

WASHINGTON ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD MINUTES:
REGULAR MEETING

2016-2017

February 23, 2017

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. Adams called the Regular meeting to order at 7:00 p.m. Governing Board members constituting a quorum present were: Mr. Larry Herrera, Mr. Aaron Jahneke, and Mrs. Tee Lambert.

B. Moment of Silence and Meditation

Mr. Adams called for a moment of silence and meditation. Mr. Adams asked that we keep in mind our leaders and wish them the best as they represent us.

C. Pledge of Allegiance

Mr. Adams 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.

4-0

E. Approval of the Minutes

A motion was made by Mr. Herrera that the Governing Board approve the minutes of the February 9, 2017 Regular Meeting. The motion was seconded by Mr. Jahneke. The motion carried.

4-0

F. Current Events and Acknowledgments: Governing Board and Superintendent

Mr. Adams acknowledged Mr. Steve Watson, Maricopa County School Superintendent, who was in the audience.

Mr. Watson acknowledged the Board and mentioned that he felt like he was back at home since he attended Lookout Mountain Elementary and Mountain Sky Junior High.

The following announcements and comments were made by Governing Board members and Superintendent :

Mr. Jahneke:

- Reminded everyone that Read Across America will be held on Thursday, March 2, 2017. Mr. Jahneke said he would be reading again at Washington Elementary to Mrs. Thome's class. Mr. Jahneke said that Mrs. Thome is in her 50th year at Washington Elementary and still teaches in the same classroom from when Mr. Jahneke was in her health class.

Mr. Herrera:

- Attended the Student of the Month celebration at Lakeview Elementary on Thursday, February 23, 2017.
- Met with an organization called Angel's on Patrol. Mr. Herrera said the organization assist school resource officers with students and families in need. Mr. Herrera said it was a free resource and he will provide contact information to Mr. Harry Leon, Director of Safety and Mentoring.
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Mr. Adams:

- On February 15, 2017, Mr. Adams participated in interviews for the Board vacancy. Mr. Adams thanked all of the courageous individuals who put their name forth for consideration. Mr. Adams said the interview pool was extremely strong. Mr. Adams also acknowledged and thanked Mrs. Jenni Abbott-Bayardi, Parent Representative, Mrs. Mindy Whalen, President of the Washington District Education Association (WDEA), and Superintendent Stanton for also serving on the Governing Board member search committee. Mr. Adams acknowledged and thanked Mrs. Amy Fernandez and Ms. Shannon Tucker for their assistance with the selection process. Mr. Adams also thanked his fellow Board members for their support throughout the process. Mr. Adams said the process did work and the committee recommended two names for consideration to the County Superintendent's Office.
- Visited Arroyo Elementary on Wednesday, February 22, 2017. Thanked Principal Phil Liles and his staff.

Mrs. Lambert:

- Thanked Mr. Bill Adams for facilitating the Governing Board search committee. Mrs. Lambert said that the District has a tradition of valuing collaboration and she was glad that tradition continued. Mrs. Lambert acknowledged that the process was hard and long but that she was glad Mr. Adams was there to lead the committee.
- Congratulated and thanked all of the WESD teachers for successfully completing parent teacher conference week.

Superintendent Stanton

- Attended an IBN meeting on Tuesday, February 21, 2017.
- Attended Employee of the Month breakfast on Wednesday, February 22, 2017.
- Participated in a meeting with WDEA representatives on Wednesday, February 22, 2017.
- Reminded everyone about the Food Drive Campaign the District is co-sponsoring with St. Mary's Food Bank.
- Announced the Regional Spelling Bee will take place on Friday, February 24, 2017.
- Reminded everyone about the District's fourth Teacher Fair this year scheduled to be held on Saturday, February 25, 2017.

G. Public Participation

There was no public participation.

H. Approval of the Consent Agenda

Mr. Herrera asked that Consent Item A be pulled from the Consent Agenda for separate consideration.

Mr. Adams requested a motion to approve Consent Agenda Items B, C, D, E and F. Mr. Jahneke made a motion that the Governing Board approve Consent Agenda items B, C, D, E, and F, as presented. The motion was seconded by Mrs. Lambert. The motion carried. 4-0

Mr. Adams thanked all of the individuals, organizations, and companies who donated to the students and staff at WESD.

