

**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., September 21, 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: Mrs. Greenwood made a motion to approve the agenda. The motion was seconded by Mr. Hartnett and carried with an affirmative vote from all members.

APPROVAL OF MINUTES: Mr. Leonard made a motion to approve the minutes of the regular meeting held August 17, 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 the full policy manual revision. Mrs. Mattox recommends adoption of the full manual, to replace the current manual, with the exception of Exhibit JK-ED – Student Discipline, which will be worked on during intersession.

The Board discussed Exhibit JK-ED and agreed that more input would be valuable.

A motion to adopt the full policy manual as presented, with the exception of Exhibit JK-ED, was made by Mrs. Ervien and seconded by Mr. Leonard. All members voted “aye” and the motion carried.

NEW BUSINESS:

- A. Request ratification of expense and payroll vouchers per Ratification List No. 804 totaling \$1,329,810.71. 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. 804. Mr. Leonard seconded the motion. All members voted "aye" and the motion carried.

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

- Elizabeth Hardy – Health Technician – High School
- Rose Testa Monaghan – Substitute Bus Driver – District
- Sharlinda Monroe – Custodian – District
- Randy Theesfeld – Substitute Bus Driver - District

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

- Kylea Gomez – Health Technician – High School – Effective 8-29-17
- Kristie Lomaseng – Art Teacher – High School – Effective 9-14-17

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

- Steven Wagoner – Bus Driver – District – Effective 8-28-17

She informed the Board that Mr. Wagoner was not able to get his credentials from the state, but that the matter was temporary and he may be able to be employed by the District in the future.

Mr. Leonard asked what is being done about the high school art teacher vacancy and Dr. Hartman replied that the position is advertised, but for now, a long-term sub will be teaching and Mrs. McKinney will be overseeing that.

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

- C. Mrs. Mattox asked the Board to terminate Jerutha Dunigan, custodian. She has been absent from work since May and is unable to perform her duties.

Mr. Leonard asked if there was someone filling the position now and are they going to be permanent. Mrs. Mattox answered yes.

A motion to terminate Jerutha Dunigan was made by Mr. Leonard and seconded by Mrs. Greenwood. All members voted "aye" and the motion carried.

- D. Mrs. Mattox requested that the Governing Board accept the following donations.

- \$1,000.00 to Jefferson Elementary School from Arizona Community Foundation for Ms. Anita Montgomery's participation in the Extraordinary Educators License Plate Fund
- \$121.52 and \$210.00 to Bonnie Brennan School from SW Karma for Sonic Night
- \$77.34 to Washington School from SW Karma for Sonic Night

A motion to accept the donations was made by Mr. Leonard and seconded by Mrs. Montoya. Mr. Leonard asked for an explanation of the donation to Jefferson School and Mrs. Garner answered. Mr. Leonard also said he would like administration to let Sonic know what their donated funds are being used for. Mr. Hartnett said he would like to see an appreciation plaque and visit to Sonic every year. A vote was taken to and all members voted in the affirmative to accept the donations.

- E. Mrs. Mattox requested that the Governing Board approve the following out-of-state trip:

- Up to five employees, two other adults and twenty three students to travel to Hollywood, California, January 25 – 28, 2018, to attend a leadership conference.

Mrs. Mattox said that either Mrs. McCauley or Ms. Lopez would be going on the trip, but not both of them. Mr. Hartnett asked for more information and Mrs. Sharon Vasquez replied. She discussed the funding for the trip and what a great conference it was.

Mrs. Montoya made a motion and Mr. Hartnett seconded to approve the out-of-state travel as presented. All members voted "aye" and the motion carried.

- F. At this time, Mrs. Mattox introduced Ms. Gerry Chee, HIV Health Educator with the Navajo Department of Health, who was in attendance to present information to the Board regarding the Navajo Youth Risk Behavior Survey.

Ms. Chee distributed information packets and presented information about the survey. She shared a sample survey.

