

## 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, June 21, 2011, 7:00 p.m.

##### Board Members Present

Mrs. Diana Boros, Vice President  
Dr. Kent Paul Barrabee, Member  
Mrs. Susan Zibrat, Member  
Dr. Linda Loomis, Member

##### Board Members Absent

Mr. Jeff Grant, President

##### Central Administrators Present

Dr. Vicki McLeod Balentine, Superintendent  
Todd A. Jaeger, J.D., Associate to Superintendent and General Counsel  
Mr. Patrick Nelson, Associate Superintendent  
Mr. Scott Little, Chief Financial Officer

#### OPENING OF MEETING

##### Call to Order and Signing of Visitors' Register

Mrs. Boros called the meeting to order at 7:03 p.m. and asked members of the audience to sign the visitors' register. Procedures for addressing the Board were described.

##### Pledge of Allegiance

Dr. Balentine led the Pledge of Allegiance.

##### Announcement of Date and Place of Next Regular Governing Board Meeting

Mrs. Boros announced the next regular meeting of the Governing Board: Tuesday, July 5, 2011, at 7:00 p.m., Wetmore Center, 701 W. Wetmore Road

#### PUBLIC COMMENT

There were no comments from the public.

#### 1. INFORMATION AND RECOGNITION(S)

##### A. Status of Bond Projects

Mr. Christopher Louth, Bonds Project Manager, was introduced to present this month's status update on the current Bond-funded Projects (as provided with Board book materials). Photos were displayed of these projects. He noted that the reporting format is listed within the five categories as identified by the Blue Ribbon Committee as areas of need.

*[A Bond-election initiative to fund capital improvement projects was voter-passed on November 6, 2007; this is the monthly update, which began at the 12/11/07 Governing Board meeting].*

##### I. Health, Safety, and Security:

A. La Cima Fencing: The final phase of fencing at La Cima, enclosing the east side of the inner campus, is in process.

B. CDO & La Cima Tennis Court Replacement: Programming is under way with the design team and user group.

C. FSS Remodel to Transportation Offices: Programming is under way with the design team and user group.

## **II. Instructional Space / Portable Replacement**

A. Rillito Center Addition: Construction is 64% complete. Roof membrane, exterior doors, and window glazing is complete. Concrete sidewalks and playground equipment footers are being installed. Drywall texturing is in process. Interior finishes and millwork to start in July. This project is on-schedule and on-budget. The schedule has actually been reduced to reflect the original completion date of October 2011, overcoming the original delay due to the TEP mainline relocation.

B. Nash Elementary Classroom Addition: Construction is 8% complete. Footers, stem walls, underground plumbing, and slab on grade concrete floor are complete. Exterior slump block walls construction is under way. The playground project, fire alarm replacement, and campus IT re-cabing are in process as well. This project is on schedule and on budget.

C. Walker Elementary Classroom Addition: Construction is 12% complete. Footers stem walls, underground plumbing and electric, and slab on grade concrete floor are all complete. Exterior CMU exterior wall construction is under way. The new kitchen is framed, MPE (mechanical, plumbing, and electrical) rough in is complete, and drywall is being hung. The old kitchen and MPR are demolished and being remodeled. Fire alarm replacement and campus IT re-cabing are in-process as well.

D. Amphitheater Middle School Addition / Remodel: Procurement has started

E. CDO Addition / Remodel: Procurement has started.

## **III. Pupil Transportation**

A. Sixteen (16) full-size and 4 small busses are on order and expected to be received by the District soon.

New Classrooms/Increased Capacity and Technology Infrastructure Updates: No new activity to report at this time.

Dr. Barrabee noted appreciation for the art work being displayed in the Governing Board Room; which was submitted by students from Amphitheater High School. Art is an important component and is integrated into the curriculum.

### **B. Recognition of Amphitheater High School Basketball Honors**

The Governing Board recognized and presented certificates of commendation to the following student athletes and the Head Basketball Coach from Amphitheater High School for receiving the following boys basketball program honors: Lester Medford: First-team All-state for 4A (I and II) by The Arizona Republic; Co-player of the Year for 4A II (state-wide) Arizona Basketball Coaches Association; Player of the Year by Arizona Daily Star; Southern Arizona co-player of the year by Tucsoncitizen.com; and, co-Player of the Year 4A II by Tucsoncitizen.com and Gila region.

Tim Derksen: First team all state for 4A (I and II) by The Arizona Republic; First team Southern Arizona by Arizona Daily Star; Southern Arizona co-player of the year Tucsoncitizen.com; and, co-Player of the Year 4A II by Tucsoncitizen.com and Gila region.

Coach Ben Hurley: Coach of the year for 4A II (state-wide); by the Arizona Basketball Coaches Association Southern Arizona Co-coach of the year (voted on by Southern Arizona coaches); Co-coach of the year Southern Arizona by Tucsoncitizen.com; and, Coach of the Year 4A II by Tucsoncitizen.com and Gila region.

### **C. Recognition of Amphitheater High School Track and Field, Division II State Champion, 2011**

The Governing Board recognized Jared Roth from Amphitheater High School for being the Division II, State, High Jump Champion and his coach, Jessica Winter; both were presented with certificates of commendation.

**D. Recognition of Canyon del Oro High School Girls Tennis, Division II Singles Championship, 2011**

The Governing Board recognized and presented a Certificate of Commendation to Rita Bermudez, student athlete from Canyon del Oro High School, for being the Division II, State, Singles, Tennis Champion for 2011.

**E. Recognition of Canyon del Oro High School Track and Field, Division II State Individual Champions, Individual Runners Up, and State Team Champions, 2011**

The Governing Board recognized the following student athletes from Canyon del Oro High School for being the Girls Track and Field, Division II, State, Team Champions for 2011: Alexandra Klasen, April Steward, Sarrah Boughan, Taylor Stewart, Brittany Jones, Olivia Goff, Texana Sonnefeld, Abi Bruno, Kamiren Humphrey, Kalyn Humphrey, Domino Mannheim, Lora Batterton, Katheryn L'Heureux.

