

# 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, February 13, 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  
Judee Jackson, President

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

Absent:

Dolores Underwood

Also Present:

Press: Heather Smathers  
Casa Grande Dispatch

See Exhibit 1

Jeff Lavender, Principal  
Jennifer Murrieta, Principal  
Robert Quinones, Principal

Robin Rosales, Principal  
Kay Steward, Principal  
Kendra Tate, Principal

1.03 Ms. Hernandez led the Pledge of Allegiance.

1.04 A moment of silence was observed.

## 2.01 **Acceptance and Adoption of Agenda:**

Ms. Hernandez moved that:

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

Mrs. Davis 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.

Mrs. Davis 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 January 9, 2018 regular meeting were approved by the Governing Board.

- \*4.02 The minutes of the January 23, 2018 special meeting (study session) were approved by the Governing Board.

- \*4.03 The minutes of the January 23, 2018 executive session were approved by the Governing Board.

- 5.01 Dr. Gonzales recognized the February Casa Grande Rotary Club students of the month, as follows: Miles Clermont, 8th grade, Cactus; Anissa Estrada, 8th grade, Casa Grande Middle School; and Jade Giuffre, 8th grade, Villago. Ms. Hernandez assisted in presenting certificates to the students.

- 5.02 Norm Sam from the Sunrise Optimist Club recognized the following fifth grade students from Ironwood School as the Students of the Month for January: Alexander Ortega and Peyton Salazar.

He also recognized fifth grade students from McCartney Ranch School as the Students of the Month for February: Kyrsten Mitchell and Blake DeCarlo.

- 5.03 The winners of the 2017-18 District Spelling Bee and their parents were invited to the meeting. Dr. Gonzales recognized the following: 1st Place - Ali Johnson, 4th Grade, Desert Willow; 2nd Place - Betzaida Molina, 8th Grade, Villago Middle School; 3rd Place - Jenifer Rodriguez, 7th grade, Cactus Middle School. The students participated in the Pinal County Spelling Bee on February 16, 2018.

Dr. Gonzales recognized and expressed appreciation to the Kiwanis Club of Casa Grande, who provided the trophies and lunch for the students; and to John Davis, the announcer, as well as the following judges: Paul Beatty, Linda Lewandowski, and Keith Miller.

5.04 Board President Judee Jackson provided information regarding the Achieve Pinal Initiative, which was established to connect the efforts of Achieve60AZ, the state organization, with Pinal County. Achieve Pinal was established in May, 2017, and consists of community business leaders, education, government, and the non-profit community.

A goal of the statewide initiative is that 60% of Arizona adults between the age of 25 and 64 be equipped with a professional certificate or college degree by 2030. Currently, Arizona is at 43% and Pinal County is at 29%. Achieve Pinal members plan to work with school districts, government agencies, and chambers of commerce to develop the resources to achieve that goal.

Mrs. Jackson explained that the Arizona progress meter is a non-partisan source of information regarding key education metrics in the state. Its purpose is to unite people around a shared vision to provide quality early learning for children, to ensure that Arizona third graders are proficient or highly proficient readers, and to improve eighth grade math scores.

Mrs. Murrieta spoke about the strong student participation in the summer career camps that have been held for the past few years. The career camps include a Law Enforcement and Fire Camp, Pharmacy Camp, Agriculture Camp, Health Care Camp, Entertainment Camp, and a Veterinary Camp. Many local businesses and individuals are involved in the career camps and provide support or donations.

Mrs. Jackson stated that Achieve Pinal plans to focus on helping seventh grade students with career exploration opportunities, and meetings will be held with all Pinal County superintendents to ask for assistance in reaching seventh graders. Committee members met with city personnel and chambers of commerce from nine cities in Pinal County to ask for assistance in working with schools.

She requested assistance from fellow Board Members and District staff in reaching seventh grade students and their families. In addition, she asked that the District integrate career exploration activities into the classrooms, and that the District partner with city government, business leaders, and chambers and invite them into the schools.

