

WASHINGTON ELEMENTARY SCHOOL DISTRICT

GOVERNING BOARD MINUTES: EXECUTIVE SESSION AND REGULAR MEETING

2014-2015

September 25, 2014

Administrative Center
Governing Board Room
4650 West Sweetwater Avenue
Glendale, AZ 85304-1505

I. SPECIAL MEETING

A. Call to Order and Roll Call

Mrs. Lambert called the meeting to order at 6:01 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. Adoption of the Special Meeting Agenda

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

UNANIMOUS

II. CALL FOR EXECUTIVE SESSION

Call for Executive Session: Pursuant to A.R.S. §38-431.03 – A.3

UNANIMOUS

It was recommended that the Governing Board establish an Executive Session to be held immediately during a recess in the Special Meeting for:

- A.3 – Discussion or consideration for legal advice with the attorney of the public body regarding the 2015-2016 Superintendent contract.

A motion was made by Mr. Jahneke to call for an Executive Session. The motion was seconded by Mr. Maza. The motion carried.

III. RECESSING OF SPECIAL MEETING FOR EXECUTIVE SESSION

IV. 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 A.R.S. §38-431.03 unless pursuant to specific statutory exception.

C. Discussion under A.R.S. §38-431.03 – A.3

- A.3 – Discussion or consideration for legal advice with the attorney of the public body regarding the 2015-2016 Superintendent contract.

V. RECESSING OF EXECUTIVE SESSION FOR REGULAR MEETING

September 25, 2014

VI. 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, 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

A motion was made by Mr. Maza 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 Mr. Jahneke that the Governing Board approve the Minutes of the September 11, 2014 Regular Meeting. The motion was seconded by Mr. Adams. The motion carried.

UNANIMOUS

F. Current Events and Acknowledgments: Governing Board and Superintendent

Ms. Graziano shared the following:

- Thanked everyone involved with the successful Walk4Education on September 13, 2014, at the Arizona Diamondbacks baseball game. Ms. Graziano thanked SupportOurSchoolsAz (SOSAz) for its involvement, as well as the many District volunteers, employees and families who attended the event.
- Thanked the Mountain Sky Junior High School jazz band for performing at the Diamondbacks game on September 13, 2014. Ms. Graziano enjoyed seeing former District students who now attend Sunnyslope High School and performed with other high school bands at the Diamondbacks game.
- Reported that the Desert Foothills band performed at the Diamondbacks game on September 12, 2014 and the Desert Foothills choir sang the Star Spangled Banner.
- Thanked the Greenway High School band for inviting the Desert Foothills band to perform with them at one of its football games.
- Enjoyed reading the school newsletters and encouraged the schools to put all of their events on the District school calendar.
- Ms. Graziano and Mrs. Lambert reviewed over 300 cards submitted by stakeholder groups (including teachers, parents, administrators, and classified personnel) that offered qualities and characteristics for a new superintendent, as well as potential interview questions. They summarized the data and will have the stakeholder cards on display at the September 27, 2014 Governing Board special meeting. Ms. Graziano thanked everyone for their input.

Mr. Adams shared that he enjoyed attending the Arizona Forward in partnership with SRP event where Mrs. Lambert accepted an award on behalf of the District.

Mr. Adams shared that he enjoyed visiting with the Ocotillo Elementary School principal and staff.

Mrs. Lambert shared that she enjoyed attending the Arizona Forward/SRP event. She reported that APS had nominated the District for our district-wide energy conservation efforts and the District had won the Environmental Education/Communication Crescordia Award.

Dr. Cook acknowledged that Liberty GMC had donated \$75 OfficeMax gift cards and service certificates for free oil changes to all of the District's new teachers. Board members were provided a copy of the letter that will be presented to the new teachers with the gifts.

Dr. Cook acknowledged and congratulated Sandi Berry-Crawford, Shaw Butte social worker, for being recognized for her work in the community by Goodman's. Dr. Cook reported that Goodman's was the largest office furniture vendor and was celebrating its 60th anniversary by selecting 60 people in the state who had made a large difference in the community. Goodman's selected Sandi Berry-Crawford as one of its honorees and presented her with an new office chair.

G. Celebrations of Successful Programs

Dr. Cook introduced Ms. Kathleen McKeever, Director of Academic Support Programs, who presented highlights from the 2014 summer school programs.

Mrs. Lambert thanked Ms. McKeever for the informative presentation and thanked her and her staff for the hard work that they do.

H. Public Participation

There was no public participation.

I. Approval of the Consent Agenda

UNANIMOUS

Ms. Graziano requested that the following items be pulled from the Consent Agenda for separate consideration:

- Item *VII.J. – Second Reading and Adoption of Proposed Amended Board Policy BCB – Board Member Conflict of Interest
- Item *VII.M. – Second Reading and Adoption of Proposed Amended Board Policy IKE – Promotion and Retention of Students

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.

VII. 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. American Heart Association and Ross Stores donated CPR kits (mannequin heads, resource kits and lesson plans) with an approximate value of \$3,600.00 to the Curriculum Department to be used to teach CPR lifesaving skills to students in the 7th and 8th grade P.E. classrooms.
2. Credit Union West donated a check in the amount of \$1,500.00 to be used for classroom technology for the benefit of students at Acacia Elementary School.

