

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, January 14, 2014, 5:00 PM

Board Members Present

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

Central Administrators Present

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

OPENING OF MEETING - Call to Order

Mrs. Zibrat called the meeting to order at 5:01 PM

1. EXECUTIVE SESSION

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

1. Consideration and Decision Upon Expulsion Hearing Officer's Recommendation, Pursuant to A.R.S. §15-843(F)(2), Regarding: a. Student # 30032916; b. Student # 30048114; and c. Student # 30023086.

A motion was made by Ms. Day that the Board recess into Executive Session pursuant to A.R.S. A.R.S. §15-843(F)(2), as presented. Mrs. Cozad seconded the motion and it passed unanimously, 5-0. Mrs. Zibrat called a recess at 5:02 PM for the purpose of holding Executive Session.

B. Motion to Close Executive Session and Reconvene Open Meeting

Upon return to the Board Room, a motion was made by Ms. Day and seconded by Mrs. Cozad that the meeting reconvenes into open session. The motion passed, unanimously, 5-0. Mrs. Zibrat declared the meeting in open session. The time was 6:00 PM.

OPENING OF MEETING

Call to Order and Signing of Visitors' Register

Mrs. Zibrat reconvened the meeting 6:00 PM and welcomed all in attendance. She invited members of the audience to sign the visitors' register. Procedures for addressing the Board were described.

Pledge of Allegiance

Mr. Paul DeWeerdt, Principal from Canyon del Oro High School (CDO), invited Ms. Cris Cisco, International Baccalaureate (IB) Coordinator at CDO to introduce her IB students who were in attendance and led the Pledge of Allegiance: Cassandra Kimberly Lim, Noelle Renee Smith, Alijah J. Cordova, and Dino Kadich.

Each student was presented with a Certificate of Commendation.

Dr. Barrabee acknowledged the Art Display in the Board Room. He commended Canyon del Oro High School students and their art teachers: Lacy Mendoza, Cymry DeBoucher, Lee Street, and Vince Gillis for their contributions.

Announcement of Date and Place of Next Special Governing Board Meeting

Mrs. Zibrat announced the next special meeting of the Governing Board: Tuesday, January 28, 2014, 5:00 PM, Wetmore Center, 701 W. Wetmore Road.

PUBLIC COMMENT

Mrs. Zibrat described the procedures for addressing the Board. The following people addressed the Governing Board to address concerns and/or provide updates on the issues related to the selection and implementation at the beginning of the 2013-2014 school year of the Carnegie Math Curriculum at Ironwood Ridge High School (IRHS) as initially addressed at the November 10, 2013 Regular Governing Board Meeting: Todd Diaz de Valdes (speaking as a member of the Arizona Coalition for Student Excellence), Scott Leska, Gabriel Mowle, IRHS student (President of the Student's Union for Right in Education), Thomas McFadden, and Mr. Shields. Progress is being made. Members of the Coalition have met with Mr. Nelson, Mrs. Nelson, and Mr. Bejarano. Mr. Diaz de Valdes stated that the timeline is being finalized and that it meets with agreement. He suggested that the Board consider policy modifications to current textbook adoption procedures to provide greater teacher and parent involvement in the selection process.

Mr. Nelson responded to Mr. Leska's concerns stating that Mrs. Nelson has met with each and every principal and reviewed staff concerns about Carnegie implementation; no further instances were reported. Mrs. Cozad noted that the Board had recently visited the school and that there was no occurrence during that visit related to previously-expressed reports of ill treatment of teachers. She stated assurances about the Board's attention of this matter.

Gabriel Mowle recommended the Board consider initiating the creation of a volunteer student consultant position to the Board; someone elected by students, thereby lending the Board student insights and input and allow student participation in education. Mr. Nelson stated that a meeting with a group is in the works to further discuss the ideas introduced by Gabriel. Additionally, Mr. Nelson corrected Gabriel's assumption – there are three (3) current/retired educators seated on this Board; Mrs. Zibrat stated that Board members are unpaid, volunteer positions, and the highest regard is given to student education. Mr. Nelson added that Mrs. Zibrat was the Chair person for the previous Bond and Override committees.