6.01 The Superintendent recommended the Board accept the following donations:

The Kiwanis Club of Casa Grande donated \$100 towards the District's spelling bee.

The Alpha Delta Kappa Iota Chapter donated \$50 towards the District's math fair.

Lisa Bradshaw attended an FETC Conference in January and won a Sim32 Chromebook Cart valued at approximately \$900 as a door prize. Lisa plans to place the cart at Desert Willow once it arrives.

An Evergreen parent, Roxanne Munoz, donated a high chair and a gait trainer for students in the MSI classroom.

At Saguaro School, St. Peters Episcopal Church donated markers, hygiene items, and shoes for students valued at \$180, as well as \$50 to purchase beads for manipulatives.

Mrs. Davis moved that:

“The donations be accepted, as read.”

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

- 6.02 A budget development update from Mr. Wohlleber was included in the Board’s information.

Mr. Wohlleber reviewed the budget development process. He plans to meet with all principals to discuss existing staffing and projected enrollment for next year.

In addition, budget goals and priorities will be identified and resources and support will be provided to principals, staff, and parents. A structured informative process will be developed for the leadership team that will include recommended additions, reductions, and any changes in service levels.

He reviewed potential scenarios based on student enrollment and how it would impact the budget. No change in student enrollment would create \$360,000 in additional budget capacity; a decrease of 50 students would create \$140,000 in additional budget capacity; and a 90-student decrease would cause a slight decrease in budget capacity. A decrease in budget capacity would require the District to generate budget capacity from other areas.

Budget discussions will include identifying priorities and focus areas with regard to employment and retention, recruitment, the impacts of Proposition 206, and updating the technology plan/digital strategy. Discussions will continue through April and final decisions will be made in May, with the proposed budget being presented to the Board for adoption in June.

- \*6.03 A shared agreement between Expect More Arizona and the Casa Grande Elementary School District had been provided to Board members prior to the meeting. The agreement secures formal commitments to support the shared vision of for an excellent education for every child as measured by the Arizona Education Progress Meter. Board members approved the agreement.
- \*6.04 A memorandum from Mr. Wohlleber regarding the extension of a contract for auditing services had been included in the Board’s information. Board members authorized the extension of the contract with Heinfeld, Meech & Co., P.C. for auditing services for a fixed cost of \$39,050 for fiscal year ending June 30, 2018.

- \*6.05 A memorandum from Mr. Wohlleber with regard to the replacement of an outdoor walk-in freezer and refrigerator unit was included in the Board's information. The District plans to utilize a Job Order Contracting cooperative contract awarded by the State of Arizona. Board members approved the replacement of the Food Service central warehouse walk-in freezer and refrigerator units by SD Crane Builders, Inc., in the amount not to exceed \$210,096.09, as proposed.
- \*6.05 Information from Mrs. McClintic regarding contracts with Desert Choice Schools had been included in the Board's information.

In February, 2017, Board members approved the issuance of a contract to Desert Choice Schools to provide services to students with emotional disabilities who previously received services outside the District in privately-operated schools. Those services are currently provided in two classrooms to the west of the CGMS gymnasium. Board members authorized an extension of the contract to Desert Choice Schools for the educational services described above.

In addition, some students with autism have required services outside the District in privately-operated schools, and those students are also being transported to sites in Phoenix. For next year, the administration proposed an award of a contract to Desert Choice Schools to provide services for students with autism in two classrooms at Palo Verde School. The District is projected to save approximately \$102,700 by providing such services.

Board members authorized an extension of the contract to Desert Choice Schools for educational services for students with emotional disabilities at Casa Grande Middle School, and further authorized issuance of a contract to Desert Choice Schools for educational services for autism students at Palo Verde School.

