

**MINUTES OF THE REGULAR MEETING
OF THE
WINSLOW UNIFIED SCHOOL DISTRICT NO. 1
GOVERNING BOARD**

CALL TO ORDER: The regular meeting of the Governing Board of Winslow Unified School District No. 1 was called to order by Mrs. Roberta Hadnot, President, at 7:07 p.m., September 18, 2013, in the District Board Room, 800 Apache Avenue, Second Floor, in Winslow.

PRESENT: Mrs. Roberta Hadnot
Mr. Loren Sadler
Mrs. Josephine "Dodie" Montoya
Mrs. Marian Scheid
Mrs. Beth Carlson

ABSENT:

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was said.

APPROVAL OF THE AGENDA: Mrs. Carlson made a motion to approve the agenda. The motion was seconded by Mrs. Scheid and carried with a vote of "aye" from all members.

APPROVAL OF MINUTES: Mrs. Montoya made a motion to approve the minutes of the regular meeting held August 21, 2013. The motion was seconded by Mr. Sadler and carried with a vote of "aye" from all members.

CALL TO PUBLIC: Mrs. Hadnot invited public comments on any listed items on the agenda at this time. She requested that anyone speaking should state their full name for the record and confine their remarks to three minutes or less. She stated that no action will be taken as a result of public comments. She reminded the public that the Board expects citizens who address the Board to present concerns regarding the activities in question rather than make personal attacks upon board members, staff or others present or absent according to Governing Board Policy BEDH. In addition, questions or comments on matters that are currently under legal review will not be accepted per Board Policy BEDH, Public Participation at Board Meetings. Anyone wishing to discuss an issue with the Governing Board that is not on the agenda should complete form WPS 511 located on the entrance table. Copies will be distributed to all board members for their consideration.

Sharon Vasquez, President of the Winslow Education Association, addressed the Board. She distributed a handout and spoke about research her group has done regarding the position of assistant superintendent. They compared districts similar in size to our district and whether or not they have an assistant superintendent. At this time, Mrs. Hadnot informed Mrs. Vasquez that this subject was not an agenda item and if it is an agenda item in the future, Mrs. Vasquez could speak about it then.

OLD BUSINESS:

None

NEW BUSINESS:

- A. Mr. Watson announced the Employees of the Month for July and August.

Mr. James Anway, Academic Coach, was named Certified Employee of the Month for July. He is doing great work at the junior high and high school and Mr. Watson has received a lot of very appreciative comments about Mr. Anway.

The Certified Employee of the Month for August is Ms. Penny Brimhall, NAVIT Coordinator. Ms. Brimhall has worked very hard on the LINKS program and all her wonderful work is appreciated.

The Classified Employee of the Month for July is Ms. Loretta Chischilly. Ms. Chischilly is the Parent Liaison at Washington School. She can always be counted on to help out, no matter the need. Her assistance with various fundraising projects is very well known.

Mr. Steve Henling was named the Classified Employee of the Month for August. Mr. Henling is our Technology Director and he is always available to take care of the District's many technology needs. He is very supportive of the staff and much appreciated.

Ms. Chischilly and Mr. Henling were present and were given plaques, congratulations and the thanks of the Board and everyone in attendance.

- B. Mrs. Montoya made a motion to recess the regular meeting and enter into Executive Session pursuant to A.R.S. 38-431.03(A)(3) and 38-431.03(A)(4) with the attorneys of the public body to consider its position and instruct its attorneys regarding pending or anticipated litigation involving Field Turf USA, Inc. et al. The motion was seconded by Mrs. Scheid and carried at 7:13 p.m. with a vote of "aye" from all members.

The regular meeting resumed at 7:50 p.m.

- C. Discussion and/or possible action concerning the Board's position in pending or anticipated litigation involving Field Turf USA, Inc. et al:

There was no discussion at this time. Mrs. Scheid made a motion to direct attorneys for the District to file litigation against Field Turf USA, Inc. et al. The motion was seconded by Mrs. Carlson and carried with a vote of "aye" from all members of the Board.

- D. Request ratification of expense and payroll vouchers per Ratification List No. 725 totaling \$1,550,490.00. This is a routine procedure to allow the District to submit vouchers to the County School Superintendent between board meetings.

Mrs. Montoya made a motion to approve all vouchers on Ratification List No. 725. Mr. Sadler seconded the motion. All members voted "aye" and the motion carried.