Mr. McFadden thanked Administration for attending a meeting held on December 20th with 6 members of the Coalition regarding their concerns. The Coalition strongly supports the option of moving to a site-based selection of textbooks, etc. He provided Board members with copies of the Coalition's letter requesting documents. He and Mr. Jaeger are communicating about a timeline for receiving the information, as well as, culling the request to taper the request's scope so as not to unduly burden District staff. Additionally, the Coalition is interested in participating in the principal-search process (replacing Mr. Szolowicz). He looks forward to meeting with Mr. Jaeger in February.

Mr. Nelson added that Administration will immediately begin the development of a Supplemental Materials support group; they have already met and have begun the decision-making process. Plans are to create a modified textbook committee that will begin meeting in February to review different decision-making models (textbooks, learning materials).

Mick Stewart addressed the Board, stating that he has not been contacted by anyone about the concerns he addressed at the November 12th Board meeting about excessive travel and training expenses, specifically citing AVID training. He asked why the District has cancelled the appointment(s) he had scheduled with the Associate to the Superintendent. The second issue of concern related to an incident that occurred prior to the beginning of the school year; he was standing with his son on public property in front of La Cima Middle School when a school employee took a picture of them. He said that he again tried to meet with the Associate to the Superintendent to find out who it

was that took the pictures and why, but to no avail - no information was given and, that his meeting(s) was again cancelled.

Mr. Nelson stated that the District is permitted to state corrections to misinformation presented during Public Comment. To that end, he first called upon Mrs. Nelson to respond to Mr. Stewart's inquiry about AVID travel and training expenses. She stated that a meeting had not been scheduled nor cancelled with Mr. Stewart regarding these concerns. She explained that criteria used for decision-making in determining who is selected and where the training is held is complex, and those expenses are primarily paid through Title II funds (federal), which can only be used for Professional Development. In some recent instances, Title I schools have requested this training, and those expenses have been paid with Title I's professional development funds; she also noted that Title I is required to set aside a percentage of their funding for this purpose.

Mr. Jaeger responded to Mr. Stewart's comments about the La Cima incident. He noted that Mr. Stewart's comments were misleading and ignored the cause of events prompting the District's actions – including the picture-taking situation referenced by Mr. Stewart. Mr. Jaeger noted that Mr. Stewart is a former employee of the District, he was previously terminated. Since that time, he has appeared on District property, in this specific instance he was again picketing. Staff was taking pictures to verify Mr. Stewart's location – on or off District property. Mr. Jaeger explained that Mr. Stewart had been removed from the school by law enforcement during a previous picketing incident; Mr. Stewart challenged that action by stating that he was on public property. The picture-taking was done to preempt any similar future challenge by Mr. Stewart. Mr. Jaeger further stated that he did meet with Mr. Stewart, at which time that explanation was provided to him. Mr. Jaeger stated that the suggestion that a meeting had been scheduled and cancelled is inaccurate.

Mr. Shields thanked Mr. Bejarano for providing an update on textbook replacement plans and described options available (IRHS, Wilson K-8 School). He thanked the Board and Administration for being a student-directed district.

John Fife, President of AmphiEA addressed the Governing Board inviting them to participate in the Reading Across America – a day to celebrate reading. This program was initiated in 1997 by NEA (National Education Association) and is celebrated on Dr. Seus' birthday; it began March 2, 1998. Since then, this program has grown and evolved into events supported by city, state, and national entities. Locally, the AmphiEA and Mr. Fife invited Board members and Administrators to read to a class on March 2nd. He also invited the District to match the \$300 budgeted for the promotion of this year's program.

2. ORGANIZATIONAL MEETING

A. Nomination and Election of Governing Board President and Vice President

Arizona law, A.R.S. § 15-521, requires that the Governing Board hold an organizational meeting between January 1 and January 15. The Board's meeting of this evening obviously meets this requirement. In addition, the same section of Title 15 requires that the Board elect a president from among its members. The President of the Board presides over all meetings of the Board, in accordance with Arizona law and District policies.

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

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

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

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

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

Voice or Other Voting. *Absent election by acclamation, a vote of the Board on nominees is required by voice, roll call, show of hands or rising (where Board members stand). Roberts provides that, unless a method of voting is selected upon motion, the chair will decide the method based upon the nature of the election, closeness of the expected vote, and the size of the group.*

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

Mr. Nelson introduced the item and provided an overview of the Governing Board Officer election process [as stated above] beginning with the office of the Presidency and then followed by the Vice President (or Clerk), who serves in the absence of the president.

