

WASHINGTON ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD MINUTES: REGULAR MEETING AND EXECUTIVE SESSION

2013-2014

December 12, 2013

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, Ms. Clorinda Graziano, Mr. Aaron Jahneke, and Mrs. Tee Lambert. Mr. Bill Adams was not in attendance.

B. Moment of Silence and Meditation

Mr. Maza called for a moment of silence and meditation.

C. Pledge of Allegiance

Mr. Maza asked boy scouts from Troop #525 to lead 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 Ms. Graziano. The motion carried.

UNANIMOUS

E. Approval of the Minutes

A motion was made by Mrs. Lambert that the Governing Board approve the Minutes of the November 14, 2013 Executive Session and Regular Meeting. The motion was seconded by Ms. Graziano. The motion carried.

UNANIMOUS

F. Current Events: Governing Board and Superintendent

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

- Lookout Mountain Elementary School Dedication Ceremony
- Parent University
- Kiwanis Walk-A-Thon
- ASBA Annual Conference with Mrs. Lambert and Mr. Adams – good sessions focusing on Board member functions

Ms. Graziano thanked the teachers and students for their hard work for the holiday concerts and programs, the science fairs, and curriculum fairs.

Mr. Jahneke shared that he enjoyed attending the ASBA Legislative Workshop.

Board members wished everyone a happy holiday season and a good Winter Break.

Dr. Cook advised the Board that the District was celebrating the following successes of Acacia Elementary School and introduced Acacia Principal, Christine Hollingsworth:

- Earned an “A” for the third year in a row. Ms. Hollingsworth shared information regarding the school’s student achievement successes.

- Jennifer Lauzon, K-6 resource teacher, was chosen as one of 11 teachers in Arizona as a 2014 Rodel Foundation of Arizona Exemplary Teacher. Ms. Lauzon will mentor high-potential student teachers from Arizona colleges of education. Ms. Hollingsworth introduced Ms. Lauzon's family who attended the meeting.
- Named for the third year, as a 2013 NCEA/ACT Arizona Higher Performing School for advancing toward college and career readiness in three areas tested by AIMS.

Ms. Hollingsworth acknowledged the students and certified/classified staff members who attended the meeting.

G. Public Participation

There was no public participation.

H. Approval of the Consent Agenda

UNANIMOUS

Ms. Graziano requested that Item *II.J. – Agreement with the City of Phoenix to Extend a Temporary Construction Easement Associated with the Northwest Extension of the Light Rail, be pulled from the Consent Agenda for separate consideration.

A motion was made by Mrs. Lambert that the Governing Board approve the remaining Consent Agenda items. The motion was seconded by Ms. Graziano. 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. Lookout Mountain Parent Teacher Organization donated a check in the amount of \$7,000.00 to be used towards the purchase of bleachers/benches for the gymnasium at Lookout Mountain Elementary School.
2. North Phoenix Kiwanis donated a check from the Walk-A-Thon in the amount of \$27,952.98 to be used for student and staff incentives.
3. Peter Piper Pizza donated a check in the amount of \$514.82 to the Professional Development Department for the BEGIN Program.
4. Peter Piper Pizza donated a check in the amount of \$464.63 for the benefit of students at Tumbleweed Elementary School.
5. Vaseo Apartments donated a check in the amount of \$541.81 to be used for the benefit of students at Lookout Mountain Elementary School.
6. Vaseo Apartments donated a check in the amount of \$541.81 to be used for field trips at Mountain Sky Junior High School.

- *D. Out-of-County/State Field Trips** **UNANIMOUS**
 Approved the out-of-county/state field trips as presented.
1. Tony Murphy, Mountain Sky Junior High School, submitted an out-of-county/state field trip to Prescott Valley, AZ, January 4, 2014, for 7th and 8th grade wrestlers at no cost to the District.
- *E. Out-of-State Travel** **UNANIMOUS**
 Approved the out-of-state travel as presented.
1. Emily Bacal, School Psychologist, to attend the National Association of School Psychologists (NASP) Conference, February 20-21, 2014, in Washington, D.C., at no cost to the District.
- *F. Annual Intergovernmental Cooperative Purchase Agreements with the 1 Government Procurement Alliance (IGPA)** **UNANIMOUS**
- *G. Acceptance of the Washington Education Grants in the Amount of \$5,547.55** **UNANIMOUS**
- *H. Reappointment of Community Member to the Trust Boards** **UNANIMOUS**
- *I. Resolution Appointing TSA Consulting Group, Inc. as the Third Party Administrator for the Washington Elementary School District 403(b) Plan and 457(b) Plan** **UNANIMOUS**
- *J. Agreement with the City of Phoenix to Extend a Temporary Construction Easement Associated with the Northwest Extension of the Light Rail** **UNANIMOUS**
 A motion was made by Ms. Graziano that the Governing Board approve the Agreement to Extend Temporary Construction Easement with the City of Phoenix and authorize the Superintendent to execute the necessary documents on behalf of the District. The motion was seconded by Mr. Maza. The motion carried.
- Ms. Graziano asked how the compensation payable to the District was disbursed. Ms. Cathy Thompson replied that a portion of the funds (approximately 62%) could be used by the affected school for capital projects. Ms. Thompson stated that the remainder of the funds would be deposited into the Debt Service Fund to reduce the taxpayer levy.

