

**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 7:01 p.m., October 2, 2013, in the District Board Room, 800 Apache Avenue, Second Floor, in Winslow.

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

ABSENT: Mr. Loren Sadler

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was said.

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

APPROVAL OF MINUTES: Mrs. Carlson made a motion to approve the minutes of the regular meeting and executive session held September 18, 2013. The motion was seconded by Mrs. Montoya and carried with a vote of "aye" from all members present.

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.

There were no comments from the public.

OLD BUSINESS:

A. Second reading of 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	EBAA – 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

These advisories were reviewed at the time of the first reading. Mr. Watson mentioned that one change is particularly interesting; that being Advisory No. 489. This is the one that says schools will maintain epinephrine pens at the school sites, but only if funding is made available. At this time, funding has not been provided; therefore, compliance is not an issue right now. Mr. Watson believes that this policy will be fine-tuned in the future to address issues such as what constitutes a school site. The recommendation is to adopt the policies in all the advisories as presented. Mr. Watson asked whether the members of the Board had any questions about any of the advisories. There were no questions about the advisories except No. 489. This was discussed further.

Mrs. Scheid then made a motion to adopt the policies in Advisories No. 476 – 492 as presented and Mrs. Montoya seconded the motion. A vote was taken and three (3) voted in favor of the motion and one (1) voted against. Motion carried.

NEW BUSINESS:

- A. Request ratification of expense and payroll vouchers per Ratification List No. 726 totaling \$569,188.69. This is a routine procedure to allow the District to submit vouchers to the County School Superintendent between board meetings.

Mrs. Carlson made a motion to approve all vouchers on Ratification List No. 726. Mrs. Scheid seconded the motion. All members present voted "aye" and the motion carried.

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

- Debra Allen – Sp Ed Classroom Aide – Junior High School
- Jeffrey McCrickard – Maintenance Worker / Painter – District
- Jaylene Shurtleff – Kindergarten Classroom Aide – Washington School

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

- Lavone Brady – from Substitute Teacher for the District to Sp Ed Classroom Aide at the High School

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

- Steven Arthur – Social Studies/English Teacher – High School – effective 9-16-13

Mrs. Montoya made a motion to approve the hiring, transfer, and resignation of personnel as recommended. The motion was seconded by Mrs. Carlson. All members present voted in the affirmative and the motion carried.

- C. Mr. Watson requested that the Governing Board accept the following donations.

- 140 meal and ice cream coupons to Winslow Junior High School from McDonald's of Winslow
- \$6.35 to Washington School from the Safeway 10% Goes Back to Schools Program

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

- D. Mr. Watson requested that the Governing Board approve a revision to the Safe and Supportive Schools (S3) Facilitator / Coordinator position description. He said that the Arizona Department of Education recently reviewed the grant and is recommending these changes.

Mrs. Carlson made a motion, which was seconded by Mrs. Scheid, to approve the revised position description as requested. A vote was taken and all members present voted "aye". Motion carried.

- E. Mrs. Lomeli requested that the Governing Board approve the award of RFB 2014-01 for parking lot expansion at Jefferson School. She said that the RFB was sent to six vendors on September 18, 2013, and three responses were received. McCauley Construction had the lowest bid. An audience member, Marie LaMar, asked how much the bid was. Mrs. Lomeli said it was \$47,250 plus tax. Mrs. Carlson asked if the District was tax exempt and Mrs. Lomeli replied that we were not.

A motion to award RFB 2014-01 to McCauley Construction was made by Mrs. Montoya and seconded by Mrs. Scheid. All members present voted "aye" and the motion carried.

- F. Mr. Watson spoke to the Board about Regulation DD-R – Funding Proposals, Grants, and Special Projects (Time and Effort Reporting). Currently, the regulation says the semi-annual certifications will be done in January and September. Mr. Watson explained that this applies to work paid for with certain federal funds and the certifications are verifications by the employees, basically to further verify what is reported by the District. For school districts, better reporting times would be January and July, or the end of the semester as applicable. The regulation is being changed to say this, which aligns with our actual practice.

- G. Mr. Watson requested that the Governing Board approve a revised early release calendar for the elementary schools. April 23, 2014 is an AIMS testing day and therefore cannot be an early release day as previously approved.

Mrs. Carlson made a motion, which was seconded by Mrs. Montoya, to approve the amended elementary early release calendar to not include April 23 as an early release day. All members present voted "aye" and the motion carried.

- H. Mrs. Lomeli briefly reviewed the 2012-2013 Annual Financial Report. She said this is the final report for last fiscal year and it will be posted on the Arizona Department of Education website by October 15. She pointed out that the budget was \$11,777,123 and actual expenditures came in at \$11,373,672; ending with a 4% carry forward amount allowed by the state. Mrs. Lomeli said it was a good year and we were able to stay within our budget and have some favorable ending fund balances. She invited questions. Mrs. Scheid complimented Mrs. Lomeli for her excellent work. Mrs. Lomeli requested that the Board approve the report.

Mrs. Carlson made a motion, which was seconded by Mrs. Scheid, to approve the 2012-2013 Annual Financial Report as presented. All members present voted "aye" and the motion carried.

- I. Mrs. Carlson made a motion to recess the regular meeting and enter into Executive Session pursuant to A.R.S. 38-431.03(A)(1) for the purpose of interviewing the candidate for Superintendent. The motion was seconded by Mrs. Montoya and carried at 7:22 p.m. with a vote of "aye" from all members present.

The regular meeting resumed at 8:02 p.m.

- J. Discussion and possible action to offer a contract for the position of Superintendent to Richard L. Heister.

Mr. Watson informed the Board that the position of Superintendent was posted locally and Mr. Heister was the lone applicant. The contract would begin July 1, 2014. The members of the Board had no questions or comments at this time.

Mrs. Carlson made a motion to offer a contract for the position of Superintendent to Mr. Heister. The motion was seconded by Mrs. Scheid and carried with a vote of "aye" from all members of the Board who were in attendance.

REPORTS

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

- B. Governing Board Comments

Mrs. Carlson thanked everyone for being here and thanked Mr. Heister for his willingness to serve as Superintendent.

Mrs. Scheid echoed Mrs. Carlson's comments and said she is very comfortable with the Board's decision.

Mrs. Montoya said that she recently attended training on Common Core. All she wanted to say was God bless you, teachers, and thank you.

Mrs. Hadnot thanked everyone for their patience and for staying for the remainder of the meeting. She congratulated Mr. Heister on his new position.

- C. Superintendent's Comments

Mr. Watson congratulated Mr. Heister.

Mr. Watson reminded the Board that they previously cancelled the October 16 meeting due to the conflict with the ASBA Navajo County Workshop here in Winslow. He asked the members to arrive at the WHS Student Union by 5:30 p.m. on that evening. Mr. Watson mentioned that although a quorum of members would be in attendance, no business would be acted upon.

Mrs. Lamar asked if the public was invited, and Mr. Watson replied that they were not as this was a training for board members.

D. Assistant Superintendent's Comments

Mr. Heister thanked the Board on behalf of himself and his wife. He said this is a special community with great kids, teachers and parents. Mr. Heister expressed that they feel called to be doing this work and it is a blessing and an honor to have this opportunity. He will serve the Board and the District to the absolute best of his ability.

ADJOURNMENT:

A motion to adjourn the meeting was made by Mrs. Carlson. The motion was seconded by Mrs. Montoya. All members present voted "aye" and the motion carried at 8:07 p.m.

President

Vice-President

Clerk

Member

Member

Douglas P. Watson, Superintendent

Richard L. Heister, Assistant Superin.