

WASHINGTON ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD MINUTES: REGULAR MEETING AND EXECUTIVE SESSION

2010-2011

December 9, 2010

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

Mrs. Lambert called the meeting to order at 7:00 p.m. Governing Board members constituting a quorum were present: Mrs. Tee Lambert, Mr. Bill Adams, Ms. Clorinda Graziano, Mr. Aaron Jahneke, and Mr. Chris Maza.

B. Moment of Silence and Meditation

Mrs. Lambert called for a moment of silence and meditation.

C. Pledge of Allegiance

Mrs. Lambert led the Pledge of Allegiance.

D. Adoption of the Regular Meeting Agenda

At the discretion of the chair, Mrs. Lambert moved Information Item IV.A. – 2010 United Way Update before the Consent Agenda. A motion was made by Mr. Adams to adopt the Regular Meeting Agenda. The motion was seconded by Mr. Maza. 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 November 18, 2010 Regular Meeting. The motion was seconded by Ms. Graziano. The motion carried.

UNANIMOUS

F. Current Events: Governing Board and Superintendent

Mr. Jahneke shared that he enjoyed attending Manzanita Elementary School's Winter Concert. He said the dancing reindeer were very entertaining.

Mr. Adams shared that he enjoyed attending the Winter Concerts at the following schools:

- Royal Palm Middle School
- Mountain Sky Junior High School
- Mountain View School
- Ironwood Elementary School
- Abraham Lincoln Traditional School

Mr. Adams shared that he enjoyed visiting Alta Vista Elementary School and listened to the Island Waves band. He stated he was very proud of the District employees for coming together to support Alta Vista to enable the majority of the staff to attend the memorial service for Office Manager, Jeannette Martinez.

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

- John Jacobs Elementary School's Patriotic Concert
- Cardinals Academy Art Show at Barney's of New York in Scottsdale

December 9, 2010

Ms. Graziano apologized for not being able to attend more events during this busy season. She thanked all of the performing groups for taking the time to share their learning with the community.

Ms. Graziano thanked the following schools for their artwork displayed in the Governing Board Room: Tumbleweed, Sunset, Lakeview, Alta Vista, and Cactus Wren Elementary Schools.

Mr. Maza thanked Mrs. Lambert and Board members for allowing him to serve as Vice President this past year.

Mr. Adams thanked President Lambert and Vice President Maza for their leadership on the Governing Board this past year.

Mrs. Lambert thanked the schools for all of their holiday events that they plan.

Board members wished everyone a safe and happy holiday.

Dr. Cook shared that students from Washington Elementary School would demonstrate mathematics concepts. Dr. Cook introduced Principal, Dave McNeil, who introduced 3rd grade students and their teachers, Victor Frenes and Ms. Pearson, Janna Muhammad and Ms. Rodriguez, Andrea Ocana and Mr. Rojas, Molly Bragg and Ms. Winchester. Family members of the students were acknowledged for their attendance. The students demonstrated multiplication math reasoning and Mr. Jahneke also participated in the demonstration. The students were presented with a certificate, mathematics book, and a pencil holder with a ruler, calculator and pencils.

G. Special Recognition

- Dr. Cook recognized the Invest in Education PAC for their successful efforts and work with the bond and override elections. Dr. Cook presented a plaque to Sandy Mendez Benson, Chair, and Sherry Dudek, Treasurer, for their extraordinary leadership.

H. Public Participation

There was no public participation.

IV. INFORMATION / DISCUSSION ITEMS

A. 2010 United Way Update

Dr. Cook introduced Ms. Pam Horton, chairperson for the District's United Way campaign. Ms. Horton reported that District employees contributed \$39,493.00 to the 2010 United Way campaign. She thanked the 32 site coordinators for their efforts to make the campaign a success. She also thanked the employees for their support and generosity.

Ms. Horton thanked Schmitt Jewelers and the Washington Education Foundation (WEF) for their donations for the District's incentive program. WEF President, Ms. Virginia Ptuyac, presented a \$1,000.00 check to Royal Palm's campaign coordinator, Rose Grunig, for raising the most per capita with their contribution of \$2,514.00. Employees designated \$12,574.00 to be donated to the WEF.

Chaparral and Tumbleweed Elementary Schools had the greatest increase in giving. The campaign coordinators, Ken Schofield and Peggy Pitts-Miller, were recognized for their work with a certificate.

I. REGULAR MEETING – GENERAL FUNCTION (continued)

I. Approval of the Consent Agenda

UNANIMOUS

Ms. Graziano requested that Item *II.F. – Annual Intergovernmental Cooperative Purchase Agreements with the Mohave Educational Services Cooperative (MESC) for the H2 Group 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 Mr. Adams. 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. McCarthy Building Companies donated books with an approximate value of \$2,000.00 for the benefit of students at Desert View Elementary School.

