

WASHINGTON ELEMENTARY SCHOOL DISTRICT
GOVERNING BOARD MINUTES: REGULAR MEETING

2014-2015

February 26, 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, Ms. Clorinda Graziano, Mr. Larry Herrera, and Mr. Aaron Jahneke. Mr. Bill Adams was not in attendance.

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 Ms. Graziano. 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 February 12, 2015 Regular Meeting and Executive Session. The motion was seconded by Ms. Graziano. The motion carried.

UNANIMOUS

F. Current Events and Acknowledgments: Governing Board and Superintendent

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

- District Honor Orchestra concert which she attended and performed.
- Chaparral Elementary K-2 grade music concert.
- Desert Foothills Orchestra Festival.
- Washington Elementary Fine Arts Night. She enjoyed watching the interaction with parents and students participating in the events.

Mr. Jahneke attended the Glendale Union High School Superintendent finalist event and wished them good luck selecting a new superintendent. He will be at Maryland and Washington Elementary schools to participate in Read Across America.

Mr. Herrera made the following comments:

- Looking forward to reading at three schools during Read Across America.
- Enjoyed the Desert Foothills Orchestra Festival.
- Enjoyed visiting more schools and is thankful for the work the school staffs have done and for the great leadership.

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Dr. Cook acknowledged everyone who participated in the “Cans from WESD to Pure Heart” for the food drive. She is grateful for all of the volunteers and the seven bins of food collected from Pure Heart and WESD for St. Mary’s Food Bank.

Dr. Cook mentioned that the District and Regional spelling bee winners will be honored after the State Spelling Bee Contest which will be held in March.

G. Celebrations of Successful Programs

Dr. Cook introduced Dr. Steve Murosky, Principal of Ocotillo Elementary School, who presented on culture-building as a result of the University of Virginia (UVA) Turnaround Initiative. Governing Board members thanked Dr. Murosky and his team for their efforts and all they have accomplished.

H. Public Participation

There was no public participation.

I. Approval of the Consent Agenda

UNANIMOUS

A motion was made by Ms. Graziano that the Governing Board approve the Consent Agenda items as presented. The motion was seconded by Mr. Herrera. 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. Avid Acoustics donated two computer hard drives and accessories with an approximate value of \$400.00 for the benefit of kindergarten students at Sunburst Elementary School.
2. Marcus and Gayle Floyd donated a check in the amount of \$500.00 for the purchase of t-shirts to promote the 2015 WESD Food Drive.
3. David L. Sherry donated musical instruments and stands with an approximate value of \$1,200.00 for the benefit of band and music students at Ironwood Elementary School.
4. Sweetwater Parent Teacher Organization donated a check in the amount of \$1,600.00 for the purchase and installation of the Leadership Legacy sign for Sweetwater School.
5. Trinity Mennonite Church donated a check in the amount of \$2,000.00 for the benefit of families at Palo Verde Middle School.
6. Washington Education Foundation donated Barnes and Noble gift cards with a value of \$480.00 to support Read Across America at each WESD school.

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

UNANIMOUS

Approved the out-of-state travel as presented.

1. Debbie Ann Gasiorek, Nutrition Services Supervisor, to attend the School Nutrition Association Legislative Action Conference, March 1-4, 2015, in Washington D.C., at no cost to the District.
2. Sean Garden, Printing Services Manager, to attend the Print Shop Pro 2015 User Group Meeting, March 22-24, 2015, in San Diego, CA at a cost of \$1,702.00.
3. Lisa Stoutenburg, Technology Coordinator, and Kathi Stalzer, teacher at Saints Simon and Jude to attend the International Society of Technology in Education - ISTE, June 25-July 3, 2015, in Philadelphia, PA at a cost of \$4,678.00.

***E. Annual Intergovernmental Cooperative Purchase Agreements with the Mohave Educational Services Cooperative (MESC)**

UNANIMOUS

III. ACTION / DISCUSSION ITEM

A. Discussion, Consideration and Possible Approval of Direction to the Employee Benefit Trust (EBT) Regarding the Employee Benefits Plan for 2015-2016

UNANIMOUS

Dr. Cook introduced Mr. Rex Shumway to provide a recommendation regarding the funding levels for EBT next year.

