

## OFFICIAL MINUTES

September 25, 2012

The Governing Board of the Flagstaff Unified School District Number One, Coconino County, Flagstaff, Arizona held a Worksession and Regular Meeting on September 25, 2012 at the District Administrative Center, 3285 E. Sparrow Avenue, Flagstaff, Arizona.

### **PRELIMINARY**

1. The meeting was called to order at 4:10 pm.

2. Roll Call:

#### Board Members

Ms. Sarah Ells, President

Ms. Dolores Biggerstaff, Clerk

Mr. Christopher Bavasi, Member (arrived at 4:25 pm)

Mr. Paul Kulpinski, Member

Mr. Miguel Vasquez, Member (arrived at 5:30 pm)

#### 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. Ms. Biggerstaff moved to adopt the agenda as submitted. Mr. Kulpinski seconded; motion carried.

5 people signed the guest register

### **WORKSESSION**

#### **1. Strategic Planning**

Ms. Hickman distributed and reviewed the draft Governing Board goals and long range and annual planning framework. Holly Yeager, Coconino County Director of Organizational Development, distributed and reviewed a packet of information related to strategic planning for FUSD. Ms. Yeager then led the Governing Board in a continuation of their discussion on goals, strategic planning, long range and annual planning framework. In preparation for the October 16, 2012 Worksession, Board Members will review and prioritize the goals and the ways they hope to achieve them.

### **CALL TO THE PUBLIC**

Ms. Ells called on the public for comment:

- Lydia Smith Hemphill – updated the Board on the activities of Yes for FUSD in support of the bond initiative for FUSD; thanked Board and Administration for their transparency about the 2006 bond and the information about the 2012 bond initiative.
- Greg Laridiss, Swire Coca Cola – asked for an update on the vending machine contract. Ms. Hickman said that would be discussed during her verbal report.

### **ACTION ITEMS**

#### **Consent Agenda**

The Consent Agenda included the following:

1. Minutes of the Regular Meeting held on September 11, 2012
2. Payment Vouchers AD905A13; AS906A13; AV904A13; .AD910A13; AS913A13; AV910A13; AD904A13; AD913A13; Payroll 219; and 019 (Detailed information is available upon request.)
3. Closure of two Wells Fargo Accounts: Maintenance and Operations Revolving Fund Account and the Marshall Associated Student Account
4. Donations to District: One HP Photosmart 7960 printer valued at \$100 from Leo Clark to Tech Services for districtwide use
5. Qualified Evaluators: John Albert, John Coe, Tony Cullen, Sharon Falor, Kevin Davis, Ninon Wilson, Carolyn Hardy, Joe Gutierrez, Frank Garcia, Steve Boadway, Tammy Nelson, Donna Natesaway, Dawn Trubakoff, Lisa Hatch, Chris Koenker, Tari Popham, Jessica Bennett, Aaron Howard, Stacie Zanzucchi, Cris Ray, Steve Bonderud, Traci Gordon, Mary Jo Eldridge, Bob Kuhn, Mary K. Walton, and Barbara Hickman

## 6. Resignations, appointments, retirements, releases from contract, and leaves of absence:

## RESIGNATIONS, TERMINATIONS

## Administration:

## Certified:

Hamilton, Rena: MEMS; Art Teacher; Effective Sept. 21, 2012

Overton, Kim: FHS; Business Teacher; Effective Aug. 1, 2012

## Classified:

Krall, Donna: Thomas; Instructional Aide; Effective Sept. 14, 2012

Lawson, Gina: CHS; Library Assistant; Effective Sept. 21, 2012

Morales, Natasha: FHS; SE Parapro 1:2; Effective Sept. 25, 2012

Sauer, Laura: CHS; Attendance Aide; Effective Aug. 28, 2012

Shanahan, Geanne: DeMiguel; Health Instructional Aide; Sept. 6, 2012

## Smartschools:

## APPOINTMENTS

## Administration:

## Certified:

Boettcher, Jennifer: Killip: 1st Grade Teacher; 1.0 FTE; Balance of the Year; \$25,194.02; Effective 9/7/2012

