

DRAFT Minutes

AMPHITHEATER PUBLIC SCHOOLS Tucson, Arizona

MINUTES OF SPECIAL PUBLIC MEETING OF THE GOVERNING BOARD

Place, Date and Time of Meeting

Wetmore Center, 701 West Wetmore Road, March 26, 2013, 5:00 p.m.

Board Members Present

Mrs. Susan Zibrat, President
Dr. Kent Paul Barrabee, Vice President
Mrs. Julie Cozad, Member
Mrs. Jo Grant, Member

Board Members Absent

Ms. Deanna M. Day, Member

Central Administrators Present

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

OPENING OF MEETING

Call to Order and Signing of Visitors' Register

Mrs. Zibrat called the meeting to order at 5:03 p.m. and invited members of the audience to sign the visitors' register.

Pledge of Allegiance

Mr. Nelson led the Pledge of Allegiance.

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

Mrs. Zibrat announced the next regular meeting of the Governing Board: Tuesday, April 9, 2013, 6:00 p.m., at the Wetmore Center, 701 W. Wetmore Road.

PUBLIC COMMENT

There were no public comments.

1. CONSENT AGENDA

Mrs. Zibrat asked if there were Board member requests to have any items addressed separately; there were none. A motion was made by Dr. Barrabee to approve consent agenda items A-P. The motion was seconded by Mrs. Zibrat and passed unanimously, 4-0. Appointment of personnel is effective, provided all district, state, and federal requirements are met.

A. Approval of Minutes of Previous Meeting

The minutes of the March 5, 2013 Regular Governing Board meeting was approved, as submitted.

B. Approval of Appointment of Personnel

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

C. Approval of Personnel Changes

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

D. Approval of Leave(s) of Absence

Leaves of Absence requests were approved for certified and classified personnel, as listed in Exhibit 3.

E. Addendum to Approval of 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 \$2,419,778.50 (Final Total)

The following vouchers were approved as presented and payment authorized:

Vo. 596 \$ 547,247.91 Vo. 597 \$1,312,206.75 Vo. 598 \$ 184,648.68 Vo. 599 \$ 156,917.48
Vo. 600 \$ 42,630.75 Vo. 601 \$ 56,525.26 Vo. 602 \$ 119,601.67

G. Receipt of Monthly Status Report for the Fiscal Year 2012-2013

A summary of comparative totals as of February, 2012 is as follows:

Budget Capacity \$82,500,000.00 Expenditures & Encumbrances \$ 82,500,000.00

Totals' Comparisons:

Expenditures as of 2/28/12.... \$ 46,643,469.81 M & O Budget Capacity for 2011-2012.... \$81,843,474.00
Expenditures as of 2/28/13.... \$ 49,288,817.79 M & O Budget Capacity for 2012-2013.... \$82,500,000.00

Bond Balance Outstanding: \$83,035,000.00

Tax Rates: Primary – 4.3424; Secondary – 1.6517

H. Receipt of January 2013 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 January, 2013, as submitted. (Exhibit 5, pp. 1-8)

I. Award of Contract for Surplus Computer Hardware Recycling Services Based on Responses to Request for Proposal (RFP) 12-0062

Board book information: *Request for Proposal (RFP) 12-0062 for recycling surplus computer hardware was mailed to fourteen vendors. Six vendors responded.*

The RFP requested information from responding vendors regarding their recycling program to include indemnification & insurance, hard drive scrubbing and destruction, and the cost of service and/or remuneration received. [An evaluation of the responding vendors was included in the agenda item.]

The Governing Board approved the award of contract for Surplus Computer Hardware Recycling to *Vintage Tech LLC* per their response to RFP 12-0062.

J. Approval to Recycle Surplus Electronic Equipment

The Governing Board approved the disposal of surplus electronic equipment through the District's contracted vendor: *Vintage Tech LLC*.

ITEM	QUANTITY	ITEM	QUANTITY
Computers	708	Mice	10
Monitors	319	Cables	11 Boxes
Printers	84	Network Switches	20
Scanners	9	Fax Machines	1
Key Boards	210	Copy Machines	7
Disk Drives	1	Power Supplies	25

K. Adoption of Governing Board Meeting Schedule for 2013-2014 Fiscal Year

Board Book information: *Traditionally, the Board has had a regular meeting on the second Tuesday of every month and a special meeting on the fourth Tuesday of every month, unless the date fell on a holiday. The Board may meet, however, on such days at it determines at its discretion, so long as it meets the minimum requirement of having one regular meeting per month during the regular school year. A.R.S. §15-321(D). The proposed schedule follows that traditional schedule with exceptions where meetings would conflict with District-wide vacation breaks and other calendaring conflicts.*

The Board may also designate the location of its regular and special meetings. State law does provide, however, that regular meetings are to be held "at the most convenient public facility in the school district" A.R.S. § 15-321(C).

