

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, January 9, 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
Barbara Wright, Assistant Superintendent
Jennifer McClintic, Director
Brenda Tijerina, Director
Bryan Harris, Director
Andrea Munoz, Director
Lisa Bradshaw, Director
Cecilia Montijo, Secretary

Also Present:

See Exhibit 1

Celie Downey-Foye, Principal
Julie Holdsworth, Principal

Robert Quinones, Principal
Kendra Tate, Principal

1.03 Mrs. Davis led the Pledge of Allegiance.

1.04 A moment of silence was observed.

1.05 Ms. Underwood moved to:

“Nominate Mrs. Jackson to serve as president of the Governing Board during 2018.”

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

1.06 Mr. Snider moved to:

“Nominate Ms. Underwood to serve as President Pro Tem of the Governing Board during 2018.”

Mrs. Davis seconded the motion. The motion passed unanimously by voice vote.

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 **Consent Agenda**

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. **Minutes**

*4.01 The minutes of the December 14, 2017 special meeting and executive session were approved by the Governing Board.

*4.02 The minutes of the December 19, 2017 special meeting and executive session were approved by the Governing Board.

*4.03 The minutes of the December 19, 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 January, as follows: Nuriah Perea, 8th grade, Cactus; Aliyah Robbins, 8th grade, Casa Grande Middle School; and Ethan McClintic, 8th grade, Villago. Mrs. Davis assisted in presenting certificates to the students.

6. **New Business**

6.01 The Superintendent recommended the Board accept the following donations:

A community member, Willie Hughes, donated \$100 to the Food Services Department to help students pay for meals.

McCartney Ranch teacher, Michele Bocchinfuso, received \$799.95 in Donors Choose funding for a STEM project.

Mrs. Davis moved that:

“The donations be accepted, as presented.”

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

6.02 Information from Mr. Wohlleber regarding the status of the new Casa Grande Middle School-Saguaro School construction project had been provided to Board members prior to the meeting.

Mike Horn, the project manager from McCarthy Construction provided a presentation, and stated that currently, the project is approximately 17% complete and masonry work on the administration building should be completed in two weeks, and masonry work will continue throughout the other buildings.

Mr. Horn reported that the project is on schedule. He added that the crew has been involved with the schools and presentations have been held for the students at the two schools regarding construction, architecture and engineering as career choices

Board members commended Mr. Horn and his crew for the student presentations.

6.03 Dr. Gonzales reported that, after altering the date of the regular Governing Board meetings from the second Tuesday of the month to the third Tuesday of the month during the first semester of the 2017-18 school year, several conflicts surfaced related to reporting dates and state budgetary deadlines.

She stated that in order to be more consistent and transparent with regard to meeting dates and in order to provide an opportunity for community members to participate, she recommended that 6:00 p.m. on the second Tuesday of the month be established as the time and date for regular meetings of the Governing Board. Dr. Gonzales recognized that a board member has a conflict with the second Tuesday of the month at 6:00 p.m., and invited Board members to consider other days during the week and opened it up for discussion.

Mr. Snider stated that he had a conflict with the second Tuesday of the month, and noted that there were only three months wherein holding the Governing Board meetings on the third Tuesday of the month presented challenges with legal deadlines, and felt that changing the date three times per year was not an onerous load on staff, the Board or the public.

Ms. Underwood stated that, although she feels badly with regard to Mr. Snider's conflict with the second Tuesday of the month and feels that all Board members should be present at the meetings, she prefers the consistency of holding meetings on the second Tuesday of the month as has been the case in the past. She moved to:

"Designate 6:00 p.m. on the second Tuesday of the month as the time and date for the Board's regular meetings."

Mrs. Davis seconded the motion. The motion passed four votes to one; with Mr. Snider voting against the motion.

- 6.04 A memorandum from Mr. Wohleber regarding the purchase of a voice over internet protocol (VoIP) system was included in the Board's information.

Dr. Gonzales reported that the District's telephone system is antiquated and requires regular repairs. In addition, there are no new parts available for the system. She added that with the new construction of Casa Grande Middle School and Saguario School, a new telephone system would be required and it is prudent to install a new telephone system throughout the entire District in order to communicate more effectively.

She explained that the District does not have enough capital to do an outright purchase, and recommended that the equipment be obtained via a lease purchase option, and stated that there is some optimism with Governor Ducey's announcement that he will restore the District Additional Assistance funding which could potentially cover such expenditures.