Davis, Danica: Thomas; Kindergarten Teacher; 1.0 FTE; Balance of the Year; \$27, 223.07; Effective 9/11/2012

Gorman, Roberta: Puente; 4th/5th Grade Navajo; 1.0 FTE; Balance of the Year; \$30,003.63; Effective 9/10/2012

Johnston, David: CHS; Drafting/CADD; .2 FTE; Balance of the Year/1st Semester; \$3,770.19; Effective 8/28/2012

Long, Kristi: CHS; Drama Teacher; 2 FTE; Balance of the Year; \$6,831.40; Eff. 8/8/2012

Lohr, Chelsea: CHS; History; .4 FTE; Balance of the Year; \$11,024; Effective 9/7/2012

Radloff, Leah: Knoles; 1.0 FTE; Balance of the Year; \$27,899.42; Effective 9/5/2012

## Classified:

Boone, Victoria: Puente; SE Parapro 1:1; \$10.10/hr; 30.5 hrs/wk; Effective 9/14/2012

Dubuis, Michelle: Knoles; General Aide; \$9.92/hr; 1.75hrs/wk; Effective 9/12/2012

Griffin, Margaret: DeMiguel; General Aide; \$9.66/hr; 32.5hrs/wk; Effective 9/13/2012

Hall, Rosita: Thomas; Instructional Aide; \$10.15/hr; 20hrs/wk; Effective 9/17/2012

Hay, Kelsey: Knoles; SE Parapro (Beacon); \$10.59/hr; 27.5hrs/wk; Effective 9/17/2012

Keyonnie-Yazzie, Carmelia: PDH; Se Parapro (2nd Grade); \$10.36/hr; 15hrs/wk; Eff 9/10/2012

Krall, Donna: Thomas; Instructional Aide; \$9.66/hr; 24hrs/wk; Effective 9/11/2012

Larzalere, Brittany: FACTS; Caregiver; \$8.65/hr; 15hrs/wk; Effective 9/20/2012

McHenry, Damon: Kinsey; SE Parapro (5th Gr); \$10.10/hr; 27.5hrs/wk; Effective 9/10/2012

Mitchem, Sara Rose: Speech Language Assistant; \$15.27/hr; 37.5hrs/wk; Effective 9/24/2012

Pinn, Travis: FACTS Caregiver (Sechrist); \$8.65/hr; 17hrs/wk; Effective 9/11/2012

Stoner, Christine: Knoles; Health Instructional Aid; \$10.59/hr; 36hrs/wk; Effective 9/10/2012

Stumbaugh, Rosie: Educational Enrichment; Family Resource Center-Program Secretary; \$12.34/hr; 20hrs/wk; Effective 9/18/2012

Tate, Lisa: Sechrist; General Aide (RTI); \$10.15/hr; 15hrs/wk; Effective 9/17/2012

Tollman, Katie: FHS; SE Parapro 1:1; \$10.59/hr; 31.5hrs/wk; Effective 9/12/2012

D.G.-Student Worker: CHS; \$7.65/hr; 5-10hrs/wk; Effective 9/4/2012

S.G.-Student Worker: CHS; \$7.65/hr; 5-10hrs/wk; Effective 9/21/2012

D.S.- Student Worker: CHS; \$7.65/hr; 5-10hrs/wk; Effective 9/12/2012

R. S.-Student Worker: CHS; \$7.65/hr; 5-10hrs/wk; Effective 9/18/2012

## Coach/Other:

Ebersole, Lacey: FHS; Volleyball Varsity Assistant Coach; \$800; Aug. 6-Nov. 2, 2012