Questions were asked and comments made by the members of the Board. Mrs. Mattox said the survey will be given to all students in grades 7 – 12, unless their parents opt out. Both principals are very supportive of this survey, and it has been administered in the past. Parental consent was discussed.

A motion to approve the conducting of the survey was made by Mrs. Montoya and seconded by Mr. Leonard. All members voted “aye” and the motion carried.

- G. Mrs. Mattox asked the Governing Board to approve Mr. Greg Schalow as the hearing officer for this year. Mr. Schalow has served the District in this capacity for the past couple of years and has done a great job.

Mr. Leonard made a motion to approve Mr. Greg Schalow as the hearing officer, and Mrs. Ervien seconded it. All members voted in the affirmative and the motion carried.

- H. Mrs. Mattox requested that the Governing Board designate the qualified evaluators for the 2017-2018 year. She presented a list. This is pursuant to Policy GCO and is a routine, annual procedure. She said the evaluators of certified personnel are all specifically trained in how to do this.

The Board discussed the matter and asked questions, which Mrs. Mattox answered.

A motion to approve the qualified evaluators for this year as requested was made by Mr. Leonard and seconded by Mr. Hartnett. All members voted “aye” and the motion carried.

- I. Mrs. Lomeli presented the Board with information on the Annual Financial Report (AFR) for 2016-2017. By law, the report must be completed and approved by October 15 of each year. Contingent upon Board approval, it will be posted on the website tomorrow. She explained the forms and the process of compiling the report, and added that our carry-over was approximately 3.5%. She asked the members of the Board to come see her if they have any questions.

The Board asked questions and made comments about this report and about budget building.

Mrs. Lomeli asked for approval of the AFR. A motion to approve was made by Mr. Hartnett and seconded by Mrs. Greenwood. A vote was taken and all members voted “aye”. Motion carried.

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

Advisory No. 588	Policy BBBA – Board Member Qualifications
Advisory No. 589	Policy EEAEA – Bus Driver Requirements, Training, and Responsibilities
Advisory No. 590	Policy GCQF – Discipline, Suspension, and Dismissal of Professional Staff Members
Advisory No. 591	Policy GDFA – Support Staff Qualifications and Requirements (Fingerprinting Requirements)
Advisory No. 592	<i>Disregard as this applies to J-TEDs only</i>
Advisory No. 593	Policy IJJ – Textbook/Supplementary Materials Selection and Adoption
Advisory No. 594	<i>Disregard per ASBA and see Advisory No. 601</i>
Advisory No. 595	Regulation IKE-RB – Promotion and Retention of Students
Advisory No. 596	Policy JFAA – Admission of Resident Students
Advisory No. 597	Policy JFABC – Admission of Transfer Students (Academic Credit Transfer)
Advisory No. 598	Policy JFB – Open Enrollment
Advisory No. 599	Policy JL – Student Wellness
Advisory No. 600	Policy KB – Parental Involvement in Education
Advisory No. 601	Policy IJNDB – Use of Technology Resources in Instruction

Mrs. Mattox informed the Board that she has reviewed the advisories with all the members of the Board and with the Leadership Team. She said that with regard to Advisory No. 598, she is recommending that the date of August 15 be changed to read “the first day of school”. She asked the Board to come see her if they would like to discuss any of these advisories.

REPORTS:

A. Report on the Arizona School Boards Association Law Conference.

Mrs. Montoya said she found three items of particular importance:

- State funding for teacher salaries
- Restoration of CTE funding for 9th graders
- Changing the wording in override matters to locally controlled

Mrs. Mattox presented information regarding the mandatory reporting law as it applies to District employees. The law has been in effect since 1964. She said Mr. Dean Pickett was the presenter at the conference and he is very knowledgeable. She distributed a handout and discussed penalties for failure to report.

