

## OFFICIAL MINUTES

October 9, 2012

The Governing Board of the Flagstaff Unified School District Number One, Coconino County, Flagstaff, Arizona held Executive Sessions and a Regular Meeting on October 9, 2012 at the District Administrative Center, 3285 E. Sparrow Avenue, Flagstaff, Arizona.

### **PRELIMINARY**

1. The meeting was called to order at 4:30 pm.
2. Roll Call:

#### Board Members

Ms. Sarah Ells, President  
Ms. Dolores Biggerstaff, Clerk  
Mr. Christopher Bavasi, Member (left at 6:12 pm)  
Mr. Paul Kulpinski, Member  
Mr. Miguel Vasquez, Member (arrived 5:10 pm)

#### Administrative Staff

Ms. Barbara Hickman, Superintendent  
Ms. Mary K. Walton, Assistant Superintendent (arrived at 5:30 pm)  
Mr. Robert Kuhn, Assistant Superintendent (arrived at 5:30 pm)  
Dr. Ken Garland, Director of Budget & Finance (arrived at 5:30 pm)  
Mr. Dietrich Sauer, Director of Human Resources  
Ms. Karin Eberhard, District Relations Coordinator (arrived at 5:30 pm)  
Ms. Kim Branges, Executive Assistant

3. Ms. Hickman requested that General Administration Items 1-3 be moved directly after the Consent Agenda. Mr. Bavasi moved to approve this request. Mr. Kulpinski seconded; motion carried.
4. Mr. Kulpinski moved to adopt the agenda as reordered. Ms. Biggerstaff seconded; motion carried.

7 people signed the guest register

**EXECUTIVE SESSION**

Mr. Kulpinski moved to enter Executive Session for Legal Advice at 4:32 pm. Ms. Biggerstaff seconded; motion carried. The Executive Session for Legal Advice ended at 4:48 pm.

**EXECUTIVE SESSION**

Mr. Kulpinski moved to enter Executive Session for Personnel to discuss the termination or other employment action of a certified employee at 4:49 pm. Ms. Biggerstaff seconded; motion carried. The Executive Session ended at 4:56 pm.

**EXECUTIVE SESSION**

Ms. Biggerstaff moved to enter Executive Session for Personnel to discuss the resignation of a classified employee at 4:57 pm. Ms. Ells seconded; motion carried. The Executive Session ended at 5:07 pm.

**EXECUTIVE SESSION**

Mr. Kulpinski moved to enter Executive Session for Personnel to discuss the resignation of a classified administrator at 5:08 pm. Ms. Biggerstaff seconded; motion carried. The Executive Session ended at 5:18 pm.

**REGULAR MEETING**

Following a twelve minute break at the completion of the Executive Sessions for Legal Advice and Personnel Matters, the public meeting was reconvened at 5:30 pm.

**CALL TO THE PUBLIC**

There were no requests from the public to comment.

**ACTION ITEMS****Consent Agenda**

The Consent Agenda included the following:

1. Minutes of the Regular Meeting held on September 25, 2012
2. Payment Vouchers APX920A3; AV917A13; AS920A13; AD914A13; ASX920A3; and AD918A13 (Detailed information is available upon request.)

3. Associated Students Activity Fund Reports for May and June 2012
4. Donations to District: One Park Bench valued at \$850 from Flagstaff Rotary Club to be used at Killip Elementary School; One Park Bench valued at \$850 from Flagstaff Rotary Club to be used at Thomas Elementary School; \$5000 donated by George E. Cross for reconstruction costs of the Girls' Locker Room at Coconino High School; \$500 from the CHS Girls' Basketball Boosters for reconstruction costs of the Girls' Locker Room at Coconino High School; \$500 from the CHS Softball Boosters for reconstruction costs of the Girls' Locker Room at Coconino High School; One Apple MacBook Pro Computer valued at \$1099 plus tax from the Leupp School Associate Students-Student Council to be used at Leupp Public School

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

RESIGNATIONS, TERMINATIONS

Classified:

Atokuku, Bendrew: Facility Services; Custodian; Effective Sept. 21, 2012  
 Case, Ruth: Kinsey; SPE Parapro; Effective Oct. 12, 2012  
 Chapman, Michelle: DeMiguel; Attendance & General Aide; Effective 9/24/2012  
 Lander, Amy: FHS; SPED Parapro 1:1; Effective Oct. 19, 2012  
 Sanchez, Teresita: Assessment Systems Assistant; Effective Oct. 8, 2012

Smartschools:

APPOINTMENTS

Certified:

