

WASHINGTON ELEMENTARY SCHOOL DISTRICT

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

2011-2012

August 25, 2011

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

**I. SPECIAL MEETING – GENERAL FUNCTION**

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

Mr. Maza called the meeting to order at 6:15 p.m. Governing Board members constituting a quorum were present: Mr. Chris Maza, Mr. Aaron Jahneke, Mr. Bill Adams, Ms. Clorinda Graziano, and Mrs. Tee Lambert.

**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 Ms. Graziano. The motion carried.

UNANIMOUS

**II. CALL FOR EXECUTIVE SESSION**

Call for Executive Session: Pursuant to A.R.S. §38-431.03 – A.3 and A.4

UNANIMOUS

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

- A.3 and A.4 – Discussion or consultations with the attorney or attorneys for the public body for legal advice and in order to consider its position and instruct its attorneys regarding the public body's position regarding settlement discussions conducted in order to avoid litigation – specifically regarding an OCR matter.

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

**III. RECESSING OF SPECIAL MEETING FOR EXECUTIVE SESSION**

**IV. EXECUTIVE SESSION**

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

All Board members were in attendance.

**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.

**C. Discussion under A.R.S. §38-431.03 – A.3 and A.4**

- A.3 and A.4 – Discussion or consultations with the attorney or attorneys for the public body for legal advice and in order to consider its position and instruct its attorneys regarding the public body's position regarding settlement discussions conducted in order to avoid litigation – specifically regarding an OCR matter.

August 25, 2011

V. RECONVENING OF SPECIAL MEETING

VI. RECESSING OF SPECIAL MEETING FOR REGULAR MEETING

VII. REGULAR MEETING – GENERAL FUNCTION

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

Mr. Maza called the meeting to order at 7:01 p.m. Governing Board members constituting a quorum were present: Mr. Chris Maza, Mr. Aaron Jahneke, Mr. Bill Adams, Ms. Clorinda Graziano, 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. Adams that the Governing Board adopt the Regular Meeting Agenda. The motion was seconded by Ms. Graziano. The motion carried.

UNANIMOUS

E. **Approval of the Minutes**

A motion was made by Mr. Jahneke that the Governing Board approve the Minutes of the July 14, 2011 Regular Meeting. The motion was seconded by Mrs. Lambert. The motion carried.

UNANIMOUS

F. **Approval of the Minutes**

A motion was made by Ms. Graziano that the Governing Board approve the Minutes of the August 4, 2011 Special Meeting. The motion was seconded by Mr. Jahneke. The motion carried.

UNANIMOUS

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

Mr. Adams shared that he enjoyed attending the Washington Resource Information Center grand opening with First Things First prior to the Board meeting. He thanked Mr. Maza for his opening remarks at the event. Mr. Adams also thanked everyone involved with this wonderful project.

Mr. Jahneke shared that he enjoyed meeting the new teachers at the following events:

- BEGIN I Kickoff
- Alta Vista's Meet the Teacher Night

Mr. Jahneke shared that he enjoyed attending the Washington Resource Information Center grand opening. He thanked District 10 Representative Kimberly Yee, District 15 Representatives Lela Alston and Katie Hobbs, and City Councilman Claude Mattox for attending.

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

- Washington Resource Information Center – thanked First Things First and everyone involved with the Center. She expressed her appreciation that the District is offering the resources for families.
- BEGIN I Kickoff – thanked Dr. Maggie Westhoff for the invitation.
- WDEA New Teacher Luncheon

Mr. Maza shared that he enjoyed attending the WDEA New Teacher Luncheon.

Mr. Maza thanked Board members for attending the BEGIN I Kickoff event. He was unable to attend due to a schedule conflict.

Dr. Cook acknowledged the hard work of the staff during the beginning of the 2011-2012 school year and welcomed the students.

**H. Special Recognition**

Dr. Cook recognized Sandy Dyke, Instructional Coach, who has over 40 years of experience as a music educator. Ms. Dyke had been selected as the third recipient of the Robert B. Griffith Education Award from the University of Louisville School of Music Alumni Council.

**I. Public Participation**

There was public participation. At the discretion of the Chair, Mr. Maza moved Agenda Item VII.I. – Public Participation to follow Agenda Item VII.J. – Approval of the Consent Agenda.