3. Liberty GMC donated 136 \$75.00 Office Max gift cards and free oil changes with an approximate value of \$16,320.00 to the Washington Elementary School District for the benefit of BEGIN I teachers.
 4. Reef Breeders LLC donated LED lights and wave makers for the marine reef aquarium with an approximate value of \$779.95 to be used for the benefit of students participating in the Mountain Sky Junior High School Marine Science Project.
 5. Target – Take Charge of Education donated a rebate check in the amount of \$494.51 to be used for student rewards at Mountain Sky Junior High School.
 6. Walmart donated a check in the amount of \$500.00 for the Character Counts Program at Palo Verde Middle School.\
- *D. Annual Intergovernmental Cooperative Purchase Agreements with the 1 Government Procurement Alliance (1GPA) UNANIMOUS**
- *E. Acceptance of E-rate Funds UNANIMOUS**
- *F. First Reading of Proposed Amended Board Policy ECB – Building and Grounds Maintenance UNANIMOUS**
- *G. First Reading of Proposed Amended Board Policy JFAB – Tuition/Admission of Non-Resident Students UNANIMOUS**
- *H. First Reading of Proposed Amended Board Policy JQ – Student Fees, Fines, and Charges UNANIMOUS**
- *I. First Reading of Proposed Amended Board Policy KF – Community Use of School Facilities UNANIMOUS**
- *J. Second Reading and Adoption of Proposed Amended Board Policy BCB – Board Member Conflict of Interest UNANIMOUS**
 A motion was made by Ms. Graziano that the Governing Board approve the Second Reading and Adoption of Proposed Amended Board Policy BCB – Board Member Conflict of Interest. The motion was seconded by Mr. Maza. The motion carried.
- Ms. Graziano asked for clarification regarding the items under “Purchases from Governing Board Members for Districts with 3,000 or More Students”. Ms. Graziano referred to the \$300.00 and \$1,000.00 limits for purchases and asked if that applied to purchases from a specific Governing Board member or a company that a Governing Board member worked for or owned? Mr. Shumway and Dr. Cook responded that if a Governing Board member were to benefit from a purchase, there would be a conflict of interest and the procurement and competitive bidding process would need to take place.
- *K. Second Reading and Adoption of Proposed Amended Board Policy BDB – Board Officers UNANIMOUS**
- *L. Second Reading and Adoption of Proposed Amended Board Policy BEC – Executive Sessions/Open Meetings UNANIMOUS**

***M. Second Reading and Adoption of Proposed Amended Board Policy IKE – UNANIMOUS
Promotion and Retention of Students**

A motion was made by Ms. Graziano that the Governing Board approve the Second Reading and Adoption of Proposed Amended Board Policy IKE – Promotion and Retention of Students. The motion was seconded by Mr. Maza. The motion carried.

Ms. Graziano referred to the new paragraph in the Regulation on page 52 and asked two questions:

- Was this in case the test scores were not received by the state by the end of the school year?
- Was this a way for a parent, whose child was told they would be retained in one school district, to go to another school district that does not have access to school records? Thus, the student would be promoted to the 4th grade before the records were received.

Dr. Cook responded that the intention of the amended verbiage was if the state test results were not available. Dr. Cook stated that the scenario in the second question could possibly occur.

***N. Expenditure Budget Revision #2 for Fiscal Year 2013-2014 UNANIMOUS**

VIII. ACTION / DISCUSSION ITEM

A. 2013-2014 Annual Financial Report UNANIMOUS

Dr. Cook advised the Governing Board that the District was required by law to submit the 2013-2014 Annual Financial Report (AFR) by October 15, 2014. Dr. Cook introduced Mr. David Velazquez, Director of Finance, to offer highlights of this year's AFR.

Mr. Velazquez presented the Governing Board with historical data regarding Average Daily Membership (ADM), Maintenance and Operations budget versus expenditures, capital funds revenue versus expenditures, and Federal and State funds revenue versus expenditures. Mr. Velazquez reviewed highlights of the AFR.

Mr. Adams commented that the expenditures were actual amounts, therefore, the District was "doing more with less". Mr. Adams commended Mr. Velazquez for his work.

Ms. Graziano found the capital funds portion of the presentation very interesting. She stated that in the past, the District had been able to have carryover funds for a contingency fund for emergencies. Ms. Graziano appreciated the presentation and requested that a copy be emailed to her.

Ms. Graziano asked since the reduction for the performance contract payment required the District to lower its budget amount, did it affect the money we receive? Ms. Thompson responded that the District received the same amount of money.

Mr. Jahneke asked if the District would benefit from having more flexibility with being able to move soft capital funds to unrestricted. Mr. Velazquez replied that in the future, the District could benefit in having restrictions removed from purchases.

A motion was made by Mr. Maza that the Governing Board accept the 2013-2014 Annual Financial Report and direct the publication and filing of the report as required by law. The motion was seconded by Ms. Graziano. The motion carried.

IX. FUTURE AGENDA ITEMS

Tee Lambert requested information using CEP in relation to Title I programs.

X. ADJOURNMENT

A motion was made by Mr. Adams to adjourn the Regular Meeting at 7:49 p.m. The motion **UNANIMOUS** 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

10/16/14
DATE

Mr Adams
BOARD OFFICIAL

10/16/14
DATE