

# WASHINGTON ELEMENTARY SCHOOL DISTRICT

## GOVERNING BOARD MINUTES: REGULAR MEETING AND EXECUTIVE SESSION

2014-2015

February 12, 2015

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, Ms. Clorinda Graziano (joined the meeting at 7:04 p.m.), Mr. Larry Herrera, and Mr. Aaron Jahneke.

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

**UNANIMOUS**

#### **E. Approval of the Minutes**

A motion was made by Mr. Herrera that the Governing Board approve the Minutes of the January 22, 2015 Executive Session-Regular Meeting-Executive Session. The motion was seconded by Mr. Jahneke. The motion carried.

**UNANIMOUS**

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

Mr. Adams shared that he enjoyed attending the Arizona Business and Education Coalition (ABEC) meeting and thanked Ms. Doreen Zannis from SupportOurSchoolsAZ (SOSAz) for attending. Mr. Adams stated that Ms. Zannis is a dedicated advocate for public education and acknowledged her efforts.

Mr. Jahneke thanked the Washington Education Foundation for organizing the successful Bowl-A-Thon. He enjoyed seeing the employees have fun at the event.

Ms. Graziano shared the following comments:

- Thanked the Desert Foothills band and choir for the invitation to the upcoming Regional concert.
- Acknowledged Sweetwater student Moses Sarracino for winning the state-wide bookmark contest.
- Thanked everyone involved for their efforts for Parent University and apologized for not being able to attend the event.
- Thanked Diana Polanski and Barb Becera for inviting her to participate at the District Honor Band rehearsals for the February 23, 2015 concert.
- Attended the Business Advisory Team (BAT) meeting and thanked Pure Heart Church for donating its facility for the meeting. It was also the kickoff for the District Food Drive and Ms. Graziano thanked the BAT members for their generous food donations. Ms. Graziano took her food donations to the Board meeting.

February 12, 2015

- Attended the Arizona Music Educators conference and the All-State Jazz Band Festival. Acknowledged that Chris Clements (former Mountain Sky student) from Thunderbird high School was a participant.
- Enjoyed attending the Bowl-A-Thon and thanked the Washington Education Foundation (WEF) for a fun-filled event.

Mr. Herrera shared the following comments:

- Enjoyed visiting several schools and thanked the Principals for their time.
- Congratulated Moses Sarracino for his artwork and winning the state-wide bookmark contest.
- Enjoyed attending the WEF Bowl-A-Thon.

Mrs. Lambert shared the following comments:

- Thanked her fellow Board members for supporting District and community events.
- Enjoyed attending the WEF Bowl-A-Thon and seeing everyone have a good time.
- Welcomed the following Mountain Sky students from Boy Scout Troop 323 who were working on the Citizenship in the Community badge: Keaton Marra, Nate Garner, Sebastian Lebert, Logan Steffensen, and Colin Steffensen.

**G. Governing Board Training Regarding Open Meeting Laws: Julia Z. Smock, Attorney**

Dr. Cook introduced Ms. Julia Smock, Attorney at Law, who provided training to the Governing Board on the subject of Open Meeting Laws regarding the interpretation and operation of the laws, specifically regarding the use of email, social networking, and Executive Sessions.

Mrs. Lambert thanked Ms. Smock for her presentation. Mrs. Lambert stated that the open meeting laws ensure that discussions/decisions made at Governing Board meetings are open to the public.

**H. Celebrations of Successful Programs**

Dr. Cook introduced Ms. Sue Snyder who presented information regarding Parent University. Ms. Snyder gave a presentation on the Parent University held at Cholla Middle School on January 24, 2015. Ms. Snyder stated there was a strong collaboration by many people in preparation for the event. She reported that 326 adults attended the Parent University and 203 children were placed in the childcare center that had activities for the children. There were 35 classes offered with 47 presenters.

Mrs. Lambert thanked everyone involved with Parent University for their time and efforts. She stated it was very successful and there were a wide variety of classes offered.

