

DRAFT Minutes

**AMPHITHEATER PUBLIC SCHOOLS
Tucson, Arizona**

MINUTES OF REGULAR PUBLIC MEETING OF THE GOVERNING BOARD

Place, Date and Time of Meeting

Wetmore Center, 701 West Wetmore Road, August 12, 2014, 5:30 PM

Board Members Present

Susan Zibrat, President
Deanna M. Day, Vice President
Dr. Kent Paul Barrabee, Member
Julie Cozad, Member
Jo Grant, Member

Central Administrators Present

Patrick Nelson, Superintendent
Monica Nelson, Associate Superintendent
Todd A. Jaeger, J.D., Associate to Superintendent and General Counsel
Scott Little, Chief Financial Officer

OPENING OF MEETING - 5:30 PM to HOLD EXECUTIVE SESSION

Call to Order

Susan Zibrat

Ms. Zibrat called the meeting to order at 5:30 PM and asked members of the audience to sign the visitors' register.

1. EXECUTIVE SESSION

A. Motion to Recess and Hold Executive Session

A motion was made by Ms. Day to recess into Executive Session. The motion was seconded by Ms. Cozad. The motion passed 5-0. The Board recessed into Executive Session at 5:32 pm.

1. Discussion or Consultation with the Governing Board's Representative Regarding Potential Sale or Lease of District-owned Real Estate Located at 9451 North Egelston Drive (Parcel #225112650) known as the CDO North Campus; Consultation for Legal Advice Regarding the Same, Pursuant to A.R.S. §38-431.03(A)(3) and (7).

Board Book Information: *The District administration requests the Board provide guidance and instruction regarding the real estate property commonly referred to as the CDO North Campus.*

B. Motion to Close Executive Session and Reconvene Open Meeting

A motion was made by Ms. Day to reconvene into Open Meeting. The motion was seconded by Ms. Cozad. The motion passed 5-0. The Open Meeting reconvened at 6:02 pm.

CONTINUATION OF OPEN MEETING - START TIME IS 6:00 PM OR THE CONCLUSION OF EXECUTIVE SESSION.

Call to Order and Signing of Visitor's Register

Ms. Zibrat asked all visitors who had not already done so to sign the Visitor's Register. She asked Mr. Nelson to lead us in the Pledge of Allegiance.

Pledge of Allegiance to the Flag

Patrick Nelson

Announcement of Date and Place of Next Special Governing Board Meeting

Ms. Zibrat announced the next Special meeting of the Governing Board: Tuesday, August 26th, 5:00 PM, 701 W. Wetmore Road.

2. RECOGNITION(S)

A. Recognition of Project Graduation Leaders and Committees

Board Book Information: *For several years, students in Amphitheater High Schools have been fortunate to be able to participate in Project Graduation celebrations. These post-graduation events are planned, coordinated, and presented by parents, teachers, and volunteers. Their hard work and determination result in amazing celebrations for seniors at each of our high schools. Joyce Contrades (IRHS), Tammy Sargent (CDO), and Marian Johnson (AHS) are presented to the Board as Project Graduation 2014 representatives for their schools. Each has indicated they have many volunteers and committee members to thank for safe and successful Project Grad events.*

Mr. Nelson stated that the Project Graduation recognition today honors the efforts of our three high schools. We have three lead staff members who have spent time coordinating for Project Grad. Mr. Nelson called upon the Principals of each school to come forward and introduce their representatives who will be receiving certificates on behalf of their Project Graduation teams.

Mr. DeWeerd (Canyon del Oro High School) Mr. DeWeerd said it was an honor to introduce Tammy Sargent. She has been a Project Grad leader for 7 years, for the last 5 years has been on the board, and is one of three event chairs helping lead a 25-member steering committee. There are between 150-200 total volunteers who assist in putting on the event. When he chatted with her, he asked what motivates her to volunteer. And Tammy said she is passionate about keeping students safe. Mr. DeWeerd shared a story. Tammy was in a local movie theater and one of their students recognized her, thanked her for Project Grad, said how much fun it was, and they appreciated all the work done for them.

Mr. John Lansa (Amphitheater High School) Mr. Lansa introduced Marian Johnson. Marian has been the AHS Project Graduation chair for 5 years, is an Amphi High graduate, and the project is near and dear to her heart. She tells the students about the event all year. She was a Counselor and is now a Special Education Math teacher, and is a Distinguished Service Award winner. Marian works to get scholarships for the students to assure they all can attend Project Grad. One young man she was working with attended. After about half an hour when he realized it was all free including food; he was astonished and commented to staff that it was such a great deal.

Ms. Natalie Burnett (Ironwood Ridge High School) Ms. Burnett introduced Joyce Cantratas. Ms. Cantratas has volunteered for 14 years leaving a legacy of excellence. Joyce was one of the first parents to meet her as the new Principal and asked her what her commitment would be to Project Graduation. Ms. Burnett had just arrived in town the day before graduation and was given a VIP tour of the event

venue. She shared that it is unbelievable how the facility is transformed to promote excitement and how the school becomes a magical place.

Ms. Grant then presented them with certificates, thanking them and the teams and commented on how excited the students were about Project Graduation when she volunteered this year. Dr. Barrabee added that we will never know how many lives have been saved and injuries have been prevented due to Project Graduation. The District is very fortunate to have them as volunteers, and a lot of families are very fortunate because their children are safe. Mr. Nelson noted that all the people here today have helped in many other ways and give a lot to the District, thanking them again for their hard work.

PUBLIC COMMENT¹

Mrs. Zibrat described the procedures for addressing the Board. Two speakers addressed the Governing Board:

Mr. Mick Stewart addressed the Board. Mr. Stewart read what he stated was a transcript of a message he received on his cell phone from a District office cancelling a meeting with him and suggesting he contact another office with his concern. In his opinion the District is losing students and teachers in part from negative interaction. He believes that better customer service and more positive interaction is needed with Administration, the Board and teachers. He encouraged the Administration and Board to be more transparent and positive in their dealings and treatment of parents and teachers.

