

OFFICIAL MINUTES

November 12, 2013

The Governing Board of the Flagstaff Unified School District Number One, Coconino County, Flagstaff, Arizona held a Regular Meeting on November 12, 2013 at the District Administrative Center, 3285 E. Sparrow Avenue, Flagstaff, Arizona.

PRELIMINARY

1. Ms. Biggerstaff called the meeting to order at 5:30 pm.
2. Roll Call:

Board Members

Ms. Sarah Ells, President (arrived at 5:45 pm)
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. Ms. Hickman requested that General Administration Item #3 Textbook Adoption and the Flagstaff High School North Central Accreditation be pulled from the agenda. Mr. Kulpinski moved to approve the removal of both items. Mr. Vasquez seconded; motion carried.
4. Mr. Kulpinski moved to adopt the agenda as amended. Ms. Biggerstaff seconded; motion carried.

7 people signed the guest register

CALL TO THE PUBLIC**CONSENT AGENDA**

The Consent Agenda included the following:

1. Minutes of the Regular Meeting held on October 22, 2013
2. Payment Vouchers: ADA07A14; ADA14A13; AVA14A14; AVA07A14; ASA09A14; ADC21A14; ASA24A14; AVA21A14; ADA28A14; AXA23B14; AXA23A14; AVA29A14; ADA08A14; AXA22A14; ADA22A14; ADA22A14; and Payrolls 022 and 223 (Detailed information is available upon request.)
3. Gifts to District: Eric Freas to CHS Athletic Training Program – one mini-freezer valued at \$150.00; Becki Smith to Summit High School – exercise equipment valued at \$450.00; W.L. Gore & Associates to Cromer Elementary School – 8 Dell E6400 laptops valued at \$2,400.00; and CHS Class of 2013 to CHS – one Panther Mascot Costume valued at \$729.99

4. Resignations, appointments, retirements, releases from contract, and leaves of absence:
RESIGNATIONS, TERMINATIONS

Administration:

Certified:

Classified:

Dutton, Carissa:	Marshall; SE Parapro; Effective 10/15/2013
Engard, Shawn:	Transportation; Mechanic I; Effective 10/28/2013
Felt, Jacy:	Killip; Instructional Aide; Effective 11/1/2013
Lucas, Lindsay:	Killip; SE Parapro; Effective 11/8/2013
Lugo, Amanda:	Thomas; SE Parapro 1:1; Effective 12/6/2013
Semenchuk, Karalyn:	Knoles; SE Paapro 1:1; Effective 12/6/2013
Yubeta, Jennifer:	Knoles; SE Parapro; Effective 10/25/2013

Smartschools:

APPOINTMENTS

Administration:

Certified:

Jamerson, Tammy: Cromer; Kindergarten Teacher; 1.0 FTE; \$29,679.21 Balance of the Year contract; Effective 10/28/2013;

Timney, Ann: Cromer; 4th Grade Teacher; 1.0 FTE; \$27,824.21 Balance of the Year contract; Effective 11/4/2013

Classified:

Eckert, Charissa: SMS; SE Parapro 1:1; 27.5hours/wk; \$10.84/hr; 9 month calendar; Effective 10/22/2013

Fisher, Savannah: DeMiguel; FACTS Caregiver; 12 hours/wk; \$8.90/hr; 9 month calendar; Effective 10/31/2013

Harper, Anastasia: Killip; FACTS Caregiver; 25 hours/wk.; \$8.90/hr.; 9 month calendar; Effective 10/28/2013

Hernandez, Alejandro: CHS; Custodian; 40hours/wk.; \$10.17/hr.; 12 month calendar; Effective 11/6/2013

Hernandez, Irene: Transportation; Bus Aide; 7hours/day; \$12.59/hr.; 9 month calendar; Effective 10/14/2013

Lins, Nicole: Knoles; SE Parapro 1:1; 27.5hours/wk.; \$10.35/hr.; 9 month calendar; Effective 10/28/2013

McGuire, Florence: Killip; Instructional Aide; 20 hours/wk.; \$9.91/hr.; 9 month calendar; Effective 11/6/2013

