

## OFFICIAL MINUTES

February 12, 2013

The Governing Board of the Flagstaff Unified School District Number One, Coconino County, Flagstaff, Arizona held a Worksession, Regular Meeting and Executive Session on February 12, 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. Kulpinski moved to adopt the agenda as submitted. Ms. Biggerstaff seconded; motion carried.

8 people signed the guest register

**WORKSESSION****1. Strategic Budget Process**

Board Members continued their discussion regarding identification of desired inputs; benchmarks and measurements; and desired outcomes related to their goals and strategic plan. It was agreed that additional worksessions are necessary to further discuss Goals 4-6.

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

The Consent Agenda included the following:

1. Minutes of the Regular Meeting held on January 22, 2013
2. Minutes of the Worksession held on January 29, 2013
3. Payment Vouchers: AV108A13; AV114A13; APX118A3; AD114A13; AS117A13; AD122A13; AS124A13; AV122A13; ASX118A3; AD116A13; AD123A13; and Payrolls 203; 002 (Detailed information is available upon request.)
4. Contract Award IFB 1212-13: Award of contract to both Creative Concepts and Comade Inc. Apparel for CAVIAT Screen Printing Program
5. Gifts: Miscellaneous art supplies, HP4200 Printer, HP4000tn Printer, and HP Lightboard from W. L. Gore to be used at MEMS – no value declared
6. Resignations, appointments, retirements, releases from contract, and leaves of absence:

**RESIGNATIONS, TERMINATIONS****Administration:****Certified:****Classified:**

Bush, Christine:	DeMiguel; SE Parapro; Effective 1/25/2013
Cury, Susan:	Marshall; SE Parapro; Effective 1/28/13
DuBuis, Michelle:	Knoles; General Aide; Effective 12/12/2012
Middleton, Diana:	CHS; General Office Aide; Effective 1/28/2013
Mueller, Cassandra:	Sechrist; SE Parapro; Effective 2/15/2013

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

Bushyager, Amy:	CHS; English; 1.0 FTE; \$12,797.45; Effective 2/5/13
Bowen, Ginny:	Thomas; SE Teacher/Resource; 1.0 FTE; \$12,174.29, Effective 2/4/13
Federio, Jennifer:	Killip; 5 <sup>th</sup> Grade Teacher; 1.0 FTE; \$13,635.14; Effective 1/29/13

Kondratuk, Sarah Beth:

Sechrist; SE Teacher/Cross-Categorical; 1.0 FTE; \$17,786.50;  
Effective 1/11/13

Shaddy, Larry Dean:

Marshall; Technology Teacher; 1.0 FTE; \$13,019.73; Eff. 1/28/13

**Classified:**

Ares, Melissa-Ann

FHS/Project TIA; SE Parapro; 32.75hrs/wk; \$10.59/hr; Eff1/22/13

Ares, Melissa-Ann

Marshall; FACTS SPED 1:1; 6hrs/wk; \$10.10/hr; Eff 2/7/13

Bailey, Julianne:

DeMiguel; FACTS-Caregiver; 19hrs/wk; \$8.65/hr; Effective 1/14/13

Begay, Leslynn:

Transportation; Bus Driver; 40hrs/wk; \$12.65/hr; Effective 1/31/13

Berman, Amanda:

New Start; SE Parapro 1:1; 32.25hrs/wk; \$10.59/hr; Effective 2/1/13

Castaneda, Patrick:

FHS; SE Parapro 1:2; 27.5hrs/wk; \$10.59/hr; Effective 1/23/13

Corcoran, Callie Marie:

Sechrist; FACTS-Caregiver; 13.5hrs/wk; \$8.65/hr; Effective 2/5/13

Cox, Barbara:

CHS; SE Parapro; 31.5hrs/wk; \$10.59/hr; Effective 1/16/13

Crook, Rodney John:

Facility Services; HVAC Tech; 40hrs/wk; \$16.14/hr; Effective 2/6/13

Dominguez, Erika:

Cromer; Kindergarten Instructional Aide; 8.75hrs/wk; \$9.66hr;  
Effective 1/16/2013

Duran III, Fernando:

Transportation; Bus Driver; 40hrs/wk; \$13.30/hr; Effective 1/31/13

Hofland, David:

Transportation; Bus Driver; 40 hrs/wk; \$12.97/hr; Effective 1/28/13

Jones, Josephine:

Thomas; Parapro 1:1; 30.5hrs/wk; \$10.59/hr; Effective 1/22/13

Jones, Nicole:

DeMiguel; Kinder/Tech/Lunch Aide; 20.75hrs/wk; \$9.66/hr;  
Effective 1/14/13

Lantz, Megan:

FHS; SE Parapro; 31.5hrs/wk; \$10.59/hr; Effective 1/28/13

Leal, Christeen:

Marshall; SE Parapro; 9hrs/wk; \$10.10/hr; Effective 1/16/13

Marvel, Kristina:

DeMiguel; Kindergarten Aide; 8.75hrs/wk; \$9.66/hr; Eff 1/28/13

Palmer, Melissa:

DeMiguel; SPED FACTS Caregiver; 22 hrs/wk; \$10.10/hr; Eff 2/4/13

Robbins, Kayla:

SMS; SE Parapro 1:1; 31.5hrs/wk; \$10.59/hr; Effective 2/6/13

Robinson, Dayna:

Marshall; FACTS Caregiver; 6hrs/wk; \$8.65/hr; Effective 1/18/13

Ureda, Allison:

MEMS; SE Parapro 1:1; 27.5hrs/wk; \$10.10/hr; Effective 1/16/13

Winecki, Cody

SMS; SE Parapro 1:1; 31.5hrs/wk; \$10.10/hr; Effective 1/28/13

Zimmerman, Chelsea:

Sechrist; FACTS Caregiver; 15hrs/wk; \$8.65/hr; Effective 2/6/13

M.F.-Student Worker:

CHS; 8hrs/wk; \$7.80/hr; Effective 1/18/13

S.G.-Student Worker:

CHS; 6-8hrs/wk; \$7.80/hr; Effective 1/15/13

V.J.-Student Worker:

CHS; 7-8hrs/wk; \$7.80/hr; Effective 1/31/13

A.S.-Student Worker:

FHS; 7.5hrs/wk; \$7.80/hr; Effective 1/28/13

S.W.-Student Worker:

CHS; 6-8hrs/wk; \$7.80/hr; Effective 2/4/13

**Coach/Other:**

Alex, Steve:

SMS; Girls Basketball Coach; \$600; Effective 12/27/12-3/8/13

Diaz, Julian:

SMS; Girls Basketball Coach; \$600; Effective 12/17/12-3/8/13

Garcia, Jenny:

CHS; Tennis Coach; \$2,000; Effective 2/4/13-5/10/13

Giannola, Joel:

FHS; Wrestling Assistant Coach; \$1,600; Effective 11/19/12-1/28/13

Grzyb, Ian:

CHS; Band Assistant; \$1,000; Effective 1/16/12-5/10/13

Slaughter, Natasha:

FHS; Soccer/Girls JV; \$1,600; Effective 11/19/12-1/28/13

**Temporary/Other:**

**Volunteers:**

Bianco, Luigi:

FHS; Wrestling

Burns, Deanna:

Kinsey; America Reads Tutor

Busalacchi, Sarah:

CHS; Track and Field

Chylkova, Terza:

FHS; Track

Erickson, Adam:

FHS; JV Baseball JV

Harris, Tyler:

CHS; Student Athletic Trainer

Herseth, Shelli:	CHS; Student Athletic Trainer
Neves, Erika:	Kinsey; America Reads Tutor
Oler, Ryan:	SMS; Broadcast Class Assistant
Ramirez, Aden:	FHS; Student Athletic Trainer

**RETIREMENT**

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

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

Grudniewski, Ted:	Technical Services Assistant Director; Effective Oct. 3, 2013. Is not requesting participation in the Phased Retirement Program.
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**RELEASE OF CONTRACT**

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

**Certified:**

Freeman, Monique:	Marshall Elementary School; Special Education Resource Teacher Requesting release from contract effective Feb. 5, 2013.
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**Classified:****Administrative:****LEAVE OF ABSENCE: None at this time****QUALIFIED EVALUATORS: None at this time**

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

**Student Travel**

1. Coconino High School Choir, Band and Orchestra to the Music in the Parks Festival in Placentia, California on April 4-7, 2013
2. Flagstaff High School Varsity Cheer to Cheer Nationals in Anaheim, California on March 14-17, 2013
3. Coconino High School Varsity Cheer to USA Spirit Nationals in Anaheim, California on March 14-18, 2013
4. Coconino High School American Indian Science and Engineering Society trip to the Regional Conference at the University of New Mexico in Albuquerque, New Mexico on March 7-9, 2013

Mr. Kulpinski moved to approve Student Travel as submitted. Ms. Biggerstaff seconded; motion carried.

**PRESENTATIONS**

1. Superintendent's Report

Ms. Hickman updated the Board on current events throughout the District. She invited Board Members to the Community Safety Meeting that FUSD is hosting later this month. That meeting will be held at Sinagua Middle School on February 28, 2013 at 6:30 p.m. Mayor Jerry Nabours, representatives from Flagstaff Police Department, Coconino County Sheriff's Office, and the Guidance Center will take part in the meeting. Brad Snyder will be the keynote speaker.

