presented the data to the Governing Board.

Ms. Sullivan advised the Board that the SEI budget application was submitted for their review and approval. However, after applying the federal, state, and local funding offsets as indicated on the budget request forms, and despite the Alternate Budget Request Calculation excluding the use of federal funds to the incremental SEI costs, WESD was not eligible for funding from the SEI fund.

Ms. Graziano asked if the amounts on the SEI budget application were current spending amounts or a request for additional funding. Ms. Sullivan advised it was for additional funding. Ms. Sullivan stated that the Arizona Department of Education (ADE) provides spreadsheets that are pre-populated with figures, e.g., number of students, number of teachers, etc. and applies a formula to determine the number of incremental teachers that the District might need to implement the model. The salary, as well as benefit, amounts are provided to the District for review. The District has the opportunity to submit the SEI budget application to request additional funding for consideration by ADE. Ms. Sullivan advised that WESD had submitted the SEI budget application in previous years, but had never received additional funds.

Ms. Graziano asked why the District did not request funds for textbooks. Ms. Sullivan responded that ADE determined that materials are not needed by the District to provide instruction because it could utilize SEI strategies and information from the English Language Learner (ELL) standards. Ms. Sullivan stated that ADE did not endorse any textbook programs or computer based programs, therefore, the District did not request additional funds for textbooks on the SEI budget application. Ms. Sullivan advised that requests for textbook funds on previous SEI budget applications had been denied in the past.

Mrs. Lambert asked if the SEI budget application was set up for the teachers to meet the State required ELD model. Ms. Sullivan replied that it is strictly for those incremental teachers who are needed above the regular staffing figure in order to implement the model and determined by the ADE formula.

Mrs. Lambert asked if the District had inquired why ADE had Title II monies included in the formula when those monies should not be used to pay for teachers, but should be used for professional development. Ms. Sullivan stated that the Federal offsets for Title I, Title II, and Title III are no longer included due to a court decision, although they still appear on the budget application form.

Mrs. Lambert stated she appreciated Ms. Sullivan's best efforts to meet a difficult mandate.

Mr. Jahneke asked for confirmation that the SEI model adoption and SEI budget application had nothing to do with curriculum and that the curriculum is adopted by the District according to State requirements. Ms. Sullivan stated he was correct.

A motion was made by Mrs. Lambert that the Governing Board approve the models (Attachment A) and authorize Mr. Chris Maza, Governing Board President, to execute the documents. Mrs. Lambert further moved that the Governing Board approve the submission of the Structured English Immersion budget application for

submission February 24, 2012. The motion was seconded by Mr. Jahneke. The motion carried.

#### **IV. INFORMATION / DISCUSSION ITEMS**

##### **A. Review of 2010-2011 Single Audit**

Dr. Cook advised the Board that they were being presented the findings of the District's 2010-2011 Single Audit. Dr. Cook introduced Ms. Cathy Thompson who, in turn, introduced Mr. Dennis Osuch from the auditing firm of CliftonLarsonAllen.

Mr. Osuch reviewed the communication to Governance, Single Audit, USFR Questionnaire, and the Comprehensive Annual Financial Report. Mr. Osuch stated that he was very impressed with the Management team and that the District was very well managed. He advised that the District had a very good internal audit function in place for compliance related matters, as well as internal controls.

Mr. Adams thanked Mr. Osuch for the single audit and the praise he gave for the District's staff, policies, and practices.

Ms. Graziano thanked Ms. Thompson for doing her job well which was reflected with the minor findings on the Single Audit. Ms. Graziano asked why the pre-numbered numerically controlled cash receipts were required. Mr. Osuch replied that it was a USFR compliance requirement and also a good audit trail. He stated that if the receipts were not pre-numbered, it would be difficult to determine if the financial records were complete.

Ms. Graziano asked if every student would have to be issued a pre-numbered receipt if there was a school fundraiser or would one receipt be issued for the teacher. Ms. Thompson responded that only one receipt would be issued to the teacher when the fundraiser is completed and the monies turned into the school for deposit.

Ms. Graziano asked if schools had a safe to hold the money until it is deposited. Ms. Thompson stated that each school had a safe. Ms. Graziano asked how long the money is held before it is deposited. Ms. Thompson replied that it is required that money be taken to the school office daily to be placed in the safe and an armored truck goes to the schools once a week to pick up the deposits. Ms. Thompson stated that it is a USFR compliance requirement that the money must be deposited daily or weekly.

Ms. Graziano asked if the audit finding was because the money was in the office too long before being deposited or in the teacher's desk without being taken to the office on a daily basis or a combination of the two situations. Ms. Thompson stated that it was a combination of the two issues.