- E. Mr. Heister recommended that the Governing Board approve the hiring of the following personnel:

- Wilburt Barton – JV Cross Country Coach – High School
- Polly Malott – Part-time Substitute Bus Driver – District
- Lavone Brady – Substitute Teacher – District
- Loretta Montano – Substitute Teacher – District
- Tiffany Beard – Emergency Substitute Teacher – District
- Janice Childers – Emergency Substitute Teacher – District
- Karen Clay – Emergency Substitute Teacher – District
- Glenda McKenzie – Emergency Substitute Teacher – District
- Ernestine Mora – Part-time Bus Aide – District

Mr. Heister recommended the transfer of the following personnel already working for the District:

- Denise Durnez – from Sp Ed Classroom Aide to Alt Ed Aide at WHS
- Mary Patton – from Sp Ed Teacher at WHS to High Needs Sp Ed Teacher at Washington School

Mr. Heister recommended that the Governing Board approve the following volunteers:

- Randy Amavisca – Football Volunteer – High School
- Janeen Yazzie – Cross Country Volunteer – High School
- Lynette Hodge – Band Volunteer – High School
- Chelsea Delgado – Band Volunteer – High School

Mr. Heister recommended that the Governing Board approve the resignation of the following personnel:

- Karri Matlow – Alt Ed Aide – High School – Effective 9-9-13
- Jocabeth Messer – High Needs Sp Ed Teacher – Washington – Effective 9-9-13
- Mary Sorensen – Bus Driver/Custodian – District – Effective 8-19-13
- Jennifer Wilbanks – Classroom Aide – Washington – Effective 9-20-13

Mrs. Scheid made a motion to approve the hiring, transfer, volunteers and resignation of personnel as recommended. The motion was seconded by Mr. Sadler. All members voted in the affirmative and the motion carried.

F. Mr. Watson requested that the Governing Board accept the following donations.

- \$28.64 to Bonnie Brennan School from the Target Take Charge of Education program
- \$25.67 to Jefferson School from the Target Take Charge of Education program
- \$55.00 to Jefferson School from Arizona Restaurant Systems, Inc. for Sonic Night
- \$67.00 to Washington School from Arizona Restaurant Systems, Inc. for Sonic Night
- \$81.55 to Washington School from the Target Take Charge of Education program

Mrs. Montoya made a motion to accept the donations. The motion was seconded by Mrs. Carlson. A vote was taken and all members voted “aye”, thus passing the motion.

G. Mr. Watson requested that the Governing Board approve the following out-of-state travel. He stated that the trip would be paid for with vocational basic grant funds. This is an annual conference that our director attends.

- One employee to travel to Las Vegas, Nevada, December 3 – 8, 2013, for the ACTE (Association for Career and Technical Education) National Conference

Mr. Sadler made a motion, which was seconded by Mrs. Montoya, to approve the out-of-state travel as requested. A vote was taken and all members voted “aye”. Motion carried.

H. Mr. Watson requested that the Governing Board approve the annual renewal of the intergovernmental agreement with Navajo County Community College District for NPC dual enrollment. He said this agreement has been approved by attorneys for the District.

Mrs. Carlson made a motion, which was seconded by Mrs. Scheid, to approve the IGA as presented and recommended. All members voted “aye” and the motion carried.

I. First reading of the following Arizona School Boards Association Policy Services Advisories:

Advisory No. 476	BEDB – Agenda
Advisory No. 477	CBCA – Delegated Authority
Advisory No. 478	CBI – Evaluation of Superintendent
Advisory No. 479	CM – School District Annual Report
Advisory No. 480	DJE – Bidding / Purchasing Procedures DJE-R – Bidding / Purchasing Procedures DJE-E – Bidding / Purchasing Procedures
Advisory No. 481	EBA – Reporting of Hazards / Warning Systems
Advisory No. 482	EBBB – Accident Reports
Advisory No. 483	EBC – Emergencies
Advisory No. 484	GBI – Staff Participation in Political Activities
Advisory No. 485	GCFC – Professional Staff Certification and Credentialing Requirements

Advisory No. 486	IHB-R – Special Instructional Programs
Advisory No. 487	IMG – Animals in Schools
Advisory No. 488	JLCB – Immunization of Students
Advisory No. 489	JLCD – Medicines / Administering Medicines to Students JLCD-R – Medicines / Administering Medicines to Students
Advisory No. 490	JLF – Reporting Child Abuse / Child Protection JLF-R – Reporting Child Abuse / Child Protection
Advisory No. 491	KHA – Public Solicitations in Schools
Advisory No. 492	GBED – Smoking by Staff Members JICG – Tobacco Use by Students KFAA – Smoking on School Premises at Public Functions

Mr. Watson reviewed the advisories and provided the following information.

- No. 476 A sentence will be added stating that certain specifics must be included in the agenda with regard to reports to be given. We already comply with this in practice.
- No. 477 The time limit for the superintendent to report to the Board when notices of inadequacy of classroom performance have been issued is changed from five days to ten days.
- No. 478 With regard to renewal of the superintendent's contract, language has been changed to say that the Board shall offer the next year's contract no earlier than 15 months before the expiration of the current contract. The language used to say on or before May 15 of the last year of the contract.
- No. 479 Language has been added to exempt districts from statutes and rules if the district's letter grade has been an A two out of the last three years and no Cs, Ds or Fs have been given.
- No. 480 The requirement for sealed bids and proposals has been raised from \$50,000 to \$100,000, and the language requiring contractors to certify that they do not have business operations in Sudan or Iran has been removed.
- No. 481 A sentence has been added to say that "only a certified applicator may apply pesticides at a school".
- No. 482 The requirement that injury accidents should be reported promptly will be changed to say that they should be reported as determined by the liability insurance carrier.
- No. 483 Emergency plans are now confidential and exempt from public disclosure.
- No. 484 Language has been added to say that a district can rent facilities to someone for political purposes if the event does not occur at the same time and place as a related district-sponsored forum or debate.
- No. 485 A provision has been added to say that an expired fingerprint clearance card will satisfy fingerprint requirements if the person signs an affidavit stating that they applied for a renewal within 90 days prior to the expiration date and that they have no pending or past issues that would make them ineligible for a clearance card.
- No. 486 The recommended change will establish a procedure wherein the district will obtain parental consent prior to accessing a child's or parent's public benefits for insurance for the first time, instead of each time as previously stated, and written notification will be provided the first time the information is accessed and annually thereafter.

