

# WASHINGTON ELEMENTARY SCHOOL DISTRICT

## GOVERNING BOARD MINUTES: REGULAR MEETING AND EXECUTIVE SESSION

2010-2011

April 28, 2011

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 7:01 p.m. Governing Board members constituting a quorum were present: Mr. Chris Maza, Mr. Bill Adams, Mr. Aaron Jahneke, and Mrs. Tee Lambert. Ms. Clorinda Graziano joined the meeting at 7:03 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. Adams that the Governing Board adopt the Regular Meeting Agenda. The motion was seconded by Mr. Jahneke. 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 April 14, 2011 Special Meeting, Executive Session, Regular Meeting, and Executive Session. The motion was seconded by Ms. Graziano. The motion carried.

**UNANIMOUS**

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

Mrs. Lambert shared that a parent was impressed that there was a Continuous Improvement Plan for each of the District's schools on the District's website. She thought it was a good tool for the schools to stay focused on students and instruction.

Mr. Adams shared that he enjoyed attending the District's Annual Student Art Exhibit at ASU West. He thanked everyone involved for the wonderful presentation.

Mr. Adams shared that he enjoyed attending the Cholla Region Choral Festival.

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

- Sunburst's 1<sup>st</sup> grade Choir Concert
- Annual WESD Student Art Exhibit at ASU West
- Roadrunner's VIP Design Unveiling of the Inaugural Green Schoolhouse with an appearance of Robosaurus

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

- Richard E. Miller's Fun Fest – good community response and an impressive number of donated gift baskets for the silent auction
- Sunnyslope's 3<sup>rd</sup> grade violin concert
- Cholla Region Choral Festival

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- The Literacy Night at the Cholla Library – thanked WDEA for partnering with the District and the library to promote the summer reading program. Ms. Graziano expressed her appreciation for the opportunity to read to students.
- 7<sup>th</sup> and 8<sup>th</sup> grade track meet – thanked Natalie McWhorter and her team and the Washington High School track coach and his team for the well organized event
- Orangewood’s musical “Alice in Wonderland”
- Annual WESD Student Art Exhibit at ASU West
- WESD After-School Academy Awards – thanked Dr. Steve Murosky for the wonderful event
- Thanked Emily and Jeff, middle school band directors, for the t-shirt designed by the students in the Honor Band

Mr. Maza shared that he was pleased that Governor Jan Brewer vetoed the Tabor Bill (H.B. 2707) which would have capped spending limits of the General Fund revenue at 7% of the total income of Arizona residents.

Dr. Cook introduced Mr. Lenny Hoover, principal of Royal Palm Middle School, who, in turn, introduced Steve Lanning, 8<sup>th</sup> grade math teacher. Mr. Lanning introduced 7<sup>th</sup> grade student, Taya Thomas, who is in his Algebra class and a Core Knowledge student. Taya demonstrated the mathematics concept of how schoolwide Smartboard Battleship can be used for Rotations. Taya was presented with a certificate, mathematics book, a pencil holder, a ruler, calculator and pencils.

**G. Public Participation**

There was no public participation.

**H. Approval of the Consent Agenda**

**UNANIMOUS**

A motion was made by Mr. Adams that the Governing Board approve the Consent Agenda as presented. 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**

Approved the public gifts and donations as presented.

1. Kroger donated a check in the amount of \$500.00 to be used for the benefit of students at Mountain View School.
2. Washington Education Foundation donated a check in the amount of \$500.00 to support the 2011 Washington Elementary School District Retiree Reception.
3. DonorsChoose.org donated a document camera, The School Story literature set, and bookmaking supplies with an approximate value of \$934.00 for the benefit of students at Sunset Elementary School.
4. The Sheraton Crescent Hotel donated discounted food and AV services with an approximate value of \$15,794.00 for the Lamp of Learning Celebration.

