

**Minutes of the Organizational Governing Board Meeting  
Amphitheater Public Schools  
Tuesday, January 14, 2025**

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An Organizational public meeting of the Governing Board of Amphitheater Public Schools was held on Tuesday, January 14, 2025, beginning at 6:00 p.m. at the Wetmore Center, 701 W. Wetmore Road, Tucson, AZ 85705 in the Leadership and Professional Development Center.

**Governing Board Members Present**

Ms. Susan Zibrat, Vice President  
Ms. Vicki Cox Golder, Member  
Ms. Deanna M. Day, M. Ed., Member  
Ms. Patricia Harris, Member  
Mr. Matthew A. Kopec, Member

**Superintendent's Cabinet Members Present**

Ms. Tassi Call, Associate Superintendent for Elementary Education  
Mr. Matthew Munger, Associate Superintendent for Secondary Education  
Mr. Scott Little, Chief Financial Officer  
Mr. John Hastings, Director of Human Resources  
Ms. Elizabeth Jacome, Director of Curriculum and Assessment  
Ms. Kristin McGraw, Director of Student Services  
Mr. Richard C. La Nasa, Executive Manager of Operational Support  
Ms. Julie Valenzuela, Director of 21st Century Education  
Ms. Michelle Valenzuela, Director of Communications

**1. CALL TO ORDER AND SIGNING OF THE VISITOR'S REGISTER**

Vice President Zibrat called the meeting to order at 6:00 p.m. and invited members of the audience to sign the guest register.

**2. PLEDGE OF ALLEGIANCE**

Mr. Rob Wolf, Assistant Director of Students Services, introduced Joey and Benjamin, two students from the Rillito Center. The students led the Pledge of Allegiance.

Vice President Zibrat presented the students with certificates of recognition.

**3. RECOGNITION OF STUDENT ART**

Mr. Wolf expressed his gratitude in being able to share art from the students at Rillito Center. He noted that their project worked to integrate the attributes of the Promise of a Graduate including caring, communication, and collaboration. Mr. Wolf stated that Ms. Liliana Fox and Ms. Mariana Munoz lead the project and worked to include all of the classrooms to express the notion of "Lifting Others Up".

Vice President Zibrat presented Ms. Fox and Ms. Munoz with certificates of recognition. A picture was taken with the Governing Board members, Mr. Wolf, Ms. Fox, and the students from Rillito Center to mark the occasion.

**4. ANNOUNCEMENT OF DATE AND TIME OF THE NEXT SPECIAL GOVERNING BOARD MEETING**

Vice President Zibrat announced that the next Special Governing Board meeting would be held on Tuesday, January 28, 2025 at 5:30 p.m. at the Wetmore Center, 701 W. Wetmore Road, Tucson AZ, 85705, in the Leadership and Professional Development Center, SE Entrance and Parking.

## **5. ORGANIZATIONAL MEETING**

### **A. Administration of Oath of Office to Re-Elected Governing Board Members**

Ms. Anderson stated that Arizona law requires Governing Board members take a loyalty oath of office. She noted that our re-elected and elected Governing Board members, Ms. Cox Golder, Ms. Day, and Ms. Harris took the loyalty oath officially in December as their term officially began on January 1, 2025. They signed the Oath of Office document in front of a notary public which was turned into the Pima County Superintendent's Office, as required by law. Ms. Anderson explained that this evening was an opportunity for Board members' friends, families, and colleagues to witness the oath and celebrate.

Ms. Cox Golder took the oath of office which was administered by her grandchildren.

Ms. Day took the oath of office which was administered by her son and granddaughter.

Ms. Harris took the oath of office which was administered by her sister.

A picture was taken with the Governing Board members and their family members to mark the occasion.

### **B. Nomination and Election of Governing Board President and Vice President**

*Arizona law, A.R.S. §15-521, requires that the Governing Board hold an organizational meeting annually between January 1 and January 15. The same section of Title 15 requires that the Board elect a president from among its members. The President of the Board presides over all meetings of the Board, in accordance with Arizona law and District Policies.*

*A.R.S. §15-521(D) provides that the Board must prescribe rules for its own governance. Governing Board Policy 1-103, one of the Governing Board rules of governance, does require the election of a clerk, which the Board has traditionally designated as "Vice-President". The Vice-President presides over all meetings of the Board at which the President is not present.*

*The nomination of officers, under Roberts Rules of Order, may be done by open nomination. The President initiates this method by simply calling for nominations from the floor. Alternatively, any member could offer a motion that nominations be made from the floor. After passage of such a motion, or upon initiation by the President, the current President takes all nominations for the office of president first. Board members may, alternatively, move the nomination of a candidate, requiring a second and a passing vote for the nominee to be placed on the slate of candidates. This of course, adds an additional step to the election process and is not recommended for small bodies like the Board.*

*Nominees may decline their nomination prior to any vote. When it appears no further nominations are forthcoming, the President may close the floor to further nominations, or it may be closed upon a passing motion to do the same.*

*Under Roberts Rules, there are technically several ways of conducting the election of officers following the nomination process; those that are practicable and applicable to the election of Governing Board officers are described below. Secret balloting, for example, is permitted by Roberts Rules, but not by the Arizona Open Meeting Law. Once again, any one of the alternative methods below may be used – either upon selection of method by the current President or by motion (the latter of which controls in the event of conflict). If a voting method is selected, the chair should explain how the matter will proceed prior to the vote being taken.*