III. ACTION / DISCUSSION ITEMS

- A. 2013-2014 Teacher Performance Pay Plan** **UNANIMOUS**
 Dr. Cook advised the Board that it was being offered the District's annual presentation of the Teacher Performance Pay Plan. Dr. Cook stated that this would be the last year that it would exist in its current form. Dr. Cook introduced Dr. Lyn Bailey, Assistant Superintendent for Administrative Services, to provide the information.
- Dr. Bailey informed the Board that the Teacher Performance Pay Plan had not changed in the last four years. Dr. Bailey reviewed the details of the Pay Plan which was comprised of two parts:
- Part I – School-wide Focus (accounts for 80% of total allocated performance pay monies per eligible employee)
 - Part II – Individual Teacher Achievement Focus (accounts for 20% of total allocated performance pay monies per eligible employee)

Ms. Graziano asked the following questions:

- Can you identify a reason for the slight decline in school-wide student attendance? Dr. Bailey replied that the District had always met the attendance requirements that were developed by the State. Dr. Bailey stated that John Shikany's work with truancies is focused on attendance issues.
- Had the committee considered rewarding the schools that attain an A grade or retain an A grade – possibly waive the requirement to prepare a Continuous Improvement Plan? Dr. Bailey replied that she would advise the committee of Ms. Graziano's suggestion, however, there would be a different Performance Pay Plan next year that would be tied to the new teacher evaluation system.

A motion was made by Mr. Jahneke that the Governing Board approve the District's proposed 2013-2014 Classroom Site Fund Pay for Performance Compensation Plan and authorize its submission to the Arizona Department of Education. The motion was seconded by Mrs. Lambert. The motion carried.

B. Washington Elementary School District Gifted Scope and Sequence

UNANIMOUS

Dr. Cook advised that the District was required to have Governing Board approval for the Gifted Scope and Sequence at a minimum of every five years and this was the fifth year. Dr. Cook introduced Ms. Janet Sullivan who advised the Board that an update had been completed each year there were any programming changes.

Ms. Sullivan introduced Ms. Barbara Post, Administrator for Gifted Services, who reviewed changes to the Gifted Scope and Sequence since it was last presented to the Governing Board and approved five years ago. Ms. Post stated that the District had continued providing gifted services after the elimination of the supplemental funding in fiscal year 2010-2011 and thanked the Governing Board for its support of the gifted students in the program.

Mrs. Lambert thanked everyone involved in the gifted program and appreciated that the District focused on making sure that no child was left behind, regardless of their level of achievement.

Ms. Graziano had the following comments/questions:

- Asked for clarification that the District did not receive any State funding for the gifted program, however, was required to provide the services. Ms. Post confirmed that the District did not receive State funding, nor did the State define any guidelines for the gifted program. Ms. Graziano expressed her appreciation that the District provided a quality gifted program without State funding.
- Noted that the eligibility for services was for students who scored in the 97th percentile and asked if there had been a decline in the number of students who qualified for the gifted program. Ms. Post responded that the numbers had declined for a few years, which was attributed to a change in testing. Ms. Post reported that now the numbers had increased and remained consistent.
- Glad to see that there was more than one way to identify gifted students other than reading and math, e.g., ELL students.
- Since math courses were coordinated with Glendale Union High School, were there any students going to the high school for math classes? Ms. Post replied that the middle school teachers were trained to use the high school curriculum so that the students could be serviced in the District's schools rather than go to the high schools.

A motion was made by Mrs. Lambert that the Governing Board accept and approve the submission of the Washington Elementary Gifted Scope and Sequence. The motion was seconded by Ms. Graziano. The motion carried.

C. To Consider and, if Deemed Acceptable, Adopt a Resolution Authorizing the Lease Purchase of Certain Energy Conservation Measures Within the District from Midstate Energy, L.L.C., Authorizing the Execution of Various Documents Relating to Such Energy Conservation Measures and Delegating to the District Superintendent and the Business Services Director of the District the Authority to Complete Such Documents

UNANIMOUS

Dr. Cook advised the Board that it was being offered a resolution, pursuant to a previous Governing Board agenda item, that would ask that the Board affirm the lease purchase of energy conservation measures. Dr. Cook introduced Ms. Cathy Thompson to provide information.