2. North Phoenix Kiwanis donated \$12,576.81 from a fundraising project (75% of the project) for the benefit of all students in the Washington Elementary School District.

3. Switch Restaurant & Bar donated food with an approximate value of \$300.00 for the Academic Support Programs holiday dinner for staff appreciation.

4. Atlasta Catering and Events donated food with an approximate value of \$800.00 for the Academic Support Programs holiday dinner for staff appreciation.

5. Peoria Police and Fire Department donated nine pairs of Nike and Jordan basketball shoes with an approximate value of \$500.00 for the benefit of the 8th grade boys' basketball team at Palo Verde Middle School.

6. Mountain Sky SPICE (PTO) donated a check in the amount of \$900.00 towards the purchase of a mat to protect the gym floor.

***D. Out-of-State Travel**

UNANIMOUS

1. Tee Lambert, Governing Board President, to attend the 38th Annual Federal Relations Network Conference, February 4-9, 2011, in Washington, D.C. at a cost of \$2,245.00.

***E. Annual Intergovernmental Cooperative Purchase Agreements with the Mohave Educational Services Cooperative (MESC)**

UNANIMOUS

- *F. Annual Intergovernmental Cooperative Purchase Agreements with the Mohave Educational Services Cooperative (MESC) for the H2 Group **UNANIMOUS**

A motion was made by Ms. Graziano that the Governing Board approve the Intergovernmental Cooperative Purchase Agreements and contract purchases with the Mohave Educational Services Cooperative (MESC) for the H2 Group in an amount not to exceed \$645,668.00 for a three-year Agreement beginning December 2010 and extending through June 30, 2013 to come from the bond money. The motion was seconded by Mr. Adams. The motion carried.

Ms. Graziano asked if verbiage needed to be added to the motion stating that funding was coming from the bond money. Dr. Cook responded that the funding source was indicated on the Summary Sheet, however, Ms. Graziano could state it in her motion if she desired.
- *G. Annual Intergovernmental Cooperative Purchase Agreements with the Strategic Alliance for Volume Expenditures (SAVE) **UNANIMOUS**
- *H. Quality First Enrollment Agreement and Program Improvement Grant with First Things First **UNANIMOUS**
- *I. Teacher Evaluation System Verification – Statement of Assurance **UNANIMOUS**
- *J. Second Reading and Adoption of Proposed Amended Board Policy JK – Student Discipline **UNANIMOUS**
- *K. Second Reading and Adoption of Proposed Amended Board Policy JL – Student Wellness **UNANIMOUS**

III. ACTION / DISCUSSION ITEMS

A. 2010-2011 Revised Expenditure Budget (Revision #1) **UNANIMOUS**

Dr. Cook introduced Ms. Cathy Thompson who offered the Board the 2010-2011 revised expenditure budget. Ms. Thompson advised that the revisions to the adopted expenditure budget include adjustments to budget balance carry forward – reflective of the final 2009-2010 annual financial report, adjustments to the final student count for last school year, adjustments to the transportation revenue control limit and adjustments based on growth in the prior year.

Mr. Maza asked what the current student count was since part of the expenditure budget is based on student count. Dr. Cook replied we were down 751 students from a year ago.

Ms. Graziano asked about the allowed 4% carryover. Ms. Thompson responded that there was budget capacity of \$5.1 million and cash available of \$4.2 million. She advised that the District cannot carry forward budget capacity without cash to accommodate it. Ms. Thompson stated that the last couple of years have been very challenging. Ms. Thompson advised that every effort was made to have enough cash to accommodate the budget capacity to avoid raising taxes to the taxpayers.

Ms. Graziano asked if part of the problem was because the State is not paying funds as scheduled. Ms. Thompson agreed.

A motion was made by Mr. Jahneke that the Governing Board approve the 2010-2011 Revised Expenditure Budget (Revision #1). The motion was seconded by Ms. Graziano. The motion carried.

B. To Consider and, if Deemed Advisable, to Adopt a Resolution Ordering the Sale of School Improvement Bonds for the District

UNANIMOUS

Dr. Cook advised the Board that as a result of voters approving the District's special bond election on November 2, 2010, the District was authorized to issue school improvement bonds. Dr. Cook introduced Mr. Bill Davis, Managing Director of Public Finance at Piper Jaffray & Co. Mr. Davis was accompanied by Mr. Logan McKenzie from Piper Jaffray & Co. Ms. Thompson advised that Mr. James Giel, bond counsel from Gust Rosenfeld, was also in attendance. Ms. Thompson thanked Mr. Davis, Mr. McKenzie, and Mr. Giel for their guidance regarding the issuance of the school improvement bonds, as well as their assistance on the special bond election pamphlet.