The Governing Board recognized the following student athletes from Canyon del Oro High School for being the Boys Track and Field Division II, State, Individual Champions for 2011: Daniel Wong – 1600 meter run and 3200 meter run, Lezo Urreiztieta - 110 meter high hurdles, Jaide Stepter - 100 meter high hurdles, 300 meter low hurdles, and 200 meter dash.

The Governing Board recognized the following student athletes from Canyon del Oro High School for being the Boys Track and Field Division II, State, Runners Up Team for 2011: Quintin Kime, Jason Vartanian, James Skillman, Dillon Davidson, Hunter Babler, Sayre Stewart, Robert Metz, Sam Moore, and Adam Collins.

The Governing Board recognized Rachel Hubbard from Canyon del Oro High School for being the Girls Track and Field Division II, State, Team Individual Runner Up for 2011 in Shot Put.

The Governing Board recognized the following student athletes for being the Girls Track and Field, Division II, State, Runners Up for 2011 in the 4X400 Meter Relay: Olivia Goff, April Steward, Brittany Jones, and Jaide Stepter.

The Governing Board recognized the following coaches from Canyon del Oro High School for achievements with the 2011 girls and boys track and field teams from Canyon del Oro: Head coaches: Rick Glider and Michelle Gerard and Assistant coaches: LaTanya Sheffield, Paul Virgin, Jim Luckow, Glenn Berglund, Dona Jones, Vito Peppitoni, and Marci Zbojniewicz Assistant Coach. All student athletes and coaches were presented with certificates of commendation.

**F. Recognition of Canyon del Oro High School Softball, Division I State Champions, 2011**

The Governing Board recognized the following student athletes and coaches from Canyon del Oro High School for being Division I, State, Softball Champions for 2011: Briana Dohogne, Hannah Sullivan, Kayla Henry, Sabrina Roman, Emily McSherry, Kayla Bonstrom, Becca Ziegler, Katherine Peters, Sammy Nettling, Alexis Alfonso, Mattie Fowler, Marissa Spangler, Sammi Noland, Katelin Vaughn, Angela Cilano, Makenzie Sullivan, and Kiley Raica; and Kelly Fowler, Head coach and Gale Bundrick and Kevin Glynn, assistant coaches. All student athletes and coaches were presented with certificates of commendation.

**G. Recognition of Ironwood Ridge High School Track and Field, Division II State Champions and Runners Up, 2011**

The Governing Board recognized the following Ironwood Ridge High School student athletes for being the High School Track and Field, Division II, State, Champions and Runners Up: Abbey Barbera: State Champion in the 400 meter dash; Trevor Wesley, Tyler Williams, Phil Satterfield, and Tyler Grammar: State Champions in the 4x100 meter relay, and Trevor Wesley: Silver Medal (runner-up) in the 100 meter dash; Cami Barbera: Silver Medal (runner-up) in the discus throw; Tyler Grammar: Bronze Medal (3<sup>rd</sup>) in the 200 meter dash; and, Coaches: Gary Forrest and Rob Clouse. All student athletes and coaches were presented with certificates of commendation.

**H. Recognition of Ironwood Ridge High School Girls Tennis, Division II Doubles State Runners Up, 2011**

The Governing Board recognized Marissa Baca and Katrina Domino from Ironwood Ridge High School for being the Division II, Doubles, State Runners Up for 2011, and their coach Bill Little. All were presented with certificates of commendation.

**I. Recognition of Ironwood Ridge High School Boys Tennis, Division II Doubles State Champions and Runners Up, 2011**

The Governing Board recognized Alec Petford and Cody Petford from Ironwood Ridge High School for being the Division II, State, Doubles Champions for 2011.

The Governing Board recognized Conor Spiegel and Josh Taylor from Ironwood Ridge High School for being the Division II, State, Doubles Runners Up for 2011.

The Governing Board recognized Ryan Bais, Tennis Coach from Ironwood Ridge High School for his achievements with the 2011 boy's tennis program. All student athletes and coaches were presented with certificates of commendation.

**J. Recognition of Ironwood Ridge High School Girls Softball, Division II State Runners Up, 2011**

The Governing Board recognized the following student athletes and coaches from Ironwood Ridge High School for being the Division I, State, Softball Runners Up for 2011: Crista Braunreiter, Haylee Candray, Alexis Clinton, Danielle Colwill, Robin Landrith, Makayla McAdams, Hayle O'Connor, Robyn Porter, Emily Robinson, Lauren Robinson, Erin Rocker, Jordan Rocker, Sarah Rodriguez, Erin Satterfield, Rachel Synkelma, and Erin Winkel; and, coaches Randy Anway and David Martinez.

Note: Mrs. Boros called a five minute recess; time was 8:02 p.m. The meeting was called back to order at 8:07 p.m.

Point of Privilege: Mrs. Boros recognized Mrs. Pam Roberts, Executive Director of Student Services, as she is retiring at the end of the month (school year); she thanked Mrs. Roberts for her many years of dedicated service to the District and extended her best wishes.

**K. Presentation of Energy and Efficiencies**

Mr. Anthony Young, Energy and Resource Manager, was introduced to provide a review of District energy usage by site, potential ways to reduce energy use through modern efficiencies – both those programs already implemented and those being proposed for consideration, and conservation practices.

