

## OFFICIAL MINUTES

April 11, 2017

A public meeting of the Flagstaff Unified School District Governing Board was convened on April 11, 2017 at the District Administrative Center, 3285 E. Sparrow Avenue, Flagstaff, Arizona.

### PRELIMINARY

1. Ms. Fredericks called the meeting to order at 5:17 pm. This was followed by a Moment of Silence and the Pledge of Allegiance.

2. Roll Call:

#### Board Member

Ms. Christine Fredericks, President

Ms. Kara Kelty, Clerk

Ms. Kim Khatibi, Member

Dr. Carole Gilmore, Member

Ms. Kathryn Kozak, Member

#### Administrative Staff

#### Absent

Mr. David Dirksen, Superintendent

Ms. Mary K. Walton, Assistant Superintendent

Mr. Robert Kuhn, Assistant Superintendent

Mr. Scott Walmer, Director of Finance

Mr. Dietrich Sauer, Executive Director of Human Resources

Ms. Karin Eberhard, District Relations Coordinator

Ms. Kim Branges, Executive Assistant

3. Ms. Kelty requested that Student Travel be moved before the Consent Agenda. Dr. Gilmore requested that Consent Agenda Items #6 and #7 be reversed and discussed separate from the rest of the Consent Agenda.
4. Dr. Gilmore moved to adopt the agenda. Ms. Khatibi seconded; motion carried 5-0.

28 people signed the guest register

**EXECUTIVE SESSION**

Ms. Kozak moved to convene in Executive Session for legal advice at 5:20 pm, pursuant to A.R.S. 38-431.03(A)(4), regarding the Cheryl Vignoli resignation and separation agreement. Ms. Khatibi seconded; motion carried 5-0. The Executive Session for legal advice ended at 5:31 pm and the Regular Meeting was reconvened.

**REGULAR MEETING** (Continued)

Ms. Kozak moved to approve the resignation and separation agreement for Cheryl Vignoli as presented and discussed in Executive Session. Ms. Khatibi seconded; motion carried 5-0.

**CALL TO THE PUBLIC**

Ms. Fredericks called on the public for comment:

- Cindy Hester: asked for a moment of silent reflection for Coconino High School teacher Karlyn Heilman, who recently passed away
- Aaron Klovenas: spoke in support of FEA and the proposed agreement between FEA and the Board; felt the Board has disrespected FEA, the teachers, and the VOICE committee; said FEA's goal is to re-establish an agreement with the Board

**STUDENT TRAVEL**

1. Killip Elementary School Chess Club to the United States Supernational Chess Championship May 11 – May 15, 2017 in Nashville, Tennessee

Ms. Fredericks moved to approve Student Travel as submitted. Ms. Kozak seconded; motion carried 5-0.

**CONSENT AGENDA**

The Consent Agenda included the following:

1. Minutes of the Regular Meeting held on March 28, 2017
2. Minutes of the Special Meeting held on March 31, 2017
3. Payment Vouchers: AD321A17; AD313A17; AD327A17; AD330B17; DS330A17; DS327A17; AJ324A17; DS214A17; DS215A17; DS222A17; DS221A17; AD324A17; AD330A17; 006 (Detailed information is available upon request.)
4. Monetary Donations:  
Marina & Michael Vasquez \$400.00 for Chess Club at Killip Elementary School  
Pioneer Title Agency, Inc. \$500.00 for Homeless Students at Educational Enrichment Department

Eagles Spiritline Booster Club \$716.46 Coaching Fees at Flagstaff High School  
 Sinagua Middle School PTO \$3,110.43 for Chess Club at Sinagua Middle School  
 Gay Stenftenagel \$300.00 for Chess Club at Killip Elementary School

5. Associated Students Activity Fund Report for the month ending February 28, 2017
6. Administrative Appointment: Michael Penca; Superintendent; 1.0 FTE; \$147,500; Effective July 1, 2017

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

*RESIGNATIONS, TERMINATIONS*

Administration:

Certified:

White, Becky: Kinsey; Site Coordinator of the 21st CCLC Grant Program;  
 Effective June 30, 2017

Licensed Professionals:

Classified:

Cruz, Emily: Finance/Payroll; effective 4/14/2017

Lovato, Sonia: Marshall; SPED Parapro; effective 4/7/2017

Pinn, Travis: Marshall; Library Assistant; effective 6/8/2017

Other:

*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. Appointments are for the 2016-17 School Year. For returning employees, salaries noted may be previous school year salaries and are subject to change.

