

## OFFICIAL MINUTES

May 24, 2016

A public meeting of the Flagstaff Unified School District Governing Board was convened on May 24, 2016 at the District Administrative Center, 3285 E. Sparrow Avenue, Flagstaff, Arizona.

### **PRELIMINARY**

1. Ms. Kozak called the meeting to order at 4:33 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  
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 5-0.

12 people signed the guest register

**WORK SESSION**

## a. Proposed Policy Revisions

Ms. Walton introduced Kimberly Davis from Udall Shumway, legal counsel for the District. Ms. Davis answered questions regarding proposed revisions to Policy JKE Expulsion of Students, Policy JICK Student Violence/Harassment/Intimidation/Bullying and Regulation JK-RA Student Discipline. The proposed revisions to Policy JKE and Policy JICK will be presented to the Board for the first reading at the June 14, 2016 meeting.

## b. Prop. 123 election results and the possible financial impact on FUSD

Mr. Walmer distributed and reviewed a handout showing the possible impact on the District's budget as a result of the passage of Prop 123 at the May 17, 2016 election. His analysis included budget revisions to fiscal year 2016 and projections for fiscal year 2017.

The Worksession ended at 5:39 and the Regular Meeting continued.

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

The Consent Agenda included the following:

1. Minutes of the Worksession and Regular Meeting held on May 10, 2016
2. Payment Vouchers: AD502A16; DS502A16; DS503A16; AD421A16; AD503A16  
(Detailed information is available upon request.)
3. Monetary Donations:  
Flagstaff Tennis Association \$150.00 for Boys & Girls Tennis at Flagstaff High School  
Box Tops for Education \$85.90 for General School Supplies at Mount Elden Middle School  
Lilly \$675.00 for Engineering at Flagstaff High School  
City of Page \$540.00 for Robotics at Coconino High School  
Box Tops for Education \$1,418.90 for General School Supplies at Cromer Elementary School  
Association of American Indian Physicians \$1,000.00 for Gardening Program at Leupp School  
Box Tops for Education \$311.60 for General School Supplies at Leupp School  
Target Take Charge of Education \$170.81 for General School Supplies at Leupp School  
Around the Mountain Pediatric Dentistry \$4.50 for General School Supplies at Leupp School
4. Resignations, appointments, retirements, releases from contract, leaves of absence and substitutes:  
**RESIGNATIONS, TERMINATIONS**  
Administration:  
Certified:  
Fraase, Reed: SMS; Language Arts Teacher; Effective June 30, 2016  
Gomez, Gabe: SMS; Social Studies Teacher; Effective June 30, 2016  
Howell, Kim: Leupp; 4th Grade Teacher; Effective June 30, 2016  
Jamerson, Tammy: CHS; SPED Resource Teacher; Effective June 30, 2016

Runnels, Katie: Summit High School; Language Arts/Science Teacher; Effective June 30, 2016  
Strain, Bryan: FHS; PE Teacher; Effective June 30, 2016  
Classified:  
Ahern, Patrick: MEMS; Registrar; Effective May 27, 2016  
Barton, Sheree: Kinsey; FACTS Caregiver; Effective May 12, 2016  
Cabrera-Milanfar, Bianca: FHS/Eagles Crest Center; Sub Caregiver; Effective 2/3/2016  
Callahan, Nichole: Transportation; Bus Driver; Effective May 27, 2016  
Clarkwright, Cassandra: FHS/Eagles Crest Center; Sub Caregiver; Effective October 9, 2015  
Clark, Lindsey: FHS/Eagles Crest Center; Sub Caregiver; Effective March 28, 2016  
Connell, Angela: FHS/Eagles Crest Center Instructional Aide; Effective August 28, 2015  
Crawford, Kelsey: Marshall; SPED Parapro 1:1; Effective May 12, 2016  
Coughlin, Donald: Transportation; Bus Driver; Effective May 27, 2016  
Garcia, Richard: Facility Services; Custodian @ Knoles; Effective May 26, 2016  
Herding, Amanda: FHS/Eagles Crest Center Instructional Aide; Effective May 11, 2016  
Herrera, Kelsey: Sechrist; FACTS Caregiver; Effective May 26, 2016  
Howland, Yvette: FHS; Instructional Aide; Effective Aug. 18, 2015  
Koivisto, Leo: FHS; SPED Parapro 1:1; Effective June 30, 2016  
Lester, Sarah: DeMiguel; SPED Parapro 1:1; Effective June 30, 2016  
Lewis, Athina: FHS/Eagles Crest Center; Sub Caregiver; Effective April 15, 2016  
Price, Wendy: Kinsey; FACTS Team Leader; Effective June 30, 2016  
Serpa, Leah: FHS/Eagles Crest Center; Instructional Aide; Effective May 26, 2016  
Smith, Lecia: Transportation; Bus Driver/Trainer; Effective June 30, 2016  
Spradbrow, Theresa: FHS; SPED Parapro 1:1; Effective June 30, 2016  
Torres, Erin: Marshall; General Aide; Effective June 30, 2016  
Vuyk, Alexandra: Kinsey; FACTS Caregiver; Effective May 26, 2016  
White, Jared: Technical Services; AC Technician; Effective June 30, 2016  
Yap, Reina: FHS; Eagles Crest Center Sub Caregiver; Effective Jan. 15, 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:  
Kelty, Robert: Puente De Hózhó; Principal; 1.0 FTE; \$77,726; Effective July 1, 2016  
Certified:  
McDonald, Benjamin: Student Support Services: Homebound Teacher; \$28.65/hour; Effective May 6, 2016  
Classified:  
Bennett, Leanne: Sinagua Middle School; Attendance Secretary; \$13.58/hour; 40 hours/week; 10 month calendar; effective 5/16/2016  
Garcia, Elizabeth: Enrichment Skills Trainer; \$27.50/hour; effective 5/13/2016  
Minos, Valerie: Enrichment Skills Trainer; \$28.65/hour; effective 5/12/2016  
Camp Colton:  
Coach:  
Sports Officials:  
Volunteers:  
Other:

**RETIREMENT**

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

Administrative:  
Certified:  
Freitag, Susan: Cromer; 5th Grade Teacher; Effective June 30, 2016; Does not wish to participate in the Phased Retirement Program  
Smith, Pearl: Killip; 3rd Grade Teacher; Effective June 30, 2016; Does not wish to participate in the Phased Retirement Program  
Classified:

Chavez, Roselinda: Puente De Hózhó; Bilingual Immersion Assistant; Effective June 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:

SUBSTITUTE TEACHERS: Illa Lizarraga; Debbie Schaulis; Brenda Ayers; Tom McMillian; Eileen Hayes; Joshua Clouse; Abigail Strauss; Elizabeth Price; Paul Bennette Jr.; Daniel Richards; Robert Ward III; Diane Wood ; Steve Craig; Kelsey Stanley; William Melhado; Joan Propster  
SUBAIDE: Brooke Addario; Tony Joe; Andre Somoza; Erin Landrith; Geneva Thomas; Shea Brutinel; Sharron Mcnall; Helena Van Winkle; Laverna Nez; Myka Schwanke; Dina Barnese  
SUB CAREGIVER: Vita Paddock; Kabrina Yowytewa; Itzel Valencia-Gallegos

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

### **STUDENT TRAVEL**

#### **PRESENTATIONS**

##### 1. Superintendent's Report

Mr. Dirksen reported that the position of Principal at Knoles Elementary School has been offered to Pete Galvan. Mr. Galvan accepted the position and the appointment will be included on the June 14, 2016 agenda. Ms. Eberhard reported on FUSD student and staff highlights.

##### 2. Curriculum and Instruction Report

Flagstaff High School AP Environmental Science students Yisha Ng, Amelia Lober, Ashley Howard and Josephine Gresham presented information and possible options related to Southwest Foodservice Excellence's use of disposable Styrofoam.

Dan Kain, Vice Provost at Northern Arizona University, and Linda Jensen, Executive Director of Arizona College Access Network, presented a certificate naming FUSD an Early College and Career Awareness District.

Ms. Walton reported on the Positive Behavior Interventions and Support (PBIS) efforts and initiatives throughout the District that help create cultures of tolerance and inclusion so students will feel safe, supported and recognized at school.

Ms. Walton distributed proposed revisions to Policy GCL Professional Staff Schedules and Calendars. The revisions will be included on the June 14, 2016 agenda for the Board's consideration.

3. Finance and Budget Report

Mr. Walmer reviewed the maintenance and operations operating statement for the period July 1, 2015 through April 30, 2016; 301 funds; district additional assistance and capital outlay budgets as of April 30, 2016.

4. Operations and Support Services Report (no report)

5. Human Resources Report

Mr. Sauer provided information regarding activities and outcomes of the Voice and Negotiations committees 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. ADE Food Service Management Company Agreement Amendment –

Mr. Kulpinski moved to approve the signing of the Food Service Management Company Amendment Agreement for extension of the contract with Southwest Foodservice Excellence for the 2016-2017 school year. Ms. Ells seconded; motion carried 5-0.

2. Meal Price Increase

Ms. Ells moved to approve the federally-mandated increases in breakfast and lunch prices for the National School Lunch Program as required. Ms. Fredericks seconded; motion carried 5-0.

3. Compensation Plan

Mr. Kulpinski moved to approve the Negotiations Committee's compensation recommendation for the 2016-2017 school year and its recommendation for an adjustment to the 2015-2016 school year, contingent upon available district funds. Ms. Khatibi seconded; motion carried 5-0.

4. School Student Fees

Mr. Kulpinski moved to approve the School Student Fee Schedule for the 2016-17 school year. Ms. Ells seconded; motion carried 5-0.

5. Retreat Agenda

Board members indicated that they would prefer to discuss strategic plans and the Strategic Analysis Tool instead of the Superintendent's evaluation document and process.

Ms. Ells moved to approve the agenda for the June 7, 2016 Board Retreat as revised. Ms. Khatibi seconded; motion carried 5-0.

6. Meeting Dates

Mr. Dirksen suggested a Worksession on July 12 for a report from Geo and Associates on their analysis of the District's marketing efforts.

Mr. Kulpinski moved to extend the Worksession on July 12, 2016 to begin at 3:30 instead of 4:30. Ms. Ells seconded; motion carried 5-0.

**INFORMATION ITEMS**1. Future Agenda Items

Mr. Kuhn would like a Worksession in August for a presentation on the recommended regional transportation plan that would impact Lonetree Road.

2. Emergency Procurement - Precision Restoration to bio-clean the hood and duct work at Leupp School on May 6, 2016 due to birds trapped in the kitchen exhaust hood.

**ADJOURNMENT OF REGULAR MEETING** – The meeting was adjourned at 7:43 pm.

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Signature Date

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