

**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 Mr. Loren Sadler, Acting President, at 7:03 p.m., November 20, 2013, in the District Board Room, 800 Apache Avenue, Second Floor, in Winslow.

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

ABSENT: Mrs. Roberta Hadnot

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. Carlson 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 November 6, 2013. The motion was seconded by Mrs. Scheid and carried with a vote of "aye" from all members present.

CALL TO PUBLIC: Mr. Sadler invited public comments on any listed items on the agenda at this time. He requested that anyone speaking should state their full name for the record and confine their remarks to three minutes or less. He stated that no action will be taken as a result of public comments. He 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.

OLD BUSINESS: None

NEW BUSINESS: A. Mr. Watson introduced Mr. Matt Weber, NAVIT Superintendent. Mr. Weber distributed a brochure about JTEDs and a handout to accompany his annual report.

Mr. Weber recognized Mr. Greg Carlson, the NAVIT board member who represents Winslow, and Mr. Weber thanked our Governing Board for the opportunity to be here and give a report. He gave some background information on NAVIT and named the 11 member districts. The two primary purposes of NAVIT are to provide an additional funding stream for high school CTE programs and to provide additional CTE offerings at local community colleges. Mr. Weber said NAVIT pays \$2,000.00 annually for Winslow CTE teachers to be members of the Arizona Curriculum Consortium Wiki, a valuable resource; and pays \$12,000 towards Penny Brimhall (the Winslow CTE Director's) salary. M & O and capital outlay funding was mentioned as well.

Mr. Weber discussed the ADM reimbursement formula, which amounts to about \$900.00 per student, and said that to date, Winslow has received nearly five and a half million dollars due to joining NAVIT. In addition to that, the 2013 the legislature provided a 9% restoration fund, which the NAVIT member districts are receiving 100% of, instead of the usual 2/3 that the districts receive. This new money is exciting and Mr. Weber recognized the larger JTEDs for going along with this.

He also showed a list of satellite CTE programs and teachers in Winslow, and the list of CTE central programs. He talked about assisting the students with certification.

Mr. Weber said NAVIT appreciates Winslow's support for career and technical education.

The Board did not have any questions for Mr. Weber but Mrs. Carlson said that we appreciate the fact that 100% of the 9% restoration fund is coming directly to the students. The Board thanked Mr. Weber for his presentation.

B. Request ratification of expense and payroll vouchers per Ratification List No. 728 totaling \$626,840.59. This is a routine procedure to allow the District to submit vouchers to the County School Superintendent between board meetings.

Mrs. Scheid made a motion to approve all vouchers on Ratification List No. 728. Mrs. Montoya seconded the motion. All members present voted "aye" and the motion carried.

C. Mr. Watson recommended that the Governing Board approve the hiring of the following personnel:

- Renee Hardy – Emergency Substitute – District
- Raynette Montoya – Emergency Substitute – District
- Scott Peters – Emergency Substitute – District
- Chea Cavin – Sp Ed High Needs Aide – Washington School

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

- Troy McReynolds – from Data Coach for the District to Principal at Bonnie Brennan School
- Jodie Garner – from Academic Coach to Data Coach for the District

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

- Carla Beeson – Payroll Specialist – District – Effective 2-28-14

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

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

- \$2,578.75 to Washington School from the community for their Walk-A-Thon
- \$200.00 to WHS "S" Club from the Arizona School Boards Association
- \$200.00 to WHS Choir from the Arizona School Boards Association
- \$200.00 to WHS First Priority Club from Church of God Faith Temple
- \$542.50 to WHS for the purchase of a new Bulldog mascot costume from Greer's Mortuary
- \$84.41 to WHS from the Target "Take Charge of Education" program
- \$50.00 to WHS Criminal Justice Club from the Winslow Police Officers Assn.
- \$100.00 to the Native American Parent Advisory Committee Senior Scholarship fund from Shirley Light
- \$20.00 to the Native American Parent Advisory Committee Senior Scholarship fund from Tammy Kretsedemas

Mrs. Montoya made a motion, seconded by Mrs. Carlson, to accept the donations. A vote was taken and the motion passed. Mr. Sadler expressed thanks for the donations.

E. Mr. Watson requested that the Governing Board approve a change in the Retire-return to Work Plan. He explained that a new situation has arisen with the retirement of Mrs. Elrod. Currently, the District does not pay for unused leave when a year-one retired (ESI) employee separates from the District, but does pay for unused leave when a year-two+ employee separates. He is recommending consistency and it would be better to have the employee working at the end, rather than taking the leave days off because they are not going to be paid for them.

Mrs. Scheid made a motion to change the Retire-Return to Work Plan as requested. The motion was seconded by Mrs. Montoya and carried with a vote of "aye" from all members present.