Macholtz, Donna: Transportation; Bus Aide; 30hours/wk.; \$9.18/hr.; 9 month calendar; Effective 10/28/2013

Martinez, Sheryl: Kinsey; SE Parapro 1:1; 12 hours/wk.; \$10.35/hr.; 9 month calendar; Effective 11/5/2013

Pauli, Laura: Cromer; Kindergarten Aide; 18.25hours/wk.; \$10.40/hr.; 9 month calendar; Effective 11/6/2013

Ramos, David: CHS; Se Parapro; 31.5hours/wk.; \$11.11/hr.; 9 month calendar; Effective 10/28/2013

Siverly, Donna: Kinsey; Instructional Aide; 10hours/wk.; \$10.40/hr.; 9 month calendar; Effective 11/4/2013

Talayumptewa, Abel: Leupp; Custodian; 40hours/wk.; \$9.91/hr.; 12 month calendar; Effective 11/5/2013

Villas, Melina: Killip; Kindergarten Aide; 17.5hours/wk.; \$9.91/hr.; 9 month calendar; Effective 10/21/2013

Yellowhair, Erin: Marshall; SE Parapro 1:2; 30.5hours/wk.; \$10.35/hr.; 9 month calendar; Effective 10/30/2013

T.B.-Student Worker: CHS; 6 hours/wk.; \$7.80/hr.; 9 month calendar; Effective 11/6/13

I.S.-Student Worker: CHS; 6 hours/wk.; \$7.80/hr.; 9 month calendar; Effective 10/30/13

Coach/Other:

Chang, Tyler: CHS; Freshman Wrestling Coach; 11/4/13-3/8/14; \$1,600.00

Fix, Terry: CHS; Varsity Girls Soccer Coach; 11/4/13-3/7/14; \$2,000.00

Green, Chet: FHS; Varsity Football Assistant; 8/5/13-11/8/13; \$1,600.00

Williams, Joselyn: MEMS; Volleyball Coach; 9/5/13-11/15/13; \$600.00

Temporary/Other:

Volunteers:

Bates, Tracy: MEMS; Classroom Volunteer

Baty, Kristine: FHS; Cheer Program Volunteer

Behle, Eddie: Camp Colton; Intern/Volunteer

Browning, Joyce: Kinsey; Foster Grandparent Classroom Volunteer

Culton, Iris: SMS; Mentor

Gage, Mathew: CHS; Mentor

Kee, Tisimpsha: MEMS; Mentor

Macias, Crystal: CHS; Classroom Volunteer

McKee, Kaela: Sechrist; America Reads Tutor

Nez, Kendra: MEMS; Mentor

Reed, Katie: SMS; Mentor

Stumbaugh, Rosie: CHS; School-wide Volunteer

Tsosie, Calvina: MEMS/SMS; Mentor

Velasco, Juanita: Thomas; Classroom Aide Volunteer

Velasquez, Survaugh: MEMS/SMS; Mentor/Tutor

RETIREMENT

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

Certified:

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:

Administrative:

Certified:

Classified:

QUALIFIED EVALUATORS:

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

STUDENT TRAVEL

PRESENTATIONS

1. Superintendent's Report

Ms. Hickman provided an overview of current events in the District and reported on the 60th day enrollment.

2. Curriculum and Instruction Report

Ms. Walton reviewed her written report concerning the Gifted Scope and Sequence update; North Country Mobile Health Unit and the regulation related to I-2361 IHB-R Special Instructional Programs.

As requested by Ms. Hickman, Flagstaff High School North Central Accreditation was not discussed.

3. Operations and Support Services Report

Mr. Kuhn provided an update on construction projects throughout the District.

4. Finance and Budget Report

Dr. Garland provided a PowerPoint presentation that included the maintenance and operations operating statement for the period July 1, 2013 through October 31, 2013, 301 funds, district additional assistance and capital outlay budgets as of October 31, 2013.

