

DOUGLAS UNIFIED SCHOOL DISTRICT #27
DOUGLAS, ARIZONA

Board Room
Central Administration Building

5:30 PM
January 15, 2019

Regular Board Meeting
Minutes of the Board

I. PRELIMINARY MATTERS:

CALL TO ORDER: Mr. Ray Borane, President

PRESENT: Dr. Edward Gomez, Member
Mitch Lindemann, Member
Mr. Mario Ramos, Member
Mr. Natalio Sabal, Member
Mr. Mario Ramos, Member

Others Present: Ana C. Samaniego, Superintendent
Fernando Nuñez, Assistant Superintendent
Cesar Soto, Chief Financial & Operations Officer
Alma Valenzuela, Superintendent's Secretary

Approval of Minutes:

Mr. Lindemann motioned to approve the following minutes. Dr. Gomez seconded the motion. Motion carried 5/0. ¹

1. November 13, 2018 - Special
2. November 14, 2018 - Emergency
3. November 16, 2018 - Special

Summary of Current Events:

Mrs. Samaniego advised that information was received from the Arizona Department of Education (ADE) regarding the possible changes coming with the "A-F" Accountability System regarding our AzMERIT testing and the way that our schools are graded. Currently, they have asked districts to fulfill a survey and provide comments on the proposed changes. The proposed changes mainly are going to be affecting high schools. Part of the points that are used to score high schools are growth points, and currently 20% of the calculation is from growth points. The proposed changes are not in benefit of any Arizona high school, as they are wanting to remove those growth points and add more points to graduation rate. There are three models they are proposing and asking for

¹A unanimous (5/0) vote will show the members voting in this manner throughout the minutes:

Name	Aye	Nay	Abstain
Mr. Ray Borane	√		
Dr. Edward Gomez	√		
Mr. Mitch Lindemann	√		
Mr. Mario Ramos	√		
Mr. Natalio Sabal	√		

district feedback. If growth points do go away, it will have a negative impact in the way that our high school will be scored.

As a leadership team we have been visiting schools, having meetings with principals and visiting classrooms.

Presentations:

Mrs. Samaniego presented December Students of the Month & Students on A Roll with certificates.

Dr. Mike Gomez and Mr. Fernando Alday, from Freeport-McMoRan, presented the following three DHS students with Rotary Youth Leadership Conference Certificates: Augustine Holguin, Aylin Hernandez, and Maria Torres.

Governing Board Members:

None.

Ex-Officio Board Member:

Mayra Fragoso provided the DHS School Activity Report for the month of January.

Public Comments:

Mr. Edward Quinonez introduced himself and questioned about charging for the use of gyms to the youth leagues and how it hurts the low income kids.

II. CONSENT AGENDA ITEMS:

Mr. Sabal motioned to approve the consent agenda as presented. Mr. Lindemann seconded the motion. Motion carried 5/0.

- i. Expense Vouchers: 1918, 1919, 1920, 1921, 1922
- ii. Payroll Vouchers: 12, 13, 14

III. ACTION ITEMS:

A. Discussion/action on approval of certified hires.

Mr. Lindemann motioned to approve the certified hires as presented. Dr. Gomez seconded the motion. Motion carried 5/0.

• Joel Ramirez	Spanish Teacher (DHS)	*\$31,000.00	M&O
• Bobbi Olivas	English teacher (DHS)	*\$31,000.00	M&O
• Suzette Rojas	CTE Media Arts teacher (DHS)	*\$31,000.00	JTED
• **Mark Lucero	Substitute teacher	\$95.00/day	M&O
• Eliah Beltran	Emergency Substitute teacher	\$85.00/day	M&O
• Alejandra Leon	Emergency Substitute teacher	\$85.00/day	M&O
• Angelica Rios	Homebound teacher (ESS)	\$25.00/hr.	M&O
*Salary will be prorated to reflect number of contractual days left in school year.			**Returning

B. Discussion/action on approval of classified hires.

Mr. Sabal motioned to approve the classified hires as presented. Dr. Gomez seconded the motion. Motion carried 5/0.

