

WASHINGTON ELEMENTARY SCHOOL DISTRICT  
GOVERNING BOARD MINUTES: REGULAR MEETING

2013-2014

June 12, 2014

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 7:01 p.m. Governing Board members constituting a quorum were present: Mrs. Tee Lambert, Mr. Bill Adams, and Mr. Aaron Jahneke. Governing Board members Mr. Chris Maza joined the meeting at 7:03 p.m. and Ms. Clorinda Graziano joined the meeting at 7:15 p.m.

**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**

A motion was made by Mr. Jahneke that the Governing Board adopt the Regular Meeting Agenda. The motion was seconded by Mr. Adams. The motion carried.

**UNANIMOUS**  
**4-0**

**E. Approval of the Minutes**

A motion was made by Mr. Jahneke that the Governing Board approve the Minutes of the May 22, 2014 Regular Meeting. The motion was seconded by Mr. Maza. The motion carried.

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

Mrs. Lambert wished everyone a great summer vacation.

Dr. Cook acknowledged that the District was notified that it had received all ten of the 21<sup>st</sup> Century grants for which it had applied and official confirmation is forthcoming.

Ms. Graziano acknowledged and thanked the art teachers and students at Abraham Lincoln, Ocotillo, Orangewood, and Sweetwater Schools for the summer artwork displayed in the Governing Board Room.

Ms. Graziano thanked Desert Foothills and Orangewood Schools for inviting her to participate in the promotion ceremonies.

**G. Public Participation**

There was no Public Participation.

**H. Approval of the Consent Agenda**

Mr. Maza requested that Item \*II.B. – Personnel Items be pulled from the Consent Agenda for separate consideration.

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

June 12, 2014

## II. CONSENT AGENDA

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

Approved and ratified the vouchers as presented.

UNANIMOUS

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### **\*B. Personnel Items**

A motion was made by Mr. Maza that the Governing Board approve the personnel items as presented. The motion was seconded by Mr. Adams. The motion carried.

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Dr. Cook congratulated and introduced Mr. Rich Morris, new Principal at Chaparral Elementary School. Dr. Cook acknowledged the Chaparral staff, parents, and community members who attended to show their support for Mr. Morris. Mr. Morris thanked the Governing Board and Dr. Cook for giving him the opportunity at Chaparral. He stated he was moved by the show of support of the staff, parents, and community members. Mr. Morris acknowledged and thanked his family for their support.

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

Approved the public gifts and donations as presented.

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1. Arizona Educational Foundation donated a check in the amount of \$500.00 to be used as staff incentives at Acacia Elementary School for recognition of the A++ School of Excellence Award.
2. Arizona Interfaith Movement donated a check in the amount of \$350.00 to be used for field trip transportation for the benefit of music students at Orangewood School.
3. Cardinals Charities donated a check in the amount of \$1,200.00 to be used for the benefit of students at Lakeview Elementary School.
4. Cardinals Charities donated a check in the amount of \$1,200.00 to be used for the benefit of students at Shaw Butte Elementary School.
5. Cardinals Charities donated a check in the amount of \$1,200.00 to be used for the benefit of students at Sunset Elementary School.
6. Christ's Church of the Valley (CCV) donated gift cards with a value of \$38,725.00 to be used for all teachers in the Washington Elementary School District for Teacher Appreciation Day.
7. Desert View Block Watch donated math games with an approximate value of \$780.00 to be used for the benefit of students in the Before-School and After-School Programs at Desert View Elementary School.
8. Kathi Essert donated a K-2 SPARK online subscription and a K-2 SPARK CD music set with an approximate value of \$500.00 for the benefit of students at Moon Mountain Elementary School.
9. John C. Lincoln Health Network donated 38 helmets with an approximate value of \$760.00 for the benefit of students at Shaw Butte Elementary School.

10. Michelle and Tim McGlynn donated a check in the amount of \$5,000.00 to be used for the Leader in Me Program for the benefit of students at Sweetwater School.
11. Mountain View Parent Teacher Organization donated a check in the amount of \$300.00 for 20 admissions for the 7<sup>th</sup> grade field trip to Castles and Coasters for students unable to pay the admission fee.
12. Orangewood Parent Teacher Association donated a check in the amount of \$4,125.00 for the benefit of students attending the 6<sup>th</sup> grade field trip to the Ocean Institute.
13. Sunset Parent Teacher Organization donated a check in the amount of \$2,999.70 to purchase a portable sound system for the benefit of students.
14. Tumbleweed Student Activities Committee donated an outdoor table with attached seats with an approximate value of \$850.00 for the benefit of students.
15. United Way Silicon Valley donated a check in the amount of \$400.00 to be used for Success Maker Incentives for the benefit of students at Sunburst Elementary School.
16. Washington Education Foundation donated a check in the amount of \$500.00 to the Communication Services Department to support the Washington Elementary School District Retiree Reception.
17. Wells Fargo Community Support Campaign donated a check in the amount of \$330.00 for the benefit of students at Lookout Mountain Elementary School.

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

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Approved the out-of-state travel as presented.

1. Connie Parmenter, Director of Nutrition Services, Melissa Paulsen, Program Coordinator, Ellen Hoiby, Dietitian, and Debbie Gasiorek, Supervisor, to attend and present at the School Nutrition Association Annual National Conference, July 12-16, 2014, in Boston, MA, at a cost of \$5,815.00.

