

Florence Unified School District #1

**FLORENCE UNIFIED SCHOOL DISTRICT NO. 1
MINUTES OF GOVERNING BOARD WORK SESSION
AND REGULAR BOARD MEETING
June 9, 2015**

Work Session - Call to Order - 6:00 P.M.

The Work Session was called to order by Board President Denise Guenther at 6:00 p.m. in the Poston Butte High School Library, 32375 N. Gantzel Road, San Tan Valley, AZ 85143.

Roll Call

Board members present were: President Denise Guenther, Vice-President Janeane Candelaria, Member Rose Marie Monks, Member Bob Dailey, and Member Steve Johnson. Also present was Superintendent, Dr. Amy Fuller.

Possible correction of minutes from the May 13, 2015 Regular Board Meeting

There were no corrections made to the minutes.

Possible Agenda Reorganization

There was no reorganization of the agenda.

Agenda Item Clarifications

Item 16.1 – Chris Knutsen, Assistant to the Superintendent for Athletics, Curriculum and Discipline, requested out-of-state travel for Poston Butte High School AP teachers to attend AP Summer Institute training in various states at varying times during the month of June. He explained that the school had originally intended that all teachers would attend training in Tucson but, unfortunately, there were not course offerings in all of the subjects needed, and other changes were necessary due to either class cancellations or classes at capacity.

Item 16.2 – Chris Knutsen then requested out-of-state travel for Poston Butte High School teachers Daniel Sisto and Timothy Vaughn to attend Zulama training in Houston, Pennsylvania. He explained that Zulama training supports the new technology course being offered at Poston Butte called “The Evolution of Gaming, Video Game Design, and 3D Modeling”.

Item 16.3 – Chris Knutsen then requested out-of-state travel for a Florence High School teacher, Heather Isom, to attend AP U.S. History training in Denver, Colorado in July. He explained that Ms. Isom will be the new AP U.S. History teacher at Florence High, and that this is the only AP U.S. History training offered before school starts in July.

Item 16.5 – Tony Jimenez, Assistant Superintendent for Administrative Services, noted that a few minor changes have been made to the previously approved 2015-2016 school year calendar. On May 20, 2015 the calendar was revised to reflect the correct

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40th school day as September 14, 2015, and it now also includes the dates for homecoming for both high schools. He mentioned that no other changes were made.

Item 16.4 – Tony Jimenez then presented possible revisions to Board Policy GCCG – Professional/Support Staff Voluntary Transfer of Accrued Sick Leave (Sick Leave Bank). He explained that the current policy requires that employees enroll into the Sick Leave Bank during a 30 day enrollment period from August 1st through August 30th in order to take advantage of the bank during circumstances under which non-job related, seriously incapacitating, and extended illnesses and injury may exhaust accrued leave of District employees. He said that after extensive review and discussion on the current policy, we are recommending that we keep the current Sick Leave Bank intact and add another mechanism – a Medical Leave Assistance Program. Mr. Jimenez explained that the Medical Leave Assistance Program would allow full-time employees to solicit donations of general leave time from colleagues and peers. An employee may choose to enroll in the Sick Leave Bank program by donating a general leave day, thus negating the solicitation of leave time from colleagues or peers which occurs in the Medical Leave Assistance Program. Mr. Jimenez noted that it must be made clear that the qualifications and limitations for both programs mirror each other, and he then outlined many of the limitations and eligibility requirements for both of these programs.

Item 16.6 – Beverly Myers, Director of Finance, noted that with formal bids for materials or services the District may enter into a contract for a period of up to five one-year terms. Those vendors/agencies noted on the attached list were previously board-approved and have provided satisfactory materials/services. She requested the Board approve extending their contracts for another contract term.