Mr. Young recently joined the Amphi staff and was pleasantly surprised to find that the District has been conscientious about its desire to reduce energy and costs; many successful programs have already been instituted. Mr. Young prepared and presented a PowerPoint presentation. He tracked the kilowatt usage at District sites for a year and displayed the chart for comparison. He has enlisted Wilson students in this charting and tracking project. He routinely performs night audits at various sites to ascertain employee usage and power-related habits to begin developing improvement plans. He noted that 85% of the computers across the District are left on at night. Other findings include: lights are left on after-hours in classrooms, restrooms, lounges, locker rooms, storage closets, ornamental lighting in classrooms, and perhaps excessive use of security lighting. He cited an example of costs: the annual costs of leaving an older computer running 24 hours per day, for the 38 weeks school is in session is approximately \$80. with an estimated \$320,000. district-wide. He reported that at a recent night audit to Mesa Verde, he was impressed with the diligence of that school's staff as every computer, all electronics, and every light was turned off; and, all doors were locked.

Mr. Young highlighted rebate programs that he has been actively pursuing. He has successfully applied for seven rebate offers through Tucson Electric Power (TEP) and SouthWest Gas totaling more than \$97,000; plus, an additional 6 projects are currently being evaluated. Utility companies are offering cash incentives to upgrade equipment to more efficient models. The District is already reaping benefits from its involvement with the DemandSmart Program through TEP. He described plans for participation with

a renewable energy program using solar-powered panels that has no up-front costs for the District, will freeze current kilowatt pricing for twenty years, and allows the District to serve as leaders in the community through environmental responsibility. Several school districts have already enlisted in this program, as well. Another program that has been implemented is the RinseSmart Program, which is through Tucson Water Company. Free of charge, rinse sprayers are being replaced in the cafeterias reducing water consumption.

Mr. Young showed a short video in which young Holaway students promoted their school's Energy Patrol program. This is a staff and student energy-awareness program that fosters teamwork, leadership, and cooperation. Upcoming programs include lighting upgrades at Copper Creek and Amphi Middle schools. Plans are to prepare quarterly reports for the Governing Board providing updates about the District's efficiencies' programs.

Dr. Barrabee stated that he is excited to see the District's advances in this area. He especially noted the impact resulting from the Holaway students' involvement in sharing these energy-savings' ideas with family. Responding to a comment by Dr. Barrabee, Mr. Young stated that he will investigate the protocols for SmartBoard usage and projector shut-down practices.

Regarding the placement of solar panels, Mrs. Boros recommends caution so as not to encroach on the community and also suggests seeking input from school PTO groups.

#### **L. Information on Evaluation Revisions**

Dr. Roseanne Lopez, Performance Pay Coordinator, was introduced to provide an overview of the evaluation revisions and process, and reviewed the Draft version of the Assistant Principal Evaluation Instrument. She provided some history regarding the inception of this project responding to Senate Bill 1040<sup>1</sup> and the Arizona State Board of Education. A task force, which was chaired by Dr. Balentine, was established with the "Vision" of improving student achievement by developing a model framework that ensures student academic progress as an evaluation component for teachers and principals. The Task Force completed this assignment in April 2011 – months before the original timeline of December 2011. This original timeline would then only have allowed the District 4-5 months to carry out the task of Plan development, application, and implementation to begin with the following school year (2012-2013).

Dr. Lopez prepared and presented a PowerPoint presentation describing the process used by the Design Team to approach the task of developing an assistant principal evaluation instrument. The Team met in a series of meetings over the past year and the Instrument is in alignment with the principal evaluation system. Modifications of indicators were made to ensure the best fit to the "Assistant Principal" role.

The draft Assistant Principal Evaluation Instrument <https://v3.boardbook.org/Public/PublicItemDownload.aspx?ik=31373250> was presented for Governing Board's information in preparation for use in the 2011-2012 school year. This instrument will be modified slightly for 2012-2013 school year to align with the new indicators on the principal evaluation instrument addressing student progress. Plans are to return to the Governing Board in December 2011 recommending approval of a pilot program using the new instrument in the spring semester. Evaluator training is expected in the summer of 2012 so that implementation can begin with the 2012-2013 school year.

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<sup>1</sup> Page 5, Line 41, directions to the State Board of Education:

- *"On or before December 15, 2011, adopt and maintain a model framework for a teacher and principal evaluation instrument that includes quantitative data on student academic progress that accounts for between thirty-three percent and fifty percent of the evaluation outcomes and best practices for professional development and evaluator training. School districts and charter schools shall use an instrument that meets the data requirements established by the State Board of Education to annually evaluate individual teachers and principals beginning in school year 2012-2013."*

Responding to Board member questions, Dr. Lopez stated that plans are to engage teacher feedback and also further evaluate current assessments for further adjustments. The Project EXCEL! and Career Ladder programs will assist in this process.

Dr. Barrabee expressed some apprehension about the excessive control that may detract from interpersonal interaction with students by teachers and leadership. He cautioned – to lead out and not to lead in.

Dr. Lopez received praise from Board members on her efforts in this process, as well as, that of her leadership and efforts during the implementation of Project EXCEL! Board members expressed caution about placing additional burdensome tasks onto staff; data collection has become a necessary tool. It remains ever important for teachers and staff to be able to relate to students.

Mrs. Boros recommends using the same *Update Communiqués* for this program implementation as was used with Project EXCEL!

Dr. Lopez stated that ultimately she sees this as a positive experience – an opportunity to develop performance-type assessments; it will serve as a capstone and validate the significance and complexity of excellent teaching and strong student-teacher relationships necessary for student achievement.

#### **M. Information on District Intervention Process**

Board Book information: *State and federal accountability systems have recently allowed for the delegation of responsibility for school performance to districts through the implementation of school improvement reforms. The Amphitheater District Intervention Team was created in response to that allocation and has been supporting school improvement efforts for the past three years.*

*Current research advocates for the use of an evidence-based approach to drive school improvement. An overview of the District Intervention format and process to transform our schools at risk will be presented to the Governing Board, along with a summary of results to date.*

Dr. Balentine stated that while the District has many strong teachers and administrators, there is great room for improvement in all areas. It can be beneficial to have ‘new eyes’ review established practices; those that may provide input leading to important changes. Mrs. Cathy Eiting, Chief Academic Officer, Dr. Tom Collins, Director of Federal Programs, and Dr. Jay Midyett, Program Assessment and Evaluation Analyst have been collaborating in the development and implementation of the “District Intervention Process” to provide these new eyes.

