

WASHINGTON ELEMENTARY SCHOOL DISTRICT
GOVERNING BOARD MINUTES: REGULAR MEETING

2014-2015

September 11, 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 7:00 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 Amended Regular Meeting Agenda

A motion was made by Mr. Maza that the Governing Board adopt the Amended Regular Meeting Agenda. The motion was seconded by Mr. Adams. 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 August 28, 2014 Regular Meeting. The motion was seconded by Ms. Graziano. The motion carried.

UNANIMOUS

F. Current Events and Acknowledgments: Governing Board and Superintendent

Mr. Adams shared that he enjoyed attending the Arizona School Boards Association (ASBA) Law Conference and was pleased that Mrs. Lambert, Ms. Graziano, Dr. Susie Cook, and Mr. Rex Shumway were also able to attend. Mr. Adams stated that the Law Conference was very informative and offered the materials to interested Board members.

Mr. Jahneke shared that he enjoyed attending the ASBA Delegate Assembly and thanked the Board for allowing him to be the District's delegate. Mr. Jahneke thanked the ASBA Legislative Committee members and Mrs. Lambert, who was a member of the Legislative Committee, for their clear and concise recommendations for consideration.

Ms. Graziano acknowledged and shared the following:

- Thanked teachers and students from Cholla, Palo Verde, Desert Foothills, Mountain Sky, and Royal Palm schools for the artwork displayed in the Governing Board Room.
- Thanked all the District "heroes" involved with handling recent crisis situations in a very professional manner and ensuring the safety of the students.
- Enjoyed attending the ASBA Law Conference and many interesting, informative breakout sessions. Ms. Graziano advised Board members that all of the materials from the conference were available.

September 11, 2014

Mrs. Lambert shared that she enjoyed attending the ASBA Law Conference and thanked the Board for giving her the opportunity to attend. Mrs. Lambert reported that the conference focused on the positive aspects of public education.

Dr. Cook acknowledged and thanked everyone for meeting the week's challenges and staying focused on the children.

G. Celebrations of Successful Programs

Dr. Cook advised the Board members that they will be presented information at each Board meeting regarding a successful District program. Dr. Cook introduced Dr. Maggie Westhoff who, in turn, introduced Jonathan Sloan, Shaw Butte teacher, and June Blatter, Palo Verde teacher, who were co-chairs of the 2014 Math Academy held in July 2014. Mr. Sloan and Ms. Blatter reported that teachers attended training sessions, as well as collaboration/planning time with District facilitators and/or other math teachers. Vendors were thanked for donated items, e.g., food, door prizes, materials. Ms. Blatter advised that many of the vendors that donated items were members of the District's Business Advisory Team and encouraged everyone to support those businesses. Mr. Sloan and Ms. Blatter were presented certificates by Board members.

H. Public Participation

There was Public Participation. Mr. Estevan Carreon addressed the Board regarding his disappointment of the District's process used for the transfer of teachers.

I. Approval of the Consent Agenda

UNANIMOUS

Mr. Jahneke requested that Item *II.I. – First Reading of Proposed Amended Board Policy BDB – Board Officers be pulled from the Consent Agenda for separate consideration.

A motion was made by Mr. Maza 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. Katherine R. Froncek donated a check in the amount of \$1,100.00 to be used to purchase library books for Washington Elementary School.

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

UNANIMOUS

Approved the out-of-state travel as presented.

1. Dorothy T. Watkins, Administrator of Social Services and Laurel Leanne Fiore, Lead Social Worker, are requesting to attend the 26th Annual National Association for the Education of Homeless Children and Youth Conference, October 25-28, 2014, in Kansas City, MO, at a cost of \$2,455.00.

