OFFICIAL MINUTES

November 13, 2012

The Governing Board of the Flagstaff Unified School District Number One, Coconino County, Flagstaff, Arizona held a Regular Meeting on November 13, 2012 at the District Administrative Center, 3285 E. Sparrow Avenue, Flagstaff, Arizona.

PRELIMINARY

- 1. The meeting was called to order at 5:30 pm.
- 2. Roll Call:

Board Members

Ms. Sarah Ells, President

Ms. Dolores Biggerstaff, Clerk

Mr. Christopher Bavasi, Member

Mr. Paul Kulpinski, Member

Mr. Miguel Vasquez, 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.

5 people signed the guest register

CALL TO THE PUBLIC

Ms. Ells called on the public for comment:

- Tony Cullen: invited everyone to an event that will be held tomorrow at 5:30 pm at Heritage Square to celebrate the recent accomplishments of some Flagstaff High School students.
- Patrick Nackard: owner of HiLine Vending Company, updated the Governing Board about the contract between FUSD and HiLine Vending. He hopes there won't be rebidding at the end of the first year of the contract unless FUSD isn't satisfied with the service that HiLine provides.
- Julie Elliot: reported on how much students are enjoying the Fit Kids activities.
- Lydia Smith Hemphill: on behalf of "Yes for FUSD", thanked the district for posting information related to the bond on the district website, acknowledged all the work that parents, staff and board members did on their own time and the public's support towards the passage of the bond.

ACTION ITEMS

Consent Agenda

The Consent Agenda included the following:

- 1. Minutes of the Regular Meeting held on October 23, 2012
- 2. Payment Vouchers: AVA16A13; AVA08A13; ASA18A13; ASA09A13; ASA04A13; AS927A13; ADA15A13; ADA08A13; and ADA09A13 (Detailed information is available upon request.)
- 3. Approval of Checking Account Signers
- 4. Acceptance of Donations: 1) one Webb Manual Milling Machine valued at \$4000 from Machine Solutions to be used at Sinagua Middle School Metal Shop; 2) one Ludwig Snare Drum valued at \$150 from Nancy Carroll to be used in Kinsey-Music; 3) 25 Dell Computers and 14 monitors valued at \$3300 from Coconino Community College to be used district wide.
- 5. Approval of Contract Award IFB 1206-12: Fire Alarm Panel UL Listed Monitoring, NFPA 72 Annual Testing and Servicing to Alarm Electronics and Communications
- 6. Approval of Contract Award IFB 1207-12: District Wide Fencing to Alamo Fence Company, Inc.
- 7. Approval of Contract Award IFB 1209-12: Pest Control Services to Conn Pest Control
- 8. Resignations, appointments, retirements, releases from contract, and leaves of absence: RESIGNATIONS, TERMINATIONS Administration:

Certified:

Classified:

Gough, Fiona: Knoles; RTI Aide; Effective November 9, 2012

Herstein. David: CHS; SPED Paraprofessional; Effective November 13, 2012 Hritz. Carla: Knoles; Kindergarten/Lunch Aide; Effective 11/1/2012

Kaiser, William: Material's Management-Warehouse worker; Effective 11/13/2012

McDonald, Walt:

MEMS; Registrar; Effective October 26, 2012 Project TIA; SPED Paraprofessional; Effective November 9, 2012 Pea, Talmadge: Smartschools:

APPOINTMENTS Administration: Certified:

Reasor, Janelle: Marshall; Art & Science Integration Specialist; 1.0 FTE; \$24,619.01;

Effective 10/24/2012

Marshall; SPED Teacher; 1.0FTE; \$21,474.10; Effective 10/29/2012 Ronn, Amy:

Classified:

Mushro, Sara:

Anaya, Marcos: CHS; Custodian; 40hrs/wk.; 12month; \$9.66/hr; Effective 10/19/2012 Balentine, Pamela: CHS; SPED Paraprofessional (Anchor Pgrm); 27.5hrs/wk.; 9mo;

\$11.13/hr; Effective 11/13/2012

Boeck, Jeanette: Cromer; SPED Paraprofessional (2nd Gr); 30.5hrs/wk.; 9mo; \$10.59/hr.;