Item 16.7 – Beverly Myers then noted that, in compliance with R7-2-1053, a contract may be awarded for a material, service, or construction item without competition if the Governing Board determines in writing that there is only one source for the required material, service, or construction item. She added that copies of written evidence and determination of the basis for the sole source procurement are retained in the business office. The attached list of previously board-approved sole source vendors requires Board approval for continued use in the 2015-2016 fiscal year.

Item 16.8 – Beverly Myers then noted that the Intergovernmental Agreements (IGA's) currently in place need to be renewed for the 2015-2016 fiscal year in order to retain the services and/or goods provided through these agreements.

Item 16.9 – Beverly Myers then noted that prior to the beginning of any fiscal year, the Board may adopt a resolution of continuing effect and direct the Pinal County Treasurer to: (1) invest and keep invested funds in interest bearing securities as provided by law; (2) issue or will issue warrants drawn on the servicing bank of the treasurer; (3) process wire transfers, book transfers, ACH and/or EFT payments on behalf of the District; and (4) current listing of bank accounts.

Item 16.10 – Beverly Myers then noted that pursuant to A.R.S. 15-321, and according to Board Policy DK – Payment Procedures, a resolution authorizing the signing of vouchers

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between meetings, with ratification at the next meeting, will permit the payment of salaries and other expenses in a timely fashion.

Item 16.11 – Beverly Myers then noted that in accordance with A.R.S. 15-991 the Governing Board may delegate the authority to certify the District's projected ending cash balance to the District Superintendent or the Business Manager. Once certified, the projection will be reported to the Property Tax Oversight Commission at the Arizona Department of Revenue. These requirements modify the way the office of the Pinal County School Superintendent and school districts calculate tax rates for the fiscal year.

Item 16.12 – Beverly Myers then noted that A.R.S. 15-905 requires the District to present an official proposed annual expenditure budget for the upcoming fiscal year beginning July 1 but not later than July 5. The District must also publish a copy of the proposed budget or summary and a Notice of Public Hearing and board meeting no later than 10 days prior to the meeting to adopt the budget. She added that the FY15-16 Proposed Expenditure Budget and Worksheets are available for review in the District's business office. She outlined the state budget cuts and explained how they have been dealt with. Ms. Myers noted that 66.7% of our budget dollars are being spent in the classroom.

Item 16.13 – Beverly Myers then noted that the Governing Board must authorize a Principal to waive all or part of any activity fee if it creates an economic hardship for a student. If a student does not raise enough money through tax credit donations and cannot otherwise afford to participate in an extracurricular activity, the student's Principal must find another funding source or sources to pay for the student's activity fee. If a school or district is unable to waive part or all of an activity fee for a student for whom the fee creates an economic hardship, then no fees may be charged for the activity and the activity would no longer be tax credit eligible.

Item 16.14 – Beverly Myers then noted that in accordance with A.R.S. 15-1122, disbursements from bank accounts shall be made by check, signed by two persons, one of whom shall be any other person authorized by the Governing Board to sign. Annually, the Governing Board approves personnel who are authorized to sign checks on the various bank accounts the district maintains. Due to the number of times individuals are out of the office at meetings or on-site at a school site, the listing ensures that disbursements are processed in a timely manner. The Business Office respectfully requests that the individuals noted on the attached documents be approved as authorized signatories for the specified accounts.

Item 16.15 – Beverly Myers then noted that gift-in-kind donations are non-cash donations. She said that Keith West of SW Processing, Inc. donated shredded beef to the Florence High School Agriculture Department valued at \$599.

Items 16.16, 16.17 & 16.18 – Beverly Myers then noted that, in accordance with A.R.S. 15-342, a school district may dispose of items once the useful life cycle has been completed and the items are deemed obsolete. Skyline Ranch K-8, Florence High

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School and Poston Butte High School have all expended the useful life cycle of various equipment and would like to request the disposal of those items.

