

DRAFT

**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, Leadership & Professional Development Center, June 21, 2016 at 5:30 PM

Board Members Present

Deanna M. Day, President
Jo Grant, Vice President
Kent Paul Barrabee, Member
Julie Cozad, Member
Scott A. Leska, Member

Central Administrators Present

Patrick Nelson, Superintendent
Monica Nelson, Associate Superintendent
Scott Little, Chief Financial Officer

Central Administrators Absent

Todd A. Jaeger, Associate to the Superintendent and General Counsel

Call to Order and Signing of Visitor's Register

Ms. Day called the meeting to order at 5:04 PM and invited any visitors who had not already signed the register to do so.

Pledge of Allegiance to the Flag

Mr. Nelson led the Pledge of Allegiance.

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

Ms. Day announced the next Regular Meeting of the Governing Board on Tuesday, July 5, 2016, 6:00 PM, at the Wetmore Center, 701 W. Wetmore Road, Leadership & Professional Development Center.

PUBLIC COMMENT

There was no public comment.

1. CONSENT AGENDA

Ms. Day asked if there were Board Member requests to have any items addressed separately. Mr. Leska asked to have Item 1.L. set aside for discussion. A motion was made by Ms. Grant to approve Consent Agenda Items A-K. The motion was seconded by Ms. Cozad and passed unanimously 5-0. Appointment of personnel is effective provided all district, state, and federal requirements are met.

A. Addendum to Approval of Appointment of Personnel

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

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50203144>, Item 1.A.]

B. Addendum to Approval of Personnel Changes

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

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50203144>, Item 1.B.]

C. Approval of Leave(s) of Absence

Leave(s) of Absence were approved as listed in Exhibit 3.

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50203144>, Item 1.C.]

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

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

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50203144>, Item 1.D.]

E. Approval of Vouchers Totaling and Not Exceeding Approximately \$1,103,223.58 (Final Total)

A copy of vouchers for goods and services received by the Amphitheater Schools and recommended for payment has been provided to the Governing Board. The following vouchers were approved as presented and payment authorized:

FY 15-16

Voucher #362 \$127,046.84	Voucher #363 \$209,859.05	Voucher #364 \$337,795.24
Voucher #365 \$109,072.76	Voucher #366 \$127,729.38	Voucher #367 \$101,720.31

F. Receipt of Monthly Status Report for the Fiscal Year 2015-2016

The XX 2016 Monthly Status Report was received and approved as submitted.

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50203144>, Item 1.F.] (Exhibit 5)

G. Annual Approval of All Authorized Signatories on District Checking Accounts for the 2016-2017 Fiscal Year

The Board approved

Board Book Information:

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50203144>, Item 1.G.] (Exhibit 6)

H. Approval of Amendment to Extend Intergovernmental Agreement with Mesa Unified School District for Distance Learning

Board Book Information:

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50203144>, Item 1.H.] (Exhibit 7)

I. Approval of Intergovernmental Agreement with Paradise Valley Unified School District Regarding Live Experiential Learning Programs

Board Book Information:

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50203144>, Item 1.I. attch] (Exhibit 8)

J. Approval of Out of State Travel

Out of State Travel was approved for students and/or staff (source of funding indicated.)

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50203144>, Item 1.J. attch] (Exhibit 9)

K. Addendum to Approval of Out of State Travel

Out of State Travel was approved for students and/or staff (source of funding indicated.)

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50203144>, Item 1.K. attach] (Exhibit 10)

L. Approval of the Amphitheater Teacher Performance Evaluation System for 2016-2017

The Board approved the Amphitheater Teacher Performance Evaluation System for 2016-2017 as submitted.

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50203144>, Item 1.L. attach] (Exhibit 11)