Mrs. Eiting was introduced to provide an overview of the District Intervention Process (DIT). She prepared and presented a PowerPoint presentation highlighting the history and describing the program. School Improvement reforms are pro-active and designed to minimize the involvement of the Arizona State Department of Education and are preventive in supporting schools before they fail. Each year, schools are provided with student achievement data in order to develop goals and objectives for school improvement. In spite of efforts to analyze academics and demographic data, and efforts to develop strategies that would improve student learning, the District continued to have at-risk concerns at several schools. Further efforts were necessary in ascertaining the root causes that would provide the desired progress. During the past three years, the District’s intervention team, comprised of Drs. Collins and Midyett, and Mrs. Eiting, worked with four schools – two elementary, a middle, and a high school that did not make AYP (Adequate Yearly Progress) and had been placed in corrective action by the Arizona State Department of Education. The team’s stated objective became “increase proficiency for all students in reading, writing, and math.”

Mrs. Eiting reviewed the components and efforts used to identify root causes for failure; make specific recommendations for change – to increase centralized management at the school level by creating on-going dialogues with the principal from each school ensuring individual student success through the identification, intervention, and progress-monitoring of strategies; and, to analyze the theories in action – and change the practice at the target schools. She described the collection of data and reviewed the two

critical protocols that were developed: Classroom Observation Protocol and the comprehensive Student Shadowing Protocol. The Team formulated a statement of analysis and recommendations, and then school leadership teams and faculties were involved with dialogues, structural changes, and intensive instructional interventions. Data was used to direct practices that would have the greatest impact on student learning. The results have been astounding; three schools made AYP in the initial year and their labels went up at least one level. The high school's AIMS data is not yet complete but early indicators are positive. These factors validate the impact of the intervention work done in the first year and warrants continuation.

Mrs. Eiting showed a video that highlighted positive feedback provided by principals: Tassi Call, Amphitheater Middle School, Patricia Harris, Amphitheater High School, Bob Stoner, Keeling Elementary School, Foster Hepler, Mesa Verde Elementary School. Mr. Hepler volunteered participation in this project because he recognized the value and promise of this model. Mrs. Eiting cited an example of one student's success reported to her by a high school teacher.

Board member comments reflected their pleasure and support of this valuable program. Mrs. Eiting stated that the Team has presented this program at a national conference and has received inquiries, as well as, recognition from the Arizona Department of Education, School Improvement and Intervention Department.

#### **N. 2012 Reduction in Force Plan Update**

*As the Governing Board will recall, the Arizona Legislature's passage of HB 2011 in November 2009 necessitated a new approach to staffing reductions in force (RIF), because the law prohibited procedures which relied upon seniority and tenure status. A new approach was consequently developed through the Meet and Confer process and through a survey open to all certificated district staff members. The Board approved a new policy and RIF process in February of this year. Since that time, the new policy and process has been implemented.*

*This item is presented to provide an update of the RIF Plan document and the status of its implementation. The updated RIF plan is attached.*

*The new process has proceeded very well – as well as might be expected in any circumstance involving the inherent difficulties of a reduction in force and the impact which such a process can have on staff members and district culture. Fortunately, as anticipated, the impact upon staff members who would normally be receiving offers of employment for next year has been minimized. Most certificated employees affected by the loss of their position at one site will be placed at other sites.*

*The decline of enrollment has, however, has also impacted the ability of the District to provide full contracts to some personnel – particularly specialist positions and positions limited by the number of sections required to meet student and programmatic needs. Efforts to restore positions as much as possible in these situations will continue.*

*Staff will provide a presentation concerning the RIF process and implementation during the Board's meeting.*

*The administration recommends that the Governing Board approve the attached update to the Reduction in Force Plan.*

Mr. John Fife, AmphiEA president, addressed the Governing Board. He stated that while this newly-implemented process has run fairly smoothly, some issues have been identified and the Association recommends that these issues be addressed during the next Meet and Confer session(s).

Mr. Jaeger was introduced to provide a brief summary of the revised RIF Plan (June 21, 2011) being presented for approval through approval of related (H.R.) consent items. He noted that since the original predictions at the April Governing Board Meeting, the reductions have lessened primarily through attrition. Ultimately, it is anticipated that seventeen people will be reduced and at this time, all have been

placed with the exception of two people. The accrued impacts on the Budget have been critical and he noted that we should all be mindful of the total losses; significant impacts to individuals and also school programs. He provided a brief review of the paperwork and components of the Plan. He added that some Specialist positions have been reduced. Efforts continue to further minimize the impact and hope to recall staff in the future through this same process.

Board members praised staff for their efforts and the process; the caring exhibited by staff is evident and has been important in lessening the painful effects.

[RIF Plan: <https://v3.boardbook.org/Public/PublicItemDownload.aspx?ik=31376257>]

## 2. CONSENT AGENDA

Mrs. Boros noted that Item T would be heard separately in order to accommodate a speaker; she then asked if there were other Board member requests to have any items addressed separately; there were none. A motion was made by Dr. Loomis to approve consent agenda Items A-S and U-X. The motion was seconded by Dr. Barrabee and it passed unanimously, 4-0. Appointment of personnel is effective, provided all district, state, and federal requirements are met. (See detail related to Item S below.)

### A. Approval of Minutes of Previous Meeting

The minutes of the June 7, 2011 Regular and Executive Session Board meetings were approved.

### B. Appointment of Personnel

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

### C. Personnel Changes

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

### D. Separation(s) and Termination(s)

Certified and classified personnel separations were approved, as listed in Exhibit 3.