II. CONSENT AGENDA

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

Approved and ratified the vouchers as presented.

Mr. Herrera explained that he recently met with the Business Services staff to review the District's payment procedures. Mr. Herrera said he was very impressed with the District's process and the amount of checks and balances that are in place. 4-0

Mr. Herrera said he felt it would be beneficial for the Business Department to showcase their process at a future Board meeting.

Mr. Adams thanked Mr. Jahneke for continuing to review and approve the District's vouchers until Mr. Herrera received his training.

Mr. Herrera made a motion to approve the vouchers as presented. The motion was seconded by Mrs. Lambert. The motion passed.

***B. Personnel Items**

Approved the personnel items as presented.

4-0

***C. Public Gifts and Donations: Acceptance of checks and items to schools and District departments in the amount of \$26,679.21 (The Value of Donated Items is Determined by the Donor**

Donor	School/Department	Amount/Value
Lookout Mountain PTO	Lookout Mountain	\$15,000.00
The Miles Group	Moon Mountain	\$ 1,000.00
AdCap	Mountain Sky Junior High	\$ 1,000.00
Donors Choose	Mountain Sky Junior High	\$ 409.00
	Mountain View	\$ 2,600.00
	Mountain View	\$ 2,600.00
	Mountain View	\$ 400.00
Verizon Foundation	Orangewood School	\$ 1,000.00
Peter Piper, Inc.	Professional Development	\$ 670.21

4-0

***D. Out of County/State Field Trips**

Teacher	School	Location	Date	Amount	Students	Purpose
Sarah Wienand & Michael Durnavich	Palo Verde & Desert Foothills	NAU Flagstaff, Arizona	April 22, 2017	\$2,220.00	70-seventh & eighth graders	To participate in a performance competition.

4-0

***E. Out-of-State Travel**

The following individuals are requesting to travel to Out of State.

Name of Traveler	Position	Destination	Cost
Connie Parmenter	Director of Nutrition Services	Hattiesburg, Mississippi	N/A
Samuel Field	Head of School (Private School)	Nashville, Tennessee	\$1,000
Robert Herzog	Director of Transportation	Laughlin, Nevada	\$1,375
Virginia Fish	Supervisor of SPED Transportation		
Robert Young-Ham Lori Mora	Supervisor of Routing Administrator for Special Need		

4-0

***F. Policy Review - Approval of Second Reading of Proposed Amended Governing Board Policies in Section A – Foundations and Commitments**

	Policy	Recommended Changes
1.	A - District Mission and Belief Statement	None
2.	AA - School District Legal Status	None
3.	AB - The People and Their School District	None
4.	ABA - Community Involvement in Education	None
5.	ABAA - Parental Involvement	Minor
6.	AC - Nondiscrimination / Equal Opportunity	Minor
7.	ACA Sexual Harassment	Minor
8.	ACF - Interpersonal / Human Relations	Recommend to retire
9.	AD - Educational Philosophy / School District Mission	Minor

4-0

III. ACTION/DISCUSSION ITEMS

A. Discussion, Consideration and Possible Approval of the 2017-2018 Employment Calendars

Mr. Justin Wing, Director of Human Resources presented to the Board the proposed 2017 – 2018 Employment and Staff/Student Calendar for approval. Mr. Wing explained that the employment calendars were developed by the Human Resources Department to comply with legal requirements and state mandates pertaining to instructional days and hours; legal holidays; teacher contracts; State testing schedule; and the WESD Student Calendar.

4-0

A motion was made by Mr. Herrera that the Governing Board approve the 2017-2018 employment, and student/staff calendars as presented. The motion was seconded by Mr. Jahneke. The motion passed.