Mr. Nelson introduced the ATEPS items and asked Dr. Lopez to review the changes as they were listed in the Agenda Item background. She reviewed the changes that the ATEPS committee recommended and that were made. They were: Addition of AZ Merit to student progress component, Indicator 3.5 was reworded, Indicator 4.6 was removed, Indicator 4.7 was reworded and a new bullet was added to Indicator 5.4 to take attendance as required by Arizona State Law and District policy. Mr. Leska asked if AEA had reviewed the changes. Dr. Lopez said that an AEA representative is on the committee. Mr. Leska then asked if they had any comment and if the AEA President had any comment if she was here. Ms. Day asked what specifically Mr. Leska wanted to know. He said he wanted to know if the AEA was involved in the administrative addition made. Dr. Lopez said they did not. Sometimes the administration finds out things after the committee has completed its work. Dr. Barrabee commended the committee and the thrust of the assessment which is supportive of teachers and helps them improve. He asked if any thought was given to the difference between a lesson in Kindergarten and other grades as the lesson duration of 30-45 minutes seems to apply to everyone. Dr. Lopez explained that lessons at the early childhood level do vary in time, but the evaluator stays to observe for 30-45 minutes. Dr. Barrabee asked how the teachers know the expectations as a Kindergarten teacher so they know they do not have to have a 30 minute lesson. Dr. Lopez said that it is discussed with the teachers. Ms. Day added that school administration advises teachers on ATEPS at the beginning of the year so that they know what they will be evaluated on. Ms. Cozad asked if the presentation on ATEPS was the same for all teachers at all sites. Dr. Lopez said that the ATEPS PowerPoint presentation is provided to all principals to present and that every evaluator is trained the same. Ms. Cozad asked about the requirement to take attendance. Since it also is in policy under duties of teachers it is unprofessional conduct to not take attendance. She asked if principals discipline before the evaluation or is the teacher warned? Mr. Nelson explained that it was a long discussion among administration as the best way to handle what is required by State law. As you know our funding is based on that attendance and we have had some difficulty, quite candidly, with certain teachers, with that responsibility. One of the things that would be the next step, if it were not in the evaluation system, would be progressive levels of discipline. We can certainly do that, but we felt it was fairer to the teacher at this point to have it on the evaluation system that doesn't result in a letter of reprimand. It's one of two choices, we have to do one of them, because we are losing funding by teachers not taking attendance. This is for the Board's approval, so if the Board would rather that it not be in the evaluation and instead be handled with discipline, we can do that. Ms. Cozad said that is what she was asking as long as it is consistent and if the administrators want to have it on the evaluation system, which is fine. Ms. Cozad asked if the same informal classroom observation record was used for veteran teachers and new teachers. Dr. Lopez said at this time the same form is used for all teachers at all levels. Ms. Cozad suggested that if the teacher has been highly qualified and highly effective all these years that a half sheet be used and maybe only look for a couple of the teacher behaviors that positively impact student learning instead of seven; more of a "drive by" review to respect the teachers. Ms. Cozad said it is a good form, but she is not certain that all teachers need to be looked at that closely. Dr. Lopez said that when a principal does an informal evaluation, they have several ways to do it; they do not have to write up on all. Mr. Leska asked for clarification if taking attendance being on the evaluation would be in lieu of a reprimand. Mr. Nelson said it would be a step in the overarching evaluation depending on the situation. This does not necessarily prevent progressive levels of discipline. The outcomes of progressive levels of discipline are perhaps a bit harsher than having it in the evaluation, which was our thought, but again that is the Board's prerogative. Mr. Leska asked if the evaluation was only done once a year or if it was ongoing. Mr. Nelson explained that it depends on whether it is a probationary teacher or continuing teacher. Mr. Leska wondered if a continuing teacher is only evaluated once a year, but there is a dereliction of duty or unprofessional conduct of that teacher by not taking attendance of which they are only counseled on once a year, how the administrator of that site gets evaluated on teacher performance. Mr. Nelson explained it is not exclusionary just because it is in the evaluation. If it is a very problematic case the teacher is going to be informed of it when it happens. Mr. Leska expressed that he is just concerned that we are losing funding and that is a big deal. He asked if there were daily reports and if after a certain amount of time that they inform the teacher when the attendance is not

in on time. Mr. Nelson confirmed that the District has several processes built in, we have the daily because of the call home factor and in addition Mr. Little monitors problematic situations that affect funding. We contact the principal, the principal contacts the teacher and perhaps what has been missing is the progressive levels of discipline. Mr. Leska said he agrees that if someone is at that level of disdain for following State law, that there has to be more than just an evaluation. Ms. Day asked if there is anything that prevents progressive levels of discipline if it is one of these severe situations, or does it have to go through ATEPS, then something else, then something else. Mr. Nelson explained that there is nothing preventing progressive levels of discipline. The District can implement it right away should we choose to do that. The approach we have been taking is a bit softer, and it hasn't been as effective. Ms. Day commented that there is a point there. Ms. Cozad read the bullet that is in policy which states that teachers who do not take attendance are subject to discipline by the Governing Board and the State Board of Education. She pointed out that it is a huge deal, you have to take attendance. When she would miss taking attendance a note would pop up in the system letting her know. Mr. Nelson said Mr. Little or Dr. Lopez would explain how it shows up in our student management system. Mr. Little explained that attendance taking is slightly different at elementary, middle and high school. Every afternoon if attendance has not been taken, or there is an attendance problem, the system generates an email to the teacher, principal and attendance clerk. Clerks follow up the next day. The emails are sent out so that teachers can resolve the problem prior to calls going out in the evening to parents. Only unexcused absences are reported to parents; we do not report a teacher failing to take attendance. On a weekly sometimes bi-weekly basis attendance is monitored and the principals are updated regarding specific instances where problems have been occurring. The monitoring process occurs throughout the year. The information the teachers receive in the email is very specific down to the specific student and period so that it can be resolved. The further we get from that point in time, the harder it is to input accurate information. There is also a problem with inaccurate attendance where perhaps a teacher will mark all present with the intent to change attendance of those who don't show up, but then don't get around to changing it. In that case it can be up to 30 days till we catch on to the fact there is a problem.