Mr. Shumway presented financial information for the past seven years and a plan design that the Trust Board has been considering. He stated that the District contribution per employee of \$5,046.48 has been the same for the past seven years. The plan includes significant revisions and even with these design changes, it appears the estimated increase is 9.9% in the District contribution level. This increase will change the contribution level not to exceed \$5,547.00 per employee, which will cost approximately \$1.3 million.

Ms. Thompson explained the funding mechanisms for the increased cost of the plan.

Ms. Graziano commented that preparing for an approximate 10% increase and no increases for seven years is amazing and positive.

Mr. Herrera agreed with Ms. Graziano.

Ms. Lambert asked if this helped keep the cost down on the employee side. Mr. Shumway explained that the PPO buy-up plan as constructed will cost more money. The other two plans will have no cost to the employee. There will be a \$1,200 deductible and the high deductible plan will remain the same. Ms. Lambert appreciated the due diligence of the EBT members.

Mr. Jahneke moved that based on the current revenue projections and budget limitations, the Governing Board direct the Employee Benefit Trust (EBT) to formulate an employee benefits plan recommendation for 2015-2016 with an increase in District contributions from \$5,046.48 per employee not to exceed \$5,547.00 per employee. The motion was seconded by Mr. Herrera. The motion carried.

IV. INFORMATION / DISCUSSION ITEM

A. Review of 2013-2014 External Audit

Dr. Cook introduced Ms. Cathy Thompson, Director of Business Services, who in turn, introduced Brittney Williams and Eric Taylor from the auditing firm of Heinfeld, Meech & Co. who reviewed the annual single audit for the 2013-2014 fiscal year.

Ms. Williams reviewed the Comprehensive Annual Financial Report, the Single Audit Reporting Package and the Uniform System of Financial Records Compliance questionnaire for fiscal year ended June 30, 2014.

Ms. Williams reviewed the Comprehensive Annual financial Report which is the result of the financial state audit. The Auditors provided an unmodified opinion, which is the best type of opinion that an entity can obtain on a financial statement.

Ms. Williams reviewed the Single Audit Reporting Package which is the result of the federal audit. The Summary of Audit Results includes the financial statement results and the type of Auditor opinion issued, which was an unmodified opinion with no findings. All federal compliance requirements for the year were tested.

Ms. Graziano asked what is a time and effort certification? Ms. Williams responded that the Federal Government requires all employees who are paid with federal funds to attest to the time they worked from those federal grants. If an employee is paid from one federal grant, they must complete a semi-annual certification before winter break and at the end of the school year. If employees are paid out of multiple federal grants, or split funded between federal grant and local funds, employees are required to sign monthly certifications.

Ms. Lambert asked if the time and effort certification will be eliminated. Ms. Williams said no, this is a way for the federal government to know how the money was spent.

Mr. Jahneke asked are there three kinds of opinions; unmodified, modified or adverse? Ms. Williams said yes and there is also a disclaimer opinion.

Ms. Williams reviewed the Uniform System of Financial Records Compliance Questionnaire. This includes all areas required to be adhered to by District employees and then audited by the Auditors.

Ms. Graziano congratulated Ms. Thompson and her team for their efforts and congratulated her on the Certificates of Excellence and the Financial Reporting award that the District received from Arizona School Business Officials International and the Government Finance Officers Association.

Ms. Williams thanked Ms. Thompson, Mr. Velazquez, Ms. Gallagher and all staff members for their help and all the effort that was put into the audit.

Mr. Herrera thanked everyone for all their hard work and the time that was involved.

Ms. Lambert mentioned how stressful audit time can be; she thanked Ms. Thompson and her team for their hard work.

Dr. Cook thanked the auditors for the presentation.

V. FUTURE AGENDA ITEMS

Ms. Graziano requested the following future agenda item:

- Special Education report
 - How many students do we service? What types of services do we provide and where are they offered?
 - Outsourcing: How many students and what kinds of students do we tuition out to private schools? How are decisions made when to tuition out and when to start a new District program?
 - Budget and grants: How much do we spend per special education student? How much M&O funding goes to special education students compared to regular education students?

VI. ADJOURNMENT

UNANIMOUS

A motion was made by Mr. Jahneke to adjourn the meeting at 7:42 p.m. The motion was seconded by Mr. Herrera. The motion carried.

SIGNING OF DOCUMENTS

Documents were signed as tendered by the Governing Board Secretary

<i>Sherry Cote</i>	3-12-15
BOARD SECRETARY	DATE
<i>BT Adams</i>	3/12/15
BOARD OFFICIAL	DATE