Mrs. Lambert thanked Mr. Osuch for the summary provided to the Board members. She asked if there was any follow-up to ensure that processes are in place to correct any audit findings. Mr. Osuch advised that when his auditing firm conducts the audit next year, they will revisit all of this year's findings to ensure that internal controls were put in place to address the issues.

Mrs. Lambert thanked Mr. Osuch for the reports and Ms. Thompson and her staff for having good controls in place.

Mr. Osuch thanked Ms. Thompson and LeeAnn Gallagher, Internal Auditor for the District, for their cooperation and assistance during the audit.

## **B. Choosing Cholla Committee Update**

Dr. Cook advised the Board that a committee had been formed during November 2011 for the purpose of researching strategies that could be implemented to promote increased student enrollment at Cholla Middle School. Dr. Cook introduced Ms. Sue Snyder, Director of Organizational Development, who was the facilitator at the meetings. Ms. Snyder introduced the committee members and commended them for their dedication and commitment to address the school's declining enrollment in a proactive manner.

Organizers of the Urban Plunge Immersion Experience selected Cholla Middle School to be the focus of their community service endeavors. Their planned projects, which include beautification of Cholla's campus, will contribute to the school's efforts to attract and retain students. Ms. Snyder introduced Ms. Tracey Beal from Arizona State University/Urban Plunge who provided information about Urban Plunge and its partnership with Cholla Middle School. Ms. Beal stated that the concept of Urban Plunge was to take college students and give them a project based learning experience in their own community and local schools. College students, Cholla students, and staff worked together on projects at the school, e.g., painting the teacher's lounge, pulling weeds, and removing a tree stump. Ms. Beal advised that Urban Plunge had plans for an immersion experience on March 15-18, 2012, with collaboration from colleges, churches, businesses and Cholla Middle School to provide after-school clinics, e.g., soccer, basketball, football, dance. There will be a final celebration on April 20, 2012, when they will invite feeder schools and the neighborhood to a carnival at Cholla Middle School.

Cholla Principal, Phil Garitson, acknowledged the extraordinary efforts of Sue Snyder as the facilitator of the meetings. He also acknowledged Tracey Beal from Urban Plunge; Jill Hicks, Community Outreach Specialist; and the Cholla staff for their time and efforts. Mr. Garitson explained how the committee used an interest-based approach to address the issue of declining enrollment and presented the work of the committee, including several possible options. Mr. Garitson advised that he and Assistant Principal, Tim Woodward, had been visiting feeder schools where they have heard negative perceptions about Cholla Middle School. They would like to have an assembly for 6<sup>th</sup> grade students from the feeder schools to visit Cholla Middle School to show them what Cholla has to offer.

Mr. Adams made the following comments:

- Commended the committee members for their commitment and work. He thanked them for attending the Board meeting.
- Stated that the neighborhood is changing and improving.
- Recommended reaching out to Cortez and Moon Valley High Schools for input. Mr. Garitson advised that he had visited both high schools and was advised they have the same problem with negative perceptions about the high schools.
- Considered it a good idea to reach out to younger students (3<sup>rd</sup> or 4<sup>th</sup> grade) to promote what Cholla has to offer.

Mrs. Lambert made the following comments:

- Middle school is unique because students are only there for two years and do not establish a sense of community.
- Very excited about Urban Plunge's concept of having college students interact with the middle school students as role models to give back to the community.
- Start a dialogue with the parents of 4<sup>th</sup> grade students at the feeder schools (not surveys) to find out what they want for their children when they

transition to middle school.

- Cholla has a great staff and great programs to offer.
- If considering Option D: End-of-day enrichment time, they will have the difficult task of finding funding, e.g., grants, and obtaining teacher buy-in.
- Committee is on the right track and recommended continuing to reach out to the community.

Mr. Jahneke made the following comments:

- Very pleased with the depth of discussion and ideas.
- Had no doubt that the committee will be successful in changing the negative perception about Cholla.