5. S & T Photography donated photography services with an approximate value of \$395.00 for the Lamp of Learning Celebration.
6. AZ Diamondbacks donated forty tickets with a value of \$680.00 to be used for the benefit of students in the Sunset Elementary School Mileage Club.
- \*D. Award of Contract – Bid No. 10.043, Interactive Learning System, in an Amount Not to Exceed \$118,100.00 UNANIMOUS**
- \*E. Award of Contract – Verbal Quote DIBELS Next Training, Dynamic Measurement Group Service Agreement in an Amount Not to Exceed \$13,999.25 UNANIMOUS**
- \*F. Acceptance of the Virginia G. Piper Charitable Trust Grants in the Amount of \$41,000.00 UNANIMOUS**
- \*G. First Reading of Proposed Amended Board Policy DFF – Income From School Sales and Services UNANIMOUS**
- \*H. First Reading of Proposed Amended Board Policy IGD – Curriculum Adoption UNANIMOUS**
- \*I. First Reading of Proposed Amended Board Policy JLDA – School Counselors and Psychologists UNANIMOUS**
- \*J. First Reading of Proposed Amended Board Policy KHB – Advertising in Schools UNANIMOUS**
- \*K. Second Reading and Adoption of Proposed Amended Policy JEB – Entrance Age Requirements UNANIMOUS**
- \*L. Second Reading and Adoption of Proposed Amended Policy JII – Student Concerns, Complaints and Grievances UNANIMOUS**
- \*M. Second Reading and Adoption of Proposed Amended Policy JK – Student Discipline UNANIMOUS**
- \*N. Second Reading and Adoption of Proposed Amended Policy JKE – Expulsion of Students UNANIMOUS**
- \*O. Second Reading and Adoption of Proposed Amended Policy JLCD – Medicines/Administering Medicines to Students UNANIMOUS**

### **III. ACTION / DISCUSSION ITEMS**

- A. Award of Contract – RFQ No. 10.040, Construction Manager at Risk Services for the New Lookout Mountain School to Adolfson & Peterson Construction in an Amount Not to Exceed \$90,000.00 for Pre-construction Services UNANIMOUS**  
 Dr. Cook advised the Board that the District’s recommendation is to award the contract for Construction Manager at Risk Services for the new Lookout Mountain School project to Adolfson & Peterson Construction.

Ms. Graziano asked if the District had a record for Adolfson & Peterson Construction in terms of timeliness of completion dates and staying within the budget for projects. Ms. Thompson responded that the information provided by Adolfson & Peterson Construction scored high by the evaluation committee for the criteria in question. They indicated that they completed projects on time and at budget.

A motion was made by Mrs. Lambert that the Governing Board award contract for RFQ No. 10.040, Construction Manager at Risk Services for the New Lookout Mountain School to Adolfson & Peterson Construction in an amount not to exceed \$90,000.00 for pre-construction services. The motion was seconded by Mr. Jahneke. The motion carried.

**B. Award of Contract – Bid No. 10.041, Orangewood School Site Improvements to SDB, Inc. in an Amount Not to Exceed \$644,500.00** **UNANIMOUS**

Dr. Cook advised the Board that the District's recommendation is to award the contract for renovations at Orangewood School to SDB, Inc.

Ms. Graziano asked for clarification regarding the award to SDB, Inc., specifically, the base bid plus all four of the alternates. Ms. Thompson replied that vendors are asked to submit a base bid which includes high priority projects to be completed. Vendors are also asked to submit alternate bids for additional projects to be completed as the budget allows. Mr. Kramer advised that examples of alternate bids would be fencing and playground improvements.

Ms. Graziano asked why there was such a large difference between the submitted bids (approximately \$300,000.00). Mr. Kramer advised that vendors were provided the same set of drawings to prepare bids.

Mrs. Lambert asked if the light rail was taken into consideration when identifying renovation projects for Orangewood School. Mr. Kramer stated that there were extensive conversations with the light rail staff. When the light rail is completed near Orangewood School, light rail will pay for a dedicated right turn lane out of Orangewood School onto 19<sup>th</sup> Avenue which will be an improvement that the District will not have to fund.