### E. Separation(s) and Termination(s)

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

### F. Approval of Vouchers Totaling and Not Exceeding Approximately \$ 2,692,220.08 (Final Total)

The following vouchers were approved as presented and payment authorized:

Vo. 224	\$ 157,485.14	Vo. 225	\$729,410.74	Vo. 226	\$297,699.92
Vo. 227	\$1,507,624.28				

### G. Acceptance of Gifts

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

### H. Receipt of Monthly Status Report for the Fiscal Year 2010-2011

A summary of comparative totals as of May 2011 is as follows:

Budget Capacity	\$83,466,796.00	Expenditures & Encumbrances	\$83,466,796.00
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Totals' Comparisons:

Expenditures as of 5/31/10	\$80,154,814.60	M & O Budget Capacity for 2009-2010	\$90,463,293.00
Expenditures as of 5/31/11	\$72,330,223.11	M & O Budget Capacity for 2010-2011	\$83,466,796.00

Bond Balance Outstanding: \$59,870,000.00

Tax Rates: Primary – 3.1469; Secondary – 1.4643

### I. Receipt of April 2011 Report on School Auxiliary and Club Balances

Board Book information: *Arizona Revised Statutes §§15-1121 and 15-1125 provide for the operation of Student Activity and Auxiliary Operations funds respectively. The Uniform System of Financial Records for Arizona School Districts (USFR) outlines procedures to be followed by school districts in the*



*disbursements of monies from either of these funds. One requirement for the operational compliance is to provide a report to the Governing Board summarizing the transactions for the month.*

The Governing Board approved the Monthly Report on School Auxiliary and Club Balances for month-end April 2011, as submitted (Exhibit 6 pp. 1-8).

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

Out of state travel was approved for staff (source of funding indicated): from Canyon del Oro High School to attend the International Baccalaureate Training in Montezuma, New Mexico, July 25-29, 2011 (federal funds designated for staff development); from the District Offices to attend the Teacher Incentive Fund Grantee Meeting in Washington, D.C., August 22-25, 2011 (federal funds designated for staff development).

**K. Approval of Request(s) for Waiver of Graduation Requirement**

The Governing Board approved a waiver of the District's physical education requirement for graduation for Student 11202791 based upon appropriate documentation submitted by this Canyon del Oro High School student, parents and school administration; and, expressed understanding that a total of 22 credits are required for graduation and that the waived 1.5 physical education credits need to be replaced by another elective course.

**L. Approval of Student Fees**

Board Book information: *In August of 2003, the Governing Board approved a consolidated list of student fees. Each year that list is reviewed prior to the start of the year and, at times, some fee increases/changes are needed.*

The Governing Board approved the Student activity fee schedule and requested increases as submitted. (Exhibit 7a, 7b, 7c)

**M. Approval of Textbook(s) for Display**

The Governing Board voted to place the following textbook on display for a period of 60 days, as of June 21, 2011, in accordance with A.R.S. §15-721:

Textbook: **Economics**; Publisher: Prentice Hall/Pearson; Author(s): Arthur O'Sullivan, Steven M. Sheffrin, Grant Wiggins; and, Price \$100.00.

**N. Approval of Second Payout of Project EXCELL! Incentive Pay for 2010-2011 for Participating School Administrators and Teachers in Qualifying Schools**

The Governing Board approved the Project EXCELL! Program listing of participating school administrators and teachers in qualifying schools for the second 2010-2011 school-year pay-out related to professional development, leadership, and student achievement, as submitted. (Exhibit 8, pp. 1-9)

**O. Annual Approval of All Authorized Signatories on District Checking Accounts for the 2011-2012 Fiscal Year**

The Governing Board approved the listing of authorized signatories for the District's checking accounts for 2011-2012 fiscal year. (Exhibit 9, p.1)

**P. Approval of Proposed Governing Board Policy JICL Regarding Dating Abuse**

Board Book information: *At its April 12, 2011 meeting, the Governing Board studied a draft policy relating to SB 1308 from the 2010 Arizona Legislature, which requires the Board to conduct a public meeting to review and consider incorporating age-appropriate dating abuse information into the district's health curriculum, including:*

- *A definition of dating abuse.*
- *Recognition of dating abuse warning signs.*
- *Characteristics of healthy relationships.*

*Although the law requires the board to consider adoption of a dating abuse policy, the board is not required by the law to adopt any policy changes.*

*The district's current health curriculum does include components relating to abusive behaviors and interpersonal relationships.*

*A proposed form of policy, along with an administrative regulation and an exhibit form were provided to board book holders for review [<https://v3.boardbook.org/Public/PublicItemDownload.aspx?ik=31375728>]*

The Governing Board approved the Governing Board Policy JICL regarding dating abuse, as submitted.

**Q. Continuing Review and Revision of Governing Board Policies; Approval of Revisions to Policies Contained in Policy Classifications A (Foundations and Basic Commitments); B (School Board Governance and Operations); C (General School Administration); D (Fiscal Management); E (Support Services); and F (Facilities Development)**

Board Book information: *This item follows the Governing Board's study of the same on April 12, 2011. At that time, the Administration presented background on the ASBA policy system, which the District subscribes to and uses to organize and facilitate its policy adoption and maintenance process. This particular item reflects the ongoing process of periodic review of Governing Board Policies. In conducting this type of review, the Administration (or ASBA) proposes revisions to policies where the policies are outdated; where changes in law or state rules necessitate revision; or where the Board has directed changes. Some changes presented in the resulting draft, most commonly. [Please note that the attachments include two drafts of revisions to Policy Manual Sections A-F and are presented in two formats: first, a "redline" version which shows all the detail of the changes made in traditional editing format; and then second, a "final" version showing all the proposed changes incorporated into one "clean" document.*

*As was presented in April, there are several important things to bear in mind as these drafts are reviewed: Many documents have only minor or technical changes that are not substantive. Additional revisions requested by Board members through the April 2011 review of this item have been included in the drafts which are attached.*

[Item 2.Q. <https://v3.boardbook.org/Public/PublicMeetingMaterials.aspx?ak=1000433&mk=50020956>]

The Governing Board approved the proposed revisions to the policies contained in Policy Classifications A (Foundations and Basic Commitments); B (School Board Governance and Operations); C (General School Administration); D (Fiscal Management); E (Support Services); and F (Facilities Development), as submitted.