**I. Public Participation**

There was public participation.

Ms. Nancy Putman, President of the Washington Education Foundation (WEF), thanked the District for its support of the Foundation's 7<sup>th</sup> Annual Bowl-A-Thon. She thanked the Governing Board members, Dr. Cook, and Dr. Paul Stanton for attending the event. Ms. Putman reported that 64 teams with 320 bowlers participated in the event. She thanked the H2 Group and Get Away Today for sponsoring the Bowl-A-Thon. Get Away Today donated two \$500.00 vacation packages. The District office received the Spirit Award with seven teams participating. Ms. Putman stated that the Foundation raised over \$8,000.00 which will be used for spring mini-grants.

Ms. Pam Horton, Digital and Crisis Committee Coordinator, introduced members of the Read Across America committee: Lori Fox and Linda Corderman. Ms. Horton reported that the District would be celebrating the 18<sup>th</sup> year of the Read Across America program sponsored by the National Education Association (NEA). This year's theme is "Oh, The Places You'll Go!" Board members were invited to read at schools and attend the kick-off breakfast to be held on March 2, 2015 at Lookout Mountain Elementary School. Ms. Horton reported that the Washington Education Foundation donated 3 \$5.00 Barnes & Noble gift cards to every school and the Washington District Education Association (WDEA) donated the book, "Oh, The Places You'll Go!" to every school. Every student in the District will receive a Read Across America bookmark.

**J. Approval of the Consent Agenda**

**UNANIMOUS**

Ms. Graziano requested that Item \*II.D. – Out-of-State Travel and Item \*II.G. – Resolution to Authorize Account for Donation of Stocks be pulled from the Consent Agenda for separate consideration.

A motion was made by Mr. Herrera that the Governing Board approve the remaining Consent Agenda items. The motion was seconded by Mr. Jahneke. 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. General Mills Box Tops for Education donated a check in the amount of \$382.50 for student celebrations at Maryland School.
2. Ironwood School Parent Teacher Organization donated a check in the amount of \$309.20 to be used towards the Catalina field trip for the benefit of students at Ironwood Elementary School.
3. Johnson International, Inc. donated a check in the amount of \$1,000.00 for the benefit of the after-school PAC program at Desert View Elementary School.
4. Phoenix Suns donated two autographed photos and two goody bags with an approximate value of \$450.00 for the benefit of the WESD Safety and Security Department's "Be Cool Come to School" truancy campaign.
5. Sunset School Boosters, Inc. donated a check in the amount of \$405.87 for yearly ice machine maintenance to benefit Sunset Elementary School.
6. Target Field Trips – Scholarship America donated a check in the amount of \$700.00 to be used towards the Childsplay field trip admission cost for the Kindergarten students at Sunset Elementary School.
7. Target Field Trips – Scholarship America donated a check in the amount of \$700.00 to be used towards the Wildlife World Zoo field trip admission cost for students at Ironwood Elementary School.

8. Walmart donated a check in the amount of \$2,000.00 to purchase technology equipment to benefit classrooms at Acacia Elementary School.
9. Walmart donated a check in the amount of \$1,000.00 for the benefit of the "Character Counts" project at Palo Verde Middle School.
10. Washington Parent Teacher Organization donated musical instruments with an approximate value of \$422.19 for the benefit of music class students at Washington Elementary School.