**\*E. Award of Contract – RFP No. 14.002, District Travel Services**

**UNANIMOUS**  
**4-0**

**\*F. Award of Contract – Bid No. 14.004, Moving and Relocation Services**

**UNANIMOUS**  
**4-0**

**\*G. Annual Intergovernmental Cooperative Purchase Agreements with the Greater Phoenix Purchasing Consortium for Schools (GPPCS), Strategic Alliance for Volume Expenditures (SAVE), National Intergovernmental Purchasing Alliance (NIPA), 1 Governmental Procurement Alliance (1GPA) and The Cooperative Purchasing Network (TCPN)**

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**\*H. Extension and Renewal of Annual Contracts for Specified Goods and Services**

**UNANIMOUS**  
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**\*I. Sole Source Vendors**

**UNANIMOUS**  
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| *J. Student Activity Treasurer for 2014-2015   | UNANIMOUS<br>4-0 |
| *K. Petty Cash Accounts for 2014-2015  | UNANIMOUS<br>4-0 |
| *L. Reauthorization of Revolving and Change Funds for 2014-2015  | UNANIMOUS<br>4-0 |
| *M. Reauthorization of Bank Accounts and Signers   | UNANIMOUS<br>4-0 |
| *N. Resolution Appointing the Maricopa County Superintendent of Schools as the Chief Disbursing Officer for Wage Garnishments  | UNANIMOUS<br>4-0 |
| *O. Resolution Authorizing the Execution of Warrants Between Board Meetings  | UNANIMOUS<br>4-0 |
| *P. Signatories for Payroll and Expense Warrants for 2014-2015   | UNANIMOUS<br>4-0 |
| *Q. District Representative for Procurement Protests for Fiscal Year 2014-2015   | UNANIMOUS<br>4-0 |
| *R. Renewal of Lease Agreements with Faith United Methodist Church and Royal Palm Baptist Church for 2014-2015   | UNANIMOUS<br>4-0 |
| *S. Acceptance of the Lowe's Toolbox For Education Grant in the Amount of \$2,225.00 and the Verizon Foundation Grant in the Amount of \$1,750.00                              | UNANIMOUS<br>4-0 |
| *T. Proposed Governing Board Meeting Dates for the 2014-2015 School Year   | UNANIMOUS<br>4-0 |
| *U. First Reading of Proposed Amended Board Policies GBED – Smoking by Staff Members, JICG – Tobacco Use by Students and KFAA – Smoking on School Premises at Public Functions | UNANIMOUS<br>4-0 |

### III. ACTION / DISCUSSION ITEMS

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| A. Renewal of Intergovernmental Agreement with the City of Phoenix for the Head Start Program and Approval of the WESD Head Start Program Planning 2014-2015 | UNANIMOUS<br>4-0 |
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Dr. Cook asked the Board to approve the renewal of the Intergovernmental Agreement with the City of Phoenix for the Head Start Program and approve the WESD Head Start Program Planning 2014-2015. Dr. Cook advised that Ms. Diana Howsden was unable to attend the meeting, however, Ms. Natalie McWhorter and Ms. Janet Sullivan were available to answer questions.

Mrs. Lambert stated that the District had an excellent Head Start Program that keeps growing every year.

A motion was made by Mr. Maza that the Governing Board approve the renewal of the Head Start Intergovernmental Agreement with the City of Phoenix for the Head Start Program in the amount of \$2,506,511.00 and authorize the Superintendent to execute the necessary documents. Additionally, it was moved that the Governing Board approve the WESD Head Start Program Planning 2014-2015. The motion was seconded by Mr. Adams. The motion carried.

**B. First Reading of Proposed Amended Board Policy GCCA/GDCA – Professional/Support Staff General Leave** **UNANIMOUS**  
**5-0**

Dr. Cook advised the Board that the Interest-Based Negotiations (IBN) recommendations presented at the April 24, 2014 Board meeting proposed straw design components for revising how employees use general leave. Mr. Justin Wing, Director of Human Resources, presented a summary of the changes to general leave that were being proposed on a trial basis for the 2014-2015 school year.

Mr. Wing reviewed:

- Leave Purposes
- Leave Notification
- Protected Days

Mrs. Lambert asked the following questions:

- Will the number of general leave days be the same as before? Mr. Wing replied that the number of general leave days for employees will not change. He advised that regular twelve month employees receive twelve days of general leave and regular employees that are regularly assigned to work less than twelve months receive ten days of general leave. Dr. Cook offered examples that compelled IBN to review the General Leave Policy, e.g., reunions, 50<sup>th</sup> wedding anniversary celebrations, and an employee whose child is a pro golfer and wanted to watch the child play out of the country. Dr. Cook advised that special requests were not being handled consistently which was not fair to the employees.
- How will this information be communicated to employees? Mr. Wing responded that for the past several years, at the beginning of the school year, employees were required to watch a video regarding general leave and had to acknowledge it online. Mr. Wing stated that there would be details and examples provided in the training video for the general leave policy changes which employees would have to acknowledge.

A motion was made by Mrs. Lambert that the Governing Board approve the First Reading of Proposed Amended Board Policy GCCA/GDCA – Professional/Support Staff General Leave. The motion was seconded by Mr. Maza. The motion carried.

**IV. FUTURE AGENDA ITEMS**

There were no future agenda items.

**V. ADJOURNMENT**

A motion was made by Mr. Adams to adjourn the meeting at 7:21 p.m. The motion was seconded by Mr. Maza. The motion carried.

**UNANIMOUS**  
**5-0**

**SIGNING OF DOCUMENTS**

Documents were signed as tendered by the Governing Board Secretary

Joyce Shiota  
BOARD SECRETARY

6/26/14  
DATE

Bill Adams  
BOARD OFFICIAL

6/26/14  
DATE