Administration:

Licensed Professionals:

Certified:

Classified:

Castro, Jessica: Killip; SPED Parapro 1:1; \$11.66/hour; 29 hours/week; effective 3/27/17; 9 month calendar

Huffman, Andrea: DeMiguel; SPED Parapro; \$11.16/hour; 2 hours/week; effective 3/21/2017; 9 month calendar

Huffman, Andrea: DeMiguel; Kindergarten/General Aide; \$10.70/hour; 18.75 hours/week; effective 3/21/2017; 9 month calendar

Morales Longoria, Rosa: Marshall; FACTS Caregiver; \$10.00/hour; 9 hours/week; effective 4/4/2017; 9 month calendar

Moranetz, John: Facility Services; Grounds Maintenance Specialist; \$13.45/hour; 40 hours/week; 12 month calendar

Priester, Owen: Marshall; FACTS Caregiver; \$10.00/hour; 18 hours/week; 9 month calendar

Sanchez, Juanita: Cromer; FACTS Caregiver; \$10.00/hour; 18 hours/week; 9 month calendar

Solomon, Andie: Knoles; FACTS Caregiver; \$10.00/hour; 12 hours/week; 9 month calendar

Student Workers:

Camp Colton:

Carranco, Jackson: Lead Environmental Education Instructor/Assistant to Camp Colton Coordinator; \$200/24 hour shift; Effective 3/27/2017

Enrichment Skills Trainers:

Returning Retirees (Temp Positions):

Coach/Sports Officials/Sports Event Workers:

Temporary Assignment:

Volunteers:

Vasquez, Michael: CHS; School-Wide volunteer

Foster, Mark: Sinagua MS; NAU/RSVP Program; classroom volunteer

Other:

**RETIREMENT**

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

Administrative:

Certified:

Cota, Sandra: Summit H.S./TAPP Program Teacher; effective 6/30/217; Will not participate in the Phased Retirement Program.

Classified:

McDonald, Debbie: CHS; Instructional Aide; Effective 6/30/2017; 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:

Fernandez, Miguel: Summit H.S.; Science Teacher; Requesting a 2 year leave of absence.

Classified:

**QUALIFIED EVALUATORS:**

**SUBSTITUTE TEACHERS:** Marcela Saldivia-Berglund; Vanesa Douglas

**SUB AIDES:** Lorraine Swartzendruber; Casey Niggemyer

**ADMINISTRATIVE NON RENEWALS:**

DIRKSEN, DAVID J; SAUER, DIETRICH E; SHAUM, T. D.

**ONE YEAR ONLY NON RENEWALS:**

ARGANBRIGHT, RACHEL E; BLAND, JENNIFER MESSNER; BORUNDA, ERICA B; BRANT, LIANNE K;

BRUSH, KRYSTIN ROSE; CASTRUITA, OLAYA L; CLEARY, CHELSEA RR; COLLINS, JESSICA LYNN;

CURLEY, CHARNELLE D; DAVIS, AUBREY ANNA; DELANEY, CAITLIN MM; DENDY, SCOTT M;

ECKLOFF, KAYLA M; EVANS, NANCY M; GALLOWAY, STEPHANIE; HESTER, SARAH C; HILTNER,

JUANITA MARIE; HORNER, HEATHER M; HOVIS, CHERISE G; HUGHART, MARGARET K; HUNTER,

WENDY E; LAMER, CYNTHIA; LEDVINA, JEANNE M; LONG, KRISTI V; MCREYNOLDS, NICOLE C;

MENDEL, MICHELLE C; OTHON, JENNIFER J; PATTY, KAREN R; RANDOLPH, NATALIE JULIA; REGER,

CASEY N; RITTMANN, MARGARET S; ROTH, AMANDA G; RYAN, REBEKAH MARIE; SCHOLLER,

KATHERINE A; SMITH, TEMPEST E; SPIZZIRRI, SUSAN M; STRAUSS, ABIGAIL E; TRAINOR, KRISTEN

M; TRITL, BARRETT N; WILLIAMS, JEREMY M; ZELENKA, MARIE L

**BALANCE OF THE YEAR ONLY NON RENEWALS:**

BARNES, RHONDA L; BEEKMAN, JESSICA R; BRANCATI, RYAN S; CODDINGTON, MANDY JEAN;

CRANE, MARY ANN E; DELIA, DONTE R;