- F. Mr. Watson requested that the Governing Board adopt the Revised Budget #1 for the current year. He explained that as the year progresses, we make periodic revisions as advised by the state.

Mrs. Carlson made a motion to approve the Revised Budget #1 as presented. This was seconded by Mrs. Montoya. A vote was taken and all members present voted "aye", this passing the motion.

- G. Mr. Watson requested that the Board approve the Indian Policies and Procedures. This is standard procedure and he said that there are no changes. Mr. Watson advised the Board that the Indian Education Committee has approved the document.

Mrs. Montoya made a motion to approve the Indian Policies and Procedures as presented. The motion was seconded by Mrs. Scheid and carried with an affirmative vote from all members present.

- H. Mr. Watson asked the Governing Board to approve Richard L. Heister as the signer for the Impact Aid Grant Application. This is a routine, annual procedure.

A motion to approve Richard L. Heister as the signer for the application was made by Mrs. Carlson and seconded by Mrs. Montoya. All members present voted "aye" and the motion carried.

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

Advisory No. 493	BCB – Board Member Conflict of Interest
Advisory No. 494	CBI – Evaluation of Superintendent
Advisory No. 495	DJE – Bidding/Purchasing Procedures
Advisory No. 496	JICH – Drug and alcohol Use by Students

Mr. Watson explained that Advisory No. 495 changes the amounts regarding bidding and purchasing procedures. This would raise the requirement for purchases not requiring quotes from under \$5,000.00 to under \$10,000.00. It would also raise the requirement for purchases requiring oral quotes from between \$5,000.00 to \$25,000.00 to purchases between \$10,000.00 to \$50,000.00. The requirement for written quotes will change for purchases previously over \$25,000.00 to purchases now over \$50,000.00. These amounts are in line with the Uniform System of Financial Records (USFR).

With regard to Advisory No. 493, Mr. Watson said it makes reference to Policy DJE; therefore, the amounts are changed accordingly.

Mr. Watson explained that Advisory No. 494 is the second recent revision to Policy CBI. With regard to the timing of contract negotiations, the advisory recommends changing the words "May of the year preceding the final year" to "no earlier than fifteen (15) months before the expiration". This would cover contracts that were not running from July through June. The language concerning contracts between one and three years has been deleted and a final phrase has been added saying "this contract may or may not be for the position of Superintendent".

Mr. Watson informed the Board that Advisory No. 496 deletes the phrase "to a person under eighteen (18) years of age". This is in a paragraph discussing the use, sale or transfer of vapor-releasing substances.

Mrs. Scheid said that the revision to Policy CBI as recommended by ASBA is unclear. She suggests that it be changed to "If the Superintendent's contract with the school district is for a single year, on or before April 15th the Board must give notice to the Superintendent of the Board's intention to not offer a new administrative contract, or the Board shall offer the Superintendent a new contract for the next school year on or before May 15. This contract may or may not be for the position of superintendent." She said it would make more sense if the instructions were in date order. This would not change the way things are to be done; just make it more clear.

No action is required as this is a first reading.

- J. Mr. Watson asked the Board to consider changing the dates of the January Governing Board meetings. There are five Wednesdays in January. The first meeting falls on New Year's Day. He suggests that the January 1 meeting be changed to January 8, 2014; and that the January 15 meeting be changed to January 22, 2014. This would still allow two weeks between the last January meeting and the first regular February meeting.

Mrs. Scheid made a motion to change the January meetings to January 8 and January 22 as suggested. The motion was seconded by Mrs. Carlson. All members present voted "aye" and the motion carried.

REPORTS

- A. Copies of the District financial reports for October, 2013, were provided to the Board and Mr. Watson said that actual expenditures are at 25%, with 33% of the year having been completed. The difference is largely due to the lump sum payroll at the end of the school year.
- B. Copies of the student suspension lists were provided to the Board.
- C. Governing Board Comments

Mrs. Montoya congratulated the cross country team and she commended the transportation department for keeping the buses looking great. She thanked the teachers for their work on Common Core.

Mr. Sadler appreciates everyone's attendance tonight. He knows it was hard to come out in the cold. He wished everyone a Happy Thanksgiving.

D. Superintendent's Comments

Mr. Watson said that a few years ago the District went with a different company to help with insurance. They have been more aggressive in their efforts on our behalf and the District has had no increase in premiums the past few years. They have also kept us up to date on changes in the health care laws. Capital Financial is doing a great job.

Mr. Watson complimented the football team. They had a great game.

E. Assistant Superintendent's Comments

Mr. Heister was not present this evening.

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 7:41 p.m.

President

Vice-President

Clerk

Member

Member

Douglas P. Watson, Superintendent

Richard L. Heister, Assistant Superin.