- Amber Ramirez ESS Instructional aide (DHS) \$11.41 M&O
- Raudelio Grijalva Custodian (DHS) \$11.25 M&O
- Amy Rojas Instructional aide (Stevenson) \$11.25 M&O & Title I
- Claudia Bryan ESS Instructional aide (Stevenson) \$11.41 M&O
- Fatima Peña Instructional aide (Stevenson) \$11.25 Title I
- Denis Lopez ESS Instructional aide (RBMS) \$11.41 M&O
- Antoinette De La Torre ESS Instructional aide (Faras) \$11.41 M&O
- Ricardo Pedregon Substitute Custodian \$11.25 M&O
- Diego Chavez Custodian (DHS) \$11.25 M&O (Ratification)

C. Discussion/action on approval of certified resignations.

Mr. Ramos motioned to approve the certified resignation as presented. Mr. Lindemann seconded the motion. Motion carried 5/0.

- Michelle Inzunza 21st Century teacher effective 12/14/2018

D. Discussion/action on approval of classified resignations.

Mr. Lindemann motioned to approve the classified resignations as presented. Dr. Gomez seconded the motion. Motion carried 5/0.

- Alexa Marrufo Parent Liaison (Joe Carlson) effective 1/14/19
- Alexa Bojorquez ESS Instructional aide (Joe Carlson) effective 12/21/18
- Armando Figueroa Bus Driver effective 12/13/18
- Dulce Durazo Instructional aide (Joe Carlson) effective 1/18/19
- Mary Louise Vigil Instructional aide (21st CCLC) effective 1/18/19
- Beverly Jackson Child Nutrition Director effective 06/30/19

E. Discussion/action on approval of classified termination.

Dr. Gomez motioned to approve the classified termination as presented. Mr. Lindemann seconded the motion. Motion carried 5/0.

- Frank Cornejo Custodian (DHS) effective 12/17/18

F. Discussion/action on approval of increase of hours for classified employees.

Dr. Gomez motioned to approve the increase of hours for classified employees as presented. Mr. Lindemann seconded the motion.

Mr. Nuñez advised that the reason that there is an increase of hours is because the employees are moving within a similar or same position.

- Jovanka Friend, ESS Instructional Aide, from 5.5 hrs. to 6.5 hrs. (PHMS) \$11.41 M&O
 - Increase in hours, staying in the same role but filling a full-time vacant position.
- Emeri Melendez, Instructional Aide from 5.5 hrs. to 6 hrs. (Stevenson) \$11.25 M&O & Title I
 - Increase in hours, staying in the same role but filling a vacant full-time position.

- Mary Louise Vigil, Alternative to Suspension Monitor (DHS) from 6.5 hrs. to 8 hrs. \$12.25
Instructional Improvement (Indian Gaming)
 - Increase in hours due to increase of student population.
- Eleni Uhrinek, School Security (DHS) from 5.5 hrs. to 8 hrs. \$11.41 M&O (Ratification)
 - Increase in hours due to increase of student population. Was part-time and now full-time.

Mr. Borane asked if the last two recommendations were done by Dr. Overman? Mr. Nuñez replied that they were communicated with Dr. Overman, but originated from their supervisor Mr. Long.

Dr. Gomez asked what does Indian Gaming funding mean? Mr. Soto replied that the fund was typically known as that and it is not M&O.

There being no further questions, motion carried 5/0.

G. Discussion/action on approval of addendums.

Mrs. Samaniego advised that this position is for the Counselor Department Chair. It was tabled during the first semester due to there not being a job description. Mr. Nuñez and the counselors worked on developing a job description, that was Board approved in December 2018, and interviews were done by Dr. Overman. This position will start as of January 2019. The stipend for a department chair, per our salary schedule is \$2,000.00, so we are prorating it for the second semester and the individual will be receiving half of the stipend.

Mr. Borane asked why are there department heads that make more than \$2,000.00. Mrs. Samaniego replied yes, depending on the number of individuals in their department.

Mr. Borane asked who evaluates the counselors? Mrs. Samaniego replied it is Dr. Overman and the DHS Administration team.

Mr. Lindeman motioned to approve addendum as presented. Dr. Gomez seconded the motion. Motion carried 5/0.

- Richard Acosta Counselor's Dept. Chair \$2,000.00 M&O (Prorated for 2nd Semester)

Mr. Borane asked Dr. Overman that once the designated evaluators do the evaluations, do the department heads get to review or view their personnel evaluations? Dr. Overman replied no, it has not been the practice since she has been at DHS for the past 6 years. They do discuss any concerns they have with the department chair and work with them.

H. Discussion/action on approval of volunteers.

Mr. Sabal motioned to approve the volunteer as presented. Dr. Gomez seconded the motion. Motion carried 5/0.