**J. Approval of the Consent Agenda**

Mrs. Lambert requested that Consent Agenda Item \*VIII.B. – Personnel Items be pulled from the Consent Agenda for separate consideration.

**UNANIMOUS**

Mr. Maza requested that Consent Agenda Item \*VIII.E. - Acceptance of the Walmart Grants in the Amount of \$2,500.00, the Media in Education Grant in the Amount of \$3,300.00, the Arizona Department of Education Grants in the Amount of \$1,713,336.00, the City of Phoenix Neighborhood Block Watch Grants in the Amount of \$29,078.00, the Target Corporation Grant in the Amount of \$9,996.00, the National School Supply and Equipment Association Grant in the Amount of \$1,000.00, and the BHHS Legacy Foundation Grant in the Amount of \$75,875.00 be pulled from the Consent Agenda for separate consideration.

Ms. Candice Fremouw, community member, spoke regarding Consent Agenda Item \*VIII.E. – Acceptance of the Walmart Grants in the Amount of \$2,500.00, the Media in Education Grant in the Amount of \$3,300.00, the Arizona Department of Education Grants in the Amount of \$1,713,336.00, the City of Phoenix Neighborhood Block Watch Grants in the Amount of \$29,078.00, the Target Corporation Grant in the Amount of \$9,996.00, the National School Supply and Equipment Association Grant in the Amount of \$1,000.00, and the BHHS Legacy Foundation Grant in the Amount of \$75,875.00. Ms. Fremouw spoke on behalf of the Moon Valley Gardens Neighborhood Block Watch who have partnered with Moon Mountain Elementary School for five years to obtain grant funding. Ms. Fremouw reported that this year's grant funding (\$9,245.00) will be used for various needs at the school, e.g., staff monitors/instructors for the open gym, library and fitness room, meetings for Community Involvement in Crime Prevention, and 32 classroom gardens.

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

**VIII. CONSENT AGENDA**

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

Approved and ratified the vouchers as presented.

**UNANIMOUS**

**\*B. Personnel Items**

A motion was made by Mrs. Lambert that the Governing Board approve the personnel items as presented. The motion was seconded by Mr. Jahneke. The motion carried.

**UNANIMOUS**

Dr. Cook introduced Jill Sarraino, Palo Verde Assistant Principal, who was approved on the August 4, 2011 Special Meeting agenda. Ms. Sarraino thanked the District for its support and welcome to the WESD family. Ms. Sarraino introduced Ms. Bev Harvey, Palo Verde community member. Ms. Harvey thanked Ms. Sarraino for her efforts and presented her with homemade brownies to show the community's appreciation.

- \*C. Public Gift and Donation** **UNANIMOUS**  
Approved the public gifts and donations as presented.
1. National Foundation for Women Legislators (NFWL) donated 100 backpacks in conjunction with Office Depot with an approximate value of \$800.00 to be used for the benefit of students at Arroyo Elementary School.
- \*D. Out-of-State Travel** **UNANIMOUS**  
Approved the out-of-state travel as presented.
1. Sandra Dyke, Instructional Coach, submitted a request to attend the Robert B. Griffith Music Educators Award Presentation at University of Louisville, September 9-September 12, 2011, in Louisville, Kentucky, at no cost to the District.
  2. Howard C. Kropp, Director of Purchasing, submitted a request to attend the National School Supply and Equipment Association, School Equipment Show, November 29-December 2, 2011, in San Antonio, Texas, at no cost to the District.
- \*E. Acceptance of the Walmart Grants in the Amount of \$2,500.00, the Media in Education Grant in the Amount of \$3,300.00, the Arizona Department of Education Grants in the Amount of \$1,713,336.00, the City of Phoenix Neighborhood Block Watch Grants in the Amount of \$29,078.00, the Target Corporation Grant in the Amount of \$9,996.00, the National School Supply and Equipment Association Grant in the Amount of \$1,000.00, and the BHHS Legacy Foundation Grant in the Amount of \$75,875.00** **UNANIMOUS**
- A motion was made by Mr. Maza that the Governing Board approve the acceptance of the Walmart Grants in the Amount of \$2,500.00, the Media in Education Grant in the Amount of \$3,300.00, the Arizona Department of Education Grants in the Amount of \$1,713,336.00, the City of Phoenix Neighborhood Block Watch Grants in the Amount of \$29,078.00, the Target Corporation Grant in the Amount of \$9,996.00, the National School Supply and Equipment Association Grant in the Amount of \$1,000.00, and the BHHS Legacy Foundation Grant in the Amount of \$75,875.00 and authorize the Superintendent to execute all necessary documents. The motion was seconded by Mr. Adams. The motion carried.
- \*F. Award of Contract – Bid No. 11.001, Warehouse, School and Office Supplies** **UNANIMOUS**
- \*G. Award of Contract – Bid No. 11.009, Non-Vehicular Glass Replacement** **UNANIMOUS**
- \*H. Award of Contract – Bid No. 11.010, Instructional Aids and Supplies**
- \*I. Annual Intergovernmental Cooperative Purchase Agreements with the Mohave Educational Services Cooperative, Inc. (MESCO) and State Procurement Office (SPO)** **UNANIMOUS**

