

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, June 4, 2013, 5:00 p.m.

Board Members Present

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

Board Members Absent

Mrs. Susan Zibrat, President

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

Dr. Barrabee called the meeting to order at 5:00 p.m. and asked members of the audience to sign the visitors' register. Procedures for addressing the Board were described.

Pledge of Allegiance

Ms. Day led the Pledge of Allegiance.

Announcement of Date and Place of Next Special Governing Board Meeting

Dr. Barrabee announced the next Regular meeting of the Governing Board: Tuesday, June 18, 2013, at 5:00 p.m., Wetmore Center, 701 W. Wetmore Road

PUBLIC COMMENT¹

There were no comments from the public.

1. CONSENT AGENDA

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

A. Approval of Minutes

The minutes of the May 7, 2013 Executive Session and the minutes of the May 14, 2013 Special Governing Board and Executive Session meetings were approved, as submitted.

B. Approval of Appointment of Personnel

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

C. Addendum to Approval of Personnel Changes

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

D. Addendum to 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 3.

F. Approval of Vouchers Totaling and Not Exceeding Approximately \$2,467,239.60 (Final Total)

The following vouchers were approved as presented and payment authorized:

Vo. 624	\$ 215,806.13	Vo. 625	\$ 239,851.68	Vo. 626	\$ 103,457.18
Vo. 627	\$ 105,042.87	Vo. 628	\$ 77,981.81	Vo. 629	\$ 730,364.47

G. Acceptance of Gifts

Donations were accepted by the Governing Board, as listed in Exhibit 5.

H. Receipt of March 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 March 2013, as submitted. (Exhibit 6, pp. 1-8)

I. Addendum to Out of State Travel

Out of state travel was approved for students and staff (source of funding indicated): from Ironwood Ridge High School to take 10 students to the San Diego Classic Basketball Tournament in San Diego, California, July 17-21, 2013 (tax credits, gifts and donations, auxiliary, and student activity funds).

Travel was previously approved at the March 26, 2013 Board meeting for staff from Ironwood Ridge High School to take 31 students from Student Government to Oceanside, California, May 28-31, 2013; cost of travel is increased to \$9,013.

Out of state travel was approved for staff (source of funding indicated): from Canyon del Oro High School to attend the International Baccalaureate Training in Montezuma, New Mexico, July 24-28, 2013 (federal funds designated for staff development); from Canyon del Oro High School to attend the Environmental Science AP Conference in Monterey, California, June 24-28, 2013 (federal funds designated for staff development); from the District offices to attend the SunGard Public Sector 2013 Client Conference in San Antonio, Texas, October 29-31, 2013 (gifts and donations).

J. Approval of Textbook(s) for Display

The Governing Board approved the textbooks (as shown below) for adoption, which have been on display to the public for 60 days, in accordance with Section 15-721 of the Arizona Revised Statutes.

The Governing Board approved the following textbook:

TEXTBOOK: Chemistry A Molecular Approach, AP Edition

Publisher: Prentice Hall; Author: Nivaldo J. Tro; Price: \$185.99 each

K. Approval of Sole Source Agreements for Fiscal Year 2013-2014

Board Book information: *The District utilizes products and services from a limited number of sole source vendors. Products and services available from a single source to include professional development, supplemental curriculum materials, MAP testing, programs for the deaf, law enforcement, and software upgrades.*

The Governing Board approved the list of sole source vendors for the 2013-2014 school year (Exhibit 7, pp. 1-3; <https://v3.boardbook.org/Viewer/itemdownload.aspx?mk=50058262&fn=boardbook.pdf>)

L. Award of Contract for Brake Parts and Labor Based Upon Responses to Request for Bid (RFB) 12-0071

Board Book information: *Request for Bid (RFB) 12-0071 was e-mailed to thirteen vendors and published on the District's website. This bid requested prices for Brake Parts and Labor for the District's Transportation Department. Nine vendors responded with priced bids for the required items and services. A market basket was provided by the Transportation Department. Arizona Brake and Clutch was the lowest responsive bidder and FleetPride was the second lowest responsive bidder.*

The Governing Board approved the awards of contract for brake parts and labor to *Arizona Brake and Clutch* and a secondary award to *FleetPride* based on responses to RFB 12-0071.

M. Award of Contract for Travel Agent Services Based Upon Responses to Request for Bid (RFB) 12-0072

Board Book information: *Request for Bid (RFB) 12-0072 was e-mailed to nine vendors and published on the District's website requesting pricing for travel agent service; 3 vendors responded. One vendor did not meet the District's specifications. [Comparative bid information was published in the Board Books.]*

The Governing Board approved the awards of contract to *Avenues to Travel* and *Sunward Adventures* based on responses to RFB 12-0072.

