

## OFFICIAL MINUTES

February 26, 2013

The Governing Board of the Flagstaff Unified School District Number One, Coconino County, Flagstaff, Arizona held a Worksession and Regular Meeting on February 26, 2013 at the District Administrative Center, 3285 E. Sparrow Avenue, Flagstaff, Arizona.

### **PRELIMINARY**

1. The meeting was called to order at 4:35 pm.
2. Roll Call:

#### Board Members

Ms. Sarah Ells, President  
Ms. Dolores Biggerstaff, Clerk  
Mr. Paul Kulpinski, Member  
Mr. Miguel Vasquez, Member  
Ms. Christine Fredericks, Member

#### Administrative Staff

Ms. Barbara Hickman, Superintendent  
Ms. Mary K. Walton, Assistant Superintendent  
Mr. Robert Kuhn, Assistant Superintendent  
Dr. Ken Garland, Director of Budget & Finance  
Mr. Dietrich Sauer, Director of Human Resources  
Ms. Karin Eberhard, District Relations Coordinator  
Ms. Kim Branges, Executive Assistant

3. There were no requests to reorder the agenda.
4. Mr. Vasquez moved to adopt the agenda as submitted. Ms. Biggerstaff seconded; motion carried.

3 people signed the guest register

**WORKSESSION****1. Strategic Budget Process – Goal #4**

Board Members continued their discussion regarding identification of desired inputs; benchmarks and measurements; and desired outcomes related to their strategic plan and goal #4 – Research and Create Desirable and Relevant Educational Opportunities and Services. It was suggested that a rubric be created to use as a measurement for proposals and that a committee be formed to review any proposals. It was agreed that this goal needs to be further discussed at a future worksession after the worksessions currently scheduled for goals #5 and #6.

**REGULAR MEETING****CALL TO THE PUBLIC****ACTION ITEMS****Consent Agenda**

The Consent Agenda included the following:

1. Minutes of the Worksession and Regular Meeting held on February 12, 2013
2. Payment Vouchers: AD204A13; AD130A13; AD128A13; AS07A13; AS131A13; AD208A13; AS212A13; AD206A13; AD130A13; and Payroll 003 (Detailed information is available upon request.)
3. Gifts to District: Baby Grand Piano-Yamaha GB1, valued at \$11,500 from Flagstaff Community Church to be used in the Flagstaff High School Hurley Theater
4. Associated Students Activity Fund Reports: July – November 2012

5. Resignations, appointments, retirements, releases from contract, and leaves of absence:

**RESIGNATIONS, TERMINATIONS****Administration:**

Jumbo, Rosanna: Support Service; Project Manager; Effective 3/15/2013

**Certified:****Classified:**

Chihuahua, Marisela: Facility Services/PDH; Custodian; Effective 2/8/2013

Burge, Connie: Marshall; SE Parapro; Effective 2/15/2013

Mueller, Cassandra: Sechrist; SE Parapro; Rescinding resignation effective 2/8/2013

**Smartschools:****APPOINTMENTS****Administration:****Certified:****Classified:**

Donosky, Suzette: DeMiguel; Kinder Aide/Parapro: 18.75hrs/wk; \$9.66/hr; Eff 2/12/2013  
Eskridge, Annabeth: DeMiguel; SE Parapro (RTI); 4hrs/wk; \$10.10/hr; Effective 2/11/2013  
Farrell, Christine: Transportation; Dispatcher; 40hrs/wk; \$14.52/hr; Effective 2/14/2013  
Gulvin, Lynn: DeMiguel; SE Parapro (4th/5th); 25.5hrs/wk; \$10.61/hr; Eff 2/13/2013  
Olvera-Johnson, Toni Lyn: DeMiguel; Kinder Aide (Bilingual); 6hrs/wk; \$10.15/hr; Eff 2/11/2013  
Padilla, Athena: Cromer; FACTS Caregiver; 9hrs/wk; \$8.65/hr; Effective 2/6/2013  
Serpa, Leah: Killip; FACTS Caregiver; 15hrs/wk; \$8.65/hr; Effective 2/19/2013  
M.B-Student Worker: CHS; 6-8hrs/wk; \$7.80/hr; Effective 2/11/2013  
B.D-Student Worker: CHS; 6-8hrs/wk; \$7.80/hr; Effective 2/11/2013  
M.D-Student Worker: CHS; 6-8hrs/wk; \$7.80/hr; Effective 2/11/2013  
C.H-Student Worker: CHS; 6-8hrs/wk; \$7.80/hr; Effective 2/11/2013  
E.R-Student Worker: FHS; Custodial; 7.5/wk; \$7.80/hr; Effective 2/10/2013  
A.S-Student Worker: CHS; 6-8hrs/wk; \$7.80/hr; Effective 2/11/2013  
M.W-Student Worker: FHS; (Mayorga's Welding); 7.5/wk; \$7.80/hr; Effective 2/5/2013  
Coach/Other:  
Almaraz, Rudy: FHS; Softball/JV; \$1600; Effective 2/4/2013-5/3/2013  
Gehle, Peter: FHS; Softball/JV; \$1600; Effective 2/4/2013-5/3/2013  
Seby, Michael: FHS; Baseball; \$1600; Effective 2/4/2013-5/3/2013  
Verfuerth, Kaitlyn: FHS; Head Girls Tennis; \$2,000; Effective 2/4/2013-5/3/2013  
Temporary/Other:  
Volunteers:  
Bitsuie, Shundiin: SMS; Tutor  
Fuller, Rosemary: SMS/Cromer; Classroom Aide  
Hopkins, Shanice: DeMiguel; America Reads Tutor

