

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, March 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
David Snider
Dolores Underwood
Judee Jackson, President

JoEtta Gonzales, Ed.D., Superintendent
Tom Wohlleber, Chief Financial Officer
Jennifer McClintic, Director
Brenda Tijerina, Director
Andrea Munoz, Director
Lisa Bradshaw, Director

Absent:

Rachel Hernandez

Press: Heather Smathers
Casa Grande Dispatch

See Exhibit 1

Celie Downey-Foye, Principal
Julie Holdsworth, Principal
Joanne Kramer, Principal
Jeff Lavender, Principal

Robert Quinones, Principal
Scott Raymond, Principal
Kay Steward, Principal
Kendra Tate, Principal

1.03 Mr. Snider led the Pledge of Allegiance.

1.04 A moment of silence was observed.

*Arrived at 6:07 p.m.

2.01 **Acceptance and Adoption of Agenda:**

Ms. Underwood moved that:

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

Mr. Snider seconded the motion. The motion passed unanimously by voice vote.

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

Ms. Underwood requested that Item 8.01 - Acceptance of Administrative Resignation, be removed from the consent agenda.

Mr. Snider moved that:

"The agenda items marked with an asterisk, with the exception of Item 8.01, be approved and/or ratified."

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

*4.01 The minutes of the February 13, 2018 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 March, as follows: Kaydence Hanneman, 8th grade, Cactus; Trinity Rogers, 8th grade, Casa Grande Middle School; and Hayley Mitchell, 8th grade, Villago. Ms. Underwood assisted in presenting certificates to the students.

5.02 Norm Sam from the Sunrise Optimist Club recognized the following fifth grade students from Mesquite School as the Students of the Month for March: Alexandra Pompa and Anthony Ochoa Ruiz.

5.03 The winners of the District Math Fair held in February were recognized. The students and their parents were invited to the meeting.

The winners in the fifth and sixth grade group were: 1st Place - James Dakin, fifth grade, Palo Verde; 2nd Place - Jacob Heward, sixth grade, Cactus Middle School; 3rd Place - Chandler Kaschimer, fifth grade, Ironwood.

The winners in the seventh and eighth grade group were: 1st Place - Betzaida Molina, eighth grade, Villago Middle School; 2nd Place - Hunter Scholes, eighth

grade, Cactus Middle School; 3rd Place - Baruch Lim, eighth grade, Casa Grande Middle School.

Stacy Gray, District Specialist and coordinator of the annual math fair recognized the other students who placed. She explained that the math fair has been a district event for approximately 30 years and is intended to showcase students' math knowledge, and to encourage and inspire their interest in math. Students took part in a variety of tests and tasks ranging from problem solving, probability, measurements, and activities that encouraged collaboration. Mrs. Gray expressed appreciation to the Sunrise Optimist Club and the Alpha Delta Kappa Chapter for their support and assistance with the math fair every year.

6. **New Business**

6.01 The Superintendent recommended the Board accept the following donations:

Cottonwood School received a \$500 Barbara Park Memorial Literacy grant to support and promote literacy. The funds will be used to purchase books.

Dawn Green, a local citizen, donated a used clarinet to Cholla School.

Ironwood School received the following donations for the school beautification project: Alice Baker - a metal letter, Veronica Mosson - a mirror, Layla Pool - spray paint, Carolyne Garcia - a mirror and spray paint, Sarah Parris - a mirror, Terry Piper - two mirrors and spray paint, Melissa Karman - metal letters, Aimee Blaisdell - metal letters.

Brenda Sutton donated binders, file folders and dividers; and Len Bui donated a \$400 Fry's gift card for the after-school cooking club at Ironwood School.

The following individuals donated DVD movies for the movie library at McCartney Ranch School: Rebecca Untersee - one movie, Mrs. Volkmer - three movies, Annalicia Ochoa - two movies, and Kathryn Lopez - 22 movies.

Saguaro School received the following donations for their family spaghetti night: 200 bread sticks from Olive Garden and 200 napkin/fork/salt/pepper packets from In-N-Out Burger.

Mrs. Davis moved that:

“The donations be accepted, as read.”

Mr. Snider seconded the motion. The motion passed unanimously by voice vote.

6.02 A resolution and memorandum from Mr. Wohlleber regarding the utilization of lease purchase financing for the purchase of equipment, technology, and software

had been provided to Board members prior to the meeting.

The resolution authorizes the administration to solicit proposals for lease purchase financing and to execute the necessary documents to complete the lease purchase transaction. Lease purchase financing will be used for new equipment, repairs to the current VDI system, a new telephone system, as well as other technology needs.

Mrs. Davis moved to:

“Approve the resolution approving the form and authorizing the execution and delivery of a tax-exempt equipment lease/purchase agreement, as proposed.”

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

- 6.03 A memorandum from Mr. Wohlleber regarding the next phase of bond borrowing had been included in the Board’s information.