**7. Instructional Programs:**

7.01 No items this meeting.

**8. Personnel:**

- \*8.01 Acceptance of Administrative Resignation: Bryan Harris, Director of Professional Development, Effective June 30, 2018. A letter of resignation from Bryan Harris effective June 30, 2018, was included in the Board's information. Board members accepted Mr. Harris' resignation.
- \*8.02 The following certified personnel actions were ratified by the Governing Board:

Authorization to Issue Employment Contracts and Work Agreements: Contracts and work agreements will be issued to certified staff. The contract language will be the same as that used for 2017-18 contracts. Once a salary recommendation

has been approved by the Governing Board at a future meeting, each employee will receive a Statement of Salary.

The following language will be included in each contract (although the job titles would vary):

In consideration for Teacher's satisfactory performance of services, the District agrees to pay Teacher, in addition to any fringe benefits provided by District policy, not less than the total contract amount for 2017-2018; however, reduced enrollment, legislative action, funding cuts, delays, or other occurrences beyond the District's control may result in reduced funding. In such event, the Governing Board may, in its discretion, reduce salaries or reduce the number of teachers or employees. The District may provide incidental food and/or beverages at mandatory staff meetings, in-services and staff development activities/trainings, in order to foster good working relations and to encourage and reward staff participation. Teacher acknowledges that teacher's salary is contingent upon final approval of the District's budget for the 2018-2019 school year as required by A.R.S. § 15-905 and the District's receipt of anticipated funding for fiscal year 2017-2018 from the Arizona Legislature and any other funding source. The District will issue a Statement of Salary to confirm the final salary, which Statement shall become a part of this contract.

Certified Personnel Employment, 2017-18: Jamie Simmons, Student Teacher Intern, Fourth Grade, Evergreen.

Request for Release from Certified Personnel Contract: Karen Love Byrd, Third Grade, Cottonwood, Effective January 8, 2018. Karen Love Byrd was released from her contract and the payment of liquidated damages was waived.

Superintendent's Acceptance of Certified Personnel Resignations Effective May 25, 2018: Jeff Benne, English/Language Arts, Cactus; Abigayle Kiehlbauch, Second Grade, Palo Verde; Alexander Moore, Band, Casa Grande Middle School; Mary Ann Smith, Fifth Grade, McCartney Ranch; Elaine Sullivan, Fifth Grade, Palo Verde.

Notification of Intent to Retire Effective at Conclusion of Contract Year 2017-18/Request for Benefits: Kim Batina, Teacher, Cactus. Ms. Batina plans to continue working for the District as an ESI employee beginning with the 2018-19 school year.

Request to Change Date of Retirement: Grace Victoria Garcia, Second Grade, Palo Verde. In February of 2017, Victoria Garcia received approval from the Board to retire effective at the conclusion of the 2017-18 contract year. Ms. Garcia planned to participate in the ESI program beginning with the 2018-19 school year. However, she now wishes to change the date of her retirement to November 2, 2018, and will begin participating in ESI effective November 5, 2018. I recommend approval of her request.

Substitute Teacher Employment: Janelle Degn.

\*8.03 The following classified personnel actions were ratified by the Governing Board:

Authorization to Employ a Student Specialist for the Alternative to Suspension Program: A student specialist will be employed next year for the alternative to suspension program designed to support the continued learning of students who otherwise would receive an off-campus suspension. The position will be funded by grant funding focused on drop-out prevention.

Additional Classified Positions and/or Reclassification of Certified Positions to Support Staff: The following positions were added and/or reclassified: Special Education Specialist-ILT (Resource)/Apprentice Teacher, Special Education Specialist-ILT (MSI), Health Technician (Child Specific), Evergreen; two educational assistants, Palo Verde; Special Education Specialist-ILT (Resource), Saguaro; Apprentice Teacher, Special Education Specialist-ILT (Resource), Cholla; Special Education Specialist-ILT (Extended Resource), Mesquite; Special Education Specialist (Extended Resource), Special Education Specialist-ILT (MSI), Cactus; Apprentice Teacher, Special Education Specialist-ILT (Resource), Desert Willow; Special Education Specialist (Autism), McCartney Ranch.