## Temporary/Other:

**Volunteers:**

Carvajal, Nadia: Kinsey; America Reads Tutor  
Dominguez, Viridiana: Puente; Classroom Volunteer  
Felix, Amber: Kinsey; America Reads Tutor  
Gantner, Alexandria: Sechrist; America Reads Tutor  
Williams, Kayla: Newstart; Classroom Volunteer

**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 request 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:

Certified:

Classified:

Administrative:

**SUBSTITUTE TEACHERS:**

Christopher Lamb

Kathryn Wertz

Valerie Minos

Bronn Ijames

Robert Castillo

Mona Gonzalez

Berkley Carnine

Gabrielle Mortellaro

Sabra Lowe-Zedick

Alex Beeken

Christina Baze

Liza Minno

George Newell

Jessica Buckley

Heidi Mortensen

Jessie O'Keefe

Jennifer Federio

Melancie Perkins

Laura Hardy

Kevin Ford

Dora Benedict

Linda Bitsuie

Christian Donaldson

Lillian Masayesva

Anna Brown

Cassandra Pynes

Stephen England

Pat Conley

Cormelia Keyonnie-Yazzie

Dawn Shirley

Katherine Heickson

Nina Schmidt

Sarah Aitken

Sara Mushro

Kate Jaffie

Stephanie Faultner

Ryan Brydenthall

Anthony Williams

Sarah Terry

John Marcus

Damon McHenry

David Johnson

Julian Powers

Barbara Souris

Rosie Seylor

Rosalinda Racher

Christine Burton

Christine Maycumber

Anne Hurst

Cathy Michelle

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

**Student Travel**

**PRESENTATIONS**

1. Certificate of Achievement for Excellence in Financial Reporting/Award of Financial Reporting Achievement

Ms. Hickman presented the Government Finance Officers Association's "Certificate of Achievement for Excellence in Financial Reporting" to Dr. Kenneth Garland and the "Award of Financial Reporting Achievement" to Ginger Wischmann. Dr. Garland and Ms. Wischmann said that they alone did not earn these awards. They acknowledged and thanked all the people that helped.

2. Superintendent's Report

Ms. Hickman updated the Board on various meetings and events she has recently attended. She then reported on the public forums about a possible change to a balanced calendar that were held recently at Sinagua Middle School and Flagstaff High School. She said that the online survey will be available until October 1<sup>st</sup>. Mr. Kuhn distributed letters from the District's attorney about the vending machine contract between FUSD and Aspen Vending.

- Greg Laridiss – said he is not contesting the legality of the current contract but wants the Board to consider issuing a new Request for Proposal for vending machines.

3. Curriculum and Instruction Report

Ms. Walton reviewed her written report.

4. Operations and Support Services Report

5. Finance and Budget Report

6. Teacher Performance Evaluation System Presentation

Mr. Sauer provided information concerning the Teacher Performance Evaluation Committee's recommendation regarding the implementation of a teacher performance evaluation system. He demonstrated the proposed online teacher evaluation tool. Board questions were answered.

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

**General Administration**

1. Teacher Performance Evaluation System

Mr. Bavasi moved to approve the TPEC Evaluation System with full implementation beginning in the 2013-2014 school year to allow for a trial period during the 2012-2013 school year. Mr. Kulpinski seconded; motion carried.

2. Meeting Dates

Ms. Hickman said there is need for executive sessions for personnel matters prior to the regular meeting on October 9, 2012 at 4:30 pm.

Mr. Kulpinski moved to approve holding executive sessions for personnel matters on October 9, 2012 beginning at 4:30 pm. Ms. Ells seconded; motion carried.

**INFORMATION ITEMS**

1. Governing Board Members' Report

- Ms. Biggerstaff reported on the Flagstaff Festival of Science.

2. Future Agenda Items

- Update on the vending machine contract on the October 9, 2012 agenda

**ADJOURNMENT OF PUBLIC MEETING**

The meeting was adjourned at 6:32 pm.

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Signature Date

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Signature Date

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