Board Book Information: *Mr. Stewart handed copies of the transcript to the Governing Board Administrative Assistant at the end of his comments. The documents were handed to Board Members at the end of the meeting for their information.*

Ms. Jo Holt addressed the Board. Ms. Holt stated she is a resident of Oro Valley and a candidate for Senate in Legislative District 11. Ms. Holt stated her platform includes strong support for restoring funding for education. Things have deteriorated and the cuts to public education are not linear; every year the cuts are not restored and additional cuts are made. Ms. Holt recounted how her public school education helped her achieve a career as a Scientist. She believes every child should have this opportunity. Ms. Holt went over her handout noting that seven (7) school districts in Legislative District 11 are on the ballot asking for Overrides, and Marana is asking for Bond. This reflects how the education funding cuts in Arizona have affected our schools. She thanked the Board Members for their service.

Board Book Information: *Ms. Holt provided handouts for the Board Members to reference when she turned in her speaker card. They were handed out as she came up to comment.*

3. INFORMATION²

A. Status of Bond Projects

Mr. Nelson invited Mr. Chris Louth to give a monthly update on District bond projects. (*See Exhibit*) Mr. Louth showed a photo of new Cross security fencing with a banner on it thanking the community for supporting our bond projects. He thanked the Amphi voters because without them none of these bond projects past, current or future would be possible. He briefed the current projects at Cross, Harelson, Wetmore, Donaldson and Mesa Verde, including photos of the sites. All projects are on time and on budget.

I. INSTRUCTIONAL SPACE / PORTABLE REPLACEMENT

A. Cross Middle School Addition / Remodel: Construction is 98% complete. 500 wing classroom renovations are complete and in use. New weight room is complete and in use. Site work, including a new bus loop and storm water evacuation improvements are complete. The Administration Building improvements which include a renovation of the reception area, a staff restroom addition, and a health addition and renovation are complete and in use. Campus wide restroom renovations

and additions are complete and in use. Covered walkway repairs in the 100 through 400 wings are complete. Sound attenuation in the MPR is complete. New security fence is installed and final painting is in process during “off hours”. Campus wide re-cabling is complete. Punch list corrections and above ceiling demolition of abandoned systems are in process during “off hours”. The Cross project is on schedule and on budget.

Dr. Barrabee asked what “punch lists” are. Mr. Louth explained that when the project is done, the architect, Bond Department, Technology Department, as well as the builder and site staff go through the campus and look at every scope of work finding any little imperfections. They make a list and ask that the contractor go back, correct and complete those items before the project is cleared.

B. Harelson Elementary School Addition / Remodel: Construction is 98% complete. The new Classroom building is complete and in use. The new music room added to the south side of the Fun House is complete and in use. Renovation of the fourth grade pod building is complete and in use. Storm water evacuation improvements are complete. New security fence is installed and final painting is in process during “off hours”. Campus wide re-cabling is complete. Punch list corrections and above ceiling demolition of abandoned systems are in process during “off hours”. The Harelson Project is on schedule and on budget.

Mr. Louth noted that after the heavy monsoons today, he is pleased to announce that the new storm water system worked perfectly.

C. Wetmore Professional Development Building:

Tonight’s consent agenda contains a GMP (guaranteed maximum price) for this project for Governing Board review and approval. If approved, work on this project will begin in late August.

D. Donaldson Elementary School Addition / Remodel:

Schematic Design is complete and Design Documents are being developed.

E. Mesa Verde Elementary School Addition / Remodel:

Schematic Design is complete and Design Documents are being developed.

II. HEALTH, SAFETY, & SECURITY

A. Wilson K-8 Health Office Renovation & Security Fencing Installation: Construction is 96% complete. The renovated health office is 98% complete and in use. Punch list and above ceiling corrections are in process during “off hours”. The new security fence is complete. The Wilson project is on budget and on schedule.

III. NEW SCHOOL

A. New Elementary School: Tonight’s consent agenda contains a recommendation for an architect for this project for Governing Board review and approval. If approved, programming and design for this project will start in late August.

Ms. Zibrat asked if there were any questions or comments. Dr. Barrabee commented on the new water evacuation systems installed at Cross/Harelson noting that today’s monsoon was a good test, and is glad that it worked well. He asked if there would be student art display boards in the new Governing Board Room. Mr. Louth confirmed there would be, as well additional boards in the main hallway. Dr. Barrabee stated that again we see the results of community support of Public Education. It is extraordinary what this bond issue has allowed us to do for safety, maintenance and educational options, and the support of the community is very much appreciated. Ms. Grant commented that she appreciates how contractors work with us by performing work in the evening and on weekends to not disrupt the classrooms.

B. Report on the Effective Teaching Conference

Board Book Information: *The Effective Teaching Conference was held on July 30-31, 2014 from 8 am- 12:30 pm at Amphitheater High School. This annual conference for all new certificated employees provided important information designed to assist the transition into employment with Amphitheater School District. The conference sessions were presented by a number of current district staff members from a variety of positions within the district. The informational presentation this evening will provide an overview of this year's conference.*