This Saturday is Flagstaff's 100 Best Communities for Youth celebration. There will be activities in locations throughout the community beginning at 7:30 am and ending at 3:00 pm.

2. Curriculum and Instruction Report

Ms. Walton introduced Sylvia Johnson, Educational Enrichment Director. Ms. Johnson provided a PowerPoint presentation about the Flagstaff And Community Teaming for Students (FACTS) program in FUSD.

3. Operations and Support Services Report

Mr. Kuhn updated the Board on solar projects in the District and the Sinagua Middle School office remodeling project.

4. Finance and Budget Report

Dr. Garland's PowerPoint presentation included the maintenance and operations operating statement, 301 funds and capital outlay budget reports for July 1, 2012 through January 31, 2013.

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

**General Administration**

1. Career Ladder Program Changes

Ms. Walton introduced Mary Lara, Career Ladder Coordinator. Ms. Lara answered questions regarding the proposed changes to the Career Ladder Program for next year.

Ms. Biggerstaff moved to approve changes to the Career Ladder Program for the 2013-14 school year. Mr. Vasquez seconded; motion carried.

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

Mr. Kulpinski moved to approve the first reading of revisions to Policy Revision G-2150, GCB Professional Staff Contracts and Compensation. Mr. Vasquez seconded. Ms. Ells questioned the third paragraph related to an election held in May since school boards can no longer call a May election.

Mr. Sauer said he could have Barbara West check with ASBA about that paragraph. Mr. Kulpinski amended his motion to include Ms. West checking with ASBA about a May election. Mr. Vasquez amended his second of that motion; the amended motion carried.

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

Mr. Kulpinski moved to approve the first reading of revisions to Policy Revision G-3450, GCF Professional Staff Hiring. Mr. Vasquez seconded. Mr. Vasquez said he would like sexual orientation included in the first bullet describing conditions of no discrimination.

Mr. Sauer will ask Ms. West to check with ASBA about adding “sexual orientation” to the policy. Mr. Kulpinski modified his motion to reflect Mr. Vasquez’s request. Mr. Vasquez modified his second of that motion; the amended motion carried.

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

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

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

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

6. Policy Revision I-1050 IGD Curriculum Adoption

7. Policy Revision J-4600 JK Student Discipline

Mr. Kulpinski moved to approve the second reading of revisions to Policy I-1050 IGD Curriculum Adoption and to Policy J-4600 JK Student Discipline. Mr. Vasquez seconded; motion carried.

8. ASBA Spring Legal Seminars

Mr. Kulpinski moved to approve Board and Administration attendance at the Arizona School Boards Association Spring Legal Seminar on Friday March 8, 2013 at the High Country Conference Center in Flagstaff. Ms. Biggerstaff seconded; motion carried.

9. Governing Board Goals Revision

Ms. Biggerstaff moved to approve the revision to the Governing Board Goals as discussed at the January 29, 2013 Worksession. Mr. Vasquez seconded; motion carried.

10. Governing Board Self-Evaluation Schedule and Process

Ms. Ells summarized the Board’s options for conducting their self-evaluation. She suggested that the Board vote to go forward with the evaluation process; watch the evaluation presentation on the ASBA website; use the recommended areas to consider outlined in policy BAA Evaluation of School Board/Board Self-Evaluation; and that Cabinet members be included in the Board’s evaluation.

Mr. Kulpinski moved to proceed with the Board Self-Evaluation process as suggested by Ms. Ells to be held on April 23, 2013 at 4:30 p.m. Ms. Ells seconded; motion carried.

11. Meeting Dates

Ms. Biggerstaff moved to approve the addition of three one hour worksessions to continue discussing the Board's strategic goals as follows: Goal #4 on February 26; Goal #5 on March 12; and Goal #6 on April 9 with each worksession beginning at 4:30 pm. Mr. Vasquez seconded; motion carried.

**INFORMATION ITEMS**

1. Governing Board Members' Report

- Ms. Fredericks reported on the ASBA BOLTS training she recently attended.
- Ms. Ells reported on a meeting she attended today regarding civic engagement of youth. She will provide additional information on teacher resources and curriculum to Ms. Walton.
- Ms. Biggerstaff reported on an upcoming history competition.

2. Future Agenda Items

**EXECUTIVE SESSION**

Mr. Kulpinski moved to enter Executive Session for Personnel at 7:11 pm. Ms. Biggerstaff seconded; motion carried.

**ADJOURNMENT OF PUBLIC MEETING**

Following the completion of the Executive Session for Personnel, the public meeting was adjourned at 8:12 pm.

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