Effective 10/10/2012

Brimhall, Anneka: Sechrist; SE Parapro (2nd Gr); 22hrs/wk.; 9mo; \$10.10/hr.; Eff. 10/23/12

Bush, Christine: DeMiguel; SE Paraprofessional (4th/5th Gr); 25.5 hrs. /wk.; 9mo;

\$10.10/hr.; Effective 10/29/2012

Cromer; SE Paraprofessional (Resource); 30.5hrs/wk.; 9mo; Dahl, Karen:

\$10.36/hr.; Effective 10/17/2012

Descheny, Delberta: Killip; STARS Instructional Aide; 8hrs/wk.; 9mo; \$9.66/hr.;

Effective October 15, 2012

Sechrist; 3rd Gr. Instructional Aide; 25 hrs./wk.; 9mo; \$9.92/hr.; French, Stephanie:

Effective October 22, 2012

Greenberg, Alysa: Kinsey; Kindergarten Instructional Aide; 27.50hrs/wk.; 9mo;

\$9.66/hr.; Effective October 9, 2012

Sechrist; General Aide & RTI Specialist; 15hrs/wk.; 9mo; \$10.15/hr.; Kriste, Mary:

Effective 10/16/2012

Transportation; Bus Driver Trainee; 8hrs/day; 9mo; \$8.65/hr.; Kubin, Zachary:

Effective October 29, 2012

Thomas; FACTS-Caregiver; 15hrs/wk.; 9mo; \$8.65/hr.; Effective Kutz, Heather:

October 18, 2012

McNeal, Latoya: Educational Enrichment; Substitute FACTS Caregiver; 4hrs/wk.; 9mo;

\$8.65/hr.; Effective October 15, 2012

Matin, Shannon: Transportation; Bus Driver Trainee; 8hrs/day; 9mo; \$8.65/hr.;

Effective 10/31/2012

Thomas; Instructional Aide; 24hrs/wk.; 9mo; \$9.66/hr.; Effective Mattke, Lora:

October 16, 2012 Mead, Ann Sheila: MEMS; Registrar; 40hrs/wk.; 12mo; \$11.69/hr.; Effective 10/30/2012

Sechrist; SPED Paraprofessional 1:2; 22.5hrs/wk.; 9mo; \$10.10/hr.;

Effective 10/22/2012

Navarro, Susana: DeMiguel; FACTS Caregiver; 10hrs/wk.; 9mo; \$9.08/hr.;

Effective 10/19/2012

Newhouse, Alyssa: Marshall; SPED Paraprofessional (Resource); 27.5hrs/wk.; 9mo; \$10.10/hr.;

Effective 10/31/2012

CHS; Custodian; 40hrs/wk.; 12mo; \$9.66/hr.; Effective 10/2012 Nez, Randall:

Instructional Aide (3rd Gr); 20hrs/wk.; 9mo; \$9.66/hr.; Effective 10/29/12 Pinn. Travis: Rogers, Kassidy: Cromer; Kindergarten Instructional Aide; 8.75hrs/wk.; 9mo; \$9.66/hr;

Effective 10/30/2012

Semenchuk, Karalyn: Cromer; SPED Paraprofessional 1:1; 9hrs/wk.; 9mo; \$10.59/hr.; Effective

10/31/2012

Soriano, JT Thomas; SPED Paraprofessional 1:1; 30.5hrs/wk.; 9mo; \$10.59/hr.;

Effective 11/6/2012

Thuraisingam, Verna: Thomas; SPED Paraprofessional (4th Gr); 27.5hrs/wk.; 9mo; \$11.69/hr.;

Effective 10/22/2012

CHS; Positive Response; 20hrs/wk.; 9mo; \$14.52/hr.; Effective 10/24/2012 Vandervalk, Kally:

Weymiller, Jillian: Research & Assessment; Assessment Systems Assistant; 40hrs/wk.;

12mo; \$14.52/hr.; Effective 10/16/2012

Yazzie, Ameretta:

Transportation; Bus Driver; 20hrs/wk.; 9mo; \$14.31/hr.; Eff. 10/15/2012 Educational Enrichment/SMS Lil' Ropers-Sub Caregiver; \$8.65/hr.; Effective Zelenka, Marie:

L.A.-Student Worker: FHS; 7.5hrs/wk.; 9mo; \$7.65/hr.; Effective 11/1/2012 E.B.-Student Worker: FHS; 7.5hrs/wk.; 9mo; \$7.65/hr.; Effective 11/1/2012 J.C.-Student Worker: CHS; 8-10hrs/wk.; 9mo; \$7.65/hr.; Effective 11/2/2012 A.F.-Student Worker: FHS; 7.5hrs/wk.; 9mo; \$7.65/hr.; Effective 11/1/2012 J.H.-Student Worker: FHS; 7.5hrs/wk.; 9mo; \$7.65/hr.; Effective 11/1/2012 R.J.-Student Worker: FHS; 7.5hrs/wk.; 9mo; \$7.65/hr.; Effective 11/1/2012

D.M.-Student Worker: FHS; 7.5hrs/wk.; 9mo; \$7.65/hr.; Effective 11/1/2012 C.P.-Student Worker: FHS; 1-2hrs/wk.; 9mo; \$7.65/hr.; Effective 11/1/2012 E.R.-Student Worker: FHS; 7.5hrs/wk.; 9mo; \$7.65/hr.; Effective 11/1/2012

Coach/Other:

Brown, Kurt: FHS; Varsity Football Assistant; \$800; 8/6/2012-11/2/2012 CHS; JV Girls Basketball Coach; \$1,600; 11/5/2012-2/3/2013 Davis, James: Manning, Sean: FHS; Varsity Football Assistant; \$800; 8/6/2012-11/2/2012 Speiss, Len: CHS; JV Softball Coach; \$1,600; 2/4/2013-5/14/2013

Temporary/Other:

Volunteers:

Diaz. Mathew: SMS; MEMS; FHS; CHS; Classroom volunteer

Garvey, James: FHS; Soccer

Herbel, Jessica: FHS; Girls' Basketball Loyer, Stephanie: Newstart; School Volunteer McConagha, Jay: Romero, Yahira: FHS; JV Boys' Soccer Sechrist; America Reads Tutor

Schrader, Cassandra: CHS; Assistant Basketball Coach Slaughter, Natasha: FHS; Soccer Coach

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:

Thornton, Kimberley: CHS/New Start; Special Education Teacher; Eff.December 21, 2012,

requesting release from contract. This request is approved by Human Resources.

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: **OUALIFIED EVALUATORS:** None at this time

SUBSTITUTES Teachers: Ann Groenig

Lisa Tate

Shannon Mckay

Richard Clipman Benjamin Wyatt Jessica Fasburg Trudy Hope Jolene Vallejos Bret Felsenthal Margaret Allen Teresa Bolen **Tracy Botts** Tanya Breener John Pedersen **SUBAIDES:** Patricia Sampson Patrick Castaneda Stephianne Farris Mara Hollon Alex Johnson Amy Ronn Michelle Ramirez Damien Logan Laura Sauer Amanda Slaughter Debbie McRoy Christine Smith

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

Student Travel (none)

PRESENTATIONS

1. <u>Superintendent's Report</u>

Ms. Hickman reviewed her written report. Ms. Eberhard 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.

4. Finance and Budget Report

Dr. Garland provided a PowerPoint presentation outlining the budget and expenses for maintenance and operations; 301 funds; capital outlay; soft capital and the capital override.

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

General Administration

1. 2013-14 Calendar

Mr. Kulpinski moved to approve the 2013-14 Calendar. Mr. Vasquez seconded; motion carried.

2. <u>SFB Reports</u>

Board Members indicated concerns about the wording under the methodology paragraph. Mr. Kuhn said that paragraph could be re-written and brought back at the December meeting.

Mr. Kulpinski moved to table approval of SFB Reports. Ms. Biggerstaff seconded; motion carried.