Mr. Nelson introduced the Effective Teaching Conference. Each year the District holds a 2-day event for new staff orientation to indoctrinate them in the Amphi way and culture, the way we do things, and the information they need to start school. This year there was another great turnout. Mr. Nelson invited Dr. Lopez to give an overview. Dr. Lopez presented a photo journey of the conference thanking the Community Relations Department for their photography. The conference was held at Amphitheater High School July 30-31st. This year only morning sessions were held so that staff had time to take care of other things in the afternoon and a complete day in the classroom on Friday. There were 106 new professional Certified staff in attendance. There were approximately 34 first year teachers and 12 teachers with only one year of experience. Those people were our focus. Mr. Nelson set the tone by giving a presentation about what we value in the District and what is important in education. New staff are introduced to District and school leadership as well as Board Members and it is important that our full team was there. Attendees chose sessions presented by our staff from a variety of staff positions. The sessions covered topics such as: running the Student Information System, Mathematics, technology, College and Career Ready standards, communication, planning, classroom management, etc. It gave them an introduction to basics which are then expanded upon in their schools. What is also important is the modeling of collaboration. As they went into session the leaders gave them time to talk with each other as colleagues, get to know each other and the presenters. We want them to feel like they are part of the Amphi family. Mr. Jaeger gave a legal brief on issues concerning schools the second morning. We communicated how happy we are that they chose Amphi. We promised them our support. Part of the support is that new staff members and new teachers are assigned a mentor through the Mentoring Program and a site mentor they meet with weekly. Dr. Lopez thanked the sponsors of the conference which included: Amphitheater Education Association, Amphitheater Foundation, local businesses and a sorority.

Dr. Lopez said she would be happy to take any questions. Ms. Cozad noted that it was incredibly well organized. Being a new teacher is hard and it is good we realize they need time to get into the classroom. She noted it was very good that they moved around for different sessions instead of being in one room all day. Dr. Barrabee commented he appreciated Mr. Nelson's emphasis on our values in his opening comments at the conference, as they are the foundation of everything we do.

4. CONSENT AGENDA

Ms. Zibrat asked if there were Board Member requests to have items addressed separately; there were none.

A motion was made by Ms. Day to approve Consent Agenda items A-U. The motion was seconded by Mrs. Zibrat. Ms. Zibrat asked if there was any discussion of the motion. There was none. The motion carried 5-0. Appointment of personnel is effective, provided all district, state, and federal requirements are met.

A. Approval of Minutes

The Minutes of the July 1, 2014, July 22, 2014 and August 5, 2014 meetings were approved, as submitted.

B. Approval of Appointment of Personnel

Certified and classified personnel appointments were approved, as listed in Exhibit 1.

C. Approval of Personnel Changes

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

D. Addendum to Approval of Separation(s) and Termination(s)

Certified and classified personnel separations were approved, as listed in Exhibit 4.

E. Approval of Vouchers Totaling and Not Exceeding Approximately \$2,276,695.51 (Final Total)

A copy of vouchers for goods and services received by the Amphitheater Schools and recommended for payment has been provided to the Governing Board.

The following vouchers were approved as presented and payments authorized:

FY 14-15

Voucher #906	\$905,017.92	Voucher #910	\$ 62,832.84
Voucher #907	\$ 68,684.65	Voucher #911	\$270,369.36
Voucher #908	\$ 62,012.15	Voucher #912	\$ 26,157.96
Voucher #909	\$268,590.07	Voucher #913	\$216,982.34

FY 13-14 Encumbered

Voucher #859	\$326,666.56
Voucher #860	\$ 41,229.85
Voucher #861	\$ 28,154.81

F. Acceptance of Gifts

Donations were accepted by the Governing Board, as listed in Exhibit 5.

G. Approval of Parent Support Organizations for 2014-2015

The following Parent Support Organizations were approved:

- Amphi Panther Pride Booster Club
- Canyon Del Oro Parent Organization
- Lulu Walker Elementary PTO
- Amphi Baseball Boosters
- Nighthawk Parent Organization

H. Approval of the Disposal of Surplus Property via PublicSurplus.com

Board Book Information: *The District's Bond Program will require the removal of six modular buildings at the North Campus of Canyon del Or High School. These buildings will require demolishing due to their condition and known liability issues. The expected cost of destruction is \$8,500 per unit. A bid is being developed for the destruction of modular buildings.*

I. Approval of Waiver of Graduation Requirement

Board Book Information: *Periodically students in our high schools request waivers from the District Physical Education requirement based on reasons such as medical documentation. In such cases, students are required to replace the credits with other course work. Student #30033311 from Canyon*

del Oro High School is requesting a waiver of 1.5 credits of physical education. Letters from the student's doctor, parent, counselor and principal are attached for Confidential review.

J. Approval of Amphitheater High School IGCSE (International Certificate of Secondary Education) grant for the Cambridge Program

Board Book Information: *Amphitheater High School was recently awarded a grant through The National Center on Education and the Economy in the amount of \$89,700 for the Move On When Ready (MOWR)/Cambridge program. This grant allows AHS to fund activities focusing on curriculum development, professional development, and investigation of middle school models and bridge/extension programs, as well as providing funding for test fees associated with the IGCSE Board Exams.*

K. Approval of Kindergarten and First Grade Report Cards

Board Book Information: *The kindergarten and first grade standards based report card was revised this summer to better align with the Arizona College and Career Ready Standards (AZCCRS). A representative group of kindergarten and first grade teachers met in a full day session to discuss each component of the report card and make recommendations for changes. Some indicators were reworded slightly, some indicators were removed and others were added. The order of the indicators on the report card was aligned with the order of the AZCCRS.*

All kindergarten and first grade teachers will be notified of the changes by their principals upon approval. We believe that these modifications will be well supported by teachers. One example of a positive change from the previous version is that the old kindergarten report card listed over 50 indicators that that teachers were required to mark quarterly. All of the teachers on the committee believed that this number of items was too unwieldy. Their recommendation for the new kindergarten report card includes only 29 indicators to mark providing more than sufficient information for parents to fully understand the progress that their child is making in school. The list of report card content is attached for review.

The teachers who assisted in this project were - from Kindergarten: Gina Stephenson, Rachael Thayer, Sara Pakkala, Loralee Lewis, Jennifer Powers, and Gail Murray. From First Grade: Monica Procci, Jennifer Riggs, Rebecca Wilson, Robbin Arthurs, Vicki Olson, and Amy Wilcox.