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

**UNANIMOUS**

1. William Adams, Governing Board Vice President, to attend the 75<sup>th</sup> Annual National School Boards Association Conference, March 21-23, 2015, in Nashville, TN, at a cost of \$2,175.59.
2. Lydia Rose Garcia, Personnel Analyst-Recruiter, Steven Robert Murosky, Ocotillo Principal, and Susan Patricia Smith, Desert Foothills Principal, to attend the Oregon Professional Educator's Fair, April 6-8, 2015, in Portland, OR, at a cost of \$2,814.00.
3. Lydia Rose Garcia, Personnel Analyst-Recruiter, Susan Rose Snyder, Director of Organizational Development, Cynthia Ann Mink, Program Coach-Special Education, Carol Anne Patterson, Palo Verde Principal, and Amanda Jane Wilber, Washington Assistant Principal, to attend the Michigan Teacher Recruitment Days, April 12-18, 2015, in Kalamazoo, MI, East Lansing, MI, Mt. Pleasant, MI, Ypsilanti, MI, and Ann Arbor, MI at a cost of \$7,875.00.
4. Lydia Rose Garcia, Personnel Analyst-Recruiter, Susan Rose Snyder, Director of Organizational Development, and Christine Ann Hollingsworth, Acacia Principal, to attend the Wisconsin Educational Recruitment Fair, April 18-22, 2015, in Madison, WI, at a cost of \$3,522.00.
5. Cathy Lynn Martinez, Community and Special Services Outreach Specialist at Cactus Wren and Sweetwater Schools, to attend the Character Counts Leadership Seminar, July 29-31, 2015, in Poway, CA, at a cost of \$825.00 (grant funds).

Ms. Graziano expressed her concern regarding the time that school administrators would be away from campus to attend the recruitment fairs. Mr. Justin Wing, Director of Human Resources, advised that the administrators would take the opportunity to offer contracts for the next school year and felt it was important for school administrators to participate in the recruitment fairs since they will eventually be supervising these employees. Mr. Wing stated that the Principals had qualified Assistant Principals at the schools to attend to school matters in the Principals' absence.

Mrs. Lambert stated that there was a challenge to fill teaching positions and felt that it would be beneficial for the administrators to attend the recruitment fairs and that the schools would have good coverage by the Assistant Principals.

A motion was made by Ms. Graziano that the Governing Board approve the Out-of-State Travel requests as presented. The motion was seconded by Mr. Herrera. The motion carried.

**\*E. Award of Contract – RFQ No. 14.021, Construction Manager at Risk Services for Multi-Site Door Hardware Replacement Project to Brignall Construction in an Amount Not to Exceed \$50,000.00 for Pre-construction Services** UNANIMOUS

**\*F. Electronic Payments Clearing Bank Account** UNANIMOUS

**\*G. Resolution to Authorize Account for Donation of Stocks** UNANIMOUS

Ms. Graziano asked how Stifel, Nicolaus & Company, Inc. (Stifel) was selected to handle the investment account for possible donation of stocks. Ms. Cathy Thompson, Director of Business Services, responded that Stifel was the company that had been awarded to be the District's financial advisor for bonds and was the only company that was willing to open the investment account free of charge.

Ms. Graziano asked if there would be a charge for processing the sale of the stocks. Ms. Thompson replied that there would be a charge when the stocks were sold, however, other companies would have charged the District a fee to set up the investment account.

A motion was made by Ms. Graziano that the Governing Board approve the resolution to authorize the Superintendent and Business Manager to open an account with Stifel, Nicolaus & Company, Inc. The motion was seconded by Mr. Jahneke. The motion carried.

### **III. ACTION / DISCUSSION ITEM**

**A. Approval to (i) Temporarily Suspend Certain Provisions of Policy EIC – Self-Insurance Programs (Trust Board) and the Revised Declaration of Employee Benefit Trust, Effective February 4, 1996, Regarding Qualifications to Serve as a Trust Board Member; and (ii) Appoint an Additional Community Member to Serve on the Trust Board** UNANIMOUS

Dr. Cook advised the Board that they were being asked to temporarily suspend a portion of certain provisions of a Policy and a portion of Trust Board documents in order to allow Chris Maza to continue on the Trust Board as a community member until June 30, 2015.

A motion was made by Mr. Jahneke that the Governing Board (i) temporarily suspend the provision of Policy EIC – Self-Insurance Programs (Trust Board) and the Revised Declaration of Employee Benefit Trust, Effective February 14, 1996, that prohibits a Governing Board member from serving after the expiration of term of office; and (ii) appoint Chris Maza to serve as a Community Member on the Trust Boards until June 30, 2015. The motion was seconded by Mr. Adams. The motion carried.