**R. Approval to Extend Four Current Bid Awards through August 10, 2011**

Board Book information: *HVAC Supplies & Equipment, 10-0007, HVAC Compressors, 10-0010, Elevator Maintenance Services, 07-0058 and HVAC Water Treatment, 06-0022 are currently being re-bid for fiscal year 2011-2012. The Administration requests an extension of these four bid awards until the new bids may be awarded.*

The Governing Board approved the extension of four current bid awards through August 10, 2011, as follows: RFB 10-0007 - HVAC Supplies & Equipment; RFB 10-0010 - HVAC Compressors; RFB 10-0058 - Elevator Maintenance Services; and, RFB 10-06-0022 - HVAC Water Treatment.

**S. Approval of Renewal of Food Service Contracts for Fiscal Year 2011-2012**

R7-2-1093. Multi-term contracts

*A. Unless otherwise provided by law, a contract for materials or services may be entered into for a period of time up to five years, as deemed to be advantageous to the school district, if the term of the contract and conditions of renewal or extension, if any, are included in the solicitation and monies are available for the first fiscal period at the time of contracting. Payment and performance obligations for succeeding fiscal periods are subject to the availability and appropriation of monies.*

The Governing Board approved the renewal of food service contracts for an additional year, fiscal year 2011-2012, as follows: RFB-10-0007, RFB-10-0010, RFB-07-0058, and RFB-06-0022.

**T. Award of Contract for Refuse Collection Services Based on Responses to Request for Bid (RFB) 10-0053**

Board Book information: *Request for Bid (RFB) 10-0053 for refuse collection services was mailed to eight vendors; 6 vendors responded with priced bids.*

*R7-2-1031 of the Arizona Administrative Code requires the contract be awarded to the lowest responsible and responsive bidder whose bid conforms in all material respects to the requirements and evaluation criteria set forth in the invitation for bid. Two vendors were deemed to be non-responsive based on R7-2-1031 and were not considered for a contract award. For the work required weekly front end dumpster, waste & recycle service and roll off, construction & green waste service Waste Management was the low responding vendor. [Board Book holders were provided a spreadsheet giving detail on bid responses.]*

Mrs. Boros asked to have this item heard separately in order to accommodate a speaker wishing to address the Governing Board regarding this item.

Mr. David Brannon, District Manager for Waste Management, introduced himself and the company's two local representatives, who were in attendance. He expressed appreciation to the Governing Board for awarding his company the contract and is hopeful to serve the District for many years.

A motion was made by Mrs. Boros to approve the award of contract for refuse collection services to *Waste Management Services* based on their response to RFB 10-0053. The motion was seconded by Dr. Barrabee and it passed unanimously, 4-0.

**U. Award of Contract High and Low Voltage Electrical Service Based on Responses to Request for Bid (RFB) 10-0068**

Board Book information: *Request for Bid (RFB) 10-0068 for high & low voltage electrical services was mailed to nine electrical contractors; six contractors responded with priced bids. Commonwealth Electric was the low responding vendor based on the hourly rate charged for the services required.. [Board Book holders were provided a spreadsheet giving detail on bid responses.]*

The Governing Board approved the award of contract for high and low voltage electrical services to *Commonwealth Electric* based on RFB 10-0068.

**V. Approval to Recycle Surplus Electronic Equipment**

The following surplus electronic equipment will be recycled: Computers - 161 ; Monitors - 94 ; Printers and Scanners - 44 ; Fax Machines - 3 ; Key Boards - 158 ; Mice - 80 ; Cables - 9 boxes; External Hard Drives – 6; LCD Panel – 1; and Switches, 3500 - 97

The Governing Board approved the disposal/recycling of surplus electronic equipment through *E-Waste Harvesters Recyclers*.

**W. Approval of Donation of Surplus Learning Materials**

Board Book information: *The Warehouse is responsible for the collection and disposition of surplus materials no longer required by District schools or administrative sites. Surplus materials received at the Warehouse are stored for sale. However, not all materials have value and buyers at auction do not exist for all items.*

*Arizona Revised Statute §15-342 referenced in Section R7-2-1131 of the Arizona Administrative Code allows Governing Boards to donate surplus or outdated learning materials to nonprofit community organizations with a 501(c)3 designation where, the Governing Board determines that the anticipated cost of selling the materials equals or exceeds their estimated market value.*

*The Warehouse maintains replacement inventories of student desks, overhead projectors, white boards, black boards, etc. Currently the inventory of surplus learning materials far exceeds the inventory required for replacement of worn or damaged equipment and furnishings. The cost to the Warehouse to administer a surplus sale of this equipment will far exceed the market value of the materials offered. With Governing Board approval the following surplus learning materials will be donated to nonprofit community*

*organizations with a 501(c)3 designation: 13 storage cabinets, 70 chairs, 690 student desks, 94 overhead projectors, and 15 AV carts.*

The Governing Board approved the disposal of surplus learning materials to non-profit community organizations with a 501(c)3 designation.

#### **X. Approval of Disposal of Surplus Property via PublicSurplus.com**

Board Book information: *With Governing Board approval the Administration will sell via an online auction the following surplus property.* [Board Book holders were provided detail on specific property, i.e. televisions, DVD players, and radios, etc.] <https://v3.boardbook.org/Public/PublicItemDownload.aspx?ik=31375035>

The Governing Board approved the disposal of surplus property through the use of a competitive public auction.