Ms. Graziano made the following comments:

- Excited about the committee's work.
- Committee had completed a tremendous amount of work in a very short time.
- There are a lot of good things happening at Cholla.
- All of the middle schools are doing well and she would like to see all of the middle schools do something similar to Cholla.
- Transition from elementary school to middle school is hard.
- It is usually a perception problem, not an actual problem.
- Appreciated all the time and efforts of the committee.
- Thought the survey was a good starting point.
- Was pleased that Administrators had visited feeder schools and high schools and glad there was involvement with the college students through Urban Plunge.
- Hoped that the administrators would take Cholla students to the feeder schools to talk to the students. Mr. Garitson replied that he had taken students with him on his last visits.
- Was glad that the Cholla students participated in the campus beautification project because that creates a feeling of ownership of the school.
- Referred to Option G: Implement true middle school model, including teaming and blocks. Ms. Graziano asked if Cholla was currently using the team concept. Mr. Garitson responded that the school does not have teams, but uses a junior high model. Ms. Graziano asked why additional staffing would be required to use teams. Mr. Garitson stated that after research, it was determined that additional staffing would be required. Ms. Graziano advised that she had worked in schools that had teams and stated that teams and looping worked very well because the teachers take ownership of their students.
- Asked if they were considering the end-of-day enrichment time because if they added a second elective, there would be additional cost to add to staff or was it not related. Mr. Garitson replied that it was related, however, they wanted to give students more choice in their electives. He stated that the students who were receiving an additional class of either math or English because of academic intervention would have the opportunity to have one elective if the end-of-day enrichment period were implemented.
- Referred to Option C: Better job of marketing FLEX center and all gifted/talented/accelerated services at Cholla. Ms. Graziano stated that one of the concerns the committee had about not offering transportation should not be a concern because another school in the District offers the FLEX center and does not offer transportation. She advised that Cholla should boast about all of the services they have to offer.



**C. Report Regarding Federal Relations Network Conference**

Mr. Adams provided a PowerPoint presentation about his trip to Washington D.C. to attend the Federal Relations Network Conference held on February 3-8, 2012. Mr. Adams thanked Ms. Janet Sullivan for providing him with the pre-conference data. He also thanked the District and Board members for allowing him to attend the conference.

Mr. Adams reviewed the topics discussed at the conference and stated he was pleased that they had the opportunity to meet with all of the Arizona representatives.

Mrs. Lambert asked if there was any discussion regarding ESEA waivers. Mr. Adams replied that NSBA discussed it throughout the conference and that ten states were approved. He stated that Arizona was one of the states

Mr. Adams advised the Board that a copy of the conference materials would be available in the Superintendent's office.

**V. FUTURE AGENDA ITEMS**

There were no future agenda items.

**VI. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS**

Ms. Graziano acknowledged and thanked the Washington Education Foundation for the successful Bowl-a-Thon fundraiser. She stated that everyone had a good time and it was a good morale booster.

Ms. Graziano thanked Ms. Jill Hicks, Community Outreach Specialist, for her efforts on the fun 3 Minutes 2 Win It event. Ms. Graziano stated she overheard many good comments from vendors, parents, and administrators.

Mr. Adams also acknowledged the Washington Education Foundation for the Bowl-a-Thon where he had a wonderful time.

Mr. Maza acknowledged and reminded audience members that the Arizona State legislature was in session and considering bills with regard to the budget, as well as policies.

Dr. Cook acknowledged members from the ASPIRE group who were in the audience. Dr. Cook advised that attending a Governing Board meeting was one of the requirements of the program.

Mr. Maza acknowledged and thanked Ms. Pam Reicks for attending the Governing Board meeting. He advised that Ms. Reicks is a Governing Board member from an adjacent District, as well as a WESD teacher.

**VII. CALL FOR EXECUTIVE SESSION**

**UNANIMOUS**

Call for Executive Session: Pursuant to A.R.S. §38-431.03 – A.5 and 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.5 – Discussions or consultations with the designated representative of the public body in order to consider its position and instruct its representatives regarding negotiations with employee organizations regarding the salaries, salary schedule, or compensation paid in the form of fringe benefits of employees of the public body – specifically regarding the 2012 Interest-based Negotiation

(IBN) process.

- 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 Dr. Susan J. Cook.

A motion was made by Mrs. Lambert to call for an Executive Session. The motion was seconded by Mr. Adams. 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.5

- A.5 – Discussions or consultations with the designated representative of the public body in order to consider its position and instruct its representatives regarding negotiations with employee organizations regarding the salaries, salary schedule, or compensation paid in the form of fringe benefits of employees of the public body – specifically regarding the 2012 Interest-based Negotiation (IBN) process.

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

- A.1 – Discussions 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 Dr. Susan J. Cook.

### **X. RECONVENING OF REGULAR MEETING**

### **XI. ADJOURNMENT**

A motion was made by Mr. Jahneke to adjourn the meeting at 10:22 p.m. The motion was seconded by Mr. Adams. The motion carried.

**UNANIMOUS**

SIGNING OF DOCUMENTS

Documents were signed as tendered by the Governing Board Secretary

Joyce Shiota 3/8/12  
BOARD SECRETARY DATE

[Signature] 03-08-12  
BOARD OFFICIAL DATE