Informational Items

Sue Pierce invited her assistant, Sharon Merrill, to present Energy Star Award plaques to seven of the District's nine schools for energy conservation. Ms. Merrill announced the scores for each of these schools, which were as follows: Anthem K-8 = 100%; Circle Cross Ranch K-8 = 100%; Florence K-8 = 100%; Magma Ranch K-8 = 99%; Walker Butte K-8 = 98%; Florence High School = 98%; Poston Butte High School = 95%. Ms. Merrill commended the District for maintaining energy efficient schools.

Dawn and William Bachman, who are International Exchange Coordinators for high school exchange students, presented the Global Educational Excellence Award to Florence High School and Poston Butte High School. Fifteen of their exchange students attended our schools. Mrs. Bachman commented that these awards are presented annually to schools that demonstrate "an extraordinary commitment to international understanding and global awareness". Mrs. Bachman said that by welcoming exchange students into classrooms, Florence Unified created new and unique learning opportunities for not only the exchange students, but for our American students and faculty as well. She thanked the District for welcoming exchange students from around the globe.

Craig Rudko, Director of Technology and Curricular Innovation, presented an update on the transition from Schoolmaster to Synergy. He recognized the Synergy Core Team, and noted that the team was assembled for the sole purpose of transitioning from Schoolmaster to Synergy for the new school year. Craig commented, "They have all spent countless hours in setup sessions, training sessions, data review, data validation, and countless other tasks that were needed to prepare us for the new school year." He noted that the transition has been a huge undertaking. Synergy goes live on Monday, June 15. Craig closed by saying, "This would not have been possible without all of their hard work. Please help me in thanking them for a job well done." Team members, alphabetically by last name, include: Dr. Shannon Anderson, Gabriel Carrillo, Lisa Jimenez, Beverly Myers, Jason Perez, Darlene Rogerson, Nick Trakas and Dawn Winsor.

Regular Board Meeting - Call to Order - 6:30 p.m.

Mrs. Guenther called the Regular Board Meeting to order at 6:30 p.m.

Adoption of the Agenda

Member Janeane Candelaria moved, Member Rose Marie Monks seconded that the Governing Board adopt the Agenda of the June 9, 2015 Work Study Session/Regular Board Meeting. The motion carried 5-0.

Pledge of Allegiance to The Flag

Mrs. Guenther led the Pledge of Allegiance to The Flag.

Governing Board Member Reports

Mr. Johnson commented that it was a privilege and an honor to attend the promotion ceremonies this year. He also mentioned that his thoughts are with the two families who

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have recently lost their kids. He wants everyone to enjoy their summer break, thanked the staff for all their hard work, and asked them to "re-charge" during their time off.

Mr. Dailey said he echoed Mr. Johnson's remarks and specifically commented that the promotion ceremonies he attended were excellent. He, too, thanked the staff for the long hours they worked and their dedication to the District and our kids.

Mrs. Monks commented that it was an "awesome end to the school year". She said she attended several of the end-of-year events and promotion ceremonies and she is proud of the district and our accomplishments. She thanked Dr. Fuller and the staff for supporting our vision of KIDS FIRST, and wished everyone a restful summer break.

Mrs. Candelaria said she echoed all that has already been said and she, too, thanked the staff for their hard work and dedication to the District and our kids. She thanked everyone for a great close to the school year.

Mrs. Guenther thanked the Board for their hard work and for attending so many of the end-of-year events. She noted that the Florence High School graduation ceremony was "flawless" and there was a great atmosphere that night. She also thanked Poston Butte High School staff for coordinating the extra parking nearby and providing bussing to transport guests to the field area, noting there were no complaints about traffic this year. She closed by stating she is looking forward to summer break and then starting the new school year.

Superintendent's Report

Dr. Fuller invited Assistant Superintendent Tony Jimenez to the podium to introduce Pam Kavathas, the District's recently-hired Social Services Coordinator. Mrs. Kavathas mentioned that she has lived in the San Tan Valley since 2004 and that now, working for the District, she is humbled to see the hard work of our administrators and staff. Mrs. Kavathas said she will do all that she can to support them and the kids and the families we serve. She noted that her office is at Poston Butte and that she has been hired to especially serve students at Poston Butte and Copper Basin, and to provide support to them and their families. She commented that healthy families create healthy kids. Mrs. Kavathas makes the initial contact for a variety of social service agencies for families, and then it is the family's responsibility to do the follow-up. She closed by saying she is "honored to be on board".