Mrs. Zibrat began by asking if any board member wished to offer a nomination for president. Dr. Barrabee nominated Mrs. Zibrat. Mrs. Cozad seconded the nomination and as there were no other nominations, Mrs. Zibrat accepted the nomination and through acclamation, Mrs. Zibrat declared herself as President.

Mrs. Grant nominated Deanna Day for the Office of Vice President. Mrs. Cozad seconded the nomination and as there were no other nominations, Mrs. Zibrat through acclamation named Ms. Day as Vice President. Ms. Day accepted the action.

Mr. Nelson thanked Dr. Barrabee, for not only serving as Vice President this past school year, but also in that capacity previously, as well as President and, especially noteworthy for his more than thirteen years of dedication as Board member. He also thanked Mrs. Zibrat for her year as President and is looking forward to her leadership this coming year.

[A Certificate of Election of Governing Board President and Vice President was signed by all Board members. A copy of this certificate, was forwarded to the Pima County School Superintendent's office. A recorded copy will be returned to the District for filing.]

3. INFORMATION² AND RECOGNITION(S)

A. Recognition of Harelson Achievement in Science

Board book information: *We are proud to recognize Harelson Elementary School for its achievement as a 2013 National Center for Educational Achievement (NCEA) Higher Performing School. The National Center for Educational Excellence identifies Higher Performing Schools based on a school's deep commitment to raising student achievement and putting more students on the path to college and career readiness – regardless of socio-economic barriers or any other obstacles that might otherwise impede success. The award is for 4th Grade Science.*

These schools stand out as shining examples of what can be achieved when staff, students, and parents work together toward a unified goal of better preparing students for life after high school.

Mr. Andy Heinemann, Principal from Harelson, was invited to introduce the honored 4th Grade Science Team members: Ann Caputo, Becky Cozart, and Diana Sewell. The Higher Performing List recognizes schools that produced greater student academic growth and or higher student performance levels in schools that enroll similar student population. The award was based on the high test scores that 4th grade students at Harelson received in the areas of Science as measured by the AIMS test. This is the second year in a row that Harelson has received this award.

The Governing Board congratulated Ms. Caputo, Ms. Cozart, Ms. Sewell, and for this achievement and presented them with the school's NCEA plaque, which had been sent to the District. Certificates of Recognition were presented to each.

B. Recognition of José Coronado – Amphitheater High School

Board book information: *It is with great pride that the Amphitheater Governing Board recognizes a talented young photographer; a senior at Amphitheater High School. José Coronado received the second place award in the 203 Arizona School Boards Association (ASBA) Jack Peterson Photography Contest. There were more than 300 entries from students all across Arizona. The theme was "Arizona Outdoors."*

ASBA members recognized José during their annual conference in Phoenix last month. He took home a \$200 award for the Amphi Photo Club, and an enlarged copy of his photo.

Mr. Jon Lansa, Principal from Amphitheater High School was invited to introduce José, who was also recognized for winning a Congressional Honor Award through Congressman Grijalva's office. Mr. Lansa also introduced Mr. Josh Fields, José's photography teacher.

The Governing Board congratulated José and he was presented with a Certificate of Commendation.

4. CONSENT AGENDA³

Mrs. 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 the Consent Agenda, items A-L, as submitted. The motion was seconded by Ms. Cozad, and it passed unanimously, 5-0. Appointment of personnel is effective, provided all district, state, and federal requirements are met.

A. Approval of Minutes

The minutes of the November 12, 2013 Executive Session 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

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

E. Approval of Separation(s) and Termination(s)

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

F. Approval of Approval of Vouchers Totaling and Not Exceeding \$3,438,925.78

The following vouchers were approved as presented and payment authorized:

Vo. 766	\$ 202,152.16	Vo. 767	\$141,032.01	Vo. 768	\$402,677.76	Vo. 769	\$ 93,216.35
Vo. 770	\$ 42,907.62	Vo. 771	\$109,027.69	Vo. 772	\$107,584.91	Vo. 773	\$ 16,898.05
Vo. 774	\$ 72,151.71	Vo. 775	\$892,775.54	Vo. 776	\$ 62,329.23	Vo. 777	\$ 53,049.54
Vo. 778	\$1,025,484.83	Vo. 779	\$ 53,505.82	Vo. 780	\$164,132.56		

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 2012-2013

A summary of comparative totals as of December 2012 is as follows:

Budget Capacity	\$ 84,972,883.00	Expenditures & Encumbrances	\$ 84,972,883.00
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Totals' Comparisons:

Expenditures as of 12/31/12	\$ 35,980,390.46	M & O Budget Capacity for 2012-13.....	\$81,843,474.00
Expenditures as of 12/31/13	\$ 37,556,054.24	M & O Budget Capacity for 2013-14.....	\$84,972,883.00

Bond Balance Outstanding: \$75,135,000.00

Tax Rates: Primary – 4.3876; Secondary – 1.5850

I. Receipt of November 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 November 2013, as submitted. (Exhibit 6, pp. 1-8)

J. Approval of Out of State Travel – copy and paste the travel request details . . .

Out of state travel was approved for students and staff (source of funding indicated): from the JROTC program at Flowing Wells School District to take 5 students to the Army Air Rifle National Championships in Albuquerque, New Mexico, February 12-16, 2014 (there is no cost to the district); from Ironwood Ridge High School to take 26 students from Model United Nations to Boston, Massachusetts, February 21-23, 2014 (tax credits and student activity funds); from Cross Middle School to take 84 students to Catalina Island, California, February 25-May 1, 2014 (tax credits and auxiliary account funds); from Ironwood Ridge High School to take 4 students from the Veterans Heritage Project to Valley Forge, Pennsylvania, April 24-27, 2014 (gifts and donations funds); from Wilson K-8 School to take 200 students from the 8th grade to Los Angeles, California, May 15-17, 2014 (tax credits and auxiliary account funds).

Amphitheater School District has a strong tradition of participation in contests of academic challenges, including the National History Bee, Odyssey of the Mind, and Future Problem Solving. As we have done for the last

several years, prior approval is granted without names. That information won't be known until the actual events in February, March, and April, 2014. Approval now allows our schools to begin fundraising.

Out of state travel was approved for staff (source of funding indicated): from Canyon del Oro High School to attend the 2014 Collegeboard Western Regional Forum in Santa Clara, California, January 30-February 2, 2014 (auxiliary funds designated for staff development); from District Offices to attend the National Association of Secondary School Principals Conference in Dallas, Texas, February 5-9, 2014 (federal funds designated for staff development); from District Offices to attend the National School Public Relations Association (NSPRA) 2014 National Seminar in Baltimore, Maryland, July 12-16, 2014 (site M & O funds designated for staff development; federal funds designated for staff development).

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

The Governing Board approved the waiver request from student # 30045085 from Canyon del Oro High School for 1.5 credits of physical education, as submitted.

M. Approval of Bond-Related Projects

1) Award of Contract for Architectural Services – Wilson K-8 School Health Office Expansion and Campus Security Fencing Bond Project Based on Responses to Request for Qualifications (RFQ) 13-0015

Board book information: The Arizona Administrative Code R7-2-1117 covers the procurement of the services of an architect.

Request for Qualifications (RFQ) 13-0015 was e-mailed to 84 architectural firms and published on the District's website. Six firms submitted responsive proposals. The Evaluation Team scored each proposal based on the evaluation criteria listed in the RFQ. The four highest-scoring firms were asked to participate in interviews with the evaluation team. The results of the interviews were: *The Breckenridge Group, Inc.* – Highest Ranking Firm; *Emc2 Group Architects Planners, PC* – Second Highest Ranking Firm; *Lizard Rock Designs, LLC* – Third Highest Ranking Firm; *WLFA and Associates, LLC* – Fourth Highest Ranking Firm

The Governing Board approved the award of contract for architectural services at Wilson K-8 School for Health Office Expansion and Security Fencing to *The Breckenridge Group, Inc.* based on responses to RFQ 13-0015.

5. ACTION

A. Approval of Revisions to Governing Board Policies CBI (Evaluation of Superintendent); DJE (Bidding/Purchasing Procedures); and, JICH (Drug and Alcohol Use by Students)

Board Book information: *The Board studied these policies at its December 10, 2013 meeting.*

Dr. Barrabee moved to approve the policies, as submitted. Mrs. Grant seconded the motion. There was no discussion and the motion was approved unanimously, 5-0.

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

There were no Board Member requests.

PUBLIC COMMENT¹

ADJOURNMENT

A motion was made by Ms. Day that the Board Meeting be adjourned. Mrs. Cozad seconded the motion; and it passed unanimously, 5-0. Mrs. Zibrat declared the meeting was adjourned; the time was 7:09 PM

Respectfully submitted,
Margaret Harris

Mrs. Susan Zibrat, President

Date

Approved: TBD