Mrs. Lomeli also attended the conference and she said there were many sessions on financial subjects. She shared the following information. In this past year, 1,055 bills were introduced; 353 were passed by the legislature; 342 became law; and 41 affect public education. This is not including budget bills. These changes create quite a burden on Districts to implement.

Mrs. Ervien asked if there were any questions or comments. The members of the Board and the public discussed several of these items, including CTE and NAVIT, and their respective funding.

B. Mrs. Mattox recently attended the Arizona Rural Schools Association Conference in Flagstaff. She said it was the first time she attended this conference and it was very good. There were many teachers there, including the Teacher of the Year from each county. She said it is a goal to have a Winslow teacher named as the ARSA Navajo County Teacher of the Year. Our great teachers need to be recognized. She said the team building exercise was good as well.

C. Mrs. Mattox presented her annual report on the status of existing bonds and debts of the District. She said the impact aid bonds will be in effect until 2024 and the District cannot bond again until these are paid. The current balances of the impact aid bonds and the school improvement bonds were reviewed. With regard to the override, she called on Mrs. Lomeli to present information. Mrs. Lomeli explained how this works. Mrs. Mattox said we will be very active in 2019 to encourage the voters to continue approval of the override. This is so important to our budget.

The Board asked questions, which were answered, and made comments regarding this report.

D. The Board as presented with District Financial Reports for August, 2017. Mrs. Lomeli reported that 17% of the year had been completed and expenditures were at 7.72%.

E. Superintendent's Reports

Mrs. Mattox reported the following information to the Governing Board.

- The recent parent survey conducted at the junior high had great results. 87.5% of the respondents gave the school an A or B rating. This is up from mostly C ratings in the past.

Mrs. McCauley said this was due to the teachers' hard work and the amazing parents of the junior high students. She is proud of the staff, students and parents.

Mrs. Mattox said she is very excited about this very usable tool.

- The high school's parent survey had 92.5% of respondents giving an A or B rating. Mrs. Mattox added that both schools had more than 50% A ratings.

Dr. Hartman said he was proud of the staff and students.

Mrs. Mattox said the elementary surveys will be done next week and she is very excited and proud.

- The ASBA Navajo and Apache County meeting will be October 26, 2017, at 5:00 p.m. in Holbrook. Please let Robin know within the next week if you wish to be registered.

Mrs. Montoya said it is time to elect a new County Director.

- Cameras, with audio, have been installed on all the buses. This was a great move as it is so critical to transportation operations. New cameras throughout the District will soon follow.
- A work session will be scheduled for October 17, 2017, at 5:30 p.m. Items to be on the agenda will be the AzMERIT scores, the rubric for teacher evaluations, goal setting and setting a schedule for further work sessions.
- The plans for Intersession were distributed. Mrs. Mattox said the teachers did a great job in planning what is to be done, and the results will be presented to the Board after Intersession.

All the principals gave information about the planning.

Mrs. Mattox said she appreciates everyone's work on this; we have gotten good at the process.

The members of the Board made comments about Intersession.

- Mrs. Mattox gave each Board member a thumb drive with the law conference presentations on it. The high school donated the lanyards. She asked the Board to reuse the drives if they want any other information she can provide in electronic format.

The Board discussed the parent survey further.

C. Board President's Reports

Mrs. Ervien thanked everyone for attending the meeting and for their input. She thanked Shirley for all her work; the District is very fortunate to have her.

**BOARD
COMMENTS:**

Mrs. Montoya said Mrs. Vasquez is to be commended for having \$15,000 in the travel fund. She thanked Mrs. Lomeli for all her work.

Mr. Leonard said the parent surveys were awesome and he said it is good to keep the community involved in the work of the District.

ADJOURNMENT:

There being no further business to come before the Board, Mrs. Ervien asked if there was a motion to adjourn. At 7:22 p.m., Mrs. Greenwood made a motion to adjourn the meeting. Mrs. Montoya seconded it and all members voted "aye". Motion carried.

President

Vice-President

Clerk

Member

Member

Cyndie Mattox, Superintendent