- \*J. **Annual Intergovernmental Cooperative Purchase Agreements with the Greater Phoenix Purchasing Consortium for Schools (GPPCS), Strategic Alliance for Volume Expenditures (SAVE) and The Cooperative Purchasing Network (TCPN)** UNANIMOUS
- \*K. **Extension and Renewal of Annual Contracts for Specified Goods and Services** UNANIMOUS
- \*L. **Intergovernmental Agreement with the City of Phoenix Parks and Recreation** UNANIMOUS
- \*M. **Intergovernmental Agreement with the Superior Court of Arizona in Maricopa County, Juvenile Probation Department** UNANIMOUS
- \*N. **Agreement with Public Consulting Group, Inc. (PCG)** UNANIMOUS
- \*O. **Amendment/Continuation of Maricopa County Tobacco Use Prevention Program Contract for Fiscal Year 2011-2012** UNANIMOUS
- \*P. **2011-2012 Qualified Evaluators** UNANIMOUS

**IX. ACTION / DISCUSSION ITEMS**

- A. First Reading of Proposed Board Policy JICK – Student Violence/Harassment/Intimidation/Bullying** UNANIMOUS

Dr. Cook advised the Board that the Legislature had passed a law addressing bullying, harassment and intimidation. The Governing Board was presented with a First Reading of a proposed Board Policy that was proposed by ASBA with specific requirements in order to be compliant with the new law.

Ms. Graziano offered a few grammatical corrections to Dr. Cook and asked her and Mr. Shumway to review them for the Second Reading. Mr. Maza asked Ms. Graziano if the offered changes were entirely grammatical or were the changes to the content. Ms. Graziano stated that the changes were only grammatical.

Mrs. Lambert asked if the Dating Abuse Policy currently under consideration and presented at the June 23, 2011 Board meeting would be a part of this Policy. Dr. Cook advised that an update will be provided to the Board after the Planning and Steering Council meets and considers the issue.

A motion was made by Mrs. Lambert that the Governing Board approve the First Reading of Proposed Board Policy JICK – Student Violence/Harassment/Intimidation/Bullying with the grammatical corrections offered by Ms. Graziano. The motion was seconded by Ms. Graziano. The motion carried.

**X. INFORMATION / DISCUSSION ITEM**

- A. Capital and Bond Implementation Plan Update**

Dr. Cook introduced Mr. Jeff Cook and Mr. Paul Hartley from the H2 Group and Vispi Karanjia and Roxana Morales of Orcutt Winslow Partnership, who presented a Capital and Bond Implementation Plan update.

Mr. Cook and Mr. Hartley reviewed projects completed during the Summer and proposed projects for the Fall. Mr. Cook advised that several projects were completed below budget, therefore, more projects were able to be added at additional sites.

Mr. Karanjia and Ms. Morales presented an update on the Lookout Mountain rebuild project, e.g., design phase programming, schematic design, and design development. Conceptual renderings and animation of the Lookout Mountain project were provided.