### **3. STUDY/ACTION**

#### **A. Study and Approval of the Proposed Expenditure Budget for Fiscal Year 2011-2012**

Board Book information: *The Arizona Department of Education recently released budget forms for the 2011-2012 fiscal year. The final enrollment numbers from the Arizona Department of Education have not been finalized. Therefore, the proposed budget represents an estimate and the budget will require revision in September.*

Page 2 of 13: - *The Maintenance and Operations budget is overstated to allow the maximum override amount which will be resolved when the student enrollment numbers are finalized with the Arizona Department of Education. The Classroom Instruction line has been lowered to reflect the staffing formula changes (as a result of enrollment declines) and Career Ladder reduction from 5% to 4%. Special Education has been maintained as a result of increased student counts and the maintenance of effort requirements of the Federal Grants. Overall reductions to the Maintenance and Operations fund are 2%. The estimated reduction to the budget as a result of the State Retirement System shift is \$412,284.*

Page 4 of 13: - *Expenditures will decrease in the Classroom Site Funds as a result of decreased Proposition 301 sales tax revenues. The reductions to these funds average 20.6%.*

Page 5 of 13: - *The current estimate of legislative reductions to the Unrestricted Capital budget is 46.7%. This estimate will be revised at a later date by the Arizona Department of Education. The normal funding formula should provide \$3,643,267. The estimated legislative reduction is \$1,701,809.*

*The current estimate of legislative reductions to Soft Capital budget is 97.5%. This estimate will be revised at a later date by the Arizona Department of Education. The normal funding formula should provide \$3,127,597. The estimated legislative reduction is \$3,049,405. The non-staffing reductions from the prior year will remain in place for 2011-2012.*

Page 6 of 13: - *The Building Renewal Fund has a zero budget. The Building Renewal formula has been subject to many modifications and suspensions since its creation in 1998. Since 1998, the school district has been shorted over \$17,000,000. The suspension of funding for Building Renewal by the Legislature will require that the district keep uncommitted balances in the Unrestricted Capital and Soft Capital Budgets.*

Page 7 of 13: - *Individual program budgets have been decreased in the Federal and State Project Funds. Line 1 – Title I & Line 8 – IDEA have been decreased due to one-time ARRA Stimulus Funds received during 2009-2010 & 2010-2011. Line 17 – Other Federal Projects has been decreased to reflect the phase down of funding in the TIF Grant. All State Grants budgets were lowered to reflect the reductions and elimination of funding from the Legislature.*

*The Adjacent Ways Fund (Other Funds – Line 28) will continue the \$324,000 levy implanted last year. The net impact on the tax bill should be zero. However, this increase requires a Truth in Taxation Notice*

*and Hearing. The Truth in Taxation Notice is scheduled to appear in the Arizona Daily Star on June 22 and the Truth in Taxation Hearing will be prior to the Budget Adoption on July 5th.*

*Tax Rates - The biggest unknown in this budget is the final impact on property tax rates. The final Assessed Valuation numbers will not be available until early August. It is anticipated that the total Primary Valuation will drop by 5.2% and the Secondary Valuation will drop by 7.9%. In addition, we have legislative changes from both last session and this session that can impact the tax bills. Additional information will be shared on this subject as it becomes available.*

*It is the recommendation of the Administration that the Governing Board approve this proposed budget and direct that a summary of the budget be published. It is also recommended that the Governing Board schedule a public hearing on the proposed budget immediately prior to the adoption at the scheduled Board meeting on July 5, 2011.*

Mr. Little reviewed the Board Book materials and highlighted the significant changes within the budget. He stated that it has been challenging to still not have final detail from the State and therefore anticipates further updates and budget revisions. He noted the significant loss in soft capital. Classroom funding may need to be diverted to repair buildings, etc. He noted that the serious issues facing school districts related to continued and accrued loss of funding has been receiving some media attention recently. The notice for public hearing will be published Wednesday, June 22, 2011.

The biggest unknown in this budget is the final impact on property tax rates. Until the final assessed valuations are made known in early August, staff is unable to perform a strong tax calculation. Properties are declining in value; the impact may be relatively neutral to the taxpayer. Some shifts are going to impact tax payers; it will appear that the District is increasing taxes yet it is really legislative changes that will impact tax bills – the rates may go up but the amounts will remain constant. It is important to note that the older Class A bonds are paid off; the only current debt is that from the voter-approved bond initiative from 2007.

Dr. Barrabee expressed appreciation to Mr. Little for his high-level of knowledge regarding this specialty as it creates confidence.

Mrs. Boros expressed appreciation for the format Mr. Little used in exhibiting the comparisons.

Dr. Loomis moved approval of the proposed budget and directed a summary of the budget be published. It is also recommended that the Governing Board schedule a public hearing on the proposed budget immediately prior to the adoption at the scheduled Board meeting on July 5, 2011. The motion was seconded by Mrs. Boros and it passed unanimously, 4-0 (Exhibit 10a, pp. 1-2; Exhibit 10b, pp. 1-14).

#### **4. STUDY**

##### **A. Study of Virtual Learning at Donaldson Elementary**

Dr. Balentine noted this topic is related to the next item regarding boundary modifications. A school is a community and ultimately, she feels a huge responsibility to ensure that decisions are made that do not blight an entire school community. She noted that plans are being considered that promote increased enrollment; one option for Donaldson may be a blended program that includes on-line learning to begin in the 2012-2013 school year. The blended learning concept will require immediate staff attention to address any necessary infra-structure changes. The "Pod" is a possible concept being considered. On-line learning for Amphitheater has been state approved for grades 7-12.

Dr. Balentine provided an overview of the blended program and other alternatives being considered at Donaldson that utilize technology. Some discussion ensued regarding possible options for the portables housed at Donaldson. In response to a Board member inquiry about re-opening as a charter school, she noted the downside to this proposal, is that if the District closed a school and then re-opened as a charter school, the District charter would be un-funded for the initial year of operation. Dr. Balentine noted that plans are to move forward in offering on-line classes for students in grades K-5 at Donaldson and grades 7-12 at other sites or virtually. She confirmed that the Donaldson program does not include

having older students populate the Donaldson campus. Dr. Balentine pledges to continue Board updates and will remain mindful of keeping the community informed as plans progress. She clarified that the Blended Program is just one program; the regular Donaldson K-5 elementary program will continue.