N. Award of Contract for High and Low Voltage Electrical Services Based Upon Responses to Request for Bid (RFB) 12-0075

Board Book information: *Request for Bid (RFB) 12-0075 was e-mailed to nine vendors and published to the District's website. This request for bid requested as needed, as required high and low voltage electrical services. Five vendors responded with priced bids for the required services. [Comparative bid information was published in the Board Books.]*

The Governing Board approved the award of contract to *Commonwealth Electric of the Midwest* based on responses to RFB 12-0075.

O. Award of Contract for Lighting Improvements at Keeling Elementary School and La Cima Middle School Based Upon Responses to Request for Bid (RFB) 12-0082

Board Book information: *Request for Bid (RFB) 12-0082 was e-mailed to twenty-one vendors and published to the District's website. This bid requested the installation of lighting fixtures previously purchased by the district for Keeling Elementary School and La Cima Middle School. Two vendors responded with priced bids for the required services. [Comparative bid information was published in the Board Books.]*

The Governing Board approved the award of contract for lighting improvements at Keeling Elementary School and La Cima Middle School to *ABCO Solar* based on responses to RFB 12-0082.

P. Approval of Renewals for Multi-Term Bid Award Contracts for Fiscal Year 2013-2014

Board Book information: *Pursuant to the Arizona Administrative Code, Article 10, Section R7-2-1093 Multi-Term Contracts, the attached spreadsheet is a listing of contracts eligible for renewal for Fiscal Year 2013-2014.*

The Governing Board approved the listing of multi-term contracts as submitted for the 2013-2014 school year (Exhibit 8, pp. 1-3; <https://v3.boardbook.org/Public/PublicItemDownload.aspx?ik=33869308>)

Q. Approval of Payment of Summer Curriculum Alignment Work

Board Book information: *Elementary and secondary teachers will work this summer to become familiar with their new materials and to begin to align those new curriculum materials and pacing guides with the Common Core State Standards. They will also have an opportunity to be introduced to the assessment and technology tools included with the new materials. Because this work is primarily alignment between materials, technology, assessments, and new standards, we propose paying them \$20 per hour for their work.*

Elementary teachers will work four days while secondary teachers will work three days on this alignment work.

The Governing Board approved the \$20.00 per hour stipend for elementary (4 days) and secondary teachers (3 days) for summertime alignment work.

R. Approval of Bond Related Projects

1. Approval of Change Order for Unanticipated Construction Expenses and Drainage Repairs 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. Timing issues required that the construction work begin as soon as possible to minimize disruption to the site. During construction several water line problems were discovered that were not anticipated. In addition several abandoned water and sewer lines were discovered. The total cost of these unanticipated expenses has been estimated at \$90,000.*

Recently, the engineering plans for drainage improvements have been completed. It is the recommendation of Administration that the additional work be given to the contractor currently working on the site this summer. This recommendation would allow the work to be substantially completed prior to the monsoon season. This recommendation also avoids the costs and management of multiple contractors on the same job site.

Prior to this proposed change order the project was expected to be completed within the budget of \$3,001,945.00. The proposed change order will exceed the current contract by approximately \$490,000 (16%).

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

The Governing Board approved the change order increase of \$490,000. to award of contract RFB 12-0050 (2.19.13) to *D.L. Withers*; original approved bid amount was \$3,001,945.00.

2. EXECUTIVE SESSION

- A. Motion to Recess Open Meeting and Hold an Executive Session for Student Disciplinary Action Pursuant to A.R.S. §15-843(F)(2).
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 # 30045327; b. Student # 30042871; c. Student # 30046317; d. Student # 30038863; e. Student # 30034412; f. Student # 30046716; g. Student # 30003894; h. Student # 30008296; i. Student # 30032587; and j. Student # 30039921.
 2. Consideration and Decision Upon Expulsion Hearing Officer's Recommendation, Pursuant to A.R.S. §15-843(F)(2), Regarding: a. Student # 30040361; b. Student # 30006053; c. Student # 30004373; d. Student # 30044401; e. Student # 30003886; and f. Student # 30040631

A motion was made by Ms. Day that the Board recess into Executive Session pursuant to A.R.S. §15-843(F)(2), as presented. Mrs. Grant seconded the motion and it passed unanimously, 4-0. Dr. Barrabee called a recess at 5:03 p.m. for the purpose of holding Executive Session.

B. Motion to Close Executive Session and Reconvene Open Meeting

Upon return to the Board Room, Mrs. Cozad moved to reconvene the meeting into open session. Ms. Day seconded the motion and it passed, unanimously, 4-0. The time was 6:33 p.m. Dr. Barrabee declared the meeting in open session.

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

There were no Board Member requests. Mrs. Cozad requested a written report responding to reported seating issues at graduation ceremonies.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

A motion was made by Mrs. Grant that the Board Meeting be adjourned. Ms. Day seconded the motion; and it passed unanimously, 4-0. Dr. Barrabee declared the meeting was adjourned; the time was approximately 6:36 p.m.

Respectfully submitted,
Margaret Harris

Susan Zibrat, President

Date

Approved: TBA