Ms. Thompson reported that a District team had worked with vendors for approximately one year and put them through rigorous questions to determine if this project was in the best interest of the District. Ms. Thompson introduced Mr. Ben Madsen from Midstate Energy who gave a presentation regarding the parameters of the project.

Mr. Jahneke asked the following questions:

- How is the interest rate determined? Mr. Madsen replied that this would be a standard municipal lease for a 15 year term. Mr. Madsen stated that the interest rate fluctuates and is currently at 3.50% or under.
- Does the interest rate get locked in? Mr. Madsen responded that the interest rate will be locked in for the term of the lease and there was no early payment penalty.

Ms. Graziano asked the following questions:

- How are the upfront costs paid, e.g., monthly or annually? Ms. Thompson replied that the lease payments are usually an annual payment.
- Would the District need to have the funds to make the first lease payment of approximately \$400,000.00? Ms. Thompson responded that after Board approval for the financing, the District would work with Midstate Energy to determine a payment schedule. Mr. Madsen stated Midstate Energy would work with the District to accommodate a desired payment schedule, e.g., six months or twelve months after completion.
- Would this be similar to a bond project and encumber a future Governing Board? Ms. Thompson answered in the affirmative.

Dr. Cook advised the Board that some of the projects, e.g., HVAC at Chaparral and Ironwood schools could allow the District to utilize bond dollars for other projects.

Mrs. Lambert asked the following questions:

- Are we limited to the buildings mentioned in the presentation? Ms. Thompson responded that several sites were evaluated, however, she requested projects for a 15 year lease term and the schools identified were in that parameter.
- Was the \$20,000.00 estimated cost savings only for the buildings identified in the presentation. Mr. Madsen answered in the affirmative.

- How does this project help us not use our M&O dollars if we lose the excess utilities money? Does the estimated cost savings offset what we would lose? Ms. Thompson replied that it was difficult to predict. Ms. Thompson stated that during the process, vendors were asked to be as conservative as possible, e.g., the irrigation system cost savings estimate was approximately 25%-26% and the District had realized an irrigation cost savings of approximately 40% at Washington Elementary School. Ms. Thompson added that the higher interest rates and increased cost of electricity and water could reduce the estimated \$20,000.00 annual cost savings in the presentation. Ms. Thompson was hopeful that because it is a conservative estimate, the District would realize a larger savings.
- Would it be possible to expand the projects if we see a large savings on this 15 year lease? Ms. Thompson replied that it would be possible to do a project on another group of buildings.
- Do we have to wait until this lease is completed in 15 years to pursue another project? Ms. Thompson stated that the District would not have to wait until this lease was finished, but could pursue another project at any time.

A motion was made by Mr. Jahneke that the Governing Board adopt a resolution authorizing the lease purchase of certain energy conservation measures within the District from Midstate Energy, L.L.C., authorizing the execution of various documents relating to such energy conservation measures and delegating to the District Superintendent and the Business Services Director of the District the authority to complete such documents. The motion was seconded by Mr. Maza. The motion carried.

IV. INFORMATION / DISCUSSION ITEM

A. 2013 Accountability Update – Assessment Report: Part Two

Dr. Cook advised the Board that they were being provided with Part Two of the 2013 Accountability Update – Assessment Report and introduced Ms. Janet Sullivan to present the information.

Ms. Sullivan gave a presentation on District assessments in the areas of Reading/Language Arts and Mathematics and how data from these assessments were utilized at the District and school levels. She stated that District assessments aligned with Arizona Academic Standards and District curricula, including screening, diagnostic, formative and benchmark assessments.

Mrs. Lambert asked the following questions:

- Have you found that using RTI was a good way to identify students requiring intervention? Ms. Sullivan responded in the affirmative. She stated that schools were getting more sophisticated with utilizing the data from the assessments to identify what specific skills a student is lacking or if a student needs intervention.
- Are you doing this only with reading and language arts or also doing it with math? Ms. Sullivan replied that the schools also have the disaggregated data for math.

Mr. Jahneke commented that we did not know what test was going to replace AIMS and how the Legislature was going to pay for it.