Dr. Fuller then invited Adam Leckie, Director of Exceptional Student Services, to the podium to present on the recently formed Steering Committee, which he noted was created to help guide and support the direction of the District. The mission statement is, "The role of the Steering Committee is to establish and maintain a culture of continuous improvement by implementing, evaluating, and maintaining evidence-based practices that lead to improved academic and social outcomes for all students in the Florence Unified School District." Their five goals are: (1) Ensure a safe learning environment for all students and staff. (2) Optimize student learning. (3) Facilitate effective implementation of instructional materials and technology. (4) Maintain fiscal integrity and smart spending. (5) Foster a culture of collaboration and cooperation throughout

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Florence Unified School District. He noted that the Steering Committee will use the Leading By Convening model to conduct its work, and explained that this model of collaboration combines top-down and bottom-up leadership into a blended framework for decision-making centered around three core principles: ensuring relevant participation; coalescing around issues; and doing the work together.

Assistant Superintendent Tony Jimenez returned to the podium to conduct the employee recognition portion of the meeting. He then invited the Kitchen Manager from Skyline Ranch K-8, Barbara Carson, to the podium to introduce the Food Services Employee of the Month and the Director of Technology and Curricular Innovation, Craig Rudko, to the podium to introduce the Technology Department Employee of the Month.

Food Services Classified Employee of the Month

Ms. Carson asked her Cook, Juana Gallo, to step forward, and noted that Juana has been with the District since 2007. Barbara said, "Before coming here, Juana worked at a school in Phoenix. Their loss was truly our gain. Juana has been working in my kitchen for two years now. She is hard-working, always early for work, and she has enough sick time piled up we could retire!" Barbara closed by saying, "Juana treats every child as if they were her own. It is my privilege to award her this honor."

Technology Department Classified Employee of the Month

Mr. Rudko asked Jason Perez to step forward, and noted that Jason has been with the District for over five years. Jason began employment as a Field Tech and then moved into the role of Site Tech at Poston Butte High School. Craig said, "Two years ago Jason was promoted to the role of Systems Administrator for the District and he has done a great job." He continued, "Most recently, Jason has been the person responsible for the data conversion from Schoolmaster to Synergy" and explained that he took on this task while handling all of the other regular tasks he has to complete each day. Craig closed by saying, "I would like to recognize Jason for all of his hard work and dedication. The technology team would not be as successful without his contributions."

Administrative Reports

The Board reviewed written administrative reports from Principals, Academic Achievement Directors, the Director of Exceptional Student Services, Director of Transportation and Support Services, Director of Finance, and the Assistants to the Superintendent, Tony Jimenez and Chris Knutsen.

Call to the Public

There were three requests to address the Board.

Mr. Jim Walter addressed the Board and introduced himself as the Chairperson of Communities United for Kids, a Political Action Committee supporting Florence Unified School District. He said he is excited to work to support the District. He mentioned that the voters of our district control the direction of our schools through overrides and other initiatives. He said he and his committee will work to help our voters see the value of their vote and encourage them to support the District. He thanked the Board for all

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that they do, and closed by saying there are people in the community who support the District.