Mrs. Lambert asked if any part of the Green Schoolhouse project was included in this bid. Mr. Kramer replied that the Green Schoolhouse is a separate project and is not included in this bid. He stated that these renovations will facilitate the value of the Green Schoolhouse project.

Mr. Adams thanked Ms. Thompson and her team for their time and hard work. Mr. Adams stated that he was proud of the District's process for obtaining bids and ensuring that the District's integrity was in tact.

A motion was made by Mr. Jahneke that the Governing Board award contract for Bid No. 10.041, Orangewood School Site Improvements, to SDB, Inc. in an amount not to exceed \$644,500.00. The motion was seconded by Mrs. Lambert. The motion carried.

**C. Temporary Suspension of Policy BGB – Policy Adoption and Adoption of Proposed Amended Policy GCQA – Professional Staff Reduction in Force** **UNANIMOUS**

Dr. Cook advised the Board members that the District had pledged to review the Reduction in Force (RIF) Rubric each year. She stated that the Rubric, itself, is an Exhibit. The District felt that it was necessary to adjust the language in the Policy so that if changes are made to the Rubric, it would not be required to also make a Policy change. Dr. Cook stated that the Interest-Based Negotiations (IBN) Team and the IBN RIF Subcommittee met throughout the year to make recommendations to the Board regarding the RIF Rubric. Dr. Cook requested that the Governing Board temporarily suspend Policy BGB and allow adoption of the amended Policy without two readings in order to avoid a delay in the issuance of contracts.

Ms. Graziano asked why the point in Section (4.) was eliminated, rather than re-worked, for *certified teaching experience in more than one of the following areas/grade levels: K-3; 4-6; 7-8; special subject area (art, music, PE)*. Ms. Snyder responded that after lengthy discussions and considering several options, it was decided to eliminate this point because the subcommittee could not reach consensus. Ms. Snyder stated that adding the points for *education level based on current lane placement within WESD Certified Teacher Salary System* was beneficial to the teachers. Mr. Shumway added that the subcommittee found it difficult to determine who would qualify for the point and felt the points awarded for the teacher lane placement was better than a subjective evaluation. Ms. Graziano expressed disappointment that this point was eliminated.

Mrs. Lambert asked for clarification regarding the Rubric as an Exhibit to the Policy. Dr. Cook confirmed that the RIF Rubric was the Exhibit to Policy GCQA and the Policy was what the Board members were being asked to approve. Dr. Cook advised that the RIF Rubric would be reviewed each year by the IBN team.

Mrs. Lambert asked about the verbiage under the title of Policy GCQA regarding the effective date being for the 2010-2011 school year. Mr. Shumway explained that the effective date was placed on Policy GCQA last year for the Board's consideration, but is no longer needed and will be removed.

Board members thanked the IBN team for their hard work.

A motion was made by Mr. Jahneke that the Governing Board temporarily suspend Policy BGB – Policy Adoption and adopt proposed amended Policy GCQA – Professional Staff Reduction in Force. The motion was seconded by Mrs. Lambert. The motion carried.

**D. Interest-Based Negotiations (IBN) Team's Recommendations for 2011-2012**

**UNANIMOUS**

Dr. Cook advised the Board that the financial picture in Arizona was changing on a daily basis and that districts are waiting on the passage of additional bills that would either help or not help the District. In order to honor the timeline to issue contracts, the IBN team met on April 25, 2011 to consider the District's budget. The Board was provided an updated list of IBN Recommendations for 2011-2012 based on discussions from the April 25, 2011 IBN meeting. There were two recommendations added to the original list provided to the Board:

1. The passage of Senate Bill 1263 remains unknown and two options are provided regarding work furlough days during 2011-2012, depending on whether the Bill is signed into law or not.
2. A court decision impacted a decision from IBN regarding speech therapists' performance pay for 2010-2011.

