

CASA GRANDE ELEMENTARY SCHOOLS

220 West Kortsen Road
Casa Grande, Arizona

The Governing Board of the Casa Grande Elementary School District No. 4 met Tuesday, April 10, 2018, at 6:00 p.m., in the Governing Board Room, Elementary Administration Building, 220 West Kortsen Road, Casa Grande, Arizona.

1.01 **Call to Order:**

Mrs. Jackson called the meeting to order at 6:00 p.m.

1.02 **Roll Call:**

Present:

Barbara Davis
Rachel Hernandez
David Snider
Dolores Underwood
Judee Jackson, President

JoEtta Gonzales, Ed.D., Superintendent
Tom Wohleber, Chief Financial Officer
Barbara Wright, Director
Brenda Tijerina, Director
Jennifer McClintic
Bryan Harris, Director
Andrea Munoz, Director
Lisa Bradshaw, Director
Cecilia Montijo, Secretary

Also Present:

Press: Heather Smathers
Casa Grande Dispatch

See Exhibit 1

Julie Holdsworth, Principal
Joanne Kramer, Principal

Robert Quinones, Principal
Kendra Tate, Principal

1.03 Mr. Snider led the Pledge of Allegiance.

1.04 A moment of silence was observed.

2.01 **Acceptance and Adoption of Agenda:**

Ms. Underwood moved that:

"The agenda be accepted and adopted, as presented."

Ms. Hernandez seconded the motion. The motion passed unanimously by voice vote.

- 3.01 The President called for objections from Board members, staff, and the public regarding consent agenda items.

A request was received to remove item 6.09 - Authorization for Recycling of Surplus Textbooks and Related Learning Materials, be removed from the consent agenda.

Mrs. Davis moved that:

"The agenda items marked with an asterisk, with the exception of item 6.09, be approved and/or ratified."

Ms. Hernandez seconded the motion. The motion passed unanimously by roll call vote.

- *4.01 The minutes of the March 13, 2018 regular meeting were approved by the Governing Board.

5.01 Dr. Gonzales recognized the Casa Grande Rotary Club students of the month for April, as follows: Iris Alvarez, 8th grade, Cactus; Jose Rodriguez-Nava, 8th grade, Casa Grande Middle School; and Sean Price, 8th grade, Villago. Mr. Snider assisted in presenting certificates to the students.

5.02 Norm Sam from the Sunrise Optimist Club recognized the following fifth grade students from Palo Verde Elementary School as the Sunrise Optimist Club Students of the Month for April: Brandon Palomares and Adrian Chavez.

6.01 A resolution authorizing the issuance and sale of school improvement bonds had been included in the Board's information.

The resolution provides for the issuance of the second phase of borrowing, currently scheduled for August 2018, and would generate approximately \$8 million in available proceeds to address school safety and security needs, bus replacement, capital maintenance and technology projects.

Mr. Snider moved to:

"Adopt the resolution authorizing the issuance and sale of school improvement bonds of the District and adopting certain issuance and post-issuance tax compliance procedures."

Ms. Underwood seconded the motion. The motion passed unanimously by voice vote.

- 6.02 A resolution calling for a special Maintenance & Operations (M&O) budget override election on November 6, 2018 was provided to Board members prior to the meeting.

The Governing Board first called for a special election in May of 2000, that sought voter approval of a 10% override of the District's M&O budget, in order to implement a compensation plan intended to enhance the District's ability to attract and retain qualified staff, to provide continued funding for the District's group performance pay program, and to maintain class sizes at current levels.

Every five years, if its continuation is not approved by voters, the override funds must be cut from the budget over a three-year period. The override's continuation was last approved in 2013. If not approved again by voters in November, 2018, the first cuts would take place during the 2019-20 school year.

The Governing Board may call for the election, and may adopt a statement to be included in the informational pamphlet that would be mailed to voters prior to the election. If Board members adopt the resolution calling for the election, they would be asked to consider such a statement at the May or June Board meeting.

The administration recommended approval of the resolution and a certificate affirming that the meeting is held in compliance with law.