5. Human Resources Report

(no report)

GENERAL ADMINISTRATION: DISCUSSION/ACTION ITEMS

1. Revision to Policies G-1100 GBED, J-3000 JICG and K-1750 KFAA

Ms. Ells called on the public for comment. Bernice Carver, Coconino County Public Health, thanked the Board for being a leader in the city and the state by approving this revision.

Mr. Kulpinski moved to approve the second reading of revisions to Policy G-1100 GBED – Smoking by Staff Members; J-3000 JICG – Tobacco Use by Students; and K-1750KFAA – Smoking on School Premises at Public Functions. Ms. Biggerstaff seconded; motion carried.

2. Purchase of iPads and iPad Carts for Secondary Implementation

Mary Knight, Director of Technology, provided a PowerPoint presentation about the District's technology plan and technology usage. She then answered questions about the proposed purchase of iPads and iPad carts for secondary implementation.

Mr. Kulpinski moved to approve the purchase of iPads and iPad carts for use in the secondary schools as submitted. Mr. Vasquez seconded; motion carried.

3. ~~High School Environmental Science Class Materials Adoption~~

4. Dual Enrollment IGA

Mr. Kulpinski moved to approve the intergovernmental agreement with Coconino Community College for dual enrollment courses. Ms. Biggerstaff seconded; motion carried.

5. Policy Revision J-0800 JFAB

Mr. Kulpinski questioned if the second sentence of the first paragraph under the heading "Verifiable Documentation" needed to be in policy. The sentence read: "This policy is written to assist school districts and charter schools in meeting the legal requirements of the statute." Ms. Walton will contact ASBA and/or the district's legal counsel to see if that sentence can be removed.

Mr. Kulpinski moved to approve the first reading of revisions to Policy J-0800 JFAB Tuition/Admission of Nonresident Students minus the second sentence on page 96 with the understanding that Ms. Walton will check to see if there is a legal reason why that sentence should be kept. If so, it will be in the policy for the second reading and if not, it will be removed. Ms. Ells seconded; motion carried.

6. Policy Revision I-8550 IMG

Ms. Walton requested that an additional revision be added to the proposed changes. She asked that the entire third paragraph be removed from the policy. This change would allow only service animals on school buses.

Mr. Kulpinski moved to approve the first reading of revisions to Policy I-8550 IMG Animals in Schools as revised by Ms. Walton. Ms. Biggerstaff seconded; motion carried.

7. Policy Revision J-5350 JLCD

Mr. Kulpinski requested that "or designee" be added to those that can administer auto-injectable epinephrine in the second paragraph. He also asked for clarification on the third paragraph that addresses when annual training is optional. Ms. Walton will contact ASBA for clarification on that paragraph. The second reading may include the revision and clarification.

Mr. Kulpinski moved to approve the first reading of revisions to Policy J-5350 JLCD Medicines/Administering Medicines to Students as amended. Mr. Vasquez seconded; motion carried.

8. Policy Revision J-6250 JLF

Mr. Kulpinski moved to approve the first reading of revisions to Policy J-6250 JLF Reporting Child Abuse/Child Protection. Ms. Biggerstaff seconded; motion carried.

9. Policy Revision D-2750 DJE

Ms. Biggerstaff moved to approve the first reading of revisions to Policy D-2750 DJE Bidding/Purchasing Procedures. Mr. Kulpinski seconded; motion carried.

10. Meeting Dates

Ms. Hickman said an Executive Session for Personnel is needed following the December 10, 2013 regular meeting.

INFORMATION ITEMS

1. Governing Board Members' Report

- Ms. Biggerstaff reported on the Legislative Workshop she attended last week at the Buttes. She also reported on the Science Alliance.
- Mr. Vasquez reported on a social event he recently attended and on the Halloween party at Killip Elementary School. He reported on the Girls on the Run running program.
- Ms. Fredericks reported on her visit to Killip Elementary School.

2. Future Agenda Items

ADJOURNMENT OF PUBLIC MEETING

The public meeting was adjourned at 8:17 pm.

Signature Date

Signature Date

Signature Date

Signature Date

Signature Date