Ms. Sue Snyder gave a presentation to the Board which included providing a list of the IBN team members, meeting dates during 2010-2011, IBN issues and recommendations.

Board members thanked the IBN team members for their hard work in making difficult decisions while keeping in mind the best interests of all employee groups. They appreciated that the IBN team provided pros, cons, and options for their decision-making process. The IBN team was thanked for the detailed IBN Communiqués sent to all employees. They thanked members for volunteering to serve on the IBN team. Board members appreciated that IBN used attrition, rather than RIFFING employees. They were pleased with the Working Conditions Survey results and the questions that were asked.

Mr. Maza asked the Board members if they were agreeable to approve the 18 IBN Recommendations in one motion rather than addressed individually. Board members agreed.

Mr. Maza asked Ms. Thompson how much the District had to cut from its budget for the last four years. Ms. Thompson replied that, including this year, the District had to cut between \$20,000,000.00 and \$30,000,000.00 out of its budget. Mr. Maza asked how much funding was received from the State of Arizona. Ms. Thompson responded that the State was responsible for -\$200,000,000.00 for education funding. Mr. Maza asked and Ms. Thompson agreed that any funds received were from Federal funding.

Mr. Maza read the following Governing Board interests as directed to the IBN team:

- Attract and maintain a stable workforce through working conditions.
- Continuously evaluate, review and revise (if necessary) procedures for reduction in force.
- Continuously evaluate, review and revise (if necessary) procedures for excessing personnel.
- Maintain District autonomy in decision-making.
- Promote positive community relations throughout the budget process.
- Protect the integrity of programming and parity, focusing on student achievement.
- Balance the budget.
- Optimize all funding sources.
- If additional funding is made available from federal sources, distribute in an equitable fashion in accordance with laws and regulations.

Mr. Maza thanked Ms. Snyder, the IBN team, and the District for meeting all the Governing Board interests when working on their recommendations.

#### **UPDATED Interest-Based Negotiations (IBN) Recommendations for 2011-2012**

The following recommendations reflect outcomes of the IBN meeting that was held on Monday, April 25, 2011:

1. It was recommended that the Governing Board approve applying existing school office, ELL, special education, computer lab technician and student services parity rubrics, resulting in an M&O budget reduction of \$514,000 for 2011-2012.
2. It was recommended that the Governing Board approve District departmental M&O budget reductions of \$430,000 for 2011-2012 to include reductions in staffing, overtime, supplies, and purchased services.
3. It was recommended that the Governing Board approve reorganizing night custodial staff and how custodial substitutes are hired and assigned for 2011-2012, based on site need and safety/security considerations. This action results in a cost savings of \$150,330 in the M&O budget.
4. ***If Senate Bill 1263 becomes law***, it was recommended that the Governing Board approve establishing ***two*** work furlough days during 2011-2012, to occur on the day before Winter Break (12/23/2011) and on Memorial Day (5/28/2012). This action represents an M&O budget reduction of \$876,834. However, ***if Senate Bill 1263 does not become law***, it was recommended that the Governing Board approve establishing ***three*** work furlough days during 2011-2012, to occur on the day before Winter Break (12/23/2011), the Friday of Spring Break (3/23/2012) and Memorial Day (5/28/2012). This alternative action represents an M&O budget reduction of \$1,294,237.