Ms. Hernandez moved to:

“Adopt the resolution ordering and calling a special budget override election to be held in and for the District and declaring the deadline for submitting arguments "For" and "Against" the election to the Pinal County School Superintendent.”

Ms. Underwood seconded the motion. The motion passed unanimously by voice vote.

- 6.03 Mike Horn from McCarthy Construction provided a presentation and update on the Saguaro Elementary and Casa Grande Middle School building project.

The project is scheduled for completion by the end of May or early June, at which time, demolition of the old buildings at Saguaro School would begin. The entire project should be completed by October 15.

- 6.04 Mr. Wohlleber provided an update regarding development of the 2018-19 budget with a focus on budget decision items currently under consideration.

The budget development process is heavily dependent on the state legislature and the budget models will be updated accordingly. The district plans to use an enrollment reduction of 70 students in the projected budget that will be presented

to Board members in May, which amounts to a reduction of \$300,000.

Dr. Gonzales stated that declining enrollment hurts the budget tremendously, and efforts are being made to find the funds to provide pay increases to staff.

Mr. Wohlleber stated that he has been working on budget projections using a 1.77% increase in base level funding, and should have a projected budget within the next 30 days.

Other District expenditures in addition to salaries are utilities, workers' compensation and other insurance, new software purchases, and ongoing support and maintenance, as well as a one-time cost of holding the M&O override. The projected budget will also include allowance for the Proposition 206 minimum wage legislation, as well as an increase in the Arizona State Retirement System contribution from 11.5% to 11.8%.

- 6.05 A Proclamation Supporting Educators demonstrating the Governing Board's support for teachers had been provided to Board members prior to the meeting.

Mrs. Jackson read the proclamation into the record which reads as follows:

"Whereas the Casa Grande Elementary School District Governing Board recognizes the importance of educators in helping students accomplish amazing things, and in strengthening the economic vitality of our community; and

"Whereas the Casa Grande Elementary School District Governing Board recognizes the hard work our educators put in to meeting the demanding needs of a changing society, often sacrificing their health, safety, and well-being for our students; and

"Whereas the Casa Grande Elementary School District Governing Board acknowledges that educators have chosen this profession because of the passion they feel about serving children, yet the stagnant wages and lack of basic school resources have made continuing in their positions incredibly difficult; and

"Whereas the Casa Grande Elementary School District Governing Board is witness to the consequences of chronic underfunding for schools in Arizona and admonishes the negative impact to teachers, staff, students, families, our community and our state; and

"Whereas the Casa Grande Elementary School District Governing Board has supported and worked for solutions to fund basic educational needs, yet the Arizona Legislature continues to enact tax cuts that run counter to our efforts; and

"Whereas the Casa Grande Elementary School District Governing Board recognizes that the funding for schools in Arizona is a billion dollars below what it was in 2008; and

"Whereas the Casa Grande Elementary School District Governing Board advocates for increases to educators' pay because we believe investments in our schools will positively impact our communities and everyone's quality of life; and

"Whereas the Casa Grande Elementary School District Governing Board supports our educators as they advocate for a plan that addresses the full restoration of funding and increased pay over the long term.

"Be it resolved that the Casa Grande Elementary School District Governing Board stands with our educators in urging the Arizona State Legislature to work persistently in the development of a plan that demonstrates the respect and compensation for teachers and support professionals deserving of highly skilled and regarded professionals.

- *6.06 A copy of an intergovernmental agreement (IGA) providing for services by the Pinal County Recorder and Elections Department was included in the Board's information. The IGA authorizes the Elections Department and Pinal County Recorder's Office to provide election and voter registration services for the District's M & O Override Election in November 2018. Board members approved the intergovernmental agreement, as presented.
- *6.07 A copy of a Project Funding Report reflecting approved School Facilities Board building renewal projects and those under consideration for the current fiscal year, as well as SFB building renewal projects approved over the past two years was included in the Board's information.
- *6.08 A copy of a revised lease agreement with the Casa Grande Alliance (CGA) was included in the Board's information. The CGA plans to relocate their leased office space in the former Casa Grande Elementary School District Office on Pinal Avenue to the current Casa Grande Middle School Office. Due to a loss in grant funding that the CGA currently utilizes for facility rent, the District is providing a lease payment credit in recognition of in-kind programs and services being provided to the District. Board members approved the revised lease agreement with Casa Grande Alliance, as presented.
- 6.09 A memorandum from Mr. Wohlleber with regard to recycling of surplus textbooks and related learning materials through ASDD Document Destruction was included in the Board's information

Dr. Gonzales stated that the District's surplus textbooks and related materials have little to no value and could be sold as surplus property. However, the issue

with regard to library materials needs further consideration and discussion.