### **IV. INFORMATION / DISCUSSION ITEMS**

**A. Social Services Program Update**

Dr. Cook advised the Board that Ms. Graziano had requested a future agenda item regarding the Social Services Programs in the Washington Elementary School District (WESD). Dr. Cook introduced Ms. Dorothy Watkins, Administrator of Social Services, and Ms. Laurel Fiore, WESD Lead Social Worker, to present information regarding the District's Social Services Programs. Dr. Cook acknowledged the social workers in attendance at the meeting.

Ms. Watkins and Ms. Fiore presented information about the current program and services being provided by the Social Services Department. Ms. Watkins acknowledged the social workers who attended the meeting and thanked them for the work that they do at the schools.

Mr. Herrera shared that he enjoyed seeing the Rachel's Challenge presentation during his visit to Palo Verde Middle School. He reported that Rachel's Challenge is a very beneficial program for the students and that the school staff now conducts the program which is a cost-savings to the District. Ms. Watkins shared that the Palo Verde student training presentation was one of several components of the Rachel's Challenge program. Ms. Watkins reported that Rachel's Challenge conducted student training presentations for several years and the District felt it had the capability and the quality of staff to be able to do a similar presentation.

Mr. Adams asked if the Social Services Department was able to utilize First Things First. Ms. Watkins stated that she was involved with the First Things First grant writing for the Washington Resource Information Center (WRIC) and that the social workers utilized the WRIC as a resource for the District's families.

Ms. Graziano expressed her appreciation for the informative presentation. She advised the social workers that her request for the data was a result of the questions submitted by social workers during the Superintendent search process. Ms. Graziano thanked the social workers for their hard work in assisting the students and families. She stated that it would be unfortunate if the District lost Federal or grant funding because the Social Services Department addresses the needs of the District's students and families.

Ms. Graziano asked if the District would receive more money if additional Title I schools were added. Ms. Watkins replied that the District would not receive more funding for additional Title I schools.

Mr. Jahneke appreciated the presentation and thanked the social workers for their hard work. Mr. Jahneke stated that although classroom spending is significant, student support services are very important as well. He said that it was vital to ensure the students' safety and well-being so that they can achieve scholastically.

Mrs. Lambert thanked the social workers for ensuring that the students have a safe, secure environment. She stated that the student support services was critically needed and applauded their efforts.

Dr. Cook advised that there had been discussions with legislators that student support services should count as dollars in the classroom. Dr. Cook urged everyone to voice their opinions on the subject.

## **B. Teacher Performance Pay Plan**

Dr. Cook stated that the District was required by law to enact the Teacher Performance Pay Plan for the 2014-2015 school year. Dr. Cook introduced Mr. Justin Wing to provide an update.

Mr. Wing advised the Board that effective with the 2014-2015 school year, the law required the Performance Compensation Plan to include an individual teacher performance component as measured by the teacher performance classifications. Mr. Wing presented an update of the 2014-2015 Teacher Performance Pay Plan.

Ms. Graziano made the following comments:

- Was pleased that the Teacher Development Plan was suspended so teachers could concentrate on the revised WESD Roadmap and data-driven instruction.
- Asked approximately how much a teacher would receive if they qualified for performance pay. Dr. Cook responded it was anticipated to be approximately \$2,000.00.

Mrs. Lambert asked for clarification regarding Standards 1:8 and Standards 9:10. Mr. Wing responded that Standards 1:8 reflect the instruction-related responsibilities of a teacher and Standards 9:10 reflect the professional responsibilities and leadership expectations of a teacher.

**C. Trust Board Update – EBT Planning**

Dr. Cook introduced Mr. Rex Shumway to provide a Trust Board Update regarding the developing of a plan design and budget for the 2015-2016 fiscal year.