- Felipe McGrew 21st Century Soccer Coach volunteer (PHMS/RBMS)

I. Discussion/action on approval of donations received for DUSD #27.

Mr. Ramos motioned to approve the donations received for DUSD #27 as presented. Mr. Lindemann seconded the motion. Motion carried 5/0.

- *Donation of \$598.43 from STEM-CAN Supporters, Inc. to Clawson Elementary School, Ms. K. Vasquez's Classroom Project.*
- *Donation of \$528.00 from McDonald's Restaurant for McTeacher Night to Sarah Marley Elementary School.*
- *Donation of \$3,000.00 from Just Kids, Inc. (San Pedro Kiwanis Foundation) to Paul Huber Middle School.*
- *Donation from the 2018 Phoenix Suns/APS STEM Mini-Grant to the following schools:*
 - *\$598.43 to Clawson Elementary School, Ms. K. Vasquez's Project.*
 - *\$263.48 to Clawson Elementary School, Ms. A. Daniel's Project.*
 - *\$2,500.00 to Faras Elementary School, Mrs. A. Hughes' Project.*
 - *\$1,452.82 to Joe Carlson Elementary School, Ms. H. Hurtado's Project.*

J. Discussion/action on waiving the requirement of a second classroom observation for the 2018-2019 School Year, for the following teachers (list provided to Board).

Mrs. Samaniego advised that the Administration does the evaluations and per policy, by recommendation of their principal, submit a list for Board approval so that teachers do not have to get a second evaluation. This is based on teachers getting a highly effective or effective score on their first evaluation.

Mr. Lindemann motioned to approve on waiving the requirement of a second classroom observation for the 2018-2019 school year for the teachers as presented. Mr. Sabal seconded the motion.

Mr. Ramos asked if they get a really high score on their evaluation and not doing a second evaluation, what if something happens in between? Mrs. Samaniego replied that principals do constant walkthroughs of instruction. If there are any concerns after the first evaluation, walkthroughs, and collaborations, they will identify where this person may need more ongoing observations and those will take place throughout the year.

There being no further questions, motion carried 5/0.

K. Discussion/action on approval of the First Reading of Policy BEDF, *Voting Method*, to add new wording.

Mrs. Samaniego advised that the changes are in red italics and to ensure that the board members know that if there is a conflict of interest, that would be the time to abstain.

Mr. Borane commented that the wording should include "...any provision that is applicable to state law".

Mr. Sabal motioned to approve the First Reading of Policy BEDF, *Voting Method*, and include the revised wording as presented. Mr. Lindemann seconded the motion. Motion carried 5/0.

L. Discussion/action on approval of the First Reading of Policy GCQF, *Discipline, Suspension, and Dismissal of Professional Staff Members*, to add new wording.

Mr. Borane commented that the reason for this wording is to acknowledge receipt of the document and not the content of the document.

Dr. Gomez motioned approve the First Reading of Policy GCQF, *Discipline, Suspension, and Dismissal of Professional Staff Members*, as presented. Mr. Lindeman seconded the motioned.

Mr. Ramos asked if they will be forced to sign and sign, but how about if they still refuse? Mr. Borane replied that if they refuse, then it is noted by the person who is delivering the document. What staff need to understand is that all they are signing is that they were served with the document and they are receiving it. It is only to acknowledge receipt and not the content of the document.

There being no further questions, motion carried 5/0.

M. Discussion/action on review and approval of 2019 Board meeting schedule and on location(s) for posting notice of regular meetings and agendas.

Dr. Gomez motioned to approve the 2019 Board meeting schedule and location(s) for posting notice of regular meetings agendas as presented. Mr. Sabal seconded the motion. Motion carried 5/0.

Regular Board Meetings are held on **the FIRST TUESDAY** of the month as follows:

January 15, 2019
February 5, 2019
March 5, 2019
April 2, 2019
May 7, 2019
June 4, 2019

July 2, 2019
August 6, 2019
September 3, 2019
October 1, 2019
November 5, 2019
December 3, 2019

Special Meetings will be scheduled on an as-needed basis.

Posting notice of regular meetings and agendas:

- District Website
- Front entrance of District Office

N. Discussion/action for Annual Approval and Authorization under the Board's General Operation Procedures:

- Policy DG, Banking Services, The Board will select one or more banks for the deposit of auxiliary funds and revolving funds.