DUSTIN, SHERRI ANN; ELSASS, DEBORAH L; GIERTYCH, ZACHARY D; HEINZ, KEVIN W; HOLTJE,

THOMAS CARL; HOWELL, KIM MARIE; IMMEL, SUSAN ANN; LIZARRAGA, ILLA M; MUENCH, KYLE

D; NETHERTON, CHEREE T; PERKINS, ELIZABETH C; PERRINE, TRACY A; POOLE, JENNIFER M;

RICHARDSON, AMY M; SAMPSON, SYDNE K; SMITH, SHAYNE S; VALENCIA, MARY CHRISTINA;

VILLA, YOCELIN C; WOLFE, CHRISTINA M; ZEDICK, HANNAH E

*RETIREE NON RENEWALS:*

BARON, KATHERINE A; LAUGHLIN, DEBRA A; JACOBS, CHRISTINE Q; MOATE, GEORGE; ONSAE, DEBRA A; PALLEY, MOLLY M; SHARP, CAROL A; SMITH, ELIZABETH J; WHITE, REBECCA S; WILKINS, LINDA J; WRIGHT, SUSAN L

*NOT ADE CERTIFIED NON RENEWALS:*

BAILEY, SANDRA D; BEVIRT, MCKENZIE L; BRAIN, AVERY J; BRANCH, KRISTA MM; CAIRNEY, TURI A; CURRAN, LORI G; DENNIS, KIMBERLY N; DITTBERNER, ANGELLA MARIE; DRAKEFORD, CAMILLE S; ELLSWORTH, LACRETIA; ELOWSON, SUSAN; GRIMSLAND, LINDA; HEARNE, KIRSTEN M J; JAKOB, CLARE L; KUGLER, SEAN D; LAMBERTI, CARRIE J; MEDRANO, EMILIE C; NETZKY, JENNIFER E; PALMERI, JOHN; QUMYINTEWA, ANDREW S; SCOTT, ALLEN D; SMITH, JUDITH A; STONE, JULIE LJ; VASQUEZ, JERONIMO L; WALMER, ELIZABETH T; WITT, REBECCA E

*SMARTSCHOOLS NON RENEWALS:*

CORCORAN, JOHN F; DUNHAM, JEAN R; GILLIS, MARSHA A; GRANT, JESSICA L; JACOBSEN, SUZANNE L.; JULIEN, CAROL C; LAGANO, GAIL G; NICOLSON, JODIE L; ORR, JOHN E; RABE, DON H

Ms. Kozak moved to approve the Consent Agenda. Ms. Fredericks seconded; motion carried 5-0.

Regarding Consent Agenda Item #7, Dr. Gilmore made a motion to take Mr. Dirksen's name off the nonrenewal list. Ms. Kozak seconded.

Dr. Gilmore said that although she recused herself from discussions and votes regarding the appointment of a superintendent, she has heard what the staff and community have asked for and would like to consider the appointment of Mr. Dirksen as the superintendent for next year. Ms. Kelty said she appreciates Mr. Dirksen's professionalism and would have liked to consider him for the position but he did not apply. Ms. Kozak, Ms. Khatibi and Ms. Fredericks indicated that they think it is too late to consider Mr. Dirksen and they should honor the current process.

The motion to remove Mr. Dirksen's name from the nonrenewal list failed by a vote of 1-4 with only Dr. Gilmore voting aye.

6. Administrative Appointment: Michael Penca; Superintendent; 1.0 FTE; \$147,500; Effective July 1, 2017

Dr. Gilmore recused herself from the discussion and left the room.

Ms. Khatibi moved to approve the employment contract and the appointment of Michael Penca as Superintendent, effective July 1, 2017. Ms. Kozak seconded; motion carried 3-1 with Ms. Kelty voting nay. Dr. Gilmore returned to the room after the discussion and vote.

**PRESENTATIONS**

1. Special Olympics

A representative from Special Olympics was not in attendance so the presentation was not made.

## 2. FEA Presentation

Derek Born reviewed the history and contributions of NEA (National Education Association), AEA (Arizona Education Association), and FEA (Flagstaff Education Association). He then reviewed the history between FEA and the Board. He said the goal of FEA is to have a signed agreement in place and that FEA does not want to replace or get rid of the VOICE committee.

## 3. Superintendent's Report

Ms. Eberhard provided her FUSD Highlights presentation. She distributed a list of school activities for the rest of the school year.

## 4. Curriculum and Instruction Report

- a. Middle School Update
- b. Student Movement In and Out of the District (postponed from March 28, 2017)
- c. Current Events

Ms. Walton introduced Tom Safranek, Mount Elden Middle School Principal, and Tari Popham, Sinagua Middle School Principal. Mr. Safranek presented information on a possible dress code change at the middle schools for implementation in the 2017-18 school year. Ms. Fredericks challenged administrators to make the dress code more gender neutral.