Mr. Shumway advised the Board that the Employee Benefit Trust (EBT) was in the process of developing affordable plan options for the employees while maintaining the financial stability of the EBT. Mr. Shumway reported that because of the excess contingency reserves and budgetary limitations imposed as a result of reduced revenues from the State, it was necessary and possible for the EBT to make minimal changes to the plan design without an increase to the District contribution for the past seven years.

Mr. Shumway presented information for the following:

- A seven year financial review that detailed the assets and gains/losses.
- A seven year review of medical and pharmacy claims.
- Potential plan designs for the 2015-2016 fiscal year:
  - PPO Buy-Up
  - Accountable Care Organization (ACO)
  - High Deductible Health Plan (HDHP)

Mr. Shumway advised that with the changes to the plan design, it was anticipated that an increase in the District contribution would be needed to fund the EBT. A plan for the increase, if needed, will be presented at a future Governing Board meeting.

Mr. Jahneke stated that the \$1,200 District contribution seemed generous for the HDHP since his employer contributes \$275 for an HDHP. Mr. Shumway stated that \$1,200 is a generous contribution by the District, however, other districts offer approximately the same contribution amount.

Ms. Graziano made the following comments:

- Expressed her appreciation that the District had no increases for healthcare for seven years. She stated it would be difficult to find another district or business that did not have an increase for healthcare for seven years.
- When comparing the cost/deductible of the current year PPO Buy-Up Plan and the PPO Base Plan, the difference seemed to be the employee's choice to go out-of-network. The potential PPO Buy-Up plan will increase the employee cost. Did the out-of-network claims cause the increase for the potential PPO Buy-Up plan? Mr. Shumway responded that The Segal Company's monthly report indicated approximately 95% of employee claims were in-network, therefore, out-of-network claims were not an issue.
- Will the list of providers on the ACO plan be the same as the current Aetna network plan? Mr. Shumway replied that the Banner Health Network is a very large network, however, it could be possible that some doctors, hospitals, or other providers on the Aetna Provider List may not be part of the Banner Health Network.
- Does the ACO plan require a gatekeeper doctor? Mr. Shumway responded that the ACO plan allows an individual to go to any doctor they wish to see.
- Would prefer to see the Board's contribution increase rather than employees having to pay for the Base Plan.

Mr. Herrera asked if research had been conducted regarding other Health Savings Account (HSA) incentive plans for employees. Mr. Shumway replied that the District's \$1,200 HSA contribution is deposited into the HDHP account and will remain there until the employee withdraws it. The HSA funds may be used for any medical needs, e.g., doctor, dentist, eyeglasses. The employee also has the option to contribute pre-tax money into the account and may roll it into a 401k upon retirement if they wish.

Mr. Shumway reported that there was a Flexible Spending Account (FSA) which may not be used with the HDHP, but is allowed with other plans. An employee designates how much pre-tax money they want to put into the FSA for a one year period, however, they will lose any money remaining in the account at the end of the time period. There are also restrictions for the use of the money which is controlled by the company administering the FSA.

**V. FUTURE AGENDA ITEMS**

There were no future agenda items.

**VI. CALL FOR EXECUTIVE SESSION**

Call for Executive Session: Pursuant to A.R.S. §38-431.03 – A.5

**UNANIMOUS**

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

- 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 2014 Interest-based Negotiation (IBN) process.

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

**VII. RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION**

**VIII. 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.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 2014 Interest-based Negotiation (IBN) process.



**IX. RECONVENING OF REGULAR MEETING**

**X. ADJOURNMENT**

A motion was made by Mr. Jahneke to adjourn the Regular Meeting at 9:36 p.m. The motion **UNANIMOUS** was seconded by Mr. Adams. The motion carried.

**SIGNING OF DOCUMENTS**

Documents were signed as tendered by the Governing Board Secretary

*Joyce Shiota*

BOARD SECRETARY

*2/26/15*

DATE

*Joe Lambert*

BOARD OFFICIAL

*2/26/15*

DATE