#### RETIREMENT

The following administrator(s)/teacher(s)/support staff are requesting to retire from the District:

Certified:

Blauvelt, Marjorie: Kinsey Music Teacher; Effective July 1, 2013. Is requesting participation in the Phased Retirement Program.

Classified:

Administrative:

#### RELEASE OF CONTRACT

The following administrator(s)/teacher(s)/support staff are requesting to be released from their contract:

Certified:

Classified:

Administrative:

#### LEAVE OF ABSENCE

The following administrator(s)/teacher(s)/support staff are requesting a Leave of Absence from the District:

Certified:

Ceballos-Morgan, Linda, 7th Grade Math Teacher at Sinagua Middle School is requesting a Leave of Absence for the remainder of the 2012-2013 school year.

Ashley, Alisa (fka, Godwin), 1st Grade Teacher at Thomas Elementary School is requesting a Leave of Absence for the 2013-2014 school year.

Classified:

Burke, Claudia, SE Paraprofessional at Marshall Elementary School is requesting a Leave of Absence for the balance of the school year, 2012-2013.

Administrative:

QUALIFIED EVALUATORS: None at this time

**SUBSTITUTE TEACHERS:**

Jennifer Shewmaker

Aned Bosques

Alisa Davis

Annalise Martinez

Mary Corcoran

Carrie Scheidt

Katie Wenning

Rex Grisell

Rosie Steven

Paul Gianelli

Megan White

Alexis Knapp

Michael Sorce

Amanda Ahl

Karla Curley

Gentry Peppin

Megan Robinson

Alexander Christensen

Corrine Gonzales

Brenda Hershey

Shawn Klein

Briana Sherinan

Rachel Studley

Anntoinette Emerick

Kristie Benefield

Haley Lawrence

LaVena Adson

Ben Rose

Marisa Byrnes

Wendy Hunter

Dennis Bellino

Chrity Lee

Angela Hansen

Sarah Moore

**SUBAIDES:**

Kristine Hankins

Debbie Dickerson

Leona Lansing

Thomas Brennan

Ms. Biggerstaff moved to approve the Consent Agenda as submitted. Mr. Vasquez seconded; motion carried.

### **Student Travel**

1. Sinagua Middle School Chess Club to Supernationals in Nashville, Tennessee on April 4-8, 2013
2. Killip Chess Power to US National Chess Championships/SuperNationals in Nashville, Tennessee on April 4-8, 2013

Mr. Kulpinski moved to approve Student Travel Items #1 and #2. Mr. Vasquez seconded; motion carried.

3. Coconino High School Physics to Magic Mountain in Valencia, California on May 15-18, 2013

Ms. Ells moved to approve Student Travel Item #3. Mr. Kulpinski seconded; motion carried.

### **PRESENTATIONS**

1. Superintendent's Report

Ms. Hickman updated the Board on current events throughout the District. She reminded Board Members about the Community Safety Meeting that will be held at Sinagua Middle School on February 28, 2013 at 6:30 p.m.

2. Curriculum and Instruction Report (no report)
3. Operations and Support Services Report

Mr. Kuhn reviewed his written report. He provided a PowerPoint presentation highlighting current and upcoming solar and office remodeling projects.