MOTION: Ms. Cozad moved that the statement about taking attendance be removed from the evaluation system and be kept under discipline. Dr. Barrabee seconded the motion for discussion.

Mr. Leska said he believes that taking attendance should remain in the evaluation system to be noted in performance as well as in discipline policy. He also believes that the site administration should also be evaluated on attendance to assure that they are holding teachers accountable for taking attendance. It should be a progressive action as the District loses funding. Ms. Day reminded the Board that nothing precludes progressive discipline if needed. She is in favor of having attendance taking in the evaluation system so that at the beginning of the year teachers are reminded by evaluators the importance of taking attendance. Ms. Cozad said that we should go ahead with the understanding that principals have to step up with the discipline part too, as much as she hates to say that. Dr. Barrabee said it doesn't seem necessary to remove it to have some sort of progressive disciplinary action. Dr. Barrabee asked if the attendance taking problem was in middle school and high school more than elementary, or the same throughout. Mr. Nelson said it is more significant at the high school level. Dr. Barrabee suggested that if all high school students have ID cards, perhaps something could be set up to help teachers by having students scan their ID cards when they come to class. Mr. Nelson said that is something the District could explore. Ms. Day asked if discussion was complete.

Ms. Cozad withdrew her motion.

Mr. Leska asked if the Governing Board ever sees site administrator evaluations. He believes they should be evaluated on the failure of teachers to take attendance so that there is more follow through on the discipline side.

Mr. Nelson pointed out that it is the teachers who take attendance. There is an indicator on the administrative evaluation that could cover that, it isn't specifically attendance, but evaluates follow through. Mr. Leska said what he was getting at is that perhaps some administrators are softer than others and we have to be harder on teachers that are repeat offenders. Mr. Nelson said site administrator evaluations are not part of this agenda item for discussion.

MOTION: Dr. Barrabee moved to approve Item 1.L. and Ms. Day seconded. Motion passed 5-0.

2. STUDY/ACTION

A. Adoption of the FY 2015-2016 Expenditure Budget Revision 3

Mr. Little briefed changes due to additional Proposition 123 funds. Money is going into teacher pay and the District hopes the funds will arrive by July 1, 2016. Mr. Leska asked if the District has received the money yet. Mr. Little said that we have not. Ms. Day moved to approve Item 2.A. and Ms. Grant seconded the motion. The motion passed 5-0. [<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50203144>. Item 2.A.] (Exhibit 12)

B. Study and Approval of the Proposed Expenditure Budget for Fiscal Year 2016-2017

Mr. Little briefed the Board on the expenditure budget for the Fiscal year 2016-2017. The budget must be submitted by July 15, 2016 with an advertisement to the public of formal adoption at the July 5, 2016 meeting. There is little difference between the new budget and the 2015-2016 budget. The budget is slightly less to a slight decline in enrollment. General administration costs will increase somewhat due to the November election. Tax bills should be stable or lower. Mr. Little asked if there were any questions. There were none. Ms. Day moved to approve action on Item 2.A. the Proposed Expenditure Budget for Fiscal Year 2016-2017 and Ms. Grant seconded the motion. The motion passed 5-0.