Generally, the Board reserves information, study and action items for its regular business meetings, held on the second Tuesday of the month. The second meeting of each month is reserved for consent items and executive session business.

The Governing Board approved the proposed Governing Board Meeting Schedule for 2013-2014, as follows.

Regular Governing Board Meetings - *July 2, 2013, August 13, 2013; September 10, 2013; October 8, 2013; *November 12, 2013; *December 10, 2013; January 14, 2014; February 11, 2014; March 11, 2014; April 8, 2014; *May 6, 2014; June 24, 2014; and,

Special Board Meetings with Executive Sessions - August 27, 2013; September 24, 2013; October 22, 2013; January 28, 2014; February 25, 2014; March 25, 2014; April 22, 2014; and June 24, 2014.

[*Indicates months when there is only one Board Meeting scheduled: July, November, December, and May.]

L. Out of State Travel

Out of state travel was approved for students and staff (source of funding indicated): from Ironwood Ridge and Canyon del Oro High Schools to take 6 students from DECA to attend the International Career Development Conference in Anaheim, CA, April 23-28, 2013 (JTED funds, tax credits, auxiliary funds and student activity funds); from Ironwood Ridge High School to take 31 students from Student Government to attend a Student Government Retreat in Oceanside, CA, May 28-31, 2013 (student activity funds); from various District schools to participate in the Odyssey of the Mind and Future Problem Solving finals to be held May 22-25, 2013 at Michigan State University, this authorization now allows participating schools to begin fundraising for travel expenses. Specific names of students and chaperones will not become known until the actual event in early April, 2013; further information to follow; from Harelson Elementary School to take 1 student from the Harelson Chess Team to Nashville, Tennessee, April 3-9, 2013 (tax credits and auxiliary funds); and, from Canyon del Oro High School to take 14 students from the CDO Engineering Club to St. Louis, Missouri, April 23-27, 2013 (JTED and student activity funds).

Travel was previously approved at: the December 4, 2012 Board meeting for Wilson K-8 to take students from the 6th grade to Buena Park, CA, March 15-17, 2013, chaperones have changed; at the January 8, 2013 Board meeting from Coronado K-8 to take students from Advanced Chorus to Anaheim, CA April 5-7, 2013, cost has increased.

Out of state travel was approved for staff (source of funding indicated): from Canyon del Oro High School to attend the International Baccalaureate Workshop in Portland, OR, April 5-8, 2013 (federal funds designated for staff development); from District Offices to attend the 2013 National Johnson O'Malley Conference in Minneapolis, MN, April 13-17, 2013 (federal funds designated for staff development); from Canyon del Oro High School to Attend the International Baccalaureate Workshop in Tahoe City, CA, June 23-29, 2013 (federal funds for staff development); from Canyon del Oro to attend the International Baccalaureate Category 2 Workshop in St. Pete Beach, FL, June 24-28, 2013 (federal funds designated for staff development); from La Cima Middle School and District Offices to attend the Advancement Via Individual Determination (AVID) Summer Institute in San Antonio, TX, July 14-17, 2013 (federal funds designated for staff development); from District Offices to attend the National School Public Relations Association (NSPRA) National Seminar in San Diego, CA July 5-10, 2013 (site maintenance and operations funds and federal funds designated for staff development).

M. Approval of Grant(s)

The Governing Board approved the Friends of Western Art Grant in the amount of \$855. on behalf of Coronado K-8 and will be used towards the cost of a Southwestern-themed ceramic mural.

N. Approval of Changes in Course Names and One Additional New Course for International Baccalaureate (IB)

Board book information: *We have several new levels of coursework for the Board's consideration. These additional levels are for courses already approved for IB programming by the Board: IB Chemistry HL, IB Art SL, IB Anthropology SL, IB Computer Science SL, IB Film SL.*

The following new course would provide additional options in the IB program at CDO: IB Sports, Exercise, and Health Science SL

The Governing Board approved the new course and course name changes, as submitted.

O. Authorization to Dispose of Surplus Copy Machine

Board book information: *Article 10 Section R7-2-1131.C.4 of the Arizona Procurement Code requires prior to the disposal of surplus equipment by trade-in to a vendor for credit on acquisitions that the school district shall approve such disposal. Prior to disposal, the school district shall make the determination on whether the trade-in value is expected to exceed the value realized through the sale or other disposition of such material.*

The Technology Department has identified certain copy machines that are in need of replacement. One solution available is to trade-in the current equipment towards the purchase of new equipment. With Governing Board approval the Chief Financial Officer will be authorized to make the determination whether the trade-in value is expected to exceed the value realized through the sale or other disposition of such material. If the trade-in value does not meet this criterion, then the equipment will be brought to the Governing Board for approval to sell as surplus.

