



**GOVERNING BOARD AGENDA ITEM  
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

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**DATE OF MEETING:**        December 6, 2016

**TITLE:**    **Study/Approval of Revisions to Section G (Personnel) of the Governing Board Policy System Developed through the Meet and Confer Process to Include:**  
**GBEB-R (Staff Conduct: Causes for Disciplinary Action);**  
**GCBC (Professional Staff Supplementary Pay Plans);**  
**Regulation GCBC-R (Professional Staff Supplementary Pay Plans);**  
**Regulation GCK-R (Professional Staff Assignments and Transfers); and**  
**GCQFD-R (Discipline, Suspension, and Dismissal of Professional Staff Members: Hearing Procedures for Dismissals or Suspensions without Pay Exceeding Ten Days).**

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**BACKGROUND:**

This fall, representatives of the Amphitheater Education Association and the District Administration met and conferred regarding policies affecting working conditions for employees. This is an annual process which gives employees an opportunity to present concerns about issues affecting the workplace environment. Often, the meet and confer teams address policy issues necessitated by new or changing laws. Several proposed changes are presented below. Full text of the policies in redline version are attached to this item.

**GBEB-R (Staff Conduct: Causes for Disciplinary Action).** The Teams recommend approval of the ASBA-suggested addition of an admonition against employees engaging in any activity to influence the outcome of an election while working in an official capacity for the district. If approved, A.R.S. 15-511 would be added to the legal references in Policy GBEB.

**GCBC (Professional Staff Addendum Pay Plans).** The Teams recommend a title change from “supplementary” to “addendum” pay plans and excluding the subheading of “extra-duty pay”

**Regulation GCBC-R (Professional Staff Addendum Pay Plans).** In addition to the title language revision noted above, the Teams recognized that it is impossible to guarantee that addendum contract positions will always be filled by regularly appointed teachers in a school. Accordingly, the Teams suggest adding the clause “whenever possible” to that provision to encourage the practice.

**Regulation GCK-R (Professional Staff Assignments and Transfers).** The teams recommend the following language additions and revisions in that section of the Regulation that addresses voluntary teacher transfers:

Additional provisions recommended:

- Internal employees applying for a temporary position within the district may do so with a letter of intent. Employees are encouraged to update their résumé and/or application.
- Internal applicants for an open vacancy will submit an updated application when applying for a promotion.

Recommended language revisions:

- Internal applicants will submit an updated résumé in place of an application when seeking a permanent transfer (only);
- Change the specific position transfer request submission date from May 1 to May 15; and
- Change “District” to the Director of Human Resources as the entity to whom the transfer request must be made.

**GDQA (Support Staff Reduction in Force).** The Teams recognize that a clerical error caused the language of this policy, approved by the Board on February 8, 2011, to be overridden in the on-line manual presentation. So that there is no further confusion regarding the policy, the Teams recommend the Board re-approve the language first approved on that date.

**GCQFD-R (Discipline, Suspension, and Dismissal of Professional Staff Members: Hearing Procedures for Dismissals or Suspensions without Pay Exceeding Ten Days).** The Teams recommend approval of the ASBA-suggested language addition intended to clarify that a minimum of 24 hours’ notice must be provided to any “officer, appointee, or employee” the Governing Board intends to discuss or consider at a board meeting. The language also eliminates some potential confusion in the timeline allowed for an employee to request an open hearing.