Ms. Graziano asked the following questions:

- Are the three daily interventions for RTI done in the classroom with students having the same skill problems. Ms. Sullivan advised that Tier 1 is provided during the core instruction by the homeroom teacher. Tier 2, in some cases, is provided by the homeroom teacher in another period during the day. Tier 2 could go either way depending on the needs of the student and the staff available. The after-school program is also an option for Tier 2. Tier 3 is provided by an interventionist outside of the regular classroom.
- If a student is in Tier 3, could they also be in Tier 2 or does it depend on what is being taught? Ms. Sullivan replied that it could depend on which skill was being taught.
- Are there three tiers for math RTI? Ms. Sullivan stated that it was not as comprehensive as for reading and it was difficult to find qualified math interventionists to hire.
- How many of the administered assessments are State mandated, e.g., AIMS, AZELLA? Ms. Sullivan replied that K-3 grades are required to do screening, diagnostic, and progress monitoring assessments, e.g., DIBELS, IRI, phonics analysis, and the 3-6 grades benchmarks are all mandated. Ms. Sullivan advised that the District is required through No Child Left Behind to have District assessments that monitor the progress of students toward the State mandated assessments.
- Are the technology assessments also mandated? Ms. Sullivan stated it was strongly recommended.
- Is art assessment mandated? Ms. Sullivan advised that it was a product of the art teachers and conducted during the art period.

Ms. Graziano expressed concerns for the teachers having to administer all of the assessments and the students with the narrowing of the curriculum. Ms. Sullivan clarified that Tier 2/3 students are generally pulled from social studies and science because the students need reading skills to actively participate in those subject areas.

Mr. Maza asked the following questions:

- Is it correct that when we celebrate a school making an A grade, it is because they are implementing all of these District assessments in order to receive that label of A? Ms. Sullivan responded that the data are used extensively to plan for instruction, which contributes to student achievement.
- If we were to implement something within the Performance Based Pay policy that schools who earn an A are exempt from assessments and other requirements, then how do we ensure that the A label was earned correctly. Mr. Maza asked if that assumption was correct. Ms. Sullivan replied in the affirmative.

Mr. Maza stated that he agreed that there were too many days spent on assessments, but he also understood that the laws were being written in a certain way. Mr. Maza said that we cannot celebrate grades when they are positive and bemoan them when they are negative. He commented that we have to decide if we believe in labeling and in grading/assessing and then to what extent.

Mr. Maza thanked Ms. Sullivan for the presentation.

V. FUTURE AGENDA ITEMS

There were no future agenda items.

VI. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS

Ms. Graziano acknowledged and thanked the Washington Education Foundation for providing mini-grants which make a big difference in the classroom.

Mr. Jahneke acknowledged and thanked the Political Action Committee (PAC) for their hard work and efforts to help pass the District's recent M&O override election.

Mr. Maza attended the National Council of Urban Education Associations in Austin, TX last week as part of the leadership team representing the Mountain Region (which is under the umbrella of the National Education Association). He enjoyed visiting with Mr. Dennis Van Roekel, District constituent and President of the National Education Association. Mr. Maza advised that several of the sessions addressed the Arizona College and Career Ready Standards and he gained a better understanding of the standards. He expressed his appreciation for the District's approach to the program. Referencing the assessment agenda item, Mr. Maza did not feel that we should bemoan the assessments and how to use that data, but we should be supportive of the clear and high quality standards. Mr. Maza thanked Dr. Cook for her leadership and thanked the teachers for their efforts.

Dr. Cook acknowledged that Elaine Jacobs, Principal of North Canyon High School in the Paradise Valley Unified School District, and Brian Capistran, Associate Superintendent of Curriculum and Instruction in the Glendale Union High School District, spoke to the District's Parent Leadership Team. They presented information about the contrast between the high school International Baccalaureate (IB) program and the Advanced Placement (AP) program. Dr. Cook stated it was a very good learning experience for all who attended.

Dr. Cook acknowledged Kathleen McKeever and the Academic Support Programs staff who hosted receptions to honor the work of teachers and staff in the 21st Century Programs and the after-school Kidspace Programs, as well as, the University partnership with the District for the first time this year. Dr. Cook shared that she enjoyed attending the celebrations and hoped that they helped make our staff feel special.

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 quarterly evaluation of the Superintendent.

A motion was made by Mr. Maza to call for an Executive Session. The motion was seconded by Mrs. Lambert. 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 – 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 quarterly evaluation of the Superintendent.

X. **RECONVENING OF REGULAR MEETING**

XI. **ADJOURNMENT**

UNANIMOUS

A motion was made by Mr. Jahneke to adjourn the meeting at 9:21 p.m. The motion was seconded by Mrs. Lambert. The motion carried.

SIGNING OF DOCUMENTS

Documents were signed as tendered by the Governing Board Secretary

Joyce Shiota
BOARD SECRETARY

1/9/14
DATE

Jahneke
BOARD OFFICIAL

01/09/14
DATE