L. Approval of Out of State Travel

Out of state travel was approved for staff and/or students (source of funding indicated): from Amphitheater High School staff and Photo Club students to travel to Las Vegas, September 3-5, 2014 (student activity funds designated); from District Offices to attend the Association for Supervision and Curriculum Development (ASCD) Annual Conference in Orlando, Florida, October 29-November 2, 2014 (federal funds designated for staff development.); from Walker Elementary to attend the Advancement Via Individual Determination (AVID) Summer Institute in Sacramento, California, July 7-10, 2014 (federal funds designated for staff development.)

The Governing Board approved the date changes of previously approved travel for: Project Lead the Way Design and Modeling Training in Stillwater, Oklahoma, July 21-25, 2014; the dates were actually July 20-25, 2014. Framework for Understanding Poverty Trainer Certification in Santa Fe, New Mexico, June 17-19, 2014; the dates were actually June 16-19, 2014. Pre-AP Summer Institute / Pre-AP Professional Development in English Conference in Sacramento, California, July 13-18, 2014; the dates were actually July 13-19, 2014. Advancement Via Individual Determination (AVID) Summer Institute in Sacramento, California, July 7-10, 2014; Cori Friezen also attended.

M. Approval of Agreement between the District and National University for Teacher Training and Practicum Experience

Board Book Information: *Representatives of National University, a California non-profit public benefit corporation (the “University”) has contacted the District for the purpose of establishing an agreement for the training and practical experience of University students within the District’s schools. These students would be enrolled within the University’s teacher training curricula and/or practicum experience for student counseling and other credential curricula.*

This agreement would provide for qualified District employees to act as Master Teachers for full-time student teaching assignments for 12 to 18 weeks, typically. Practicum Supervisors’ students would be expected to provide between 90 and 600 hours of practicum experience, depending upon program requirements.

The University would pay, directly to the Master Teachers/Practicum Supervisors as independent contractors, a stipend to supervise and instruct the University’s students. The University would also maintain a general liability insurance policy coverage of \$1 million/occurrence and \$1 million/aggregate.

The University’s form of agreement provides that it continue for a period of fifty-nine (59) months. A copy of the proposed Agreement is attached for the Board’s review.

N. Approval of Easement Abandonment by Tucson Electric Power and Approval of Easement to Tucson Water Company to Facilitate Improvements at Wetmore Education Center

Board Book Information: *The Board previously approved the construction of a Professional Development building at the Wetmore Education Center. In order to begin construction, the Tucson Electric Company must relinquish their existing electrical easement. Documents required to ‘abandon’ that easement by TEP are attached to this Board item. To facilitate new hydrant and water service to the building, Tucson Water requires a public waterline easement. Documents describing that easement are also attached to this Board item.*

O. Approval of District Organizational Chart for 2014-2015

Board Book Information: *A draft of the Organizational Chart is provided for review and adoption by the Governing Board. The changes to the organizational chart reflect updates to personnel and titles.*

P. Approval of Town of Oro Valley’s Right-of-Entry onto District Property for Public Works Projects; Authorization of Administration to Execute Necessary Documentation

Board Book Information: *The Town of Oro Valley has requested the Board approve its Right-of-Entry onto district property between approximately January through November, 2015. The Town is undertaking substantial improvements to Naranja Drive (its Naranja Drive Safety Improvements Project). As part of the scope of work, the Town will make improvements to ingress and egress points for property owners along the Drive. The Town has identified the need for a second driveway into the student parking lot of Ironwood Ridge High School; the Right-of-Entry document is needed for the right-of-way for the construction work. The work will require that some saguaro and cacti will be relocated; other existing vegetation be removed.*

Q. Approval of the Amphitheater Librarian Evaluation System

Board Book Information: *The Amphitheater Librarian Evaluation System was revised this summer for Governing Board consideration and approval. The proposed new version of the instrument reflects best practices for evaluation of librarians from the American Association of School Librarians (AASL), and, addresses the requirement under Arizona State Law to include student progress data as a portion of the overall evaluation. The inclusion of school level student progress*

data and other indicators of school effectiveness are included in this revision to meet legal requirements. The student progress measures are the same as those used in evaluations of “Group B” teachers under the Amphitheater Performance Evaluation System (ATPES).

Another goal of the revision was to better align the evaluation system with the duties of a certified librarian. This instrument addresses the specific responsibilities of a librarian in four “domains”: Domain 1: Planning and Preparation, Domain 2: The Library Environment, Domain 3: Instruction and Domain 4: Professional and Administrative Responsibilities. Domains 1-4 (excluding 4j and 4k) will be 67% of the total evaluation. Domain 4, indicators 4j and 4k will include school level student progress data (20% of the overall evaluation) and other indicators of effectiveness (13% of the overall evaluation. The complete Amphitheater Librarian Performance Evaluation System manual is included as an attachment to this item for review. The revision of the evaluation instrument was completed by a design team of certified school librarians and administrators in a meeting held this summer. The following librarians served on this team: Suzan Brown, Coronado K-8 School Librarian; Pamela Gautier, La Cima Middle School Librarian; Tami Gordon, Ironwood Ridge High School Librarian; Margie Mora, Amphitheater High School Librarian; Mike Bejarano, Chief Academic Officer Secondary Education and Dr. Roseanne Lopez, Chief Academic Officer Elementary Education, Facilitator

R. Approval to Dispose of Surplus Modular Buildings

Board Book Information: The District’s Bond Program will require the removal of six modular buildings at the North Campus of Canyon del Or High School. These buildings will require demolishing due to their condition and known liability issues. The expected cost of destruction is \$8,500 per unit. A bid is being developed for the destruction of modular buildings.