4. Finance and Budget Report

Dr. Garland reviewed information on the State Qualifying Tax Rate for fiscal year 2014 as outlined in his written report.

### **ACTION ITEMS** – Items for consideration, discussion, direction, and possible approval

#### **General Administration**

1. Renovation of the DeMiguel Elementary School Office

Ms. Biggerstaff moved to approve the office and entry renovation project at DeMiguel Elementary School. Mr. Kulpinski seconded; motion carried.

2. Renovation of the Marshall Elementary School Office

Ms. Biggerstaff moved to approve the renovation of the office and entry area at Marshall Elementary School. Mr. Vasquez seconded; motion carried.

3. Policy Revision J-1950, J-1961 JHD Exclusions and Exemptions from School Attendance

Mr. Kulpinski requested that psychiatry and psychology be added to the first paragraph describing health professionals. He also suggested that the blank line labeled "District" on the exhibit be deleted.

Ms. Biggerstaff moved to approve the first reading of revisions to Policy J-1950, J-1961 JHD Exclusions and Exemptions from School Attendance as revised. Mr. Vasquez seconded; motion carried.

4. Policy Revision J-0950 JFABC Admission of Transfer Students

Ms. Biggerstaff requested that wording in the second bullet be changed from "the State Board of Education" to "a state's Board of Education". She also asked that "after notification" be added in the first paragraph on page 55 of the packet.

Ms. Biggerstaff moved to approve the first reading of revisions to Policy J-0950 JFABC Admission of Transfer Students as modified. Mr. Vasquez seconded; motion carried.

5. Policy Revision J-3050 JICH Drug and Alcohol Use by Students

Mr. Kulpinski said the first paragraph of this policy is vague and confusing and suggested that it be referred back to Arizona School Boards Association for clarification.

Ms. Biggerstaff moved to table pending clarification from ASBA. Mr. Kulpinski seconded; motion carried.

6. Policy Revision J-6500 JLJB Student Dismissal Precautions

Mr. Kulpinski moved to table pending clarification from ASBA on whether this revision is required by statute and if so, he would like all substances included, not just marijuana. Ms. Biggerstaff seconded; motion carried.

7. Policy Revision G-2150, GCB Professional Staff Contracts and Compensation

Mr. Kulpinski moved to approve the second reading of revisions to Policy Revision G-2150, GCB Professional Staff Contracts and Compensation with the additional revision requested by the Board at the February 12, 2013 Board Meeting. Mr. Vasquez seconded; motion carried.

8. Policy Revision G-3450, GCF Professional Staff Hiring

Mr. Kulpinski moved to approve the second reading of revisions to Policy Revision G-3450, GCF Professional Staff Hiring with the additional revision requested by the Board at the February 12, 2013 Board Meeting. Mr. Vasquez seconded; motion carried.

9. Policy Revision G-6100, GCQF Discipline, Suspension, and Dismissal of a Professional Staff Member

Mr. Kulpinski moved to approve the second reading of revisions to Policy Revision G-6100, GCQF Discipline, Suspension, and Dismissal of a Professional Staff Member. Mr. Vasquez seconded; motion carried.

10. Policy Revision I-6000 IJM Special-Interest Materials Selection and Adoption

Ms. Biggerstaff moved to approve the second reading of revisions to Policy Revision I-6000 IJM Special-Interest Materials Selection and Adoption. Mr. Kulpinski seconded; motion carried.

11. Meeting Dates

Dr. Garland requested a special meeting on May 7 for review of the last revision of this year's budget.

Mr. Kulpinski moved to approve holding a special meeting on May 7, 2013 at 5:30 pm. Ms. Biggerstaff seconded; motion carried.

## **INFORMATION ITEMS**

1. Governing Board Members' Report

- Mr. Vasquez reported on: 1) the chess tournament he recently attended; 2) the STEM grant proposal he participated in last week; 3) a meeting he attended with Native American parents; and 4) the work he's done with the community garden at Killip.
- Ms. Biggerstaff reported on the Helios/Science Foundation Arizona STEM grant proposal she participated in and acknowledged the work that everyone did in preparation for the presentation of that proposal.

2. Future Agenda Items

- Board Members would like Ms. Walton to provide a report on Governor Brewer's proposal for the Performing District Formula (PDF) at the next meeting.

**ADJOURNMENT OF PUBLIC MEETING**

The public meeting was adjourned at 6:50 pm.

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