Bergeron, Joy: Knoles, Kindergarten Teacher; 1.0 FTE; OYO/Balance of the Year; \$28,336.77; Effective Sept. 21, 2012  
 Corbett, James Brian: Thomas; Technology Teacher; .5 FTE; OYO/Balance of the Year; \$13,919.21; Effective Oct. 1, 2012  
 Foss, Lisa: Student Support Services/District-wide; Speech Language Pathologist; .8FTE; \$26,473.49; Effective Oct. 1, 2012  
 Julien, Mark: CHS; English Teacher; .6FTE; OYO/Balance of the Year; \$19,560; Effective Oct. 1, 2012  
 Mimran, Jamie: Sechrist; 2nd Grade Teacher; 1.0 FTE; OYO/Balance of the Year; \$25,363.11; Effective Sept. 26, 2012

Classified:

Applebury, Ashley: DeMiguel; SE Parapro 1:1; \$10.10/hr; 33hrs/wk; Effective Sept. 28, 2012  
 Crenshaw, Renee: Knoles; SE Parapro; \$10.59/hr; 27.5hrs/wk; Eff. Oct. 1, 2012  
 Curtis, Jan: Kinsey; Kindergarten Inst. Aide; \$9.66/hr; 27.5hrs/wk; Eff. Sept. 27, 2012  
 Cury, Susan: Marshall; SE Parapro; \$10.59/hr; 27.5hrs/wk; Eff. Sept. 26, 2012  
 Dubuis, Michelle: Knoles; SE Parapro (Beacon); \$10.86/hr; 18.75hrs/wk; Eff. Sept. 26, 2012  
 Helleson, Jon: DeMiguel; SE Parapro 1:1; \$10.61/hr; 27.5 hrs/wk; Eff. Oct. 1, 2012  
 Hobbs, Terrie: Thomas; SE Parapro (2nd Grade Support); \$10.61/hr; 27.5hrs/wk; Effective Sept. 19, 2012  
 Lippincott, Claudia: SMS; SE Parapro 1:1; \$11.13/hr; 31.5hrs/wk; Effective Sept. 20, 2012  
 Luckey, Aaron: SMS; SE Parapro 1:1; \$10.59/hr; 31.5hrs/wk; Effective Sept. 24, 2012  
 McGuire, Kendra: SMS/Lil' Ropers; Sub Aide; \$8.65/hr; Effective Sept. 5, 2012  
 Middleton, Diana: CHS; General Aide; \$9.66/hr; 25hrs/wk; Effective Sept. 26, 2012  
 Mitchell, Heather: Knoles; SE Parapro; \$10.59/hr; 31.75hrs/wk; Effective Sept. 27, 2012  
 Pea, Talmadge: FHS; SE Parapro (Project Tia); \$10.59/hr; 32.75hrs/wk; Eff. Sept. 24, 2012  
 Ruiz, Mathew: Killip; FACTS Caregiver; \$8.65/hr; 6hrs/wk; Eff. Sept. 17, 2012  
 Scott-Dover, Daisy: Killip; SE Parapro (Kindergarten); \$13.93/hr; 27.5hrs/wk; Eff. Sept. 24, 2012  
 Srbeek, Ilse-Marie: CHS; SE Parapro; \$10.59/hr; 27.5hrs/wk; Eff. Sept. 24, 2012  
 Tripp, Courtney: Sechrist; FACTS Caregiver; \$8.65/hr; 16hrs/wk; Eff. Oct. 1, 2012  
 Whicker, Monica: SMS; SE Parapro 1:1; \$10.59/hr; 31.5hrs/wk; Eff. Sept. 25, 2012

Williams, Melinda: FHS; Instructional Aide (Business); \$9.66/hr; 27hrs/wk; Effective Oct. 3, 2012  
R.B.-Student Worker: CHS; \$7.65/hr; 5-10hrs/wk; Effective Oct. 1, 2012  
N.C.-Student Worker: CHS; \$7.65/hr; 8-10hrs/wk; Effective Oct. 2, 2012  
L.C.-Student Worker: CHS; \$7.65/hr; 8-10hrs/wk; Effective Oct. 2, 2012  
A.C.-Student Worker: FHS; \$7.65/hr; 7.5hrs/wk; Effective Oct. 1, 2012  
R.J.-Student Worker: FHS; \$7.65/hr; 7.5hrs/wk; Effective Oct. 10, 2012  
J.M.-Student Worker: FHS; \$7.65/hr; 7.5hrs/wk; Effective Oct. 10, 2012  
J.M.-Student Worker: CHS; \$7.65/hr; 8-10hrs/wk; Effective Oct. 2, 2012  
S.P.-Student Worker: FHS; \$7.65/hr; 7.5hrs/wk; Effective Oct. 1, 2012  
T.S.-Student Worker: FHS; \$7.65/hr; 7.5hrs/wk; Effective Oct. 1, 2012  
G.V.-Student Worker: CHS; \$7.65/hr; 8-10hrs/wk; Effective Oct. 2, 2012

Coach/Other:

Temporary/Other:

Volunteers:

Chaney, Faith: Thomas/Sechrist; Classroom Volunteer  
Heimeyer, April: FHS; Classroom Volunteer  
Mallison, Haley: Project New Start; Classroom Volunteer  
Monroe, Pamela: FHS; Classroom Volunteer  
Peterson, Pam: FHS; Classroom Volunteer  
Smithson, Shauna: FHS; Classroom Volunteer  
Williams, Kayla: Newstart; Classroom Volunteer

RETIREMENT

RELEASE OF CONTRACT

LEAVE OF ABSENCE

QUALIFIED EVALUATORS

Elaine Kasch: Supervisor-Indian Education Support Program

SUBSTITUTE TEACHERS

Kelly Martin  
Mary Kriste  
Stephanie Jerumbo  
Karen Meredith  
Denise Redsteer  
Cynthia Mahon  
Robert Linhart  
Melanie Ferguis  
Lisa Boatner  
Casey Crowley  
Kayley Smith-Schorey  
James Wine  
Jessica Wengreen  
Anna Hawkins  
SubAides  
Karalyn Semenchuk  
Taylor Hensley  
Heather Weaverling

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

**Student Travel**

**ACTION ITEMS** – Items for consideration, discussion, direction, and possible approval**General Administration**1. Dismissal of Certified Teacher

Mr. Kulpinski moved to approve the dismissal of Salina Kinlicheeny. Mr. Bavasi seconded; motion carried with a vote of four ayes. Ms. Vasquez abstained from the vote.

2. Resignation of Classified Administrator

Mr. Kulpinski moved to approve the resignation of Cheryl Shaul. Ms. Biggerstaff seconded; motion carried.

3. Appointment of Hearing Officer in the Event of Appeal

Ms. Ells moved to approve the appointment of a Hearing Officer in the event of an appeal if a dismissed employee requests a hearing. Mr. Vasquez seconded. The motion failed by a vote of 2 – 3 with Mr. Bavasi, Mr. Kulpinski and Ms. Biggerstaff voting nay.

**PRESENTATIONS**1. Superintendent's Report

Ms. Hickman reviewed her written report. She summarized the comments from the public forums and online survey regarding a balanced calendar. She said a more formal report will come along with a calendar recommendation at the October 23<sup>rd</sup> meeting. Ms. Hickman reported that for the 40<sup>th</sup> day this year, the District is up 134 students over the 40<sup>th</sup> day last year. Ms. Eberbard provided a PowerPoint presentation highlighting Good News in the District.

2. Curriculum and Instruction Report (no report)3. Operations and Support Services Report

Mr. Kuhn reviewed his written report. He said it is his recommendation that the District evaluate Hi-Line Vending in the spring and issue a Request for Proposals (RFP) for vending services, if needed, at that time. Board Members indicated that they would like to issue the RFP for vending services in the spring regardless of an evaluation because of the sale of Aspen Vending to Hi-Line Vending.

Ms. Ells called on the public for comment:

- A representative from Swire Coca-Cola: Agrees that a review and RFP should be issued but thinks that Coca-Cola should have exclusive rights within FUSD now. He read a prepared statement and gave a copy of it to Mr. Kuhn.

4. Finance and Budget Report (no report)

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

**General Administration** (continued)

4. Declaration of Curricular Alignment

Mr. Kulpinski moved to approve the Declaration of Curricular Alignment for the 2012-2013 school year. Ms. Biggerstaff seconded; motion carried.

5. Acceptance of Reports on Bond Revenue, Capital Outlay Override and District M & O Override Expenditures and Proposed Expenditures

Mr. Kuhn and Dr. Garland reviewed reports regarding the three district revenue sources possible because of special elections. Board questions were answered.

Mr. Kulpinski moved to accept the reports on bond revenue, capital outlay override and district maintenance and operations override expenditures for FY2012 and proposed expenditures for FY2013 as submitted. Ms. Biggerstaff seconded; motion carried.

6. 2012 Annual Financial Report

Dr. Garland reviewed the highlights of the 2012 annual financial report. Board questions were answered.

Mr. Kulpinski moved to approve the 2012 annual financial report as submitted. Mr. Vasquez seconded; motion carried.

7. Meeting Dates

Ms. Ells said there may be need for an executive session for the Superintendent's review after the regular meeting on October 23<sup>rd</sup>. She said the Board also needs to conduct its self-evaluation.

Mr. Vasquez moved to approve an executive session for personnel after the regular meeting on October 23, 2012. Ms. Biggerstaff seconded; motion carried.

**INFORMATION ITEMS**

1. Governing Board Members' Report

- Ms. Biggerstaff reported on the Flagstaff Festival of Science
- Mr. Vasquez reported on the Lights On event for FACTS

2. Future Agenda Items

**ADJOURNMENT OF PUBLIC MEETING**

The meeting was adjourned at 6:31 pm.

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