S. Award of Architectural Services for New Elementary School Based on Responses to Request for Qualifications 13-0056

Board Book Information: The Arizona Administrative Code R7-2-1117 covers the procurement of the services of an architect. Request for Qualifications (RFQ) 13-0056 was e-mailed to 85 architectural firms and published on the District’s website. Nine firms submitted responsive proposals. The Evaluation Team scored each proposal based on the evaluation criteria listed in the RFQ. The three highest-scoring firms were asked to participate in interviews with the evaluation team. The results of the interviews were:

Swaim Associates, Ltd. – Highest Ranking Firm

BWS Architects – Second Highest Ranking Firm

Emc2 Group Architects Planners PC – Third Highest Ranking Firm

T. Approval of a Guaranteed Maximum Price (GMP) for Wetmore Center

Board Book Information: District Administration presents to the Governing Board a Guaranteed Maximum Price (GMP) from Lloyd Construction Company, Inc. for the Wetmore Center Improvement Project in the amount of \$3,677,198. The scope of work will include: Renovation of restrooms for ADA compliance, Renovation of underutilized spaces to offices for staff being evacuated from portables, Removal of portables, Site renovations for increased parking, and Construction of a new Professional Development Building.

U. Approval of German Textbooks for Adoption

Board Book Information: In accordance with Section 15-721 of the Arizona Revised Statutes, new textbooks must be placed on display for a period of 60 days prior to official adoption by the Governing Board. The following textbooks have been under review for the past 60 days and have been evaluated by staff and community members. TEXTBOOK: Portfolio Deutsch German Textbook

Levels 1 and 2; Publisher: Langenscheidt; Author: Level 1 - Ute Koithan, Theo Scherling, Cordula Schurig, Anna Hila, Michael Koenig, Sarah Fleeer, Alicia Padros; Level 2 – Stephanie Dengler, Sarah Fleeer, Paul Rusch, Cordula Schurig; Price: \$64.95.

5. **STUDY/ACTION**

A. Selection of Governing Board Delegate and Alternate for Arizona School Board Association (ASBA) Delegate Assembly; Determination of Governing Board Position on ASBA Legislative Action Agenda Items; Direction to Delegate and Alternate

Board Book Information: *The Arizona School Boards Association, of which the District is a member, is holding its annual ASBA Delegate Assembly on September 6, 2014. The Delegate Assembly determines ASBA's positions for any future Special Sessions of the current legislature and for the First Regular Session of the Fifty-Second Legislature. In preparation for the September Delegate Assembly, ASBA requested that individual Governing Boards throughout the State submit Proposed Action Agenda Items to help craft ASBA's advocacy stances. Those items were then submitted for discussion to ASBA's Legislative Committee, which met on June 6th. The Legislative Committee culled the Proposed Action Agenda Items and has now created a draft document of advocacy positions on issues of concern through the State. This draft document will be the basis for discussion at the official Delegate Assembly on September 6th. While all superintendents and governing board members from member districts are invited to and may participate in the discussions held during the Assembly, each member district is only permitted one vote on each matter presented to the assembly for a vote. Thus, one component of this item is the selection of the Board's official and voting delegate to the assembly. The Board is also advised to select an alternate delegate who would be authorized to attend the assembly, along with the delegate, and to vote in the event the delegate was unable to do so for some reason. After doing so, the Board may, through discussion and/or motion, direct the delegate and alternate delegate how to vote or otherwise represent the interests of the Board in the development of the official ASBA political agenda. A copy of the Proposed Action Agenda for FY 2014, prepared by ASBA's Legislative Committee, is attached for reference and discussion. In addition to playing a role in the development of the ASBA legislative agenda through appointment of its delegate and alternated delegate to the assembly, the Governing Board also develops and pursues its own legislative agenda. The Board's legislative agenda for the District need not, and sometimes does not, comport with the ASBA agenda.*

Ms. Zibrat invited Mr. Nelson to introduce Study/Action Item A. Mr. Nelson stated that the ASBA Delegate Assembly is coming soon. The Board has been provided the ASBA 2015 Draft Political Agenda Legislative Committee Recommendations on long term and short term goals. First, we need to select a Delegate and Alternate to attend. Second, we need to discuss the draft from ASBA as to whether or not we agree with it, or want to suggest changes. And third, to direct the Delegate to follow the recommendations of the Board in voting. With Assembly on September 6th it is preferred that action be taken tonight. Ms. Zibrat asked if the Board wanted to formally nominate a member or if someone wanted to volunteer. Dr. Barrabee moved to nominate Ms. Day as Delegate, Ms. Cozad seconded. Ms. Zibrat asked if there was any discussion of the nomination. There was none. Motion passed 5-0. Ms. Zibrat moved to nominate Ms. Grant as Alternate; Dr. Barrabee seconded the motion. Motion carried 5-0.

Ms. Zibrat asked if there was any discussion on the ASBA 2015 Draft Political Agenda Legislative Committee Recommendations document. Dr. Barrabee asked to clarify that they had reviewed the Draft Political Agenda before. Mr. Nelson stated that they had gone over the original recommendation list, and sent inputs to ASBA. In June ASBA combined the changes breaking them into long term, short term and immediate focus. Ms. Zibrat noted that ASBA gave the rationale for the changes they made which was very helpful. She stated she had no changes to recommend. Dr. Barrabee wanted to mention one of the additions the Board made: to bring to the Legislature's attention that their oath of office requires that they honor the mandate of the Arizona Constitution to ensure proper maintenance, to be met by taxation, for

the development and improvement of public education. He expressed to Ms. Day that he hopes she has the opportunity to fight for that. It should be fundamental, because it is right out of the Constitution that they swore an oath to support education. Ms. Day said that they would follow his direction. Ms. Zibrat asked for any other comment or direction.