Dr. Gonzales stated that discussion was held previously with regard to the possibility of borrowing from the bond sooner than anticipated. It was recommended that the Board authorize the administration to proceed with the preparation required for phase two borrowing and to initiate the procurement process.

Mr. Wohlleber noted that the tax rate would remain at the same level as when the bond was initially authorized.

Mrs. Davis moved to:

“Authorize the administration to work with the District’s bond counsel and financial advisor to initiate the process for the next phase of borrowing, as proposed.”

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

- 6.04 A 2018-19 budget development update was included in the Board’s information.

Mr. Wohlleber provided an update regarding the development of the District’s budget, budget priorities, and budget decisions for next year.

He explained that discussions have been held with all principals with regard to staffing and enrollment expectations for next year, potential compensation options and strategies, and the development of a digital strategy.

The budget projection model will be based on a reduction of 70 students and will cause a \$300,00 reduction in the budget.

Mr. Wohlleber stated that the Employee Benefits Trust Board approved a 3.2% increase in health insurance costs to maintain the current level of coverage. Dental insurance will increase 7%, and Arizona State Retirement system will increase .3%; and those increases will be taken into consideration when preparing the budget.

Discussion was held regarding the restoration of school resource officers and the possibility of a partnership with the City. Dr. Gonzales stated that consideration could be given to sharing the cost of school resource officers with the City.

Mr. Wohlleber stated that a level of sustainability for funding a school resource officer program should be taken into consideration

- 6.05 Copies of the District's 2016-17 Comprehensive Annual Financial Report (CAFR), a letter from Heinfeld, Meech & Co., the single audit reporting package, and the Uniform System of Financial Records, were provided to Board members prior to the meeting. The District's financial statements, which are included in the CAFR, received an unqualified (clean) opinion from the auditors.

Brittany Williams from Heinfeld, Meech and Co. provided an overview of the FY 2017 reports and stated that the audit is important in keeping school districts compliant with state and federal regulations. She provided a slide presentation covering each report.

- *6.06 A copy of the 2019-2020 school calendar was included in the Board's information. Board members approved adoption of the 2019-2020 school calendar, as proposed.
- *6.07 A memorandum from Mr. Wohlleber regarding the purchase of blade servers was included in the Board's information. The District is in need of increasing CPU capacity to meet the computing needs of staff and students, and plans to utilize a cooperative contract awarded by the State of Arizona for the purchase of four blade servers. Board members authorized the purchase of four blade servers from Dell Marketing LP in the amount not to exceed \$150,133.85.
- *6.08 Prior to the meeting, Board members were provided a memorandum from Mr. Wohlleber regarding the purchase of furniture for the new K-8 school. Furniture in usable condition that currently exists at Saguaro and Casa Grande Middle School will be reallocated to schools in need. The District plans to utilize a cooperative contract awarded by the State of Arizona for the purchase of the furniture. Board members authorized the purchase of furniture from Arizona Furnishings in the amount not to exceed \$1,087,962.54.

*6.09 A School Safety Resolution had been included in the Board’s information. Since the February 14 shooting at Marjory Stoneman Douglas High School in Parkland, Florida which took the lives of 17 individuals, elected officials and school boards are being asked to demand action from policymakers to make schools safe places for students and staff. Board members approved and signed the resolution on school safety, which makes clear the Board’s resolve that this tragic moment in history must be the time that change occurs.

7. Instructional Programs:

No items this meeting.

8. Personnel:

8.01 Cholla principal, Kay Brack Steward, submitted a letter of resignation effective June 30, 2018.

Dr. Gonzales reported that Ms. Steward has provided 14 years of service to the district and wished her luck in her future endeavors.

Board members expressed appreciation and commended Ms. Steward for her service to the District.

Mr. Snider moved to:

“Accept Kay Steward’s resignation effective June 30, 2018.”

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

*8.02 Ratification of Reassignment of Administrative Staff: The following re-assignments of administrative positions were ratified for the 2018-2019 school year:

District Leader	New Leadership Role	Current Role
Lisa Bradshaw	Director of Digital Learning & Strategy	Director of Technology
Patty Dee	Compliance & Accountability Coordinator	Cottonwood Principal
Jeff Lavender	Director of Leadership & Engagement	Villago Principal
Jennifer McClintic	Director of Learning Support	Director of Special Education
Andrea Munoz	Director of Teaching & Learning	Director of Grant Funded Programs

Jessica Quinones	McCartney Ranch Principal	CGMS Assistant Principal
Robert Quinones	Cactus Principal	McCartney Ranch Principal
Tracy Robbins	Villago Principal	Villago Assistant Principal
Kendra Tate	Assistant Principal, CGMS/Saguaro	Cactus Principal
Barbara Wright	Cottonwood Principal	Assistant Superintendent for Curriculum & Instruction

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

Superintendent's Acceptance of Certified Personnel Resignations: Stephanie Bowman, Fourth Grade, Ironwood; Michelle Fike, Teacher, Cactus, Effective May 25, 2018; Timothy Fisher, Teacher, CGMS, Effective May 25, 2018; Amy Hitsman, Teacher, CGMS, Effective May 25, 2018; Melissa Ludlow, Second Grade, Ironwood; Linda Narum, First Grade, Cottonwood, Effective May 25, 2018; Cynthia Ramirez, Third Grade, Ironwood, Effective May 25, 2018.