IT Director, Lisa Bradshaw reported that the current system is an analog system and is 26 years old. If approved, installation of the equipment could begin in March, with installation at the administration building and then progress to other sites.

In response to a question with regard to the length of the lease and the life of the new system, as well as warranty, Lisa Bradshaw stated that the new system would be a digital system and would last at least the length of the lease. If parts would need to be replaced, it would be similar to the practices used for the District's network infrastructure. The equipment would come with a one-year warranty and any other work or repairs would be covered by Smart Net, whose contract is renewed on an annual basis.

She added that the purchase of the VoIP system includes 300 credits for training of IT staff to learn the system.

Mrs. Davis moved to:

“Authorize the proposed VoIP telephone system replacement from Logicalis in the amount not to exceed \$580,564.80 based on their Mohave Education Services Cooperative contract #16B-LOGIC2-0723.”

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

- 6.05 A memorandum from Mr. Wohlleber regarding the purchase of special systems for the new school was included in the Board’s information.

Dr. Gonzales stated that the District sought bids in order to have flexibility and control over the solutions being implemented and to have the capability to replicate those services at other buildings as the need arises. She recommended the purchase and installation of special systems at the new K-8 facility by Logicalis, Inc., in the amount not to exceed \$389,166.68.

Ms. Underwood moved to:

“Authorize the purchase and installation of special systems at the new K-8 facility by Logicalis, Inc., in the amount not to exceed \$389,166.68 based on their 1GPA Cooperative contract #1GPA-16-04P-09.”

Mrs. Davis seconded the motion. The motion passed unanimously by voice vote.

- 6.06 A memorandum from Mr. Wohlleber regarding the relocation of existing wireless LAN and network infrastructure had been included in the Board’s information.

Dr. Gonzales explained that network equipment at Casa Grande Middle School and Saguaro School is relatively new, and in order to be financially conservative it was determined that relocating the equipment to the new facility would be prudent. She recommended the relocation of wireless LAN and network infrastructure from CGMS and Saguaro to the new facility to Logicalis, Inc., in the amount not to exceed \$98,875.76 based on their Mohave cooperative contract.

Mrs. Davis moved to:

“Award the contract for relocation of wireless LAN and network infrastructure from Casa Grande Middle School and Saguaro Elementary School to the new facility, to Logicalis, Inc., in the amount not to exceed \$98,875.76 based on their Mohave cooperative contract #14S-ELOGIC-1224.”

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

- 6.07 A memorandum from Mr. Wohlleber regarding the purchase of classroom projectors was provided to Board members prior to the meeting.

Dr. Gonzales reported that throughout the District, there are hundreds of projectors that are outdated and not working effectively. She recommended the purchase of short throw projectors to be mounted at a fixed location on the ceiling of each classroom. In Round 1 of the replacement cycle, the new projectors would be installed at Casa Grande Middle School and Saguaro as well as Cactus and Villago. Any salvageable projectors would be relocated to the other elementary schools.

In response to a question regarding whether the projectors would be installed in every classroom, Mrs. Bradshaw stated that new projectors would be installed only in the classrooms that currently have projectors.

Ms. Hernandez moved to:

“Authorize the purchase and installation of short throw projectors at Cactus Middle School, Villago Middle School, and new K-8 school from Troxell Communications in the amount not to exceed \$273,453.41 based on their Mohave Educational Services Cooperative contract #15I-TROX-1002.”

Mrs. Davis seconded the motion. The motion passed unanimously by voice vote.

- *6.08 The Governing Board agreed to submit evidence to the State Board of Education that the District’s teacher evaluation system continues to meet all requirements set forth in A.R.S. §15-537 and that monies have, and will continue to be, expended solely for teacher compensation, as specified in A.R.S. §15-952.
- *6.09 Prior to the meeting, Board members received a memorandum from Mr. Wohlleber with regard to the purchase of Infinite Visions modules and implementation/training. The administration recommended the addition of several modules to its existing financial/human resources management and staff training to improve efficiency, productivity and service level. Board members authorized the purchase of Infinite Visions modules and related project management, implementation and training costs, as proposed.

7. Instructional Program

- *7.01 A copy of a memorandum from Dr. Wright regarding supplementary materials was included in the Board’s information. The following programs and materials adopted are designed to support direct, explicit skills-based instruction and

support the intervention and enrichment components of the PDCA model: Prodigy Math, Rocket Math, and Mindset Mathematics. In accordance with Governing Board policy, the supplements were on display at the District Office for sixty days. Board members approved the supplementary materials, as recommended.