Mr. Nelson stated that in the past we have allowed the Delegate, depending on the moment and what might come up as an amendment, to follow their lead and allow them to vote accordingly. Dr. Barrabee moved that the Delegate follow the guidelines as expressed by Mr. Nelson. Ms. Zibrat seconded. Ms. Zibrat asked for any discussion of the motion. There was none. Motion carried 5-0.

B. Study/Approval of the 2014 - 2015 Amphitheater Teacher Performance Evaluation System (ATPES)

Ms. Zibrat invited Mr. Nelson to introduce the ATPES item. Mr. Nelson said that one of the things the District has been required to do because of HB 2823 is make required changes to the evaluation system. Our evaluation design team has worked very hard on the changes to meet the requirements, and there are some new requirements for the 2014-2015 school year. Dr. Lopez did a great job of chairing that committee and is available both for a brief presentation and answering questions.

Board Book Information: *The Amphitheater Teacher Performance Evaluation System (ATPES) is reviewed each year by the ATPES Design Team to ensure compliance with ARS 15-203 and ARS 15-537 and to ensure that we take into account all potential improvements to the system. Over the past year, the design team conducted research and held several discussions resulting in recommendations for change to the weighting of student progress data on the total teacher evaluation, and the inclusion of two additional indicators of school effectiveness. The recommendations are as follows:*

1. *Weights for student progress should be changed to better align with the most recent guidance from the Arizona State Board and the Arizona Department of Education.*

Proposed for 2014-2015	% of evaluation	Current from 2013-2014	% of evaluation
Group A Teachers <ul style="list-style-type: none"> • Indicators of quality teaching (classroom observation) • Classroom level student progress • School level student progress • School level additional measures of effectiveness (Note: 6.5% on school label with other measures having equal rates up to 6.5%) 	57% 20% 10% 13%	Group A Teachers <ul style="list-style-type: none"> • Indicators of quality teaching (classroom observation) • Classroom level student progress • School level student progress with additional measures of effectiveness 	50% 33% 17%
Group B Teachers <ul style="list-style-type: none"> • Indicators of quality teaching (classroom observation) • School level student progress • School level additional measures of effectiveness (Note: 6.5% on school label with other measures having equal rates up to 6.5%) 	67% 20% 13%	Group B Teachers <ul style="list-style-type: none"> • Indicators of quality teaching (classroom observation) • School level student progress with additional measures of effectiveness 	50% 50%

2. *The addition of the parent survey data (All Schools) and indicators of college and career readiness (High Schools Only) be added to the other measures of school effectiveness.*
Parent Survey Data: Percentages of parent responses of “Agree and Strongly Agree” to questions which address student progress and/or school effectiveness.

Career and/or College Readiness Indicators: “College/career readiness” for this purpose is defined as the number of seniors who meet one of the following sets of criteria:

“College-ready seniors”:

Pass the AIMS or other state assessment AND

Have an unweighted GPA of at least 3.0

AND fulfill one of the following:

- a. Have taken at least one advanced course (e.g., courses that receive weighted grades) and earned at least a grade of C

OR

- b. Have scored at benchmark for college readiness in math or English/critical reading on the ACT or SAT college entrance exam

OR

“Career-ready seniors”:

Pass the AIMS or other state assessment AND

Have at least two units in one area of career/technical education (CTE); have concentrator status

The revised ATPES Manual is included as an attachment to this item. The domains and indicators remain the same with the exception of the additional metric for other measures of school effectiveness that were previously integrated with the measures of student progress.

ATPES Design Team Members: Sarah Andricopoulos, ISA, La Cima Middle School; Glenda Arffa, Assistant Principal, Coronado K-8 School; Beth Brungardt, Special Education Teacher, Keeling Elementary School; John Fife, President, Amphi EA, Teacher Cross Middle School; Fabienna Godlewski, Math Teacher, Canyon Del Oro High School; Andy Heinemann, Principal, Cross Middle School; Margaret Hervert, Second Grade Teacher, Rio Vista Elementary; David Humphries, Teacher, Amphitheater High School; Kevin Johnson, Teacher, Coronado K-8 School; Roseanne Lopez, Ed. D., Chief Academic Officer Elementary Education, Wetmore Center; Jay Midyett, Ph.D., Program Assessment and Evaluation Analyst, Wetmore Center; Robin Meece, Elementary School Improvement Specialist, Wetmore Center; Debbie Melde, Math Teacher, Amphitheater Middle School; Connie Price-Johnson, Research Analyst, Wetmore Center; Christine Sullivan, Principal, La Cima Middle School and Dawn Theodore, Social Studies Teacher, Ironwood Ridge High School.

Dr. Lopez provided a brief overview. She noted it was her honor to serve as the facilitator of the ATEPS design team and has been on the team for 20 years. This year’s challenge was to exam the data that came back from last year’s evaluations, determine how the program had been set up according to State law, and what could be done to make it a fairer instrument. The design team’s recommendations are as follows: there will be no change to domains and indicators and there will be a re-weighting of student progress data based on the Parent Survey and number of college ready seniors. The State Board came out with a new template that changed the weighting. After implementing the system for a year, the problems associated with this kind of policy come to light and adjustments must be made. We are recommending a mid-course adjustment as we go through the implementation of the new law. Dr. Lopez explained the Parent Survey Data and college-ready and career-ready data for overall effectiveness as a school in detail. She explained Group A teachers and Group B teachers and the re-weighting with more emphasis on

classroom observation and overall school effectiveness. Dr. Lopez asked if there were any questions. Ms. Zibrat asked if there were any questions or comments. There were none.