5. It was recommended that the Governing Board approve granting a one-time stipend of \$400, prorated based on 1.0 FTE, for each employee who is either non-certified and non-eligible for Proposition 301 funding, OR eligible for Education Jobs funding and non-eligible for Proposition 301 funding, to be paid on May 13, 2011.
6. It was recommended that the Governing Board approve replacing 2.0 FTE librarians who are resigning or retiring at the end of 2010-2011 with library technicians. The M&O cost savings of this action is \$87,000.
7. It was recommended that the Governing Board approve replacing 2.0 FTE nurses who are resigning or retiring at the end of 2010-2011 with health service technicians if medically fragile students are not adversely impacted. The M&O cost savings of this action is \$48,700.
8. It was recommended that the Governing Board approve reducing the full stipend to teachers with National Board Certification from \$4,000 to \$2,500 so that it aligns with other WESD incentive stipends and with NBC stipends paid by surrounding districts; it was further recommended that the Governing Board approve reducing the new full stipend amount by 25% for 2011-2012. This action results in a cost savings of \$26,800 in the M&O budget.
9. It was recommended that the Governing Board approve reduction of 4.0 FTE Responsible Thinking Center (RTC) monitors to maintain parity among schools, resulting in a savings of \$97,000 in the M&O budget for 2011-2012.
10. It was recommended that the Governing Board approve continuing the current status of the 25 percent reduction of the stipend paid to BEGIN teachers for each of the three years of the BEGIN program for 2011-2012. This action maintains the current year M&O budget for this expense.
11. It was recommended that the Governing Board approve continuing the current status of the 25 percent reduction of the stipend paid to program coaches for summer work for 2011-2012. This action maintains the current year M&O budget for this expense.
12. It was recommended that the Governing Board approve continuing the current status of the 25 percent reduction of the stipend paid to "other professionals," including psychologists, speech therapists, social workers and counselors, for 2011-2012. This action maintains the current year M&O budget for this expense.
13. It was recommended that the Governing Board approve continuing the current status of the 25 percent reduction of the stipend paid to after-school athletic coaches for 2011-2012. This action maintains the current year M&O budget for this expense.
14. It was recommended that the Governing Board approve that stipends for yearbook, National Junior Honor Society and student council advisors be continued for 2011-2012 at a 25 percent reduction from their respective 2008-2009 stipend level; it was further recommended that the Governing Board approve the continued allocation of 100 hours of discretionary funding per school for 2011-2012. This action maintains the current year M&O budget for this expense.
15. It was recommended that the Governing Board approve honoring all lane changes for teachers, speech therapists, principals and assistant principals for 2011-2012. M&O funding of \$178,000 is budgeted for anticipated 2011-2012 lane changes.

16. It was recommended that the Governing Board approve adding a fourth tier to the current principal salary schedule, which will impact seven veteran principals at a total cost to the M&O budget of \$35,000 plus benefits for 2011-2012.
17. It was recommended that the Governing Board approve earning one vacation day each year for those 12-month employees who currently earn ten vacation days for five years, after which they earn 15 vacation days a year. For example, a first-year employee earns ten vacation days per year; a second-year employee would earn 11 vacation days a year; a third-year employee would earn 12 days, etc. This action represents neither a cost to nor a savings of the M&O budget.
18. It was recommended that the Governing Board pay speech therapists' performance pay for 2010-2011 and for 2011-2012 using funding sources other than Classroom Site Funds.

A motion was made by Mr. Adams to approve the Interest-Based Negotiations (IBN) Recommendations for 2011-2012, items 1-18, as presented. The motion was seconded by Mrs. Lambert. The motion carried.

Mr. Adams stated that he wholeheartedly supported the IBN Recommendations and, again, thanked everyone involved in the process.

**E. 2011-2012 School and Employee Calendars and the Calendar Framework for 2012-2015 UNANIMOUS**

Dr. Cook advised the Board that they were asked to approve the 2011-2012 School and Employee Calendars and the Calendar Framework for 2012-2015. Dr. Cook introduced Dr. Maggie Westhoff who summarized the calendar process. Dr. Westhoff reported that the Calendar Study Team followed the Board's direction to stay aligned with Glendale Union High School's calendars. Dr. Westhoff advised that the calendars are always in compliance with the legal requirements and State mandates for instructional hours.

Ms. Graziano asked if the Calendar Study Team considered moving the Parent Teacher Conferences in February to one week later to take advantage of having the following Monday off for President's Day. Dr. Westhoff advised that it was not advisable because of the scheduling of Valentine's Day.