B. Information, Discussion, and Possible Action Regarding Attending the National School Boards Association (NSBA) Conference

Mr. Larry Herrera, Governing Board Vice President, requested that the Board discuss the possibility of board members attending the NSBA National Conference in March 2017. Mr. Herrera explained that Arizona School Boards Association is encouraging Board members to increase their participation in the civic process. Mr. Herrera said that one of the ways to increase participation among Board members is to attend and participate in both local, state, and national conferences, serving on committees, and voting on bylaws. Mr. Herrera said he feels like the NSBA National Conference is an opportunity for WESD to increase involvement and bring information back to share among fellow Board members.

Mr. Herrera acknowledged that he is aware that this Board has had some concerns with this particular conference in the past but Mr. Herrera said that he felt it was time for the Board to reconsider its participation in national conferences.

4-0

Mrs. Lambert asked what amount was currently available in the Board's travel account.

Ms. Tucker informed the Board that the current available balance in the Board's travel account is \$3,750.00.

Mrs. Lambert asked if the amount remaining was for the rest of the school year for attendance in other ASBA conferences.

Ms. Tucker clarified that any travel expenses, like hotel, mileage reimbursement, and airfare related to attending ASBA conferences would come out of the remaining \$3,750.00, but the registration fees are charged to a separate line item.

Mrs. Lambert said that she understands that Mr. Herrera has a chair position within ASBA and they want their leaders to attend the NSBA national conference but they do not pay for members to attend. Mrs. Lambert said that Mr. Adams was once in the same position. Mrs. Lambert said she attended both the Federal Relations Network (FRN) conference as well as the NSBA national conference and she feels the FRN is the best place if the Board would like to start advocating for our students on a national level. Mrs. Lambert said that one of the concerns she has is that the Board did not budget for this. Mrs. Lambert said that if the Board wants to begin doing things like this then we need to start planning and budgeting for it.

Mrs. Lambert asked Mrs. Tucker to clarify what portions of the estimated NSBA travel would be charged to the remaining \$3,750.

Mrs. Tucker said the airfare, hotel, ground transportation, and meal reimbursement portions would come out of the remaining \$3,750.

Mrs. Lambert said that she understands why Mr. Herrera would like to attend but she is concerned that the Board did not budget for this conference.

Mr. Jahneke said that he shares the same concerns as Mrs. Lambert. Mr. Jahneke asked how often the Board reviewed its budget.

Mrs. Lambert said the Board reviews its budget every year.

Mr. Jahneke said that he believes it may be time to take a look at what things can be moved in order to accommodate these type of requests. Mr. Jahneke said he has always been a little conservative in regards to travel and he does not want to be inconsistent with some of his past votes. Mr. Jahneke said that since this request is coming from a different Board member than in the past, he would not want the impression that he supported one Board member attending the conference over another.

Mr. Adams said that he believes very strongly in professional development and that he believes the Board should ask Mrs. Cathy Thompson if there are areas within the current board budget where funds could be repurposed. Mr. Adams said that he is planning on attending the NSBA national conference and he believes that Mr. Herrera is the individual whom would like to attend as well. Mr. Adams said he believe strongly that is a great opportunity for networking and professional development but that he also agreed with Mrs. Lambert regarding the need to have this discussion when the budget is built. Mr. Adams said that WESD is the largest elementary school district in the state and must be represented.

Mrs. Lambert acknowledged that the Board needs to have a conversation regarding attending national conferences in the future but said that in her experience she has found ASBA conferences to be more relevant and beneficial. Mrs. Lambert did acknowledge that she may have a tainted point of view since she organizes state conferences for a living.

Mr. Adams said that what may be beneficial to one individual, another individual may have a different perspective.

Mr. Herrera made a motion that the Board consider allowing someone to attend the NSBA national conference.

Mr. Adams made a friendly amended that the Board allow one Board member to attend the NSBA national conference. Mr. Herrera seconded the motion. The motion failed 2-2.

Mrs. Lambert stated that she felt that the motion was too vague. Mrs. Lambert asked for reconsideration of the motion.

Mr. Adams made a motion that the Board allow Mr. Herrera to attend the NSBA national conference in Denver, Colorado.

Mrs. Lambert made a friendly amended that the Board approve both Mr. Herrera and Mr. Adams to attend the NSBA national conference.

Superintendent Stanton asked for clarification on amount of funds currently available for out of state travel.

