

# 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, December 19, 2017, 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 Wohlleber, Chief Financial Officer  
Barbara Wright, Director  
Jennifer McClintic, Director  
Brenda Tijerina, Director  
Andrea Munoz, Director  
Cecilia Montijo, Secretary

Also Present:

Press: Heather Smathers  
Casa Grande Dispatch

See Exhibit 1

Joanne Kramer, Principal  
Scott Raymond, Principal  
Kendra Tate, Principal

1.03 Mrs. Jackson led the Pledge of Allegiance.

1.04 A moment of silence was observed.

## 2.01 **Agenda Adoption:**

Mr. Snider moved that:

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

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

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

Ms. Underwood moved that:

"The agenda items marked with an asterisk be approved and/or ratified."

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

- \*4.01 The minutes of the November 20, 2017 regular meeting were approved by the Governing Board.

**5. Audience with Groups or Individuals:**

- 5.01 Dr. Gonzales recognized the Casa Grande Rotary Club students of the month for December, as follows: Juliette Graves, 8th grade, Cactus; Courtney Morrison, 8th grade, Casa Grande Middle School; Aiden Lopez, 8th grade, Villago. Mrs. Jackson assisted in presenting certificates to the students.

- 5.02 Norm Sam from the Sunrise Optimist Club recognized the following fifth grade students from Evergreen School as students of the month for December: Julio Diaz and Alize Cera.

- 5.03 Vanesa Sherman and Robotics Class students from Cactus Middle School reported on a field trip to the Hoover Dam that Mock Trial, Robotics, and Science Olympiad students took on November 18.

- 5.04 Dr. Gonzales recognized Cholla School teacher, Kristen Norris, who was recently selected as the best teacher in Casa Grande in a contest sponsored by the *Casa Grande Dispatch*. Mrs. Norris was selected by readers and was featured in the December 8 issue of the newspaper.

- 6.01 The Superintendent recommended the Board accept the following donations:

The employees at the Casa Grande Justice Court donated 26 new jackets for students. The jackets were sent to students at Palo Verde and Saguaro Schools.

Stephen Comito donated \$250 to the Food Services Department to be used to pay fines students have accumulated. An anonymous parent donated \$100 to Cactus Middle School to pay fines for students.

Erica Herman received a \$1,541.56 grant from the Casa Grande Arts & Humanities Commission for her project entitled, "The Science of Outdoor Painting."

The members of Delta Kappa Gamma donated boys and girls underwear and socks that were given to the Migrant Liaison to be distributed to students as needed.

Kyrie and Christopher Lopez, students at Mesquite, donated 13 backpacks to the school.

Jessica Stilwell, received a \$5,000 grant from the 2017 Fiesta Bowl Charities Wishes for Teachers organization. The funds will be used to purchase laptops for her classroom.

McCartney Ranch School received numerous items, gift cards, and services from various businesses and individuals for the Fall Festival.

Mrs. Davis moved that:

“The donations be accepted, as read.”

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

6.02 Dr. Gonzales reported on the annual Music at the Mall event held on November 4 at the Promenade Mall. She commended the music and band teachers for their efforts, and thanked the students, staff, parents, principals, and Governing Board members for their support.

6.03 Dr. Gonzales reported that, in previous years, Board meetings occurred on the second Tuesday of each month. Recently, the board meetings were moved to the third Tuesday of the month, however, several meetings had to be rescheduled for a variety of reasons, including budgetary and reporting deadlines established by the Arizona Department of Education. Dr. Gonzales added that changing the dates for the meetings can tend to cause confusion for community members and felt that the District needed transparency and consistency.

Discussion was held with regard to moving the meetings to an alternate day during the first or second week of the month, and the possibility of moving them back to the second Tuesday of the month.

Dr. Gonzales stated Board members will be asked to make a decision at the January meeting and asked Board members to consider their schedules and any conflicts and factors mentioned, such as church activities many parents and students have on Wednesdays.

\*6.04 A copy of the Performance-Based Compensation Plan had been included in the Board's information.

A.R.S. §15-977 addresses the Performance Pay available to teachers through Proposition 301. The statute provides guidance regarding the elements that may be

included in the system. The District's performance-based compensation continues to be in compliance with statute. Board members approved adoption of the Performance Pay Plan for Proposition 301 Funds.

- \*6.05 In February of 2016, the Governing Board approved a contract to adopt PowerSchool as the district's student information system. At that time, the online enrollment option was considered and it was decided to review this component again once the initial implementation was complete. Board members authorized the addition of PowerSchool Registration Module and School Locator add-on features, as proposed.
- \*6.06 A memorandum from Mr. Wohlleber regarding the purchase of a refrigerated delivery truck was included in the Board's information. RWC Group was the lowest responsive and responsible bidder. Board members approved the award of Invitation for Bid #273-1317 to RWC Group in the amount not to exceed \$110,092.75 for a refrigerated truck, as proposed.
- \*6.07 A memorandum from Mr. Wohlleber with regard to the approval of a sole source vendor for 2017-18 was provided to Board members prior to the meeting. School-Link Technologies, the provider of the WebSMARTT point of sale management system was acquired by Heartland School Solutions. Board members approved Heartland School Solutions as a sole source for their proprietary WebSMARTT point of sale management system used by Food Services.
- \*6.08 Revised Policy EEAEA - Bus Driver Requirements, Training, and Responsibilities, was presented for adoption. House Bill 2247 modified the requirements for school bus drivers who must submit an Identity Verified Fingerprint Clearance Card. A certified bus driver must obtain a valid fingerprint clearance card by December 31, 2018, and must submit it in order to maintain certification. Board members approved revision of Policy EEAEA, as proposed.
- \*6.09 Revised Policy GCQF - Discipline, Suspension, and Dismissal of Professional Staff Members, was included in the Board's information. Senate Bill 1206 addresses teachers' working conditions when working under a state issued short-term certification. A teacher working under short-term certification may be dismissed effective ten days after delivery of the notice of dismissal. Language in the policy has been adjusted accordingly. Board members approved revision of Policy GCQF, as proposed.
- \*6.10 Revised Policy GDFA - Support Staff Qualifications and Requirements, was presented for adoption. The fingerprint requirement for school bus drivers was modified, and as a result, Policy GDFA must also be updated, as bus drivers are considered support staff. Board members approved revision of Policy GDFA, as proposed.

