

## OFFICIAL MINUTES

May 10, 2016

A public meeting of the Flagstaff Unified School District Governing Board was convened on May 10, 2016 at the District Administrative Center, 3285 E. Sparrow Avenue, Flagstaff, Arizona.

### **PRELIMINARY**

1. Ms. Kozak called the meeting to order at 4:31 pm. This was followed by a Moment of Silence and the Pledge of Allegiance.

2. Roll Call:

#### Board Member

Ms. Kathryn Kozak, President

Ms. Kim Khatibi, Clerk

Mr. Paul Kulpinski, Member

Ms. Christine Fredericks, Member (arrived at 4:38 pm)

Ms. Sarah Ells, Member

#### Administrative Staff

Mr. David Dirksen, Superintendent

Ms. Mary K. Walton, Assistant Superintendent

Mr. Robert Kuhn, Assistant Superintendent

M. Scott Walmer, Director of 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. Ms. Ells moved to adopt the agenda as submitted. Mr. Kulpinski seconded; motion carried 4-0.

13 people signed the guest register

**WORK SESSION**

## a. Transfer of Property from FUSD to NAU

Mr. Kuhn introduced Brandon Kavanagh from Mangum Wall Stoops and Warden, legal counsel for the District. Mr. Kavanagh said FUSD sold land to Northern Arizona University in 1974 but the title transfer was not completed. The land is near the Walkup Skydome. Mr. Kavanagh recommended a quitclaim deed and settlement agreement to repair the mistake that was made in 1974.

## b. Possible Financial Impact on FUSD if Flagstaff minimum wage increases to \$15.00 per hour

Mr. Walmer distributed and reviewed his projections on the possible impact that increasing the minimum wage in Flagstaff to \$15.00 could have on the District if the initiative proposed by Flagstaff Deserves a Raise is approved by voters in November.

The Worksession ended at 5:15 pm. Following a 15 minute break, the meeting continued.

**CALL TO THE PUBLIC****CONSENT AGENDA**

The Consent Agenda included the following:

1. Minutes of the Regular Meeting held on April 26, 2016
2. Payment Vouchers: DS412A16; DS413A16; AD418A16; DS418A16; DS419A16; AD426A16; DS428A16; DS426A16; 008 (Detailed information is available upon request.)
3. Monetary Donations:  
Raymond Educational Foundation \$8,000 for Scholarships CTE at FHS and CHS  
Flagstaff Sunrise Lions Club \$1,000 for Coconuts Robotics at Coconino High School  
Community all-Stars, LLC \$1,000.00 for Athletics at Coconino High School  
Heather Pierce \$290.16 for Accelerated Reading Program at DeMiguel Elementary School  
Navajo Nations Birdspring Chapters \$100.00 for End of Year Sports Banquet at Leupp  
Sonic Restaurants \$77.00 for General School Supplies at Leupp School
4. Gifts: One Cornet valued at \$50.00 from Randal Young for Puente de Hózhó Elementary School; Thirty Balance Balls valued at \$419.70 from Meghan & Westan Miller for Knoles Elementary School; Books valued at \$760.00 from Susan Ehrhorn for Flagstaff High School; 2 “carloads” of Children’s Books with no declared value from Nancy Murane for DeMiguel Elementary School
5. Policy Revision: Second Reading of Revisions to Policy JLDB Restraint and Seclusion
6. Policy Revision: Second Reading of Revisions to Policy IKA Grading/Assessment Systems and IKE Promotion and Retention of Students

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

RESIGNATIONS, TERMINATIONS

Administration:

Certified:

Birdwell, Stephanie: FHS; Special Education Teacher; Effective June 30, 2016

Stoor, Rachel: FHS; Science Teacher; Effective June 30, 2016

Classified:

Gomez, Melissa SMS; Attendance Secretary; Effective May 13, 2016

Horn, Anthony: Technology/Technical Services; Effective June 30, 2016

Lauderdale, Mary: FACTS Caregiver (Sechrist); Effective May 2, 2016

Morrissey, Steve: Knoles; SPED Parapro; Effective May 2, 2016

Van Woerkom, Denise: CHS; Counselor's Secretary; Effective May 6, 2016

APPOINTMENTS

\*Salaries noted for some new hires are based on current verified information at time of preparation of this agenda. Salaries may be subject to change, as more information is received /verified by Human Resources.

Administration:

Certified:

Classified:

Boultinghouse, Chance: Knoles; Special Education Parapro 1:1; 27.5 hours/week; \$11.33/hour; 9 month calendar; effective 4/27/2016

Clouse, Sara: Sinagua Middle School; Special Education Parapro 1:1; 31.5 hours/week; \$10.84/hour; 9 month calendar; effective 5/2/2016

Shafer, Chaelynn: Transportation; Bus Driver; 40 hours/week; \$13.10/hour; 9 month calendar; effective 4/25/2016

Student Workers:

L.B.