She reported that she had recently learned that there was a plan in place to dispose of some of the District's library materials, and therefore, visited some school libraries. She agrees that some library materials need to be disposed of due to the fact that they are not salvageable, however, many of the library materials could be beneficial if they were placed in the hands and homes of students and families and/or local non-profit organizations. She added that the old textbooks and some library materials could be sent to ASDD Document Destruction, however, provisions need to be made to address the condition and quality of the library materials.

Dr. Gonzales suggested that parents, students, and non-profit organizations be allowed an opportunity to take some of the library books prior to their destruction, and any remaining books could possibly be recycled.

Lisa Morris-Wilkey, a Casa Grande resident, former District employee, and librarian at Casa Grande Union High School addressed the Board members and administration regarding the "weeding" process for library books. In addition, she advocated for certified school librarians at each school and provided some statistics with regard to student academic success and performance when they are provided opportunities to use public libraries. She added that a school library program plays an important role in helping students get an overall concept of the information-seeking process, and achieve more academically when teachers and librarians deliver instruction collaboratively.

Mr. Snider asked that the Board and administration consider the possibility of tabling the agenda item while procedures are established for handling library materials. He and Mrs. Morris-Wilkey offered their assistance with the weeding process, and he added that he is aware of retired school librarians that may also offer their assistance.

Mr. Snider moved that:

"Item 6.09 - Authorization for Recycling of Surplus Textbooks and Related Learning Materials, be tabled until the next regular Board meeting."

Ms. Underwood seconded the motion. The motion passed unanimously by voice vote.

- *6.10 A memorandum from Mr. Wohlleber regarding the award of a contract for third party administration services was provided to Board members prior to the meeting. Board members approved the award of a contract for third party administration services for the self-funded medical and vision programs, flexible spending account, and COBRA administration to Summit Administrators, based on their proposed monthly fee of \$15.95 per employee per month for the 2018-19

school year, contingent on Employee Benefit Trust approval.

- *6.11 A memorandum from Mr. Wohlleber regarding the award of a contract for a fully insured short-term disability plan was included in the Board's information. Board members approved the award of a contract for a fully insured short-term disability plan to UNUM, Inc., based on their proposed rate of \$0.095 per \$100 of covered payroll for the 2018-2019 school year.
- *6.12 A memorandum from Mr. Wohlleber regarding the award of a contract for a wide area network was included in the Board's information. Board members approved the award of a contract for a fully managed "lit" service wide area network to CenturyLink Communications, LLC in the amount not to exceed \$208,800, plus applicable tax and fees for the 2018-19 school year.

7. **Instructional Programs:**

- *7.01 Information regarding the adoption of a middle school Social Studies program was included in the Board's information.

The administration recommended the adoption of the Pearson My World Interactive curriculum and technology supports as the District's middle school Social Studies program. The purchase of the materials includes physical copies of materials and 540 student devices at a cost of \$425,121.01.

In accordance with Governing Board Policy IJJ, Textbook/Supplementary Material Selection and Adoption, the textbooks and supplements have been on display at the District office and in each elementary school for sixty days. No parent or community feedback was received.

Board members approved the adoption of the Pearson My World Interactive curriculum as the Social Studies program, at a cost of \$425,121.01.

- *8.01 The following certified personnel actions were ratified by the Governing Board:

Reemployment of Administrative Personnel for fiscal year 2018-19: Darla Johnson, Director of Transportation; Roger Lyle, Director of Facilities; Cynthia Robinette, Business Services; Brenda Tijerina, Director of Talent Acquisition and Employee Services, Tom Wohlleber, Chief Financial Officer; and Dennis York, Director of Purchasing and Warehouse Services.