- No. 487 Miniature horses have been added to the definition of service animals and will now be allowed on school buses.
- No. 488 The immunization requirements exhibit will be changed to reflect the current year and some minor changes have been made in grade level requirements. Language has been added to specify information that must be in the record and to discuss exemptions.
- No. 489 Language has been added to say that schools will have two adult and two child doses of auto-injectable epinephrine on hand and that employees will be trained in its use if the state provides funding for the medicine and training. The accompanying regulation has additions regarding diabetes care.
- No. 490 Injuries resulting from typical playground activity at school during the school day are no longer considered reportable offenses. The school must, of course, maintain records of these kinds of injuries but Child Protective Services or law enforcement no longer has to be notified.
- No. 491 The recommended change says that schools' automated message systems may not be used to solicit purchases or conduct surveys.
- No. 492 The recommended changes in these policies regarding smoking are very similar to those which we were in the process of approving. Mr. Watson said we will dispense with the second reading of our drafts and he is recommending that these ASBA drafts be used.

- J. Mr. Watson is requesting that the Governing Board issue a resolution authorizing the superintendent to reach a settlement agreement with the Arizona Department of Education (ADE) regarding the ADM audit. ADE is requiring the resolution as a formality. Mr. Watson explained the audit procedure and outcome. Winslow USD will be required to pay back \$134,913.61 from overpayments in 2011, 2012 and 2013; and the money will be paid back during 2014 and 2015.

Mrs. Montoya made a motion to issue the resolution as presented and Mrs. Scheid seconded it. All members voted "aye" and the motion carried.

- K. Mr. Watson requested that the Board approve the transfer of sewing machines from the CTE child development program to Payson Unified School District as Winslow no longer needs them and Payson has requested them.

A motion to transfer the unused CTE equipment was made by Mrs. Carlson and seconded by Mr. Sadler. A vote was taken and all members voted "aye". Motion carried.

REPORTS

- A. Mr. Watson reported on the status of current bonds and debts.

The impact aid bonds were approved by the voters in 2008 and the current debt is \$2,315,000. The funds were used to renovate and improve existing buildings.

The school improvement bonds were approved by the voters in 2002 and recently financed. The refinancing will save taxpayers about \$100,000. The current amount owed on these bonds, which were used for additions to the high school, is \$2,115,000.

The budget override, passed by voters in 2009, has been used to maintain programs, keep class sizes manageable, and make teacher salaries competitive. The current amount is \$1,018,364. The override should be resubmitted to voters in 2014 in order to avoid automatic reductions.

Mr. Watson added that there have been no new bonds and we are steadily paying off the amounts owed.

The Board thanked him for his report.

- B. Copies of the District financial reports for August, 2013 were provided to the Board and Mrs. Lomeli said that at the end of August actual expenditures were at 9%, with 17% of the year having been completed.

- C. Copies of the student suspension lists were provided to the Board.

- D. Governing Board Comments

Mrs. Montoya thanked the teachers, staff, principals, custodians and bus drivers for their work. They are appreciated.

Mr. Sadler echoed Mrs. Montoya's thanks.

Mrs. Hadnot said enjoyed the law conference and appreciated the opportunity to learn and share. It was a good experience.

- E. Superintendent's Comments

Mr. Watson reminded the Board of the ASBA Navajo County Workshop here on October 16. Dinner will be prepared by Chartwells.

Mr. Watson said that the state is allocating more money for school safety. The District may receive some grant funding for another SRO for the remainder of this school year, and will apply for the next three year cycle of funding.

He shared information about the PARCC test, which relates to common core. While this would be a good test to administer and good practice, Pearson has a three-week window in which the teachers must administer the test. The first week of the window is our spring break; the second week of the window is the first week we are back from the break and are preparing for AIMS testing; and the third week of the window is the same week as AIMS testing. Mr. Watson suggested that May would be a much better time to do this and he and other superintendents across the state are writing letters to ADE, legislators, the PARCC assessment team, and others explaining the problem the current schedule presents and expressing the importance of no conflicts with AIMS testing. So much rides on that.

F. Assistant Superintendent's Comments

Mr. Heister said that the solar panel project is almost completed; we are just waiting on connections and APS. The ten sites should be completed at nearly the same time, maybe within a month.

ADJOURNMENT:

A motion to adjourn the meeting was made by Mrs. Carlson. The motion was seconded by Mrs. Scheid. All members voted "aye" and the motion carried at 8:31 p.m.

President

Vice-President

Clerk

Member

Member

Douglas P. Watson, Superintendent

Richard L. Heister, Assistant Superin.