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**RECOMMENDATION:**

This item is presented for the Board’s study and possible action concerning these policy revisions. Finally, appreciation is expressed to the members of the meet and confer teams who spent many hours together pursuing the resolution of issues of concern through a positive, interest-based approach. Those team members were:

**For the Amphitheater Education Association:**

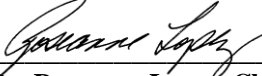
Michael Robinette  
Robert Wacker  
Lisa Millerd  
Brande Golden  
Jason Emmons  
Kat Pivonka  
Liz Bruggeman  
Kathy Spencer

**For the District:**

Monica Nelson  
Clyde Dangerfield  
Jon Lansa  
Jim Burns  
Patsy Harris  
Steve Duley  
Roseanne Lopez  
Tassi Call

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**INITIATED BY:**

  
Dr. Roseanne Lopez, Chief Academic Officer Elementary Education

Date: November 30, 2016



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Patrick Nelson, Superintendent

**JOINT RECOMMENDATION OF THE  
MEET AND CONFER TEAMS  
FOR PERSONNEL POLICY MATTERS**

We, the undersigned members of the Certificated/Professional and Support Staff Policy Meet and Confer Teams for the 2017-2018 fiscal year, have met and conferred and now jointly recommend the revisions to the following personnel policies and regulations, as detailed in the attachments to this agreement:

1. Policy Regulation GBEB-R (Staff Conduct);
2. Policy GCBC and Regulation GCBC-R (Professional Staff Addendum Pay Plans);
3. Policy Regulation GCK-R (Professional Staff Assignments and Transfers);
4. Policy Regulation GCQFD-R (Discipline, Suspension and Dismissal of Professional Staff Members); and
5. Policy GDQA (Support Staff Reduction in Force).

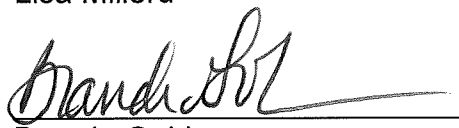
DATED this 22<sup>nd</sup> day of November, 2016.

For the Amphitheater Education  
Association

  
Michael Robinette

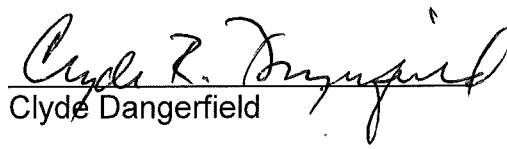
  
Robert Wacker

  
Lisa Millerd

  
Brande Golden

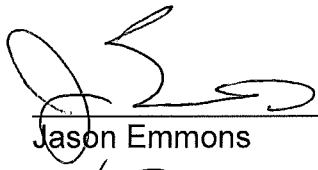
For the Amphitheater School  
District

  
Monica Nelson

  
Clyde Dangerfield

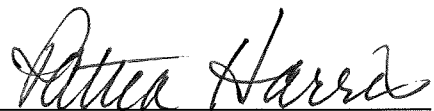
  
Jon Lansa

  
Jim Burns



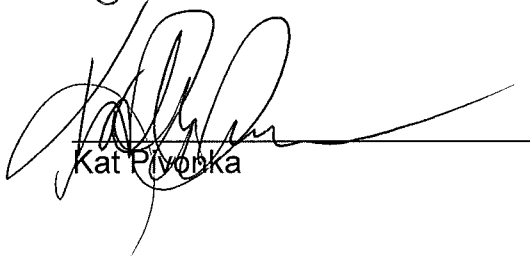
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Jason Emmons



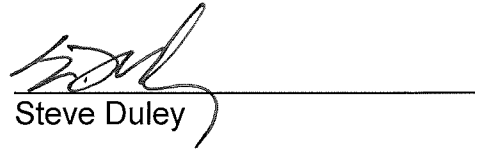
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Patsy Harris



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Kat Pivonka



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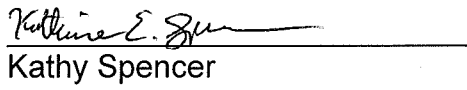
Steve Duley

*Facilitators:*



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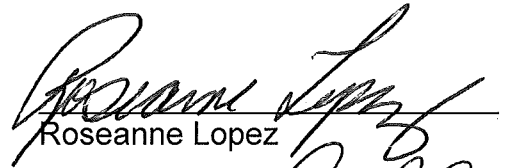
Liz Bruggeman



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Kathy Spencer

*Facilitators:*



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Roseanne Lopez



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Tassi Call