Employment of Director of Nutrition Services: Alysia Morton, effective July 1, 2018.

Employment of Assistant Principal for 2018-19: Stephanie Sander, Villago Middle School.

Reemployment of Assistant Principals/Dean of Students for 2018-19: Bucky Bates, Casa Grande Middle School; Dawn Huffman, Cactus Middle School; Donald Nusbaum, Villago Middle School.

Superintendent's Acceptance of Certified Personnel Resignations: Michele Bocchinfuso, Fifth Grade, McCartney Ranch, Effective May 25, 2018; Danielle Brown, Special Education, McCartney Ranch, Effective May 25, 2018; Mary Hampton, Teacher, Villago, Effective May 25, 2018; Vikki Kortsen, Kindergarten, McCartney Ranch, Effective May 25, 2018; Emily Moza, Third Grade, McCartney Ranch, Effective May 25, 2018; Shae Reimann, Second Grade, Cottonwood, Effective May 25, 2018; Tawnya Shultz, Second Grade, Evergreen, Effective May 25, 2018; Michael Spooner, Dean of Students, Cactus, Effective June 7, 2018.

Request for Leave of Absence During School Year 2018-19: Deanna Smith, Math Content Recovery Coach, Ironwood/Saguaro.

Authorization to Employ Additional Speech Language Pathologist: Due to increased enrollment of children in center based programs, private day school programs, and those with speech needs at the Early Childhood Learning Center, an additional Speech Language Pathologist (SLP) will be employed. The individual would support the ECLC part-time and the other schools as needed. The cost of the additional SLP would be approximately \$70,000.

Psychologist Salary Schedule, 2018-19: An increase was approved in the minimum and maximum placements in both columns of the psychologist salary schedule in an effort to retain current staff and to be more competitive.

Authorization to Seek School Psychologist to Replace Teacher-on-Assignment to Psychologists: It was determined an additional school psychologist will be sought to replace the teacher-on-assignment to the psychologist. If the administration is not able to secure a certified psychologist, efforts will be made to seek a teacher-on-assignment to the psychologist.

Authorization to Replace Middle School Academic Coaches at Casa Grande Middle School and Cactus Middle School with Middle School Literacy/Social Studies and Mathematics/Science Coaches: Casa Grande Middle School and Cactus will share Mathematics/Science and English Language Arts/Social Studies content coaches on a week-by-week basis similar to the implementation of content coaches at the elementary schools. The two positions will be paid through the District's federal Title I budget.

Authorization to Replace Title I Reading/Mathematics Interventionist Position with Title I Site-Based Interventionist at Mesquite Elementary: The new position will address both academics and behavior.

Elimination of Grant Funded Certified Positions for 2018-19:

- 1) The Title I allocation at Casa Grande Middle School will not support the continuation of a Behavior Intervention Specialist. The individual who served in that capacity will be reassigned to a Social Studies teaching position.
- 2) At Cottonwood School, the reading interventionist position using Move On with Reading (MOWR) and Title I funds will be eliminated, and the subject funding will be used for different purposes.
- 3) The Title I English Language Arts Interventionist position at Villago was not staffed during the current school year due to the shortage of classroom teachers; therefore, the position will be eliminated.

*8.02 The following classified personnel actions were ratified by the Governing Board:

Nurse Salary Schedule, 2018-19: Due to the District's inability to attract nurses, a new salary schedule similar to the two-column salary schedule for school psychologists was created. Two current contracted nurses will be employed as District employees, and in order to become more competitive and to ensure that existing nurses remain with the District, the new salary schedule was approved.

Contracted Nurse Employment Condition: The employment of one of two contracted nurses is subject to payment of a buyout clause from the vendor, EDU Healthcare. The negotiated sum of \$10,000 must be paid to EDU Healthcare in order for the nurse to be released from her contract. The administration recommended the payment of the negotiated sum with a service commitment. If the nurse leaves CGESD employment during 2018-19, she would be required to reimburse the District \$10,000, and if she were to leave during the second year (2019-20), she would be assessed \$5,000.

Extension of Leave of Absence/Notice of Retirement: Emilia Haro, Office Specialist, Palo Verde, effective through May 25, 2018.