Ms. Tucker stated that the amount available is \$3,750 and based on the estimated travel expenses for the NSBA conference, it would be approximately \$1,000 per Board member to attend because the \$945 registration fee is charged to a separate account.

The motion was seconded by Mr. Adams. The motion passed, 4-0.

C. Possible Rescheduling of the June 8, 2017 and Cancelling of the March 22, 2018 Governing Board Meeting

Mr. Bill Adams, Governing Board President, asked the Board to consider the possibility of rescheduling the June 8, 2017 Governing Board meeting because it conflicts with the Arizona School Boards Association's Summer Conference and cancel the March 22, 2018 governing board meeting due to the District Office being closed for spring break.

Ms. Tucker explained that the ASBA conference is scheduled to take place in Flagstaff, Arizona from June 8 – 10, 2017. Ms. Tucker mentioned that several WESD Board members have attended the Summer Conference in the past and last year the first meeting in June was rescheduled to accommodate the Boards' participation at the conference.

4-0

Mr. Adams asked Board members and the Superintendent to check their calendars for the week of June 8, 2017 for the possibility of rescheduling the meeting.

Mr. Jahneke made a motion that the Governing Board move the June 8, 2017 Governing Board meeting to June 6, 2017 and cancel the March 22, 2018 Governing Board meeting. The motion was seconded by Mrs. Lambert. The motion passed.

IV. INFORMATIONAL/DISCUSSION ITEMS

A. Overview of the Department of Public Safety Inspection

Superintendent Stanton introduced Mr. Bert Herzog, Director of Transportation who presented to the Board an overview of the 2016 transportation audit conducted by the Department of Public Safety and what the District is doing to ensure buses are safely transporting students.

Mr. Herzog explained to the Board that ARS 28-984 states that school buses registered in this state shall be inspected annually.

Mr. Herzog reviewed the Arizona Administrative Code R13-13-101 that states:

- A school bus shall be inspected annually, according to a schedule established by the Department and the standards contained in subsections (a) and (B) and this subsections.
 1. If the Department finds a major defect, the Department shall remove the current safety inspection decal and replace with a new safety inspection decal only after the major defect is repaired.
 2. If the Department finds a minor defect, the Department shall remove the current safety inspection decal and replace with a new safety inspection decal and allow the school bus owner to make repairs in accordance with the provisions at R13-13-108 (A) (4) through (A) (7).

Mr. Herzog said in October 2016, DPS inspected 102 WESD buses and found 24 violations; 78 buses passed with no violations. Mr. Herzog explained that gave the District a 76.5% passing rate, which is above the state average. Mr. Herzog also said that 24 violations were corrected within hours.

Mr. Herzog provided the Board with an overview of the daily preventative maintenance that the transportation professionals execute every day. Mr. Herzog also went over measures the transportation departments utilizes to continue to be good stewards of the taxpayers money.

Mr. Herzog summarized his presentation by leaving the Board with the following talking points:

WESD Transportation Department is dedicated to:

- ❖ Safe transportation of all students
- ❖ Providing excellent customer service for our students, staff and community.
- ❖ Being a positive role model for students
- ❖ Becoming a leader in the way school transportation departments operate.

V. FUTURE AGENDA ITEMS

Mrs. Lambert requested a future discussion on Board professional development and travel budget.

VI. CALL FOR EXECUTIVE SESSION

A motion was made by Mr. Jahneke to call for an Executive Session at 7:51 p.m. The motion was seconded by Mr. Herrera. The motion carried. **4-0**

VII. RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION

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 2016 -2017 Interest-based Negotiation (IBN) process.

VIII. RECONVENING OF REGULAR MEETING

A motion was made by Mr. Herrera to reconvene the Regular meeting at 8:48 p.m. The motion was seconded by Mr. Jahneke. The motion passed.

IX. ADJOURNMENT

A motion was made by Mr. Jahneke to adjourn the meeting at 8:49 p.m. The motion was seconded by Mrs. Lambert. The motion carried. **4-0**

SIGNING OF DOCUMENTS

Documents were signed as tendered by the Governing Board Secretary

Shannon Gucken
BOARD SECRETARY

3/1/17
DATE