- \*6.11 Revised Policy IJNDB - Use of Technology Resources in Instruction, was included in the Board's information. The Electronic Information Services User Agreement requires a parent or guardian to give permission for a student to use electronic information services. The passage of SB 1314 added language relating to the Student Accountability Information System, and the policy was revised to reflect the change. Board members approved revision of Policy IJNDB, as proposed.
- \*6.12 Revised Policy JFAA - Admission of Resident Students, was presented for adoption. Under current law, district and charter schools are required to admit students between the ages of six and twenty-one who are Arizona residents and reside in the district. The change allows military families to begin the enrollment process prior to physical arrival in the state and expands the definition of resident students to include those whose parent is transferred or is pending transfer to a military installation within this state. Board members approved revision of Policy JFAA, as proposed.
- \*6.13 Revised Policy JL - Student Wellness, was presented for adoption. HB 2134 adds new and similar statutes which briefly discuss the use of sunscreen in schools, child care facilities, child care group homes, and a children's camp, respectively. A pupil who attends a public school in the state may possess and use a topical sunscreen product while on school property or at a school-sponsored event without a note or prescription from a licensed health care professional. Board members approved revision of Policy JL, as proposed.
- \*6.14 Revised Policy KB - Parental Involvement in Education, was presented for adoption. HB 2108 eliminates the provision in statute which requires the right of a parent to participate in a parental satisfaction survey. Although no longer required by statute, the District will continue with the administration of a parent satisfaction survey on a yearly basis. Board members approved revision of Policy KB, as proposed.

**7. Instructional Programs:**

No items this meeting.

**8. Personnel:**

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

Addendum to Assistant Superintendent's Contract: Board members approved an addendum to the Assistant Superintendent's contract reflecting a vehicle allowance. The contract will reflect a \$6,000 vehicle allowance similar to the one provided for the Chief Financial Officer and Superintendent.

Supplemental Agreement to Certified Contract: Effective December 5 through December 22, Janelle Degn was reassigned from her 5.25 hour per day Title I Reading Interventionist position to fill a third grade teaching position at Cottonwood

School. Her 2017-18 contract was suspended and a replacement supplemental agreement was issued to compensate her on a full-time schedule for the 14-day period.

Request for Release from Certified Personnel Contract: Randell Davis, Math, Cactus, Effective December 14, 2017. Mr. Davis was released from his contract and the payment of liquidated damages was waived.

Superintendent's Acceptance of Certified Personnel Resignations: Teresa Crees, Kindergarten, Mesquite, Effective May 25, 2018.

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

Classified Staff Professional Development: Debra Morgan, Educational Specialist, McCartney Ranch.

Reclassification of Support Staff to Apprentice Teacher: Mikenna Hillman, a Special Education Specialist at Evergreen was reclassified to an apprentice teacher effective January 8, 2018, in conjunction with the District's "Grow Your Own" program. A new contract was issued to Ms. Hillman.

Classified Personnel Employment: Jasmine Granderson, Educational Assistant/Crossing Guard/Noon Assistant, Cactus; Delia Haddox, Bus Driver Trainee, Transportation; Ana Meraz, Food Service Worker, Saguario.

Superintendent's Acceptance of Classified Personnel Resignations: Ramiro De la Cruz, Jr., Transportation Assistant, Effective December 31, 2017; Trina Lee, Health Technician, Mesquite, Effective December 15, 2017; Emilio Lujan, Mechanic, Effective December 31, 2017; Randall Pepper, Lead Mechanic, Transportation, Effective January 1, 2018; Mary Ann Snurpus, Payroll Supervisor, District, Effective December 8, 2017.

Substitute Personnel Employment: Donald Barrett, Bus Driver Trainee; Donna Ratliff, Bus Driver Trainee.

Reclassification of Classified Personnel: Amanda Alcantar, Noon Assistant, Mesquite; Charlene Cavitt, Educational Specialist, Desert Willow; Ofelia Cook, Special Education Specialist, McCartney Ranch; Winnona Montana, Bus Driver, Transportation.

## 9. **Pupil Personnel**

No items this meeting.

10. **Buildings and Grounds:**

No items this meeting.

11. **Reports:**

11.01 The student activities report for November, 2017, had been provided to the Board prior to the meeting.

\*11.02 The financial report for November, 2017 had been provided to the Board prior to the meeting.

\*11.03 The lunch menu for students had been provided to the Board prior to the meeting.

\*11.04 The vehicle status report for October 16 to November 15, 2017 had been provided in the Board's information.

\*11.05 The vehicle maintenance report for October 16 to November 15, 2017 had been provided in the Board's information.

\*11.06 The weekly attendance reports for November 22, November 29, December 6 and December 13, 2017 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, January 9, 2018, at 6:00 p.m.

13.02 A special session was scheduled on January 23 at 6:00 p.m. to discuss use of bond funds, lease to purchase options, the budget process for 2018-19, and strategic planning process.

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

15.01 Mrs. Jackson adjourned the meeting at 6:56 p.m.

Respectfully submitted,

Date Approved: \_\_\_\_\_

\_\_\_\_\_  
President