

**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. Marilee Ervien, President, at 6:00 p.m., November 16, 2017, in the District Board Room, 800 Apache Avenue, Second Floor, in Winslow.

PRESENT: Mrs. Marilee Ervien
Mrs. Sharon Greenwood
Mr. Joey Hartnett
Mrs. Josephine Montoya
Mr. Allen Leonard

ABSENT:

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was said

APPROVAL OF THE AGENDA: Mr. Leonard made a motion to approve the agenda, with the postponement of New Business, Item A, because Mr. Weber is unable to attend this evening. The motion was seconded by Mr. Hartnett and carried with an affirmative vote from all members.

APPROVAL OF MINUTES: Mrs. Greenwood made a motion to approve the minutes of the special meeting held October 17, 2017, and the public hearing and regular meeting held October 19, 2017. The motion was seconded by Mr. Hartnett. All members voted "aye". Motion carried.

CALL TO PUBLIC: Mrs. Ervien invited public comments on any listed items on the agenda at this time. She also informed the public that they could wait and make their comments on a particular item at the time that item appears on the agenda. 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 at this time.

OLD BUSINESS:

- A. Second reading of Policy GCO – Evaluation of Professional Staff Members. Information has been added regarding Inadequacy of Classroom Performance and Teacher Improvement Plans.

Mrs. Mattox said this is good change which will make the process of evaluations and improvement uniform throughout the District. It is logical, and she recommends adoption.

Mr. Hartnett made a motion to adopt Policy GCO as recommended. Mr. Leonard seconded the motion and asked the principals who were present if they liked it. After brief discussion, a vote was taken. All members voted “aye” and the motion carried.

NEW BUSINESS:

- A. This item will be postponed until such time as Mr. Weber is able to be present.

- B. Ms. Dominique Kramer, Food Service Director, and Ms. Ivy Kusler, Chartwells District Manager, were in attendance to present information to the Board regarding the District's food service program.

Ms. Kramer shared a tray of cookies and a PowerPoint presentation which covered the operational review, promotions, the Nutrislice app, safety, community involvement, refreshing the sites, catering, and goals and action plans. Our program won the safety award and Compass in the Community award.

Ms. Kramer and Ms. Kusler thanked the Board for their attention and their support. The members of the Board asked questions and made comments. They thanked the ladies for their presentation.

- C. Request ratification of expense and payroll vouchers per Ratification List No. 806 totaling \$1,442,428.59. This is a routine procedure to allow the District to submit vouchers to the County School Superintendent between board meetings.

A motion to ratify the vouchers on List No. 806 was made by Mrs. Montoya and seconded by Mrs. Greenwood. Mr. Leonard said he would like to see the ratification list expanded to show more information. Mrs. Lomeli offered information and there was further discussion on this matter. A vote was taken and all members voted in the affirmative to ratify the list as presented. Motion carried.

- D. Mrs. Mattox recommended that the Governing Board approve the hiring of the following personnel:

- Substitute Teachers and Emergency Substitute Teachers on the attached list
- Cynthia Thompson – High Needs Aide – High School
- Winter sports coaches on the attached list – High School
- Darrin Mitchell – 7th Grade Basketball Coach – Junior High School
- Marcus Armijo – 8th Grade Basketball Coach – Junior High School

Mrs. Mattox recommended that the Governing Board approve extra duty stipends for the following personnel:

- Daniel Tafoya – FFA
- Lisa Foster – FBLA
- Eric Leonard – HOSN
- Lisa Long – Skills USA Graphic Design
- Joe Marquez – Skills USA Public Safety
- Todd Turley – Skills USA Drafting

Mrs. Mattox recommended that the Governing Board approve the following volunteers:

- Michael Shumway – Volunteer Wrestling Coach – Junior High School
- Winter sports volunteers on the attached list – High School

Mrs. Mattox recommended that the Governing Board approve the transfer of the following employee:

- Rose Testa – from Substitute Bus Driver to Bus Driver for the District

Mrs. Mattox recommended that the Governing Board approve the resignation of the following employees:

- Wilbur Brady – Bus Driver – Effective 11-7-17
- April Jacot – Bus Driver – Effective 10-28-17
- Stacy Jefferson – Substitute Teacher – Effective 10-23-17

Mrs. Mattox recommended that the Governing Board approve the termination of the following employee:

- Larry Dickey – Substitute Teacher for the District

Mrs. Greenwood made a motion, which was seconded by Mr. Hartnett, to approve the hiring, extra duty stipends, volunteers, transfer, resignation and termination of personnel as recommended by Mrs. Mattox. All members voted in the affirmative and the motion carried.