Mrs. Boros understands the rationale for offering varied programs to students – for some students a traditional school setting is not the best solution. However, she does not support school closures and encourages having staff continue exploring options.

Dr. Barrabee stated that he is glad to see that the District is exploring and responding to advanced technology opportunities. It is reassuring to the community. This may be an appropriate option to facilitate students needing remediation or accelerated learning; there are a lot of students that can function independently.

**B. Study of Proposed Isolated School Attendance Boundary Modifications (Only Affecting Land without Current Residents) for Purposes of Enrollment Stabilization between Walker Elementary and Donaldson Elementary Schools**

Board Book information: *Enrollment at Donaldson Elementary School has been in a steady state of decline over the course of the last several years. With a projected enrollment of just 299 FTE (full time equivalent) students for next school year (and the limited funding generated by such an enrollment level), the District’s capacity to maintain program levels at the site is being significantly impacted – particularly given the dramatic and continuing legislative cuts to the District’s budget in recent years. State budget reductions make the stabilization of Donaldson’s enrollment an imperative – to help stem further programmatic impacts to the school, its faculty and students, and its local community.*

*At the same time Donaldson enrollment is in decline, the enrollment at Walker Elementary School is holding relatively steady. Indeed, most classrooms at the school are currently in use throughout the day, leaving very little actual capacity for growth. The school continues to lack sufficient parking for existing parents, and playground space is near the limits of its capacity to meet current student enrollment needs. And, as the Board knows, the transportation issues at Walker continue to be of concern. Thus, stabilization of Walker enrollment (by means of controlling its growth) would be beneficial. There is presently very little residential development pending which would impact district enrollment. There are within the Walker attendance area, however, three projects which do have potential for adding to Walker’s enrollment count.*

*The first of these three is a residential project currently in planning by a local developer for property located on two parcels the general location of which are shown in the attached District attendance area map as “Area 1”, but which are more specifically described in the following table:*

Parcel No.	Current Owner (Per Assessor)	Legal Description
104-01-066B	Pima County	PTN S2 SE4 NW4 LYG S OF DRNGWY & ELY & WLY PTN LYG N & ADJ DRNGWY & SELY PTN SW4 NW4 LYG N OF RILLITO RIVER 10.13 AC SEC 15-13-13
104-01-104E	Riverview Ventures, LLC	NELY PTN NE4 SW4 EXC RD & EXC NWLY TRI PTN 11.21 AC SEC 15-13-13

*The “Riverview East” project currently in planning for Area 1 (on the attached attendance area map will consist of townhomes and would potentially be under construction within a year. The land involved (both parcels) is currently unimproved and vacant.*

*The second project currently in planning is a 16 unit single family home neighborhood located on the parcel of vacant land immediately to the south of the district’s San Joaquin Alternative School site. Shown on the attached attendance area map as “Area 2”, the particular parcel of land (also currently vacant and unimproved) is more particularly described in the following table:*

Parcel No.	Current Owner (Per Assessor)	Legal Description
101-12-004A	Daniel H. White	PT OF S2 NW4 NE4 SE4 & PT OF SW4 NE4 SE4 LYG NLY OF S'LY RW OF ROLLER COASTER RD & E 30' OF N2 NW4 NE4 SE4 6.15 AC SEC 9-13-13

*The third project presently that will impact Walker's enrollment is an apartment project which is currently under construction. It is generally shown on the attached District attendance map as "Area 3" and is more specifically described below:*

Parcel No.	Current Owner (Per Assessor)	Legal Description
104-01-381A	HSL Riverside Crossing Apartments, LLC	RIVERSIDE CROSSING BLOCK 6 EXC WLY PTN (Address: 1925 W. River Road)

*The Administration is proposing consideration of changes to the existing Walker Elementary School attendance area boundaries by creation of three isolated exceptions to the current Walker boundaries. Under these isolated exceptions, the elementary school of attendance for students residing in these three areas would be Donaldson Elementary School, rather than Walker.*

*Adoption of these proposed boundary exceptions would help stabilize enrollment for both Walker and Donaldson in the respective directions needed. Consideration of this approach and its consequences might also include the following additional facts:*

- 1. All affected parcels currently have no residents. Thus, the proposed boundary change does not affect existing students or parents.*
- 2. District transportation from all three sites to Donaldson would be required.*
- 3. Long term implications of other development affecting both Donaldson and Walker are largely unknown given current economic conditions; accordingly the long term efficacy or efficiency of this proposal has potential to change over time.*
- 4. The proposed boundary changes do not preclude future residents from seeking open enrollment to Walker Elementary (or any other school) assuming capacity exists.*

Dr. Balentine highlighted the Board Book materials explaining the recommendation to accommodate the exceptions to existing school boundaries. As empty parcels of land are being considered for development, developers should be made aware of the District's recommended boundary exceptions for school attendance; this information will assist the community and expectations of families – knowing that their home school is Donaldson. This item is expected to return at the next meeting with a recommendation for approval.

Discussion ensued. Mrs. Boros contributed information about a fourth developer project that would impact this area. Due to the timeline, if necessary, Dr. Balentine recommends moving forward with the original plan to return with the item on July 5<sup>th</sup>, requesting approval; and, returning in August as an addendum thereby giving Mr. Jaeger additional time and opportunity to discuss further with the developer and receive exact parcel information.

**BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS**

There were no new Board Member requests.

**PUBLIC COMMENT**

There were no public comments.

**ADJOURNMENT**

A motion was made by Dr. Barrabee seconded by Mrs. Zibrat and passed unanimously, 4-0, that the meeting be adjourned. The time was approximately 10:27 p.m.

Respectfully submitted,  
 Margaret Harris

Mr. Jeff Grant, President

Date