Mrs. Lambert had the following questions/comments:

- Are all of the buildings at Lookout Mountain going to be new? Dr. Cook advised that the project is a complete rebuild with all new buildings.
- Is the library a single level building? Ms. Morales stated that it is one level.
- Will there be an elevator in the two story classroom building? Ms. Morales replied that there will be one elevator and three staircases.
- Mrs. Lambert stated she was pleased that the architects consulted with students. Mr. Karanjia advised that they tried to incorporate student suggestions into the plans.
- Mrs. Lambert was pleased that several of the bond projects were under budget and more projects were able to be added.

Mr. Adams asked if energy saving methods were going to be used at the new Lookout Mountain site. Mr. Karanjia responded that they are not going to pursue LEED certification due to the high cost factor. However, they are following sustainable principles for the buildings, e.g., recycled steel, recycled carpet, high efficiency HVAC units, and low flow water fixtures, etc.

Ms. Graziano had the following questions/comments:

- Asked if Lookout Mountain's classrooms would be open to the outside or have internal walkways. Mr. Karanjia replied that the classroom building is a single building with an interior corridor. Students would not have to leave the building to go from one classroom to another, however, would have to go outside to go to the cafeteria or library.
- What materials are going to be used for the sidewalk covering and will they need to be replaced or are they permanent? Mr. Karanjia responded that it will be a metal canopy that will need to be repainted after normal wear and tear.
- Is the Lookout Mountain project a new design or is it similar to any campuses that could be viewed now? Mr. Karanjia stated that the Lookout Mountain project was based on school and community needs and is a new design. There are similar projects in the area and Mr. Karanjia offered to make arrangements for anyone interested in seeing the other campuses.
- Asked if all schools have signs posted where bond dollars are at work on projects. Mr. Hartley replied that large signs are posted at schools with major projects and smaller signs are posted at schools with minor projects. Ms. Graziano suggested that the signs have a project check list for each school site so that taxpayers can see that their tax money was being used wisely.
- Ms. Graziano thanked the H2 Group for their efforts for the projects completed this Summer. Mr. Cook stated that all 32 schools had some work done at their site this Summer, e.g., bond projects or hail damage repairs.

Mrs. Lambert asked how the school would operate during the Lookout Mountain rebuild. Mr. Karanjia responded that the new buildings would be built on the playing fields. Upon completion of the new buildings, the old buildings would be torn down and the parking lot and new playing fields will be constructed.

Mrs. Lambert asked if the new playing fields would be the same size as the old ones. Mr. Karanjia stated that the new playing fields would be approximately the same size.

Board members thanked the presenters for the informative update.

## **B. Growing Arroyo Committee Update**

Dr. Cook advised the Board that a committee was formed in January 2011 for the purpose of increasing student enrollment at Arroyo Elementary School. Dr. Cook introduced Sandy Mendez Benson, parent; Phil Liles, Arroyo Principal; and Sue Snyder, Director of Organizational Development, who was the chair/facilitator at the committee meetings.

Ms. Snyder thanked committee members for their hard work and introduced committee members in attendance. Ms. Snyder advised the Board that the committee researched methods, techniques and/or programs that could be implemented as a means of increasing student enrollment.

The Growing Arroyo committee conducted research on the following strategies to increase student enrollment:

- Enhancing the school's culture and climate by focusing on areas such as customer service, communication, and parent and community involvement;
- Expanding the school's grade configuration from K-6 to K-8;
- Implementing a special program to attract new students and retain current students.

The committee members acknowledged the collective value of all the above strategies. They supported transitioning to K-8, and narrowed the myriad of magnet school options to one that involved STEM (science, technology, engineering, math).

Sandy Mendez Benson, a WESD parent, proposed a program for Arroyo in which students would learn fundamental business principles and entrepreneurial concepts in a hands-on environment with real-world applications. The Arroyo INC (Integrating New Century Skills) program would give students the opportunity to work with community business leaders to develop a product and a plan for marketing it. The committee reached full consensus to further pursue the proposal by surveying Arroyo parents during Back-to-School Night.

Mr. Adams had the following comments:

- Thanked the committee for their due diligence and creativity.
- Suggested that they might want to research the DECA model used by high schools.
- Suggested researching other districts to see what they are doing to retain students and increase enrollment.
- Asked if it was possible to research what Charter schools are doing to draw students.