Authorization to Employ Additional Educational Assistants, 2018-19: In the fall, two educational assistant positions were added at Palo Verde to assist first grade teachers. Based on the current kindergarten enrollment, the two educational assistants will be needed next year in first grade. If student enrollment decreases below 28 in one or both of the classrooms, the educational assistants would be reassigned based on District needs.

A fifth grade teacher will be reallocated from McCartney Ranch to Ironwood based on the anticipated enrollment for next year. An additional educational assistant will be employed to assist with the fifth grade classes. If the actual enrollment is not as anticipated in all of the fifth grade classrooms within the first

four weeks of school, the educational assistant would be reassigned based on District needs.

Authorization to Increase Hours Worked by Assistant Managers in Central Kitchens for 2018-19: The hours for the two assistant managers at the central kitchens will be increased from 6.5 hours per day to 8.0 hours per day, in order to assist the Central Kitchen managers with increased duties. The estimated cost is approximately \$43 per day or approximately \$7,700 annually, which would be paid from the Nutrition Services budget.

Request for Leave of Absence: Veronica Castillo, Educational Assistant, Ironwood, Effective August 1, 2018 through January 4, 2019.

Request to Change Date of Retirement/Request for Benefits: Stella Gates, Field Supervisor, Food Services, Effective June 30, 2020.

Superintendent's Acceptance of Classified Personnel Resignations: Laci Batman, Food Service Cashier, Villago, Effective April 18, 2018; Guillermina Benitez, Educational Assistant, ECLC, Effective May 25, 2018; Colleen Bonds, Title I Content Recovery Specialist, Villago, Effective May 25, 2018; Adam Burruel, Mechanic, Transportation, Effective April 6, 2018; Suzette DeLeon-Bernales, Speech-Language Pathology Assistant, District, Effective May 25, 2018; Donna John, Secretary, District Office, Effective March 29, 2018; Tia Joyner, Educational Assistant, ECLC, Effective March 26, 2018; Alejandra Pena-Tuleja, Educational Assistant, ECLC, Effective March 23, 2018; Katrina Russell, Special Education Specialist, Mesquite, Effective March 22, 2018; Katherine Topel, Van Driver, Transportation, Effective April 27, 2018.

Classified Personnel Employment: Samantha Acuna, Educational Assistant/Crossing Guard/Noon Aide, McCartney Ranch; Terry Damm, Bus Driver Trainee, Transportation; Gregory Huffman, Student Specialist-Alternative to Suspension, District; Ateliano Tuiteleleapaga, Bus Driver Trainee, Transportation; Vickie Vaughn, Bus Driver Trainee.

9. Pupil Personnel:

9.01 No items this meeting.

10. Buildings and Grounds:

10.01 No items this meeting.

11.01 Reports:

*11.01 The student activities report for March, 2018 had been provided to Board members prior to the meeting.

- *11.02 The financial report for March, 2018 had been provided to the Board prior to the meeting.
- *11.03 The April breakfast/lunch menu had been provided to the Board prior to the meeting.
- *11.04 The vehicle status report for February 16 to March 15, 2018 had been provided in the Board's information.
- *11.05 The vehicle maintenance report for February 16 to March 15, 2018 had been provided in the Board's information.
- *11.06 The weekly attendance reports for March 14, March 28, and April 4, 2018 had been provided to Board members prior to the meeting.
- *12.01 The vouchers presented at the meeting, listed in Exhibit 2, were approved by the Governing Board.

13.01 The next regular meeting will be held on Tuesday, May 8, 2018, at 6:00 p.m.

Dr. Gonzales apprised Board members of the following other dates:

- May 1, 4:30 p.m., Employee Recognition Reception, Governing Board Room
- May 2, 4:00 - 5:30 p.m., Every Scholar Has a Teacher, CGMS Auditorium
- June 12, 6:00 p.m., June Board meeting
- June 26, 5:00 p.m., Budget Hearing

14.01 Call for Audience Questions Pertaining to Agenda Items and Items of Interest

15.01 Mrs. Jackson adjourned the meeting at 7:18 p.m.

Respectfully submitted,

Date Approved: _____

President