3. Policy Revision B-0100 BAA

Mr. Kulpinski moved to approve the first reading of revisions to Policy B-0100 BAA Evaluation of School Board/Board Self-Evaluation. Mr. Bavasi seconded; motion carried.

4. Policy Revision G-5150 GCMF

Mr. Kulpinski moved to approve the first reading of revisions to Policy G-5150 GCMF Professional Staff Duties and Responsibilities. Mr. Vasquez seconded; motion carried.

5. Policy Revision G-0150 GB

Mr. Kulpinski moved to approve the first reading of revisions to Policy G-0150 GB General Personnel Policies. Mr. Vasquez seconded; motion carried.

6. Policy Revision G-2950 GCCD, G-2981 GCCD-E and G7250 GDCD

Mr. Kulpinski moved to approve the first reading of revisions to Policy G-2950 GCCD Professional Staff Military/Legal Leave. Mr. Vasquez seconded; motion carried.

7. Policy Revision G-1000 GBECA

Mr. Kulpinski moved to approve the first reading of revisions to Policy G-1000 GBECA Non-Medical Use or Abuse of Drugs or Alcohol. Ms. Biggerstaff seconded.

Mr. Bavasi expressed concern with the phrase "teaching" duties in the second paragraph on page 69 of the packet. Mr. Sauer said that the word "teaching" could be removed. Mr. Kulpinski moved to amend his motion to reflect approval of the first reading with the deletion of the word "teaching" as suggested by Mr. Bavasi. Ms. Biggerstaff seconded; the amended motion carried.

8. Policy Revision I-7200 IKE and I-7212 IKE-RB

Mr. Kulpinski moved to approve the first reading of revisions to Policy I-7200 IKE and I-7212 IKE-RB Promotion and Retention of Students. Mr. Vasquez seconded; motion carried.

9. Policy Revision I-3300 IHBHD and I-3311 IHBHD-R

Mr. Kulpinski moved to approve the first reading of revisions to Policy I-3300 IHBHD and I-3311 IHBHD-R Online/Concurrent/Correspondence Courses. Mr. Vasquez seconded; motion carried.

10. Policy Revision I-1950 IHAMA

Mr. Kulpinski moved to approve the first reading of revisions to Policy I-1950 IHAMA Teaching About Drugs, Alcohol and Tobacco with the addition of "date rape drugs" in the second sentence following the word "marijuana". Mr. Bavasi seconded; motion carried.

11. Policy Revision I-2350 IHB and I-2361 IHB-R

Mr. Kulpinski moved to approve the first reading of revisions to Policy I-2350 and I-2361 IHB-R Special Instructional Programs. Ms. Biggerstaff seconded; motion carried.

- 12. Policy Revision J-0750 JFAA
- 13. Policy Revision I-2550 IHBCA
- 14. Policy Revision I-2050 IHAMB

Mr. Kulpinski moved to approve the second reading of revisions to Policy J-0750 JFAA Admission of Resident Students; Policy I-2550 IHBCA Programs for Pregnant/Parenting Students; and Policy I-2050 IHAMB Family Life Education. Ms. Biggerstaff seconded; motion carried.

15. Fiscal Agent Agreement with NAPEBT

Ms. Ells moved to approve the Fiscal Agent Agreement with Northern Arizona Public Employees Benefit Trust for FUSD to serve as the fiscal agent for the Trust's Wellness Coordinator position. Mr. Bavasi seconded; motion carried.

16. Meeting Dates

It was agreed that a retreat and/or worksession should be scheduled in January to continue the discussion on strategic planning. Ms. Hickman suggested that a date be determined at the December meeting.

INFORMATION ITEMS

- 1. <u>Governing Board Members' Report</u>
 - Mr. Kulpinski reported on the STEM consortium meeting he recently attended.
- 2. <u>Future Agenda Items</u>
- 3. Procurement Card Account Statement Report September 11 through October 10, 2012

EXECUTIVE SESSION

Mr. Kulpinski moved to enter Executive Session for Personnel to discuss the Superintendent's midyear evaluation at 7:25 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 9:02 pm.			
Signature	Date	Signature	Date
Signature	Date	Signature	Date

Signature	Date