The Governing Board approved authorizing the Chief Financial Officer to make the determination of whether or not the trade-in value of surplus copy machines will exceed the value realized through the sale or other disposition of such material.

P. Approval of Contract Forms for the 2013-2014 Fiscal Year for Administrative, Administrative Exempt, Certificated, and Professional Non-Teaching Employee Groups; Authorization to Issue Contracts to Renewing Staff Members for Fiscal Year 2013-2014.

Board book information: *On March 5, 2013, the Governing Board was presented with a proposal for approval of a 2013-2014 compensation and fringe benefits package for the District's employee groups. This item is an additional step required to implement the package, through the issuance of contracts to those employees receiving contracts.*

The timely resolution of the meet and confer process and issuance of contracts as early as possible helps assure employees of their status, and should therefore proceed as quickly as possible.

The ongoing uncertainty associated with federal and Arizona legislative budget matters this year again suggest the need for contract forms that contain contingency clauses to allow for circumstances beyond the Governing Board's control. Current indications are that there will be no new legislative cuts to the Arizona K-12 budget for next fiscal year, but legislative action is never "final" – as experience in recent legislative sessions has taught us. The federal sequestration and other national budget issues are the most significant unknown. Thus, the contingency language is necessary and links any contract term changes to legislative reductions and limits pay reductions, however remote, to no more than 4%. Notably, contracts over the last few years have included similar provisions – none of which had to be exercised.

This year, contingency language is also included to allow for a potential increase in compensation under each contract if the Arizona legislature or federal government provides designated funding increases that may be used to increase staff compensation, as provided for in the package approved by the Governing Board.

Please note that support staff employees are not issued contracts, but will be issued written verification of their pay rates and other information consistent with the Board's approval of the meet and confer package terms.

The Governing Board approved the Administrative, Administrative Exempt, Certificated, and Professional non-teaching employee groups' contract forms for the 2013-2014 fiscal year, and authorized issuance of contracts, as submitted. (Exhibits: 5a, pp. 1-2; 5b, pp. 1-2; 5c, pp. 1-2; 5d, pp. 1-2; 5e, pp. 1-2; 5f, pp. 1-2; 5j, pp. 1-2. <https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50058254>)

2 EXECUTIVE SESSION

A. Motion to Recess Open Meeting and Hold an Executive Session for:

1. Determination of Whether to Hold an Expulsion Hearing and Designate a Hearing Officer to Hear Evidence, Prepare a Record and Bring a Recommendation to the Board, Pursuant to A.R.S. §15-843(F)(2), Regarding:
 - a. Student # 30046055; b. Student # 30036441; c. Student # 30014025; d. Student # 30027744;
 - e. Student # 30036108; f. Student # 30011303; g. Student # 30039366; h. Student # 30036798;
 - i. Student # 30019754; j. Student # 30010952; k. Student # 30028627; l. Student # 30045802; m. Student # 30046159; n. Student # 30011319; o. Student # 30008304; p. Student # 30026934; q. Student # 30045972; r. Student # 30042037; and s. Student # 30034883.
2. Consideration and Decision Upon Expulsion Hearing Officer's Recommendation, Pursuant to A.R.S. §15-843(F)(2), Regarding: a. Student # 30006451; b. Student # 11005750; c. Student # 30044469; d. Student # 30000317; e. Student # 30039868; f. Student # 30045257; g. Student # 11005311; h. Student # 30032424; and i. Student # 30038960.
3. Consideration and Determination of Appeal of Long-term Suspension Hearing Officer's Decision, Pursuant to A.R.S. §15-843(A); Determination of Whether to Hold an Expulsion Hearing and Designate a Hearing Officer to Hear Evidence, Prepare a Record and Bring a Recommendation to the Board, Pursuant to A.R.S. §15-843(F)(2), Regarding: a. Student # 30022751.

A motion was made by Dr. Barrabee that the Board recess into Executive Session pursuant to A.R.S. §15-843(A) and A.R.S. §15-843 (F)(2), as presented. Mrs. Zibrat seconded the motion and it passed unanimously, 4-0. Mrs. Zibrat called a recess at 5:06 p.m. for the purpose of holding Executive Session for student disciplinary action.

B. Motion to Close Executive Session and Reconvene Open Meeting

Upon return to the Board Room, Dr. Barrabee moved to reconvene the meeting into open session. Mrs. Zibrat seconded the motion and it passed, unanimously, 4-0. The time was 7:46 p.m. Mrs. Zibrat declared the meeting in open session.

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

There were no Board Members requests.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

A motion was made by Dr. Barrabee, seconded by Mrs. Grant and passed unanimously, 4-0 that the meeting be adjourned. Mrs. Zibrat declared the meeting adjourned at 7:48 p.m.

Respectfully submitted,
Margaret Harris

Mrs. Susan Zibrat, President

Date

Approved: TBD