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50203144>, Item 2.B.] (Exhibit 13)

3. ACTION

A. CONSIDERATION OF AND, IF DEEMED ADVISABLE, ADOPTION OF, A RESOLUTION ORDERING AND CALLING A SPECIAL BOND ELECTION TO BE HELD IN AND FOR AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10 OF PIMA COUNTY, ARIZONA, ON NOVEMBER 8, 2016; PROVIDING FOR THE CONDUCT OF THE ELECTION, SETTING A DEADLINE TO SUBMIT ARGUMENTS "FOR" OR "AGAINST" THE BONDS, THE PRINTING OF BALLOTS, THE CANVASSING OF THE ELECTION AND AUTHORIZING THE DISTRICT'S CHIEF FINANCIAL OFFICER AS THE OFFICER TO COMPLY WITH SECTIONS 103 AND 141 THROUGH 150 OF THE INTERNAL REVENUE CODE

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50203144>, Item 3.A.] (Exhibit 14)

Mr. Nelson announced to the Board that for the ninth consecutive year the Government Finance Officials Association has recognized the District as being in the top 4% for exemplary status, and that is in large part due to Mr. Little.

Mr. Nelson introduced the item recapping that for the last several meetings we have been discussing the capital needs of the District. The Board has been provided with charts that show the decline in monies from 2005 to present. We are asking the Board to call for special a bond election in November asking for \$58 million which would resolve the no tax increase, essentially. Both Mr. Burns and Mr. Little are here to answer questions as well. Ms. Day began to make a motion when a call for discussion came up from Mr. Leska. He wanted to verify the changes to the Board Book. Mr. Nelson explained that the resolution is the same and that Exhibit A and B were revised from the posted Board Book. The bond information template provided by the Bond Office and the County Superintendent's Office is a generic template that includes everything that might be done with a bond election. Some of the information was incorrect for our election. For example on Exhibit B it suggested that it could only be a mail in ballot, which is

incorrect. It will be a hybrid election meaning that people can vote in at the poll or by mail. On Exhibit A construction of new buildings is not quite accurate. There was some concern that we would use it for new buildings rather than renovation, so we took that out. The fourth bullet talked about improving school grounds and adjacent ways. We won't be using it for adjacent ways. That law changed and requires approval by the School Facilities Board. Everything else remains the same. Mr. Leska said that in some schools we might be looking to add a preschool, and asked if the money would be used for preschool expansions or just renovation. Mr. Nelson said that renovation could include renovating a room for preschool. Mr. Leska said he is fine with that, but we should let the public know. Maybe it can be clarified by adding it in. Mr. Nelson said if the Board votes for the bond election as the process goes on the District would provide additional clarification to the public of what projects the money will be used for under the 10 year capital plan, by year that Mr. Burns created. Dr. Barrabee suggested that including something about preschools would enhance the bond in the public's mind. Mr. Leska suggested that on the first bullet in word it to say something like "up to and including preschools and other educational activities". Mr. Nelson said he cautions against that level of specificity because the monies will be used according to the yearly capital plan were most needed.

Ms. Day read the resolution ordering and calling a Special Bond Election to be held in and for Amphitheater Unified School District No. 10 of Pima County, Arizona, on November 8, 2016; providing for the conduct of the election, setting a deadline to submit arguments "for" or "against" the bonds, the printing of ballots, the canvassing of the election and authorizing the district's Chief Financial Officer as the officer to comply with sections 103 and 141 through 150 of the Internal Revenue Code.

MOTION: Ms. Day moved at the Governing Board accept the resolution and Dr. Barrabee seconded the motion. Motioned carried 5-0.

4. EXECUTIVE SESSION

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

- 1) Consideration and Decision Upon Expulsion Hearing Officer's Recommendation, Pursuant to A.R.S. §15-843(F)(2), Regarding:
 - a. Student # 30015991;
 - b. Student # 30055184;
 - c. Student # 30055643;
 - d. Student # 30037117;
 - e. Student # 30013779;
 - f. Student# 30040345;
 - g. Student# 30020401; and
 - h. Student# 30019973.

Ms. Grant motioned to recess the Open Meeting and go into Executive Session for Student Discipline. Ms. Cozad seconded the motion and the motion passed 5-0. The time was 5:40 PM.

B. Motion to Close Executive Session and Reconvene Open Meeting

Upon return to the Board Room Ms. Day asked for a motion to close Executive Session and reconvene the Open Meeting. Ms. Grant made the motion, Ms. Day seconded and the motion passed 5-0. The time was 7:08 PM.

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

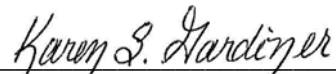
Ms. Day asked the Board if there were any requests for future agenda items. There were none.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Ms. Grant moved that the meeting be adjourned Ms. Day seconded the motion. The motion passed 5-0.
Ms. Day declared the meeting adjourned at 7:09 PM.



Respectfully submitted,
Karen S. Gardiner

Deanna M. Day, Board President

TBD
Date

Approved: TBD