Mr. Lindemann motioned to approve and continue using Wells Fargo Bank for the deposits of auxiliary and revolving funds as presented. Mr. Sabal seconded the motion.

Mr. Ramos asked Mr. Soto if there are any banking issues? Mr. Soto replied that there are issues here and there. We don't have any other options, as Washington Federal is used for other accounts and it creates a conflict to have all the accounts at one bank. Credit Unions are not recommended by the auditors, so we recommend Wells Fargo.

There being no further questions, motion carried 5/0.

O. Discussion/action as to where or not to:

- Utilize the hearing officer procedure for all dismissal hearings pursuant to A.R.S. §15-541.
- Hold all student expulsion hearings before a hearing officer selected from a list of hearing officers to be approved by the governing board pursuant to A.R.S. §15-843.

Mrs. Samaniego advised that the first bullet pertains to continue using the hearing officer procedure for all dismissal hearings for employees. Such as the one we had in December, where a hearing officer had to be hired. The second bullet pertains to whether or not continue using expulsion hearing procedures we have pursuant to A.R.S. §15-843 for students. The list was approved for SY 2018-2019 in July.

Mr. Ramos motioned to approve to utilize the hearing officer procedure for all dismissal and student expulsion hearings as presented. Mr. Sabal seconded the motion.

Mr. Ramos commented that he has always felt it is better to have a hearing officer do all the hearings but there is a cost to the district.

There being no further questions, motion passed 5/0.

IV. REPORTS/DISCUSSION ITEMS:

Business Office Reports

Mr. Soto addressed the Board and stated that the Board was provided the report for December. The report reflects the budget revision that was approved. We have not used the line of credit for a couple of years.

Mr. Lindemann asked if there is a cap on employee travel. Mr. Soto replied no, there is no cap. Most of the travel is from grants and is required by the grant. It is up to the supervisor and Superintendent to approve the travel.

Enrollment Report

Mr. Nuñez advised there are 4,263 students enrolled at this time.

Request for Future Agenda Items

Mrs. Samaniego advised that she would like to have a Work Study Session to discuss ESS Behavior Issues/Programs. Dr. Gomez advised that he would like to discuss the new ADE grading method at the Work Study Session.

V. ANNOUNCEMENTS:

- Next Regular Board MeetingFebruary 5, 2019
- Martin Luther King Jr. Day, Monday, January 21, 2019: No School & All District Offices Closed (Central Administration, Warehouse/Receiving, and Maintenance Department).

VI. EXECUTIVE SESSION:

The Governing Board may vote into executive session, pursuant to A.R.S. § 38-431.03 (A) (1) for the personnel matters:

- A. Consideration of a 2018-2019 certified teacher to be released from his contract.
- B. Consideration of a 2018-2019 certified teacher to be released from her contract.

No Board action is taken during executive session. Should either employee wish to have the executive session dealing with the matter pertaining to that teacher held in open session, it shall be conducted in open session following the executive session at this point in the agenda.

Mr. Sabal motioned to enter into Executive Session. Mr. Lindemann seconded the motion. Motion carried 5/0. *Meeting moved into Executive Session at 6:41 p.m.*

VII. OPEN SESSION:

Mr. Sabal motioned to resume open session. Mr. Lindemann seconded the motion. Motion carried 5/0. *Return to open session at 7:10 p.m.*

- A. *Discussion/action on the request of release of FY 2018-2019 contract submitted by Mr. James Fitzgerald, certified teacher (DHS).*

Dr. Gomez motioned to accept his resignation, rehireable as a football coach with no liquidated damages. Mr. Lindemann seconded the motion. Motion carried 5/0.

- B. *Discussion/action on the request of release of FY 2018-2019 contract submitted by Ms. Corrine Garcia, certified teacher (RBMS).*

Dr. Gomez motioned to accept her resignation with liquidated damages of \$800.00 and non-rehireable. Mr. Ramos seconded the motion. Motion carried 5/0.

VIII. ADJOURNMENT

There being no further business, Mr. Ramos motioned to adjourn the meeting. Mr. Lindemann seconded the motion. Motion carried 5/0. Meeting was adjourned at 7:12 p.m.

Minutes prepared by Alma Valenzuela, Superintendent’s Secretary.

The Board at their meeting on February 5, 2019, approved these minutes.

Details regarding presentations and discussion are available on the audio and video recordings posted on the Governing Board page on the DUSD website at douglasusd27.schoolinsites.com (For exact statements made during the board meeting, you may request a copy of the audio).