Mr. Tom Rankin expressed a complaint to the Board about the Superintendent and said he wants the Board to decide what to do about his complaint. He said he met with Dr. Fuller about the reason for the transfer of Mr. Allee and that she advised him that the Florence K-8 teachers were teaching to the test. Mr. Rankin said that teachers report that they did not teach to the test. He then suggested that the Superintendent believes the teachers are either "cheaters" or "liars". He said that no investigation about this has taken place. Mr. Rankin said that Mr. Allee instructed the Florence K-8 teachers to teach to the standards, they did so, and students exceeded on the test. He then asked why the district is giving some employees large salary increases when teachers aren't getting pay raises. He noted that Florence K-8 has lost 14 teachers. He then said that a rating agency rates the Town of Florence one of the three best towns in Arizona to raise a family, and said that their rating is a B- regarding quality of education. He closed with, "Something's wrong folks. You need to do an investigation."

Mr. Jim Thomas spoke, and mentioned that he has lived in Florence for 35 years and that he had been a Governing Board Member for 12 years. He stated he has "complete confidence in the members of the Board" and, just like the City Council, Board Members have access to information and facts that the public either does not have, and often cannot have due to confidentiality issues. He stated that voters elect Governing Board Members "not to do their whim" but "to do a good job". He closed by commenting that if you don't like a school board member, to run against them in an election. "If you don't have much faith in the system, then run to be a Board Member."

Approval of Consent Agenda

Member Rose Marie Monks moved; Member Bob Dailey seconded that the Governing Board approve items #14.2 through #14.7 on the consent agenda, but to amend item 2.H on the personnel report to reflect a retirement for Barbara Carson, and to pull item 1.C for further discussion. The motion carried 5-0. Items approved were:

- Minutes of the May 13, 2015 Work Study Session/Regular Board Meeting
- Monthly Expenditure Budget Report of the District for FY15
- Student Activities and Auxiliary Operations Cash Balance Reports
- Vouchers for signing and filing; Ratification of Vouchers signed since the last Regular Board Meeting
- Adjusting Journal Entries for Reclassification of Payroll and/or Accounts Payable Expenditures for FY15
- Human Resources/Personnel Report

Items for Consideration

Member Janeane Candelaria moved; Member Rose Marie Monks seconded that item 2.H on the Personnel Report be amended to reflect the retirement, not resignation, of Barbara Carson. The motion carried 5-0.

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Member Bob Dailey moved; Member Rose Marie Monks seconded that item 1.C on the Personnel Report be approved as written. The motion carried 5-0.

New Business

Member Bob Dailey moved; Member Janeane Candelaria seconded that the Governing Board approve out-of-state travel for several Poston Butte High School AP Teachers to attend course-specific training at the AP Summer Institute in various locations at varying times in June. The motion carried 5-0.

Member Janeane Candelaria moved; Member Bob Dailey seconded that the Governing Board approve out-of-state travel for Daniel Sisto and Timothy Vaughn to attend Zulama training in Houston, Pennsylvania. The motion carried 5-0.

Member Rose Marie Monks moved; Member Bob Dailey seconded that the Governing Board approve out-of-state travel for Florence High School Teacher Heather Isom to attend AP U.S. History training in Denver, Colorado. The motion carried 5-0.

Member Bob Dailey moved; Member Steve Johnson seconded that the Governing Board approve the revisions to Board Policy GCCG, Professional/Support Staff Voluntary Transfer of Accrued Sick Leave (Sick Leave Bank) as presented for first reading. The motion carried 5-0.

Member Janeane Candelaria moved; Member Bob Dailey seconded that the Governing Board approve the 2015-2016 school calendar which was revised on May 20, 2015 to reflect the correct 40th school day and to include the high school homecoming dates. The motion carried 5-0.

Member Bob Dailey moved; Member Janeane Candelaria seconded that the Governing Board approve the renewal of the multi-term contracts for continued use in fiscal year 2015-2016. The motion carried 5-0.

Member Janeane Candelaria moved; Member Rose Marie Monks seconded that the Governing Board approve the list of sole source providers for fiscal year 2015-2016. The motion carried 5-0.

Member Rose Marie Monks moved; Member Bob Dailey seconded that the Governing Board approve the list of Intergovernmental Agreements (IGA's) for continued use in fiscal year 2015-2016. The motion carried 5-0.