Ms. Popham provided an update on the positive impact on students of the unit recovery program implemented at the middle schools three years ago.

Ms. Walton reviewed the 2017 enrollment report for the district, as well as each individual school site. Her report included student movement in, around, and out of the district.

## 5. Finance and Budget Report

Mr. Walmer answered questions regarding the Monthly Reports on Maintenance and Operations, 301 Funds, District Additional Assistance/Capital Outlay Accounts. Mr. Walmer provided information related to capital funds including current positions, long range budgets, potential support, and elections data to facilitate the Board's budget planning.

## 6. Operations and Support Services Report

- a. Current Events

Mr. Kuhn reviewed his written report.

## 7. Human Resources Report (no report)

## 8. Governing Board Members' Report

Board Members reported on various activities, conferences and meetings they have attended. Ms. Fredericks presented Ms. Khatibi with a plaque in recognition of her two years on the Board.

### **GENERAL ADMINISTRATION: DISCUSSION/ACTION ITEMS**

#### 1. Flagstaff High School Auditorium Name Change

Mr. Cullen reported on meetings he had with Mike and Sarah Cromer last week. Mr. and Mrs. Cromer are adding a Hall of Fame and an annual scholarship. Mr. Cullen recommended that the name of the auditorium be amended to be named the Cromer Family Center for the Creative and Performing Arts.

Dr. Gilmore moved to approve renaming the auditorium at Flagstaff High School the Cromer Family Center for the Creative and Performing Arts. Ms. Kozak seconded; motion carried 5-0.

#### 2. Bond Oversight Committee Appointment

Ms. Kozak moved to approve the appointment of Sarah Ells to the Bond Oversight Committee. Ms. Khatibi seconded; motion carried 5-0.

#### 3. Budget Committee Formation

Ms. Fredericks confirmed her desire to serve on this four-year budget planning committee. Board Members indicated they would like no more than 12 people on the committee and discussed whether they should give direction to the superintendent on the formation and expectations of the committee or should allow him some discretion. A discussion followed about whether this item should be tabled because of Mr. Dirksen's absence. Ms. Fredericks and Ms. Kozak indicated that it should be approved so Mr. Dirksen can move forward on the formation of the committee.

Ms. Khatibi moved to table authorization for the Superintendent to form a committee to build a four-year budget-plan proposal. Dr. Gilmore seconded; motion carried 3-2 with Ms. Fredericks and Ms. Kozak voting nay.

#### 4. 2018-19 Calendar

Dr. Gilmore suggested that the quarter end dates not be included and would like to hear the impact of this calendar on the block schedule before considering approval. Ms. Fredericks said this calendar is similar to calendars in previous years and administration recommends approval.

Dr. Gilmore moved to table the traditional calendar for the 2018-19 school year. Ms. Kelty seconded; motion carried 3-1-1; Ms. Fredericks voted nay and Ms. Kozak abstained.

5. Custodial Equipment

Ms. Kelty moved to approve the purchase of custodial equipment for school sites. Ms. Khatibi seconded; motion carried 5-0.

6. FY2016 Comprehensive Annual Financial Report

Ginger Stevens, Budget Director, acknowledged and thanked the district office and school employees that gathered information for the audit. Ms. Stevens and representatives from CliftonLarsonAllen answered questions regarding the audit.

Ms. Khatibi moved to accept the Comprehensive Annual Report, Single Audit and USFR Compliance Questionnaire for fiscal year 2016. Ms. Kozak seconded; motion carried 5-0.

7. ADE Food Service Management Company Agreement Amendment

Ms. Kelty moved to table approval for District Administration to request the paperwork from ADE for the 2017-18 Food Service Management Company Agreement Amendment, allowing the District to sign and extend the contract with Southwest Foodservice Excellence. Dr. Gilmore seconded; motion carried 5-0.

8. ASBA Summer Leadership Institute

Ms. Kozak moved to approve Board and Administration attendance at the Arizona School Boards Association Summer Leadership Institute at Little America on June 8-10, 2017. Ms. Khatibi seconded; motion carried 5-0.

9. Meeting Dates

**INFORMATION ITEMS**

1. Future Agenda Items

The following items were suggested for inclusion on future agendas: worksession with FEA; food services; procurement; certification process and contracts; review of board policies; consideration of appointing a high school student to the board; updates on complaints filed with the state, lawsuits and personnel investigations.