Mr. Davis congratulated the District for their successful special bond election and thanked Ms. Thompson for her assistance. Mr. Davis advised the Board that the resolution, if approved, would authorize the sale of the first installment of the voter authorization bonds (\$10,000,000.00). Mr. Davis and Mr. McKenzie provided a proposed timetable for the \$10,000,000.00 bond sale (culminating with sale scheduled for February 10, 2011). A proposed plan for the balance of the total \$65,000,000.00 authorization was also provided.

Mr. Davis advised that the resolution, because of recent statutory changes and market volatility, allows the bonds to be sold via competitive sale or negotiated sale. Mr. Davis stated that his advice on new money transactions to issuers had always been to sell their bonds competitively. He advised that in most markets, it was the best way to get the lowest possible interest rates and reduce the interest expense.

Mrs. Lambert asked what were the benefits of competitive sale versus negotiated sale. Mr. Davis responded that the advantage of a competitive sale is that the District would do a national request, e.g., mutual funds, other broker/dealers, who submit a sealed bid, and on that day the District would know that they got the lowest possible interest rate. Mr. Davis advised that on a negotiated sale, the District would pick a team of underwriters in advance and anticipate the sale on a particular date. The team of underwriters would have timing flexibility to change the date on a moment's notice based on market volatility.

Ms. Graziano clarified that in a competitive sale, the District would accept the lowest bidder's offer for the full \$10,000,000.00. Ms. Graziano asked if the District could refuse all offers if they did not meet the District's expectations. Mr. Davis stated that there is a clause in the Resolution stating the District could cancel the sale with 24 hours advance notice. Mr. Davis advised that the District has the ability to preserve the right to deny any and all bids.

Mr. Adams asked Mr. Davis which option would give the District the best interest rate, competitive sale or negotiated sale. Mr. Davis replied that the competitive sale would be the District's best option at this time.

Mr. Jahneke asked if the bond market would stay relatively stable considering the debate regarding tax cuts either expiring or being extended. Mr. Davis stated it was difficult to say how much the tax cuts would affect the bond market. Mr. Davis advised that the interest income for the bond investors would be exempt from State and Federal income tax.

A motion was made by Ms. Graziano that the Governing Board adopt a Resolution ordering the sale of School Improvement Bonds for the District in the amount of \$10,000,000.00. The motion was seconded by Mr. Maza. The motion carried.

C. Structured English Immersion Model Adoption

UNANIMOUS

Dr. Cook advised the Board that the District is required by law to annually ask the Board to adopt the Structured English Immersion (SEI) Models. Dr. Cook introduced Ms. Janet Sullivan who reviewed the SEI models recommended for adoption by the Board.

A motion was made by Mr. Jahneke that the Governing Board approve the models (Attachment A). Mr. Jahneke further moved that the Governing Board authorize Mrs. Tee Lambert, Governing Board President, to execute the documents. The motion was seconded by Mr. Maza. The motion carried.

D. 2010-2011 Teacher Performance Pay Plan

UNANIMOUS

Dr. Cook advised the Board that they must annually approve the District's Classroom Site Fund Pay for Performance Compensation Plan to be submitted to the Arizona Department of Education (ADE) by December 31, 2010. Dr. Cook introduced Dr. Lyn Bailey who reviewed the proposed 2010-2011 Teacher Performance Pay Plan.

Mr. Jahneke asked if any of the rubrics were tied to the PLC Wednesdays when the evaluations were completed. Dr. Bailey responded that the PLC Wednesdays were a major contributing factor for Part I – School Improvement Plan objectives and were also used for Part II – Individual Teacher Achievement Focus.

Mr. Adams asked when the money would be released. Dr. Bailey advised that after the SIRT review in May, teachers would receive compensation in their May 13, 2011 paychecks.

Ms. Graziano thanked Dr. Bailey for including the 2010-2011 Assessment Calendar with the agenda item material. Ms. Graziano also thanked the faculty for their time and efforts in completing all of the required assessments.

Mrs. Lambert asked if ADE reviews the District's Classroom Site Fund Pay for Performance Compensation Plan every year that it is submitted. Dr. Bailey advised that ADE reviews each District's plan every three years. Dr. Bailey stated that WESD's plan was reviewed three years ago and Part II – Individual Teacher Achievement Focus was added because of a recommendation made by ADE at that time.