Ms. Graziano had the following questions/comments:

- Thanked the committee members for their hard work.
- Asked if the Arroyo staff supports the committee's work. Mr. Liles, reported that he sends Growing Arroyo Committee updates to the staff and his impression is that the staff is in full support of the committee's work.
- Suggested looking at the Junior Achievement model. Ms. Mendez Benson stated that they researched Junior Achievement and are looking at their model for curriculum.
- Asked if Board members will receive parent survey results. Mr. Liles reported that he has received surveys from at least 50% of every grade level. Results will be compiled and presented to the Board in September 2011.

- Regarding expanding to K-8, is there data substantiating that parents/students left Arroyo because there were not 7<sup>th</sup> and 8<sup>th</sup> grade classes offered. 6<sup>th</sup> grade teacher and committee member, Mr. Greg Grantham, reported that he had called parents who left Arroyo, but still lived within WESD's boundaries. Mr. Grantham stated that the majority of the parents left because they wanted to have their children attend a K-8 school.
- Encouraged Arroyo to promote the new programs to families who live outside of the District's boundaries.
- Will there be a student count limit for participation in the Arroyo INC program to accommodate 7<sup>th</sup> and 8<sup>th</sup> grade students if that option is implemented? Mr. Liles stated that the subcommittee will be meeting to finalize details for the Arroyo INC program and make a recommendation. The plan is to have the Arroyo INC program phased in over a three year period, starting with a pilot program in the after-school classes. In the second year, they plan to introduce the K-8 model and look at ways to incorporate the new Arroyo INC program into the regular curriculum.

Mr. Jahneke had the following comments:

- Thanked the committee for their time and efforts.
- Suggested researching possible grant opportunities with the City of Phoenix.
- Stated that the Arroyo INC program has a lot of potential and if it is successful, there could be a possibility of incorporating the program into the District's curriculum.

Mrs. Lambert had the following questions/comments:

- Very pleased with the committee's work and liked the phase-in plan.
- Looking forward to watching the Arroyo INC program unfold and participation of the business community.
- Are there plans to limit grade level participation for the Arroyo INC program? Mr. Liles stated that he would eventually like to see the program offered to all grade levels, starting with Kindergarten.
- Asked if Arroyo was basically a walking school. Mr. Liles reported that the only buses are for Special Ed students. Mrs. Lambert stated that would eliminate extra transportation expenses for the after-school pilot program. Mr. Liles said that they are researching how to offer the program to Special Ed students.

Mr. Liles commended the Growing Arroyo Committee members for their hard work. He stated that they had difficult conversations as they worked through the process. Mr. Liles thanked Ms. Mendez Benson for her contributions and for her creative, out-of-the-box thinking.

Mr. Maza was appreciative of the committee's work and options presented. He commented that the most certain action that will fail is to do nothing.

Dr. Cook thanked Sue Snyder, Phil Liles, Sandy Mendez Benson, and all of the Arroyo staff for the many hours they spent on this project. Dr. Cook stated she was very proud of all of their work in finding a possible solution for declining enrollment.

The committee will present a recommendation to the Governing Board during September 2011.

### **C. Report Regarding Arizona School Boards Association's 2011 Summer Leadership Institute**

Mr. Adams and Ms. Graziano thanked Board members for allowing them to attend ASBA's Summer Leadership Institute. They reviewed the presentations/sessions that they found to be very interesting and informative.



**XI. FUTURE AGENDA ITEMS**

Ms. Graziano requested that the Superintendent's Evaluation be updated.

**XII. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS**

Dr. Cook advised Board members that they were provided with a bag from the Summer Professional Learning Academy where the theme was "Keys to Success". Board members were also given an insulated cup from Invest in Education, chaired by Sandy Mendez Benson.

Ms. Graziano acknowledged the return of the school staffs, but especially acknowledged kindergarten teachers for their efforts.

Mr. Adams acknowledged Mrs. Terry Kidd, Assistant to the Superintendent, for her assistance with scheduling his school visits.

Mr. Maza acknowledged Dr. Steve Murosky and his staff for their efforts in obtaining the grants that were accepted on the Consent Agenda.

**XIII. ADJOURNMENT**

A motion was made by Mr. Adams to adjourn the Regular Meeting at 8:43 p.m. The motion **UNANIMOUS** 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

9/8/11  
DATE

Alan Jahneke  
BOARD OFFICIAL

09-08-11  
DATE