CHS; \$8.05/hour; 2 hours/week; Effective 5/1/2016

Camp Colton:

Litchfield, Adam:

Environmental Education Teacher: \$97/9 hour shift  
Program Assistant/Night Counselor; \$123/15 hour shift  
Effective 4/25/2016

Litchfield, Danielle:

Environmental Education Teacher: \$97/9 hour shift  
Program Assistant/Night Counselor; \$123/15 hour shift  
Effective 4/25/2016

Mathisen, Maren:

Environmental Education Teacher: \$97/10 hour shift  
Program Assistant/Night Counselor; \$123/15 hour shift  
Effective 4/22/2016

Wills, Marci:

Environmental Education Teacher: \$97/10 hour shift  
Effective 4/22/2016

Coach:

Sports Officials:

Dove, Benjamin: Sinagua; Pay/per game; effective 4/22/2016

Leyva, Taylor: Sinagua; Pay/per game; effective 5/3/2016

McDavis Kenna: MEMS; Pay/per game; effective 4/21/2016

Pryer, George: Sinagua; Pay/per game; effective 5/3/2016

Volunteers:

Other:

Lozania, Kathleen:

Classified Retiree Temp Position: Temporary On call assistance with special projects or manning the Family Resource center during staff absences. Effective 5/2/2016; \$27.50/hour.

Souris, Barbara:

Certified Retiree Temp Position: Temporary On call assistance with special projects and testing. Effective 5/2/2016; \$28.65/hour.

Despain, Michelle:

Summer Kindercamp Teacher; \$3,450

Foss, Cassandra:

Summer Kindercamp Teacher; \$3,450

Mills, Gabrielle

Summer Kindercamp Teacher; \$3,450

**RETIREMENT**

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

Administrative:

Certified:

Classified:

Johnston, Kim FHS; Bookstore Manager; Effective 8/1/2016; Plans to participate in the Phased Retirement Program

Villas, Jennie: Thomas; Library Assistant; Effective 6/30/2016; Plans to participate in the Phased Retirement Program.

**RELEASE OF CONTRACT**

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

Administrative:

Certified:

Classified:

**LEAVE OF ABSENCE**

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

Administrative:

Certified:

Classified:

**QUALIFIED EVALUATORS:**

Ms. Ells moved to approve the Consent Agenda as submitted. Ms. Khatibi seconded; motion carried 5-0.

**STUDENT TRAVEL****PRESENTATIONS****1. Superintendent's Report**

Mr. Dirksen reported that the position of Principal at Puente de Hózhó has been offered to Mr. Robert Kelty. Mr. Kelty accepted the position and his appointment will be included on the agenda May 24, 2016. Ms. Ells congratulated Mr. Dirksen on his induction into the Alaska High School Hall of Fame last week. Ms. Eberhard reported on FUSD student and staff highlights.

**2. Curriculum and Instruction Report**

Ms. Walton introduced Mariah Kraus, Flagstaff High School Business Teacher & FBLA Adviser. Ms. Kraus and some of her students reported on FBLA Club activities and awards. Ms. Walton introduced Susann Terry-Gage, Director of Exceptional Student Services. Ms. Terry-Gage reported on this year's transition from contracted services for Hearing Impaired/Vision Impaired students. Her report included plans for next year. Ms. Walton distributed proposed policy revisions for the Board to review prior to the May 24, 2016 Worksession with legal counsel regarding recommended policy revisions.

3. Finance and Budget Report

Dr. Ken Garland provided an update on passed and proposed legislation that could have a financial impact on the District. He said additional information can be viewed during an ASBA/AASBO legislative and budget webinar on May 18, 2016 at 1:30 pm at the District Administrative Center.

4. Operations and Support Services Report

There were no questions regarding Mr. Kuhn's report.

5. Human Resources Report

Mr. Sauer provided information regarding activities and outcomes of the Negotiations Committee and an update on staffing recruitment efforts for open positions.

6. Governing Board Members' Report

- Board Members reported on various activities and meetings they have attended.

**GENERAL ADMINISTRATION: DISCUSSION/ACTION ITEMS**

1. 2016-17 Wellness Plan

Mr. Kulpinski moved to accept the Wellness Committee's Wellness Plan as presented at the April 26, 2016 Governing Board Meeting. Ms. Eells seconded; motion carried 5-0. Mr. Kulpinski asked Mr. Kuhn to make sure that there is accountability to enforce this plan.

2. FY2015 Revised Budget

Ms. Fredericks moved to approve Revised #3 District Annual Expenditure Budget for Fiscal Year 2015. Ms. Eells seconded; motion carried 5-0.

3. FY2016 Revised Budget

Ms. Fredericks moved to approve Revised #1 District Annual Expenditure Budget for Fiscal Year 2016. Ms. Khatibi seconded; motion carried 5-0.

4. Policy Revision IKF

Mr. Kulpinski moved to approve the second reading with additional revisions to Policy IKF – Graduation Requirements. Ms. Eells seconded; motion carried 5-0.

5. Property Transfer

Ms. Ells moved to approve the transfer of title for the property at issue to Northern Arizona University, subject to legal counsel’s review and approval of the final quit claim deed and settlement agreement. Mr. Kulpinski seconded; motion carried 5-0.

6. Meeting Dates

Mr. Kulpinski moved to approve a Worksession on July 12, 2016 at 4:30 pm to discuss skill set and criteria for the superintendent search. Ms. Ells seconded; motion carried 5-0.

Ms. Ells moved to approve that the Retiree Reception be held on May 23, 2016 at 4:00 pm. Ms. Khatibi seconded; motion carried 5-0.

Ms. Ells moved to approve that a Governing Board Retreat be held on June 7, 2016 at 10:00 am. Mr. Kulpinski seconded; motion carried 5-0.

**INFORMATION ITEMS**

1. Future Agenda Items

Ms. Ells would like an update on the Flagstaff Commission on Excellence in Education. Mr. Dirksen said this report will likely be in August or September.

**ADJOURNMENT OF REGULAR MEETING** – The meeting was adjourned at 7:30 pm.

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