- E. Mrs. Mattox requested that the Board institute an immediate hiring freeze due to budget reductions and funding issues. She asked that this not apply to bus drivers and substitute teachers.

A motion to institute a hiring freeze was made by Mrs. Montoya and seconded by Mr. Leonard.

Mr. Hartnett said a hiring freeze is difficult to implement and the term is just a buzzword. Things do come up and it is the job of the Superintendent to control the hiring. He said that requests need to be scrutinized and carefully considered before being presented to the Board.

After further discussion, a vote was taken. All members voted “no” and the motion failed.

F. Mrs. Mattox requested that the Governing Board accept the following donations.

- \$664.25 to Winslow Junior High School from the community via the Wipeout Fundraiser sponsored by WJHS Student Council
- \$72.87 to Jefferson School from SW Karma for Sonic Night
- \$85.20 to Washington School from SW Karma for Sonic Night
- \$36.00 to Washington School from Spirit and Pride for participation in School Store
- \$5,753.39 to Washington School from the community for their 10th annual Walk-A-Thon

A motion to accept the donations was made by Mrs. Montoya and seconded by Mr. Hartnett. Mr. Hartnett asked Mr. Summerville what the Walk-A-Thon proceeds will be used for and Mr. Summerville said many things, including the scholarship fund, the BET program, the High 5 program, a staff barbecue, teacher needs, etc. He said he tries to use the money towards positive things and maybe in the future it will be used to improve instruction. After further discussion, a vote was taken and all members voted in the affirmative to accept the donations; therefore, the motion carried.

G. Mrs. Mattox requested that the Governing Board approve the following out-of-state travel.

- One employee to travel to Farmington, New Mexico, November 29 and 30, 2017, for professional development
- One employee, one other adult and ten students to travel to Albuquerque, New Mexico, January 19 and 20, 2018, for a robotics competition
- Two employees and seven students to travel to Universal City, California, January 25 – 28, 2018, for a leadership conference
- Four employees and twelve students to travel to Valencia, California, May 24 – 27, 2018 for a senior trip
- Four employees and 26 students to travel to Gallup, New Mexico, November 30 – December 1, 2017, for a girls basketball tournament

A motion to approve the out-of-state travel was made by Mrs. Montoya and seconded by Mr. Leonard. Mr. Hartnett asked where the funding for these trips would come from and Mrs. Mattox replied that they will all be funded by grants or the clubs themselves. She added that the trip request forms show the funding source. After further discussion, a vote was taken and all members voted “aye” to accept the donations. Motion carried. Mr. Leonard addressed the audience and told them not to be afraid to ask for approval for something important even if no grant or club money is available. We will always try to do what is best for the kids.

H. Mrs. Mattox asked the Board to approve changes to the early release/late start schedule for the junior high.

- Add January 12, 2018 and May 30, 2018 as early release days
- Change February 13, 2018 back to a full day of instruction

Mr. Leonard made a motion, which was seconded by Mr. Hartnett, to approve the changes as requested. Mrs. Montoya asked why the changes need to be made and Mrs. Mattox replied that it was to help with transportation issues as we do not have enough buses or drivers to handle the schedule as it is. A vote was taken and all members of the Board voted in the affirmative. Motion carried.

Mrs. Montoya thanked Mrs. McCauley for all her work on this.

I. The Indian Policies and Procedures (IPPs) for 2017-2018 were presented for approval. Mrs. Ervien asked Mrs. Denise Estudillo, Federal Programs Director, if she had anything to say regarding this. Mrs. Estudillo said the revision was quite an undertaking. Our IPPs were not in compliance with new federal rules and she formed a committee to work on the revision. It was a real learning experience.