A motion was made by Ms. Graziano that the Governing Board approve the District's proposed 2010-2011 Classroom Site Fund Pay for Performance Compensation Plan and authorize its submission to the Arizona Department of Education. The motion was seconded by Mr. Jahneke. The motion carried.

E. First Reading of Proposed Amended Policies BDA – Board Organizational Meeting and BDB – Board Officers

UNANIMOUS

Mrs. Lambert stated that at the November 18, 2010 Governing Board meeting, the Governing Board discussed possible revisions to Board Policies BDA – Board Organizational Meeting and BDB – Board Officers that would eliminate the office and duties of the Past President.

A motion was made by Ms. Graziano that the Governing Board approve the First Reading of proposed amended Policies BDA – Board Organizational Meeting and BDB – Board Officers. The motion was seconded by Mr. Jahneke. The motion carried.

F. Discussion, Consideration and Possible First Reading of Proposed Amended Board Policies GBB – Staff Involvement in Decision Making and GCU – Professional Staff Memberships in Professional Organizations (Dues-Paying Employee Organizations)

Dr. Cook advised that the subcommittee comprised of Mrs. Lambert, Ms. Graziano and herself met several times prior to and following the June 1, 2010 Study Session which was facilitated by Ms. Sue Snyder. The subcommittee offered the proposed amended Board Policies provided in the agenda item for the Board's consideration.

Ms. Graziano stated that the subcommittee reviewed Policies and negotiated agreements from other school Districts regarding the subject of sole representation.

Mrs. Lambert advised the Board that when the subcommittee prepared the Policy, they kept in mind the Board's interests pertaining to representation that were defined at the June 1, 2010 Study Session.

Mr. Adams stated that sole representation was a sensitive issue and suggested that it be tabled for future discussion. He waived making a motion until discussion was completed.

Mr. Jahneke stated that at the time he requested this subject as a future agenda item, he had in mind the relationship between the District's affiliated groups with the Governing Board and the District's decision making processes. Mr. Jahneke requested Board members' feedback regarding how this Policy change had the potential to improve decision making processes and relationships within the District.

- Mr. Maza felt this Policy change would not affect the collaborative effort within the District and would allow the Board to acknowledge a particular group. Mr. Maza stated he hoped this Policy change would return the focus to teaching and student achievement.
- Ms. Graziano stated that this Policy change would protect the collaborative effort within the District from any future leadership changes.
- Mr. Adams stated that the current process seems to be working well without sole representation. However, he would consider the Policy change if the membership status of the employee organization was assessed annually to ensure the 50% plus one membership rather than the re-evaluation every three years as stated in the proposed Policy.
- Mrs. Lambert found it interesting that when meeting with all of the employee organizations, they were ambivalent regarding this Policy. She stated that the District currently has a diversity of voices of different groups and acknowledged the groups as having value in the system and being advocates for education and teachers. Mrs. Lambert stated she had enjoyed seeing the results in the decision making process of the District where all the organizations and employees (members and non-members) work together and show respect for each other. She advised that if an organization does not meet the 50% plus one criteria, there will be no changes to the current structure. However, if an organization meets the 50% plus one criteria, they could possibly move forward and change the entire dynamics of the decision making structure that comes forward with their recommendations.

Mr. Adams asked if WPA, which is comprised of 100% of the principals and assistant principals, would automatically qualify to be the sole representation group.

Dr. Cook advised that the WPA members do not pay membership dues, however, pay a nominal social fee that is not a requirement to be a member. It would be up to the WPA members whether they wanted to change their organizational structure in order to be considered for sole representation.

A motion was made by Mr. Maza that the Governing Board approve the First Reading of proposed amended Board Policy GBB – Staff Involvement in Decision Making. The motion was seconded by Ms. Graziano.

Mr. Adams made a friendly amendment to the motion to change the last sentence of the first bullet point under Sole Representation to read: “This status will be **assessed annually** by the Governing Board to ensure that 50% plus one membership of the employee organization is still in effect.”

Mr. Jahneke asked if it should be clarified what would happen if the membership fell below 50%.

Mr. Maza accepted Mr. Adams’ friendly amendment to his motion and added the following sentence which will be the last sentence of the first bullet point under Sole Representation: **“In the event the membership of an employee organization should drop below the 50% plus one threshold, the Governing Board would reconsider sole representation status.”**

Ms. Graziano withdrew her second to the first motion. The amended motion was seconded by Mr. Jahneke. A roll call vote was requested. The motion carried 3-2. Ms. Graziano and Mrs. Lambert voted Nay.