Mr. Nelson commented that Amphitheater has a long history of being a leader in teacher evaluation and ahead of the curve in fairness to teachers. Last year the Districts were strongly encouraged by Arizona Department of Education to turn in their final evaluation plans. Amphi declined taking another year to try it out and make adjustments. Taking a qualitative profession and trying to quantify it can be done to some extent, but it cannot be done completely. Mr. Nelson pointed out that in the Group A category, we are one of few districts known to be using 3 years of data instead of 1 year of data, which is fairer. Mr. Nelson thanked Dr. Lopez and the design team for their hard work and having the best interests of our teachers at heart. Dr. Barrabee was glad to see the shift in weighting and asked how the weighting is judged in classroom observation, and how the 57% weight in the classroom is determined. Dr. Lopez explained that the observations are conducted by School Administrators. The evaluators receive yearly reliability and instrument training, receiving at least 6.5 hours of training before they go into the classroom. The Administrator observes, collects the data, and determines the ratings. The ratings go into the instrument and are weighted mathematically to produce the final score. Ms. Zibrat asked if there were any more questions. There were none.

Mr. Fife presented a speaker card to address the item and was called on by Ms. Zibrat. Mr. Fife introduced himself stating that he is the President of Amphitheater Education Association and is an 8th Grade Social Studies teacher at Cross Elementary. Last spring he addressed the board with concerns about the 2013-2014 weighting system and the damaging effects they were having on teacher evaluations. Teachers who rated effective on the observation portion were finding it difficult to be rated effective overall based on the school's OWA. The Amphitheater Education Association believes that these changes will mitigate those problems. It won't solve them entirely, and they would like to see the OWA reduced even further, but the 20% weight in Student Progress is the lowest allowable by law. They are also pleased with some of the other additions to the ratings as well. Mr. Fife stated it is his pleasure to strongly encourage the Board to adopt the 2014-2015 ATPES.

Mr. Nelson requested approval to submit ATPES to the State. Ms. Zibrat asked the Board if they felt ready to approve the 2014-2015 ATEPS. Dr. Barrabee moved that the board approve the 2014-2015 ATPES. Ms. Zibrat seconded the motion. Ms. Zibrat asked if there was any discussion of the motion. Motion passed 5-0. Ms. Zibrat asked if the members would like to take a break before the Study item. The Board declined and agreed to continue.

6. STUDY

A. Study of Proposed Revisions to Governing Board Policies BCB (Board Member Conflict of Interest), BE (School Board Meetings); Study of Proposed Exhibits to Governing Board Policy JLF (Reporting Child Abuse/Child Protection)

Board Book Information: *The periodic revision of state and federal law often necessitates the corresponding revision of Governing Board policies. This item is presented to permit the Board to review proposed revisions to the following Policies:*

Policy BCB (Board Member Conflict of Interest). *State law prohibits Board Members from supplying school districts with equipment, material, supplies or services unless pursuant to an award or contract let after public competitive bidding. An exception exists for equipment, material, and supplies under certain dollar amounts. Policy BCB is revised to clarify that the exception for Board Member purchases applies only to equipment, materials, and supplies, and NOT services.*

Policy BE (School Board Meetings). Arizona Revised Statute 15-321(D) states, “The board shall prescribe rules for its own government. It shall hold a regular meeting at least once each month during the regular school year and may hold other meetings as often as called. If action has been taken and documents approved at a meeting, they may be signed subsequently by individual board members.” ASBA Policy Services recommends that an adjustment to meet the minimum standards stated in A.R.S. 15-321(D) is appropriate: Governing Boards “may hold other meetings as often as called.” Thus, as our Governing Board schedules regular meetings on a more frequent basis than the minimum of once each month, Policy BE has been revised to reflect this schedule.

Policy Exhibits JLF-EB; JLF-EC; JLF-ED (Reporting Child Abuse/Child Protection).

Arizona law permitting CPS access to student records was much narrower in scope than many staff both among school districts and CPS understood – essentially limiting accessible records to those of a medical nature. Recent changes to Arizona’s law have expanded the authority of CPS personnel to obtain educational records, as we broadly understand that term.

The new Department of Child Safety (DCS) (which may continue to operate using the name Child Protective Services for some time to come) has developed new forms that verify their need for access to students and/or their records. These new forms (attached as Policy Exhibits JLF-EB, JLF-EC and JLF-ED) comply with the changes to Arizona and federal law and with DES policy.

(Policy Exhibit JLF-E, which is an unchanged exhibit, now becomes **JLF-EA**.)

JLF-EB is a copy of a letter to be provided by a Child Protective Services Specialist to interview a child at school (Request for Interview at School, CPS-1047A.) Several provisions related to the specialist’s authorization are included for school staff to review, including statutory and rule provisions related to an interview without notice to or consent of the parent, guardian or custodian; limitations on those who may attend the interview and confidentiality; and potential temporary custody determination to protect the child(ren) from abuse or neglect. If it is determined that temporary custody is necessary, the specialist will provide a Notice of Removal (PS-058) and a Temporary Custody Notice (CPS-1000A) in accordance with A.R.S. Section 8-823.

Confidentiality is referenced in CPS-1047A (JLF-EB) in this statement: “under state and federal law, any information you have or may obtain during this investigation is confidential, including this form and the fact that the above-named child(ren) have been contacted regarding allegations of abuse or neglect. Do not disseminate this information to any person unless specifically authorized by applicable law or court order.”

JLF-EC and **JLF-ED** are forms generated by the Department of Economic Security (DES), Division of Children, Youth, and Families, Child Protective Services (CPS), for CPS Specialists employed by DES as case workers/investigators for Child Protective Services to obtain access to education records. CPS is mandated by law to investigate allegations of child abuse and neglect.

JLF-EC is a Request for Release of Education Records (Use only for CPS Investigations, CPS-1048A), A.R.S. Sections 8-800 and 8-802. This form references Title 34 of the Code of Federal Regulations (C.F.R.) Section 99.31(a)(10) which provides that a school may disclose personally identifiable information from an education record of a student without the consent of the parent, guardian or

custodian if “(t)he disclosure is in connection with a health or safety emergency, under the conditions described in Section 99.36.” Further, “34 C.F.R. Section 99.36(a) provides that an educational agency or institution may disclose personally identifiable information from an education record to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.”

