

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, January 28, 2014; 5:00 PM

Board Members Present

Susan Zibrat, President
Deanna M. Day, Vice President
Dr. Kent Paul Barrabee
Julie Cozad, Member
Jo Grant, 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 5:00 PM 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, February 11, 2014; 5:00 PM, 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 Ms. Day to approve consent agenda items A through J.1., J.2., and J.3. The motion was seconded by Mrs. Grant and passed unanimously, 5-0. 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 December 23, 2013 Special 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. Approval of Separation(s) and Termination(s)

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

B. Approval of Vouchers Totaling and Not Exceeding Approximately \$2,094,356.17 (Final Total)

The following vouchers were approved as presented and payment authorized:

Vo. 781	\$745,283.42	Vo. 782	\$258,169.25	Vo. 783	\$104,138.06
Vo. 784	\$ 87,430.70	Vo. 785	\$ 90,504.21	Vo. 786	\$ 808,830.53

G. Out of State Travel

Out of state travel was approved for students and staff (source of funding indicated): Travel was previously approved at the November 12, 2013 Board meeting from Coronado K-8 School to take 71 students from the 8th grade to Catalina Island, California, February 6-9, 2014. A change in Chaperones was approved.

Out of state travel was approved for staff (source of funding indicated) from District Offices to attend the National Association of Elementary School Principals Conference in Nashville, Tennessee, July 7-12, 2014 (federal funds designated for staff development).

H. Approval of Parent Support Organization(s) for 2013-2014

The Governing Board approved the following Parent Support Organization applications pursuant to District Policy KBE-R from: *IRHS Softball Booster Club* and *Coronado Wrestling Booster Club*.

I. 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 – 35 overhead projectors and 1 lamination machine.

J. Approval of Bond-Related Projects

1. Award of Contract for Architectural Services – Facility Improvements at Donaldson and Mesa Verde Elementary Schools Bond Projects Based on Responses to Request for Qualifications (RFQ) 13-0022

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

Request for Qualifications (RFQ) 13-0022 was e-mailed to 84 architectural firms and published on the District's website. Nine (9) firms submitted responsive proposals. The Evaluation Team scored each proposal based on the evaluation criteria listed in the RFQ. The five (5) highest-scoring firms were asked to participate in interviews with the evaluation team. The results of the interviews were: Swaim Associates, Ltd. – Highest Ranking Firm; Line and Space, LLC – Second Highest Ranking Firm; Breckenridge Group, Inc. Architects/Planners – Third Highest Ranking Firm; Emc2 Group Architects Planners PC – Fourth Highest Ranking Firm; BWS Architects – Fifth Highest Ranking Firm

The Governing Board approved the award of contract for architectural services for facility improvements at Donaldson and Mesa Verde Elementary schools to *Swaim Associates* based on responses received to RFQ 13-0022 – a bond-funded project.

2. Approval of Change Order for Unanticipated Construction Expenses at Amphitheater High School

Board Book information: *The District awarded a contract to D.L. Withers on February 19, 2013. The scope of this work was for restroom upgrades for ADA compliance, 500 Wing repairs, and Athletic Facilities renovations at Amphitheater High School. On June 2, 2013 a change order for \$490,000 was issued for drainage improvement that had to be completed prior to the monsoon season.*

Unfortunately, multiple unforeseen conditions have been discovered that will require an additional change order. The most notable of these issues is a major structural crack that has developed in the 500 Wing. Photographs of this crack are attached to this agenda item

Even with this change order, the projects at Amphitheater High School are under budget. Additional projects at the school are currently being developed for competitive procurement. The proposed change order is estimated to exceed the current contract by approximately \$350,000 (10%).

Arizona Administrative Code R7-2-1008 requires that all change orders exceeding the greater of \$15,000 or 5% of the contract amount be approved in writing by the Governing Board.

The Governing Board approved the change order-increase in contract by an amount not to exceed \$350,000. as described.

K. Approval of Statement of Assurance Regarding Teacher Evaluation System Pursuant to A.R.S. §15-952

Board Book information: *A.R.S. §15-952.A specifies that if granted State Board approval, a local school district governing board may calculate its revenue control limit and district support level for the budget year using the base level prescribed in §15-952.B.2 and increased by 1.25 percent.*

A.R.S. §15-952.A.3. (a) & (b) specifies that if a local governing board is requesting continuing approval, the local governing board shall: 1) provide evidence that “the school district’s teacher performance evaluation system meets the standards recommended by the state board”, and 2) the persons evaluating teachers for retention decisions meet the minimum qualifications for evaluators recommended by the state board as prescribed in A.R.S. §15-537”

To provide this evidence to the State Board, the ADE asks districts requesting continuing approval to submit Statements of Assurance attesting that the conditions of A.R.S. §15.952 and §A.R.S. 15.537 have been met. Submittals are due by February 1, 2013.

The Amphitheater Teacher Performance Evaluation System (ATPES) does comply with A.R.S. §15-537 and funds received from the state are used in accordance with state law.

The Governing Board approved the Statement of Assurance regarding the Teacher Evaluation System for FY 2014-2015 and directed its submittal to ALEAT by February 1, 2014, as described (Exhibit 5, pp. 1-2).

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 # 30024576; b. Student # 30034263; c. Student # 30004366; d. Student # 30001736; e. Student # 30049051; f. Student # 30023417; g. Student # 30034162; h. Student # 30034378; i. Student # 30002473; j. Student # 30011364; k. Student # 30048181; l. Student # 30020992; m. Student # 30049725; n. Student # 30046560; o. Student # 30023067; p. Student # 30045806; q. Student # 30045771; r. Student # 30046837; and s. Student # 30020978.
2. Consideration and Decision Upon Expulsion Hearing Officer’s Recommendation, Pursuant to A.R.S. §15-843(F)(2), Regarding: a. Student # 30018709; b. Student # 30047658; c. Student # 30018340; d. Student # 30045885; e. Student # 30048311; f. Student # 30045873; and, g. Student # 30044079.
3. Consideration and Determination of Appeal of Long-term Suspension Hearing Officer’s Decision, Pursuant to A.R.S. §15-843(A): Student # 30008881.

A motion was made by Ms. Day that the Board recess into Executive Session pursuant to A.R.S. §15-843(A) and (F)(2), as presented. Mrs. Grant seconded the motion and it passed unanimously, 5-0. Mrs. Zibrat called a recess at 5:05 PM 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, Ms. Day moved to reconvene the meeting into open session. Dr. Barrabee seconded the motion and it passed, unanimously, 5-0. The time was 7:07 PM ; 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 Ms. Day, seconded by Mrs. Cozad, and passed unanimously, 5-0 that the meeting be adjourned. Mrs. Zibrat declared the meeting adjourned at 7:08 PM

Respectfully submitted,
Margaret Harris

Mrs. Susan Zibrat, President _____
Date

Approved: 2.5.2013