3-2 AYE

A motion was made by Mr. Maza that the Governing Board approve the First Reading of proposed amended Board Policy GCU – Professional Staff Memberships in Professional Organizations (Dues-Paying Employee Organizations). The motion was seconded by Ms. Graziano. The motion carried.

UNANIMOUS

G. Governing Board Involvement in the National School Board Association (NSBA) Annual Conference

3-2 NAY

Mr. Adams reported that the NSBA Annual Conference will be held in San Francisco, CA, on April 9-11, 2011. Mr. Adams stated this was of value for professional development opportunities to network with Board members from across the nation and strengthen the Board’s position to help our students and faculty. The cost would be approximately \$2,500.00 per person and Mr. Adams encouraged all Board members to attend.

Mr. Maza stated he was supportive of this conference and thought the agenda was very good.

Mrs. Lambert asked Dr. Cook if there was budget capacity for all Board members to attend the conference. Dr. Cook responded that money would have to be moved if Board members approved conference attendance.

Ms. Graziano asked if there was money for any out-of-state travel by employees in the District. Dr. Cook replied that the only out-of-state travel presented for Board approval had been mandatory travel, e.g., presenter, award recipient, or a condition of a grant acceptance.

Ms. Graziano stated she had planned to attend the conference, but was going to pay for her own expenses. She stated that she did not feel comfortable approving out-of-state travel expenses for the Board when employees cannot take advantage of worthwhile conferences to attend. Ms. Graziano said the Board needs to set the example and not be the exception to the rule. Mr. Adams stated that he attended the NSBA conference in San Diego, CA two years ago and paid for his own expenses.

Mrs. Lambert was concerned about funding because there are rumors that because of the State's budget shortfall, they could possibly reduce the District's funding this school year. Mrs. Lambert stated that information from NSBA is provided to the Arizona School Boards Association (ASBA) which is presented at ASBA conferences held locally at a reasonable cost which Board members could possibly attend.

A motion was made by Mr. Adams that the Governing Board approve Bill Adams to attend the NSBA Annual Conference to be held April 9-11, 2011, in San Francisco, CA, as the sole representative of the Washington Elementary School Board. A friendly amendment was made by Mr. Maza to state: "...that the Governing Board approve participation and funding to the NSBA Annual Conference for those people designated by President Lambert. Mr. Adams accepted Mr. Maza's friendly amendment. The motion was seconded by Mr. Maza. The motion failed 3-2. Ms. Graziano, Mr. Jahneke, and Mrs. Lambert voted Nay.

IV. INFORMATION / DISCUSSION ITEMS

A. 2010 United Way Update

At the discretion of the chair, Mrs. Lambert moved IV. – Information/Discussion Item, IV.A. – 2010 United Way Update, before Item II. – Consent Agenda.

B. Trust Board Update

Mr. Rex Shumway reported that in addition to review of monthly financial reports and extension/renewal of annual vendor contracts, preliminary projections for 2011-2012 were reviewed. Mr. Shumway advised that the next Trust Board meeting would be held on January 18, 2011, when they will review updated projections and employee survey information.

V. FUTURE AGENDA ITEMS

Ms. Graziano requested a summary of the Student and Parent Survey results.

VI. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS

Ms. Graziano acknowledged and thanked Mr. Peter Shah who is retiring as Facilities Manager at Abraham Lincoln Traditional School with 25 years of service. Ms. Graziano acknowledged Mr. Shah's dedication, loyalty and service to the District and its students.

Dr. Cook acknowledged that Adriana Andrade, a student at Royal Palm Middle School, will be celebrated at the MLK Annual Breakfast on January 20, 2011, at the Arizona State University Tempe campus. Adriana and her family, Dr. Cook, and staff members from Royal Palm Middle School plan to attend the event.

Dr. Cook acknowledged Mrs. Alice Whisenhunt who hosted the reception of the Cardinals Academy Art Show at Barney's of New York in Scottsdale, AZ, on December 1, 2010.

Dr. Cook acknowledged a refugee student from Maryland School who will be recognized at the OELAS conference on December 10, 2010.

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 evaluation of the Superintendent.

A motion was made by Mr. Maza to call for an Executive Session. The motion was seconded by Mr. Jahneke. 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 – Annual Evaluation of the Superintendent.

X. RECONVENING OF REGULAR MEETING

XI. ADJOURNMENT

UNANIMOUS

A motion was made by Mr. Jahneke to adjourn the meeting at 10:09 p.m. The motion was seconded by Mr. Maza. The motion carried.

SIGNING OF DOCUMENTS

Documents were signed as tendered by the Governing Board Secretary

Joyce Shiota

BOARD SECRETARY

1/13/11

DATE

Christopher Maza

BOARD OFFICIAL

1/13/11

DATE