**Acclamation.** *If there is only one nominee for an office, the chair of the meeting can simply declare the individual is elected, rather than taking a vote.*

**Voice or Other Voting.** *Absent election by acclamation, a vote of the Board on nominees is required by voice, roll call, show of hands or rising (where Board members stand). Roberts provides that, unless a*

*method of voting is selected upon motion, the chair will decide the method based upon the nature of the election, closeness of the expected vote, and the size of the group.*

*The current President announces the result of a vote formally, for the record. Until that announcement, Roberts permits any Board member to change their vote. In the event of a tie between nominees, the chair may call for a new vote to determine the tie.*

Vice President Zibrat began by asking if any Governing Board Members wished to offer a nomination for president. Ms. Cox Golder nominated Ms. Zibrat; all concurred. There were no other nominations and through acclamation, Ms. Zibrat was declared President.

President Zibrat asked for nominations for Vice President. Ms. Harris nominated Ms. Day for the Office of Vice President; all concurred. There were no other nominations and through acclamation, President Zibrat declared Ms. Zibrat as Vice President.

The Certificate of Election of Governing Board President and Vice President was signed by all Board members to be forwarded to the Pima County School Superintendent's office.

President Zibrat called for a fifteen-minute break for a reception and the opportunity to congratulate the newly installed Governing Board members and their families.

*President Zibrat reconvened the meeting at 6:36 p.m.*

## **6. PUBLIC COMMENT**

There was no public comment.

## **7. CONSENT AGENDA**

***Details of agenda items, supporting documents, and presentations are available in the electronic Board Book by clicking on the hyperlink below.***

***[Amphitheater Public Schools Public View - BoardBook Premier](#)***

*President Zibrat asked for a motion. Vice President Day moved for Consent Agenda Items 7. A.-J. be approved as presented. Ms. Cox Golder seconded the motion. Voice vote in favor – 5. President Zibrat, Vice President Day, Ms. Cox Golder, Ms. Harris, and Mr. Kopec. Opposed – 0. Consent Agenda Items 7. A.-J. passed.*

### **A. Approval of Appointment of Non-Administrative Personnel**

*Non-administrative personnel appointments were approved as listed in Exhibit 1.*

### **B. Approval of Personnel Changes**

*Certified and classified personnel changes were approved as listed in Exhibit 2.*

### **C. Approval of Leave(s) of Absence**

*Leave(s) of absence were approved as listed in Exhibit 3.*

### **D. Approval of Separation(s) and Termination(s)**

*Separations and terminations were approved as listed in Exhibit 4.*

### **E. Approval of Stipend for Coaching Volunteers**

*Stipend for Coaching Volunteers were approved as listed in Exhibit 5.*

### **F. Approval of Vouchers Totaling and Not Exceeding Approximately \$5,920,208.02**

*A copy of vouchers for goods and services received by the Amphitheater Public Schools and recommended for payment has been provided to the Governing Board. The following vouchers were approved as presented and payment authorized as submitted in Exhibit 6.*

Voucher #	Amount	Voucher #	Amount	Voucher #	Amount
1160	\$492,528.23	1161	\$310,590.76	1163	\$521,389.74
1164	\$18,673.31	1171	\$73,607.69	1172	\$896,788.31
1173	\$4,388.92	1174	\$47,279.08	1175	\$56,782.60
1176	\$1,877.09	1177	\$26,303.90	1178	\$15,128.75
1179	\$9,151.30	1180	\$2,471.61	1183	\$19,673.64
1184	\$924,257.63	1185	\$130,179.09	1186	\$123,530.06
1187	\$273,798.50	1188	\$193,713.26	1189	\$1,774,880.25
1191	\$3,214.30				

**G. Acceptance of Gifts**

*Gifts were accepted by the Governing Board as submitted in Exhibit 7.*

**H. Receipt of November 2024 Report on School Auxiliary and Club Balances**

*The Governing Board approved the Receipt of October and November 2022 Report on School Auxiliary and Club Balances as submitted in Exhibit 8.*

**I. Approval of Arizona Department of Administration School Facilities Division Building Renewal Grants**

*The Governing Board approved Arizona Department of Administration School Facilities Division Building Renewal Grants as submitted in Exhibit 9.*

**J. Approval of Out of State Travel**

*The Governing Board approved requests for Out of State Travel as submitted in Exhibit 10.*

**8. PUBLIC COMMENT**

There were no comments.

**9. BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS**

There were no requests.

**10. ADJOURNMENT**

*Vice President Day moved to adjourn. Mr. Kopec seconded the motion. There was no discussion. Voice vote in favor – 5. President Zibrat, Vice President Day, Ms. Cox Golder, Ms. Harris, and Mr. Kopec. Opposed – 0. The meeting adjourned at 6:37 p.m.*

*Jen Anderson*

Minutes respectfully submitted for Governing Board Approval  
*Jen Anderson, Executive Assistant to the Superintendent & Governing Board*

January 16, 2025

Date

January 28, 2025

Date

*Susan Zibrat, Governing Board President*