A motion to approve the Indian Policies and Procedures as presented was made by Mrs. Greenwood and seconded by Mrs. Montoya. A vote was taken, with all members voting "aye". Motion carried.

J. Mrs. Mattox requested that the Board designate her as the signer for the annual Impact Aid grant application. She said in the past, the Assistant Superintendent performed this duty but it would now fall to the Superintendent.

Mr. Hartnett made a motion to authorize Mrs. Cyndie Mattox, Superintendent, to sign the Impact Aid grant application. This motion was seconded by Mr. Leonard and carried with a vote of "aye" from all members.

K. At this time, the Board considered several bylaw proposals from the Arizona School Boards Association. The secretary distributed the results of individual voting on the eight proposals. After extensive discussion, Mr. Leonard made a motion, which was seconded by Mrs. Greenwood, to direct the secretary to vote on behalf of the Board in the following manner.

Proposal A	No
Proposal B	No
Proposal C	No
Proposal D	Yes
Proposal E	Yes
Proposal F	No
Proposal G	Yes
Proposal H	Yes

All members voted "aye" and the motion carried.

- L. Notice was given to the Board regarding four textbooks being considered for use by Winslow Junior High School. The Board asked questions regarding content, quantity, genre and teaching methods, which were answered by Mrs. Darlene McCauley, Principal. The matter was discussed further.
- M. Mrs. Shirley Lomeli, Business Manager, addressed the Board regarding the Annual Financial Report (AFR). She reminded the Board that they approved the AFR on September 22, 2017. Navajo County accidentally put some 2018 funds into the 2017 accounts and reversals had to be made. If it were left the way it was, we probably would have received an adverse finding in our audit, so she (Mrs. Lomeli) revised the Annual Financial Report and published the revision on all applicable sites.
- The Board discussed this matter, asking questions, which Mrs. Lomeli answered.

NEW BUSINESS WILL RESUME AFTER REPORTS.

REPORTS:

- A. The Board was presented with District Financial Reports for October, 2017. Mrs. Lomeli reported that 33% of the year had been completed and expenditures were at 24%. She added that those figures are reflective of the recent budget revision and that gap will close somewhat next month after a large insurance payment is made.
- B. Superintendent's Reports
- Mrs. Mattox said the cameras have been installed on all the buses. She is glad to see this. This will be very helpful if any questionable incidents occur, like the one this week with an unhappy parent.
- There was a small bus fire today. Everyone was very helpful and it was handled very well. She is grateful to the staff.
- C. Board President's Reports
- Mrs. Ervien said she appreciated Mrs. Estudillo's work on the IPPs and the information she shared regarding that work.

**BOARD
COMMENTS:**

- Mrs. Montoya said she really enjoyed the Native American fashion show.
- Mr. Leonard said that Mrs. Estudillo did some awesome work on the IPPs. He thanked Mrs. Lomeli for her work on the budget and related reports and thanked Robin for her work in compiling ballots, forms, etc.

CONTINUATION OF NEW BUSINESS

- N. Executive session pursuant to ARS 38-431.03 and ARS 15-503C:

Annual evaluation of Superintendent

Mrs. Greenwood made a motion, which was seconded by Mr. Hartnett, to enter executive session for the purpose of conducting the annual evaluation of the Superintendent. All members voted "aye" and the motion carried at 7:24 p.m.

The regular meeting resumed at 8:50 p.m.

- O. Mrs. Ervien asked if there was a motion to accept the evaluation of the Superintendent. Mr. Leonard made such a motion and Mr. Hartnett seconded it. All members voted in the affirmative and the motion carried.

Mrs. Montoya said that Mrs. Mattox attended several conferences in the past as the Assistant Superintendent and she would like to see other administrators, teachers and technology staff attend conferences.

ADJOURNMENT:

Mrs. Ervien asked if there was a motion to adjourn the meeting. Mr. Leonard made this motion and Mr. Hartnett seconded it. All members voted "aye" and the motion carried. The time was 8:53 p.m.

President

Vice-President

Clerk

Member

Member

Cyndie Mattox, Superintendent