Ms. Graziano asked if April 18, 2012 was during the AIMS testing week. Dr. Westhoff responded that it was the AIMS testing week and it was recommended several years ago not to have an early-release day during testing week so that students have adequate time to complete the tests.

A motion was made by Mr. Jahneke that the Governing Board approve the 2011-2012 PLC early-release Wednesday calendar for the staff and students as presented.

Mr. Jahneke further moved that the Governing Board approve the start and end dates and holidays for the 2012-2015 calendars which are aligned with Glendale Union High School District calendars.

Finally, Mr. Jahneke moved that the Governing Board approve the 2011-2012 employee calendars, including the 261-Day Administrator Calendar, the 261-Day Classified Employee Calendar, the 227-Day Employee Calendar, the 220-Day Psychologist Calendar, the 209-Day Employee Calendar, and the 194-Day Employee Calendar.

All motions were seconded by Ms. Graziano. The motion carried.



**F. Discussion and Consideration of 2011-2012 Governing Board Budget**

4-1 AYE

The Governing Board members discussed the following items in their budget:

- Contractual Agreement
- Registration
- Travel
- Dues and Fees
- Elections
- Printing and Binding

When discussing memberships, i.e., ASBA and ABEC, Mr. Shumway advised that there was a new statute that prohibits school districts from paying dues to an organization that influences the outcome of an election. Mr. Shumway felt that organizations will change how they operate, within their structure, to comply with the new law in order to maintain membership. Mrs. Lambert asked if the District could add a statement on the membership renewal notice that our dues were not to be used to influence any elections in order to be in compliance with the new law.

Board members stated that their budget had a minimal impact on the District's total budget and the majority of their accounts must remain unchanged due to District needs and responsibilities, e.g. legal fees. Funds are allowed to be moved within the budget accounts as needs arise. Board members stated they will be mindful of the District's financial situation when carrying out their fiduciary responsibilities. Any funds remaining in the Governing Board's budget will go to the District as a budget balance carry-forward.

A motion was made by Mr. Adams that the Governing Board approve the 2011-2012 Governing Board budget as presented. The motion was seconded by Mrs. Lambert. The motion carried 4-1. Ms. Graziano voted nay.

**IV. FUTURE AGENDA ITEMS**

Ms. Graziano requested that IBN revisit the section of the RIF Rubric that was deleted this year.

Ms. Graziano requested a Study Session regarding procurement laws for student and group travel. She suggested inviting principals and teachers involved in single source provider trips, i.e., Disneyland, Coronado Island, music festivals, etc.

**V. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS**

Dr. Cook acknowledged Karen Menaugh, principal of Roadrunner Elementary School, and her team for the successful Green Schoolhouse Series event, with Robosaurus, held on April 28, 2011.

Ms. Graziano thanked the District for the new podium microphone.

**VI. CALL FOR EXECUTIVE SESSION**

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

It was recommended that the Governing Board establish an Executive Session to be held immediately during a recess in the Regular 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 contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation – specifically regarding bond improvement contract issues.

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

**VII. RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION**

**VIII. EXECUTIVE SESSION – GENERAL FUNCTION**

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

Governing Board members present: Mr. Chris Maza, Ms. Clorinda Graziano, Mr. Aaron Jahneke, and Mrs. Tee Lambert. Mr. Bill Adams recused himself from the Executive Session due to a conflict of interest.

**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.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 contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation – specifically regarding bond improvement contract issues.

**IX. RECONVENING OF REGULAR MEETING**

**X. ADJOURNMENT**

A motion was made by Mrs. Lambert to adjourn the Regular Meeting at 9:28 p.m. The motion was seconded by Ms. Graziano. The motion carried 4-0. Mr. Adams was absent for the Adjournment.

4-0 AYE

**SIGNING OF DOCUMENTS**

Documents were signed as tendered by the Governing Board Secretary

Joyce Shiota  
BOARD SECRETARY

5/12/11  
DATE

Aaron Jahneke  
BOARD OFFICIAL

05/12/11  
DATE