- *E. Annual Intergovernmental Cooperative Purchase Agreements with the Arizona Department of Education (ADE), Greater Phoenix Purchasing Consortium for Schools (GPPCS), and State Procurement Office (SPO) UNANIMOUS
 - *F. Award of Contract – Bid No. 14.012, Life Safety Services to National Fire Control UNANIMOUS
 - *G. Acceptance of the 21st Century Community Learning Center Grants in the Amount of \$1,200,000.00, the Character Education Matching Grant in the Amount of \$21,000.00 and the McKinney-Vento Homeless Assistance Grant in the Amount of \$80,000.00 UNANIMOUS
 - *H. First Reading of Proposed Amended Board Policy BCB – Board Member Conflict of Interest UNANIMOUS
 - *I. First Reading of Proposed Amended Board Policy BDB – Board Officers UNANIMOUS
A motion was made by Mr. Jahneke that the Governing Board approve the First Reading of Proposed Amended Board Policy BDB – Board Officers. The motion was seconded by Mr. Maza. The motion carried.
- Mr. Jahneke asked if this change was made to ensure that all school districts handle the approval of agenda items in the same manner. Mr. Rex Shumway responded that this recommendation was made by the Arizona School Boards Association (ASBA) to clarify the issue because school districts were handling this process differently.
- *J. First Reading of Proposed Amended Board Policy BEC – Executive Sessions/Open Meetings UNANIMOUS
 - *K. First Reading of Proposed Amended Board Policy IKE – Promotion and Retention of Students
 - *L. 2014-2015 Qualified Evaluators

III. ACTION / DISCUSSION ITEM

A. Review, Discussion, and if Deemed Advisable, Possible Action Regarding Superintendent Search Process

Mrs. Lambert introduced her co-subcommittee member, Ms. Clorinda Graziano. Ms. Graziano advised the Board that she and Mrs. Lambert had met with the Arizona School Boards Association (ASBA) to review samples of marketing materials for the superintendent search. Ms. Graziano asked for the Board’s input regarding the Superintendent Profile that would be issued for the job posting.

Mrs. Lambert reviewed the Superintendent Profile and asked for Board input:

- Opening paragraph – no changes.
- Qualifications
 - BA, BS in Elementary Ed or related fields – Mr. Maza asked for a definition of “related fields” with regard to secondary certification. Ms. Graziano advised that related fields could possibly be a secondary certificate in social work or counseling.

- Arizona Certification – Mr. Adams commented that this could preclude someone outside of education from applying. Mr. Maza appreciated that this was listed as one of the qualifications and stated that the superintendent certification included three years of classroom practice.
- Experience
 - Assistant Superintendent – Ms. Graziano suggested changing this from Required to Preferred because not all school districts use this specific job title. Board members agreed to change this to Preferred.
 - Ms. Graziano suggested that elementary school experience could be added, e.g., K-8 or middle school. Board members agreed that they did not want to see this added as an item because it would be too limiting.
- Professional Skills – no changes.

Ms. Graziano advised the Board that ASBA would evaluate each application for the required/preferred qualifications/experience and would provide the information to the Board to assist them in determining who they wish to interview. She stated that ASBA would not exclude any applications to present to the Board for consideration.

Mrs. Lambert reported that ASBA asked for District information, e.g., background history, financial reports, community profile, to be used in the advertising flyer. Mrs. Lambert stated that Ms. Graziano had been working with Carol Donaldson to obtain the information to provide to ASBA for a flyer.

Ms. Graziano stated that Justin Wing and Sue Snyder had been attending meetings to ask for employee input for desired superintendent characteristics and interview questions. Ms. Graziano said she and Mrs. Lambert were very impressed with the quality of responses received to date. Ms. Graziano shared that having a business background was an important characteristic for several employees. Board members agreed that the business experience was included in “Effective Fiscal Manager” under “Professional Skills” of the Superintendent Profile and did not need to be added under “Experience”.

Mrs. Lambert reported that she and Ms. Graziano had worked with ASBA to develop a Superintendent Search Timeline that indicated the responsible parties for each item. Mrs. Lambert stated that if the Board approved the Superintendent Profile that evening, it would be possible to give the profile and brochure information to ASBA before September 16, 2014 (date specified on the timeline). She reported this would be beneficial to the timeline and could possibly move the opening of the search before the October 10, 2014 date indicated on the timeline.

Mrs. Lambert advised the Board that the Work Session would be held the morning of September 27, 2014. Mrs. Lambert and Ms. Graziano will prepare a summary of the employee input gathered from meetings attended by Mr. Wing and Ms. Snyder. Mrs. Lambert stated that the summary will provide the major focus from the constituents to assist the Board in developing characteristics and qualities to be considered in review of the applications and interview questions.

Mrs. Lambert asked the Board if they wished to conduct the Superintendent search only within the State of Arizona or open it nationally? Mr. Jahneke stated his preference was to keep it within the State of Arizona because applicants would be aware of the dynamics of Arizona. Mr. Maza said he wished to start the search in the State of Arizona. However, if there were no viable candidates in-state, he would