Reclassification of Assistant Director of Early Childhood Learning Center: The Assistant Director of the Early Childhood Learning Center was reclassified to a 12-month exempt position effective March 1, 2018.

Notification of Intent to Retire Effective at Conclusion of Contract Year 2018-19/Request for Benefits: Deborah Dexter, Speech-Language Pathology Assistant, District.

Classified Personnel Employment: Adam Burruel, Mechanic, Transportation; Martha Davey, Educational Assistant, Casa Grande Middle School; Kayla Gonzales, Transportation Assistant; Lezza Gonzalez, Van Driver; Maryellen Guilkey, Bus Driver; Rosaura Jimenez, Health Technician-Student Specific, Mesquite; Carla Johnson, Bus Driver; Kathryn Johnson, Educational Assistant/Crossing Guard/Noon Aide, Desert Willow; Robert McKelvain, Bus Driver; Michele McKenzie, Special Education Specialist, Desert Willow; Amara Meza, Crossing Guard, Desert Willow; Tabitha Picone, Educational Assistant/Crossing Guard/Noon Aide, Cholla; Andrew Rabe, Educational Assistant, Desert Willow; Francisca Reyes, Floater, Food Services; Emilie Weathers-Meyer, Educational Assistant, Cottonwood.

Superintendent's Acceptance of Classified Personnel Resignations: Laura Barrera, Food Service Worker, Effective February 23, 2018; Brenda Bentley, Bus Driver, Effective January 17, 2018; Isaac Chavez, Food Service Assistant Manager, Villago, Effective February 16, 2018; Patricia Fields, Educational Assistant, Casa Grande Middle School, Effective January 24, 2018; Jean Halloran, Computer Lab Paraprofessional, McCartney Ranch, Effective January

26, 2018; Danielle Harding, Transportation Assistant, Effective February 22, 2018; Sandra Johnson, Educational Assistant, Desert Willow, Effective December 22, 2017; Debra Love, Educational Assistant, Cottonwood, Effective January 3, 2018; David Rankin, Mechanic, Transportation, Effective February 9, 2018; Patricia Schramke, Bus Driver, Effective January 3, 2018; Dallis Steele, Educational Assistant, Saguario, Effective February 2, 2018; Yolanda Yanez, Van Driver, Effective January 10, 2018.

Reclassification of Classified Personnel: April Blaine, Relief Bus Driver/Dispatcher; Albina Cade, Substitute Bus Driver; Kristine Harman, Substitute Bus Driver; Sandra Haehnel, Accounting Specialist, District Office; Catherine Heinzelman, Temporary Office Specialist, Palo Verde; Marcy Kee, Relief Bus Driver/Dispatcher; Elodia Mena, Relief Bus Driver/Dispatcher; Yvette Stewart, Relief Bus Driver/Dispatcher.

Substitute Employment: Donald Barrett, Bus Driver.

9. **Pupil Personnel:**

\*9.01 No items this meeting.

\*9.01 A request from Mike Brideschge regarding an overnight field trip to take Casa Grande Middle School Wildcat Outdoor Club students on a camping trip to the Grand Canyon was included in the Board's information. Board members approved the overnight field trip to the Grand Canyon on May 4-6, 2018.

10. **Buildings and Grounds:**

10.01 No items this meeting.

11. **Reports:**

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

\*11.02 The financial report for January, 2018 had been provided to the Board prior to the meeting.

\*11.03 The February breakfast/lunch menu for the schools had been provided to the Board prior to the meeting.

\*11.04 The vehicle status report for December 16, 2017 to January 15, 2018 had been provided in the Board's information.

\*11.05 The vehicle maintenance report for December 16, 2017 to January 15, 2018 had been provided in the Board's information.



\*11.06 The weekly attendance reports for January 10, January 17, January 24, January 31, and February 7, 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, March 13, 2018, at 6:00 p.m.

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

15.01 Mrs. Jackson adjourned the meeting at 6:06 p.m.

Respectfully submitted,

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

\_\_\_\_\_  
President