Request for Release from Certified Personnel Contract: Misti Todd, Third Grade, Desert Willow, Effective March 16, 2018. Ms. Todd was released from her contract contingent upon the payment of \$2,000 in liquidated damages.

Notification of Intent to Retire Effective at Conclusion of Contract Year 2018-19/Request for Benefits: Doris Henness, Kindergarten, McCartney Ranch.

Notification of Intent to Retire Effective at Conclusion of Contract Year 2017-18/Request for Benefits: Lynn Dawson, Physical Education, Cottonwood.

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

Notification of Intent to Retire Effective at Conclusion of Contract Year 2017-18/Request for Benefits: Lynne Cooke, Educational Assistant, Mesquite; Germaine Davenport, Director of Food Services.

Notification of Intent to Retire Effective at Conclusion of Contract Year 2018-19/Request for Benefits: Mercedes Medrano, Office Specialist, Mesquite. Mrs. Medrano plans to continue working for the District as a substitute support employee through ESI.

Notification of Intent to Retire Effective December 21, 2019/Request for Benefits: Stella Gates, Field Supervisor, Food Services.

Classified Personnel Employment: Lisa Jorgenson, Bus Driver; Brian Korb, Bus Driver; Maria Montoya, Special Education Specialist, Cactus; Irene Muruato, Transportation Assistant; Amy Powell, Computer Lab Paraprofessional, McCartney Ranch; Tabitha Reedy, Crossing Guard, Ironwood.

Superintendent's Acceptance of Classified Personnel Resignations: Lea Basher, Educational Assistant, Palo Verde, Effective February 23, 2018; Melissa Bowman, Bus Driver, Effective March 1, 2018; Evangelina Garcia, Special Education Specialist, Cactus, Effective February 8, 2018; Connie Hodges, Educational Assistant/Crossing Guard/Noon Aide, Evergreen, Effective May 25, 2018; Ova Pendergraft, Bus Driver, Effective March 9, 2018; Deanna Rankin, Bus Driver, Effective February 12, 2018; Joseph Wise, Bus Driver, Effective March 16, 2018.

Termination of Classified Personnel Employment: Robert McKelvain, Bus Driver, Effective February 21, 2018; Donna Ratliff, Substitute Bus Driver Trainee, Effective February 15, 2018.

Reclassification of Classified Personnel: Jaime Alderete, Food Service Assistant Manager, Villago; Kendra Bray, Part-Time Office Specialist, Saguaro; Bruce Gemmell, Mechanic; Delia Haddox, Bus Driver; Melissa Henry, Food Service Assistant Manager, Ironwood; Pamela Long, Part-Time Office Specialist, Saguaro; Frances Ortega, Food Service Floater, Food Services; Angelica Wilson, Educational Assistant, Saguaro.

Substitute Employment: Ray Bowers, Bus Driver; Raymond Coletti, Bus Driver Trainee.

- *8.05 The Governing Board approved the implementation of summer work hours during summer 2017, beginning Monday, June 4, 2018 and ending on Thursday, June 28, 2018.
- *8.06 The Governing Board designated Monday, December 24 as the floating vacation day, and Tuesday, December 25 as the Christmas holiday. Staff would then have Wednesday, December 26, Thursday, December 27, and Friday, December 28, 2018, as the additional Board approved days.

9. **Pupil Personnel:**

No items this meeting.

10. **Buildings and Grounds:**

No items this meeting.

11.01 **Reports:**

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

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

- *11.03 The March breakfast/lunch menu for students had been provided to the Board prior to the meeting.
- *11.04 The vehicle status report for January 16 to February 15, 2018 had been provided in the Board's information.
- *11.05 The vehicle maintenance report for January 16 to February 15, 2018 had been provided in the Board's information.
- *11.06 The weekly attendance reports for February 14, February 21, February 28, and March 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, April 10, 2018, at 6:00 p.m.

Dr. Gonzales provided a summary of other meetings and events as follows:

- April 7-9, NSBA Conference
- May 1, 4:30 - Employee Recognition Reception, Governing Board Room
- May 2, 4:00 - Every Scholar Has a Teacher, CGMS Auditorium
- May 8, 6:00 p.m., May Board meeting
- 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 7:10 p.m.

Respectfully submitted,

Date Approved: _____

 President