8. Personnel

8.01 Information regarding teacher employment efforts and recruitment plan and a report from the Recruit to Retain Task Force was provided to Board members prior to the meeting.

Ms. Tijerina provided a report with regard to certified recruitment efforts for the current school year and plans for next year. Staff members consisting of administrators, principals, and teachers represented the District at 17 job fairs in Arizona, out-of-state, and in the District, resulting in 49 new hires.

Ms. Tijerina reported that the 17-member Recruit to Retain Task Force developed a comprehensive plan for school year 2018-19. Focus areas include recruitment activities, outreach and marketing, leadership, and school and district climate. The committee recommended adding two District job fairs for the 2018-19 school year. However, based on limited number of recruits from out-of-state job fairs, the District will only continue attendance in Wyoming and Minnesota, and will add a recruitment trip to North Carolina.

Andrea Munoz reported that the focus of the Leadership Development subgroup is to create a "We Are One" culture whose goal would be to develop principals, teachers, and other personnel as cultural leaders who positively impact learning for all students. A three-year plan would include reforming culture during the 2017-18 school year, curriculum and instruction during the 2018-19 school year, and school and employee management during the 2019-20 school year.

CGMS teacher, Michael Cruz, reported on the Climate and Culture focus, which has three key objectives: leadership professional development, a district culture survey, and reevaluating the District's mission and vision statements.

The committee also hopes to streamline communication and access to resources and materials for staff and community members at a central location.

In response to a question with regard to highlighting students, Mrs. Munoz stated that the group plans to spotlight teachers using videos.

Dr. Gonzales state that the District web site will be revised and updated on a regular basis, and that the social media platform will be expanded in order to make it easier for teacher candidates to learn about the District. In addition,

plans are in progress for a new campaign that will feature different employees every month to be posted on the District web site and on social media.

Board members commended the Recruit to Retain Task Force members for their work on the committee.

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

Certified Personnel Employment, 2017-18: Jaylyn Diaz, Math, Cactus; Jamie Simmons, Intern Teacher/Fourth Grade (Short-Term Contract), Evergreen; Darlyne Spina, Special Education, Cactus.

Supplemental Agreement for Professional Growth: Board members approved a supplemental agreement to Lisa Nedom's 2017-18 contract in recognition of professional growth. The new salary amount was reflected on the January 26, 2018 payroll.

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

Authorization to Reclassify Evening Dispatcher/Bus Driver - Relief Position and Relief Bus Driver (3) Positions: Four positions in the Transportation Department were reclassified to Relief Bus Driver/Dispatcher positions at Pay Grade 18 (starting at \$15.63). One position was vacant and was an Evening Dispatcher/Bus Driver and the other three were relief drivers.

Authorization to Employ Additional Special Education Specialist at Cactus Middle School: An additional special education specialist will be employed at Cactus Middle School to serve special education students in the Functional Extended Resource classroom.

Classified Personnel Employment: Brittany Anderson, Transportation Assistant; Tabitha Reedy, Noon Assistant, Ironwood; Silvia Rodriguez, Educational Assistant, Desert Willow; Mauro Diaz Sanchez, Groundskeeper, Facilities; Georgina Valdez, Bus Driver, Transportation.

Superintendent's Acceptance of Classified Personnel Resignations: Lauren Bradley, Educational Assistant, Cottonwood, Effective December 22, 2017; Darlene Crowell, Special Education Specialist, Desert Willow, Effective January 8, 2018; Laura Leal, Office Specialist, Saguardo, Effective December 19, 2017.

Reclassification of Classified Personnel: Annette Culver, Payroll Coordinator, District; Michelle Raley, Office Assistant, Facilities; Nurhya Rivera, Attendance Assistant, Villago; Breana Salazar, Speech-Language Pathology Assistant, Evergreen.

Substitute Personnel Employment: Maryellen Guilkey, Bus Driver.

9. **Pupil Personnel:**

9.01 No items this meeting.

10. **Buildings and Grounds:**

10.01 No items this meeting.

11. **Reports:**

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

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

*11.03 The January breakfast/lunch menu had been provided to the Board at the meeting.

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

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

*11.06 The weekly attendance report for December 20, 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, February 13, 2018, at 6:00 p.m.

A hard hat tour of the construction site will be held on January 23, 2018, at 4:00 p.m., with a study session to follow at 5:00 p.m.

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

15.01 Mrs. Jackson adjourned the meeting at 7:10 p.m.

Respectfully submitted,

Date Approved: _____

President