Confidentiality is emphasized in CPS-1048A (JLF-EC): “under state and federal law, any information you have or may obtain during this investigation of allegations of abuse and neglect, including the fact that the above-named children may have been contacted or that this Request for Education Records is being made is confidential. Do not inform anyone of this request or otherwise disseminate confidential information regarding this matter to any person, including the parent, guardian or custodian, unless specifically authorized by applicable law or court order.”

JLF-ED is a Request for Release of Education Records (Child/Youth is a ward of the Court in the legal care, custody and control of the Arizona Department of Economic Security, CPS-1061A). This form is a more comprehensive request from a Child Protective Services (CPS) Specialist or a Unit Supervisor employed by DES and an assigned CPS representative for the named child(ren) whom DES is legally responsible to care for and protect under Title 8 of A.R.S, including Sections 8-806 and 8-825. The use of this form was authorized by the Uninterrupted Scholars Act, an amendment to the Family Educational Rights and Privacy Act (FERPA). It is codified at 20 USC Section 12332g(b)(1)(L).

The confidentiality emphasis in CPS-1061A (JLF-ED) is as follows: “under state and federal law, any information you have or may obtain from CPS, including the fact that the above-named children may have been contacted or that this Request for Education Records is being made is confidential. Do not inform anyone without a need to know of this request or otherwise disseminate confidential information regarding this matter to any person, including the parent, guardian or custodian, unless specifically authorized by applicable law or court order.”

Mr. Nelson briefed that there are three policies to discuss tonight: the BCB, BE and a whole series around the JLF. Mr. Nelson stated that there were a lot of changes from the State this year, especially in the area of CPS/DCS that causes the need to revise our policies. He invited Mr. Jaeger to brief the Board. Mr. Jaeger stated there are three policy sets to go over this evening the first is Board Member Conflict of Interest. In Arizona there are provisions of law very different than in other states. The law restricts Governing Board Members from entering into business with the District on whose Board they sit. There is the recognition that sometimes that must happen in a state served by so many rural districts. For example, if there is only one person in town who supplies a service, materials or supplies who also happens to serve on a Governing Board. There is recognition that where we must purchase either services or good from a Governing Board Member, we will go through a procurement process to ensure that there was not another available vendor. We are recommending a change to incorporate some additional statutory language so that people who might check on the status of the law, versus our policy, will see that we are consistent. A simple change will be made to School Board meetings. We are only required to hold one (1) board meeting per month when school is in session. And that is considered by statute the Regular Governing Board Meeting. Anything beyond that would be a Special Governing Board Meeting. We are recommending a small change in policy to note that in general, the first Board Meeting of the month will be the Regular Board Meeting, and then every meeting thereafter would be a Special Governing Board Meeting. That of course can be changed by the Governing Board President, or by vote of the Board. Finally there is the J-Series, a grouping included in your materials tonight. It corresponds with a briefing recently presented that includes changes at the State level pertaining to the Department of

Child Services (DCS) which has replaced, in name and form, the Child Protective Services (CPS) agency. There are changes in both State and Federal law. FERPA recognized at a Federal level that Child Protective agencies were not able to adequately serve some students because of the lack of ability under law to obtain access to records. The law in Arizona, for example, was that they could only obtain medical records, when in fact they needed attendance, grades, etc., to understand if the child was progressing. The changes gave them to ability to obtain more information, particularly for Foster children. You will recall that the Board previously approved an agreement with an organization called Foster Ed, which is the servicing agency here in Arizona that will work with school districts and the Department of Education to specifically track the academic and social progress of students in Foster Care who often have gone underserved because of these issues. Changes in the law are being reflected in our policy now, and in particular we are including the department's new forms so that our site staff will understand what to expect from the case workers who will visit, and what kind of forms they will be presented with. These changes are presented to you this evening for your initial review and we will bring them back at a future meeting for approval. Ms. Zibrat thanked Mr. Jaeger and asked for any questions.

Dr. Barrabee noted that in JLF-EB, p. 218 disclosures, he has always been proud of the list of characteristics that we protect in terms of non-discrimination. However, there are two not seen before. One is genetics and the other is retaliation. Dr. Barrabee asked Mr. Jaeger to clarify what those are, and if they should be added to our policy. Mr. Jaeger stated that we have our own list of protected classes or characteristics of individuals that we protect from discrimination. Note that JLF-EB is lacking a number of items that we include in our policy. They have; however, included genetics and retaliation. We do prohibit retaliation against those who are whistleblowers or file a complaint. Genetics is any kind of disorder, illness or disease that is the contributing factor. It is in not Federal law, but had been discussed in case law, and they decided to incorporate it. Dr. Barrabee asked if we should add these to our policy. Mr. Jaeger stated there is a Federal statute which talks about any agency that accumulates and keeps genetic information, as some agencies might on students, must protect that information. Mr. Jaeger stated that since we do not collect genetic information if we added it, it would just cause confusion. Dr. Barrabee asked if it has something to do with transgender situations. Mr. Jaeger said they do not add transgender as a protected class, we already do. Ms. Zibrat asked if there were any other questions. There were none.

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

There were no new Board Member requests.

PUBLIC COMMENT

There was no further public comment.

ADJOURNMENT

A motion was made by Ms. Day that the Board Meeting be adjourned; Ms. Grant seconded the motion; and it passed unanimously, 5-0. Ms. Zibrat declared the meeting was adjourned; the time was approximately 7:27 PM.

Respectfully submitted,
Karen S. Gardiner

Susan Zibrat, President

Date

Approved: TBD