Member Bob Dailey moved; Member Steve Johnson seconded that the Governing Board adopt the Combined Resolution Affecting Pinal County Treasurer Transactions for the fiscal year beginning on the 1st day of July 2015 and ending on the 30th day of June 2016. The motion carried 5-0.

Member Steve Johnson moved; Member Janeane Candelaria seconded that the Governing Board adopt a resolution authorizing the execution of warrants between board meetings in accordance with the provisions of A.R.S. 15-321 (F) for the fiscal year

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beginning on the 1st day of July 2015 and ending on the 30th day of June 2016. The motion carried 5-0.

Member Bob Dailey moved; Member Rose Marie Monks seconded that the Governing Board delegate the authority to certify the District's projected ending cash balance for FY15 to the Director of Finance. The motion carried 5-0.

Member Janeane Candelaria moved; Member Steve Johnson seconded that the Governing Board approve the publication of the FY15/16 proposed expenditure budget as presented. The motion carried 5-0.

Member Janeane Candelaria moved; Member Rose Marie Monks seconded that the Governing Board authorize a Principal to waive all or part of any activity fee if it creates an economic hardship for a student and find another funding source(s) to pay for the student's activity fee. The motion carried 5-0.

Member Rose Marie Monks moved; Member Bob Dailey seconded that the Governing Board approve the individuals noted on the attached document as FY16 authorized signatories for the specified bank accounts. The motion carried 5-0.

Member Janeane Candelaria moved; Member Bob Dailey seconded that the Governing Board approve of the donation of shredded beef to the Florence High School Agriculture Department. The motion carried 5-0.

Member Steve Johnson moved; Member Rose Marie Monks seconded that the Governing Board approve of the disposal of the items on the disposal list for Skyline Ranch K-8. The motion carried 5-0.

Member Bob Dailey moved; Member Janeane Candelaria seconded that the Governing Board approve of the disposal of the items on the disposal list for Florence High School. The motion carried 5-0.

Member Rose Marie Monks moved; Member Janeane Candelaria seconded that the Governing Board approve of the disposal of the items on the disposal list for Poston Butte High School. The motion carried 5-0.

Executive Session

Member Janeane Candelaria moved; Member Bob Dailey seconded that the Governing Board convene an executive session at 7:15 p.m. pursuant to A.R.S. 38-431.03(A)(3) for discussion or consultation for legal advice with its attorneys regarding possible consolidation of school districts pursuant to A.R.S. 15-459 and legal requirements and ramifications of the same. The motion carried 5-0.

Member Bob Dailey moved; Member Mr. Johnson seconded that the Governing Board convene an executive session at 7:15 p.m. pursuant to A.R.S. 38-431.03(A)(1) for discussion or consideration of the Superintendent's 2014-2015 performance pay goals

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and development of the Superintendent's 2015-2016 performance pay goals. The motion carried 5-0.

Resume Regular Board Meeting

Member Janeane Candelaria moved; Member Rose Marie Monks seconded that the Governing Board resume the Regular Board Meeting at 9:15 p.m. The motion carried 5-0.

Possible Action Resulting from Executive Session

Member Steve Johnson moved; Member Rose Marie Monks seconded that the Governing Board approve the Superintendent's performance pay, as she met all ten of her performance pay goals. The motion carried 5-0.

Items for Future Agendas

Post staff turnover at each site and compare it to staff turnover state-wide.

Next Regular Board Meeting

The next Regular Board Meeting will be July 8, 2015 at 6:30 p.m. in the Florence School District Administration Building Auditorium, 1000 S. Main Street, Florence, AZ. The Work Study Session will begin at 6:00 p.m.

Adjournment

It was moved by Member Rose Marie Monks and seconded by Member Janeane Candelaria to adjourn the meeting at 9:20 p.m. The motion carried 5-0.

Submitted by:

Janeane Candelaria, Vice-President