

CASA GRANDE ELEMENTARY SCHOOLS

220 West Kortsen Road
Casa Grande, Arizona

The Governing Board of the Casa Grande Elementary School District No. 4 met Monday, November 20, 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, Assistant Superintendent
Jennifer McClintic, Director
Brenda Tijerina, Director
Lisa Bradshaw, Director
Bryan Harris, Director
Andrea Munoz, Director
Cecilia Montijo, Secretary

Also Present:

See Exhibit 1

Melissa Pieper, Principal
Robin Rosales, Principal

Kay Steward, Principal
Kendra Tate, Principal

1.03 Mr. Snider led the Pledge of Allegiance.

1.04 A moment of silence was observed.

2.01 **Agenda Adoption:**

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 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."

Mr. Snider seconded the motion. The motion passed unanimously by roll call vote.

- *4.01 The minutes of the September 27, 2017 regular meeting were approved by the Governing Board.
- *4.02 The minutes of the October 10, 2017 special meeting were approved by the Governing Board.
- *4.03 The minutes of the October 17, 2017 regular meeting were approved by the Governing Board.
- *4.04 The minutes of the October 17, 2017 special meeting and executive session were approved by the Governing Board.

5. Audience with Groups or Individuals:

- 5.01 Norm Sam from the Sunrise Optimist Club recognized fifth grade students from Desert Willow School as students of the month for November. The students must be in good standing with positive leadership traits, must have an active interest in community service, and must be considered role models. The following students were recognized: Vincent Lopez and Zaira Alvarez-Meraz.
- 5.02 Dr. Gonzales recognized the Casa Grande Rotary Club students of the month for November, as follows: Emilio Barreras-Rojo, 8th grade, Casa Grande Middle School; Hunter Scholes, 8th grade, Cactus; Emi Krause, 8th grade, Villago. Mr. Snider assisted in presenting certificates to the students.

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

Damian James from Hexcel donated 15 boxes of yellow copier paper to the District. The paper was divided up between five District schools.

The Sunrise Optimist Club donated \$500 towards the District's Math Fair to be held in February.

Desert Willow teacher, Amber Cordova, received an APS/Phoenix Suns STEM grant in the amount of \$2,250, and two tickets to a Phoenix Suns game.

Home Depot donated 25 plastic bins for the Desert Willow Student Council. The bins will be used to collect plastic and aluminum for the school's recycling project.

Victor Lopez, a McCartney Ranch parent and employee of R.H. Dupper Landscaping in Tempe, donated river rock to the school. Students painted the rocks with 7 Mindsets messages and placed them near the bus loop.

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 provided a presentation regarding her first 100 days as Superintendent of the Casa Grande Elementary School District. The report included highlights of her entry plan, what she has observed and learned during the past 100 days, accomplishments, as well as her plans for the future.

She shared her vision for the District, which includes outstanding student achievement, effective district and school governance, enhanced community confidence, a positive and engaging learning culture, and high levels of support for schools. She stated that she has met with academic leaders, principals, directors, and teachers to gain a common understanding of school practices and approaches. She has also attended various school and community events and activities to interact with parents and students, as well as community members.

Dr. Gonzales addressed the five standards included in her entry plan as follows:

1) Articulating a vision of learning that is shared and supported by the school community; 2) Understanding, responding to and influencing the larger socio political and cultural context; 3) Collaborating with families and community and mobilizing community resources; 4) Nurturing and sustaining a district and school culture conducive to student learning and staff learning; and 5) Promoting student success through leadership and support for curricular and instructional programs.

She apprised Board members of the need to revisit the District's vision and the need to place more focus and attention on literacy in order to improve the letter grades of District schools, and reported that schools in similar demographic groups have received grades of "A" or "B." She also spoke about the need to recruit and retain qualified teachers, as well as professional development measures for all staff to develop a common language and shared vision for high quality instruction and a collaboration.

Dr. Gonzales summarized some of her accomplishments thus far. A leadership retreat was held for principals and directors; goal-setting meetings were held with all principals and academic directors, and meetings were held with teachers and other staff members prior to the start of school. She will continue to regularly conduct school visits in an attempt to provide support for all staff.

District strengths identified include a warm, welcome feeling at the schools, a safe environment, positive interactions by staff, and a high level of student leadership. In addition, Dr. Gonzales is tracking student discipline data weekly; is working with local law enforcement agencies regarding student and school safety; and reported that construction of the new K-8 facility is progressing.

Dr. Gonzales highlighted areas she considers urgent, which include improved academic performance; enhanced employee recruitment and retention efforts; greater focus on improved school safety and learning climate; a comprehensive digital strategy; streamlined intervention and support systems for students; and to ensure that student discipline is focused on fostering a positive mindset where every misbehavior is seen as a chance to help students learn; and a comprehensive branding and marketing strategy. She stated that the District's web site is outdated and needs to be restructured in order to stay competitive in the market.

Board members expressed appreciation to Dr. Gonzales for the report and her advocacy for children and teachers, and her high visibility in the schools

- *6.03 A copy of a proclamation declaring the week of November 13-17, 2017 as American Education Week was included in the Board's information. The proclamation was disseminated throughout the District. Staff throughout the District recognized support staff for all they do to help support the schools.
- *6.04 Board members considered and gave direction for voting on bylaw change proposals from the Arizona School Boards Association. Board members supported the recommended changes to the ASBA bylaws A-D, and approved Ms. Underwood to cast the collective vote.
- *6.05 Information regarding an access and utilities easement and a canal right-of way use permit was included in the Board's information. The new K-8 facility construction project requires the installation of utilities underneath a pipeline canal that runs through the project site. To acquire permission to install the utilities, the District must enter into an access and utilities easement with the City of Casa Grande and a canal right-of-way use permit and an encroachment agreement with the Bureau of Indian Affairs and the San Carlos Irrigation Project. Board members authorized the superintendent to enter into the access and utilities easement and a canal right-of-way use permit and encroachment agreement, as proposed.
- *6.06 The Finance Department requested authorization to open two additional accounts with Wells Fargo Bank N.A. to enable the District to clear payments for the

electronic vendor payment program, and to account for flexible spending account funds separately from the Employee Benefit Trust Fund account. Board members approved the opening of two additional bank accounts, as proposed.

- *6.07 Revised Policy EEAEA - Bus Driver Requirements, Training, and Responsibilities, was presented for a first reading. 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. No action was taken by Board members at this time.
- *6.08 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. No action was taken by Board members at this time.
- *6.09 Revised Policy GDFA - Support Staff Qualifications and Requirements, was presented for a first reading. 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. No action was taken by the Board at this time.
- *6.10 Revised Policy IJNDB and Exhibit IJNDB-E - Use of Technology Resources in Instruction, were included in the Board's information for a first reading. 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. No action was taken by Board members at this time.
- *6.11 Revised Regulation IKE-RB - Promotion and Retention of Students, was included in the Board's information. Senate Bill 1131 changes statute related to a student's promotion from third grade. The regulation was revised to reflect the changes.
- *6.12 Revised Policy JFAA - Admission of Resident Students, was presented for a first reading. 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. No action was taken by Board members at this time.

- *6.13 Revised Policy JL - Student Wellness, was presented for a first reading. 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. No action was taken by the Board at this time.
- *6.14 Revised Policy KB - Parental Involvement in Education, was presented for a first reading. 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. No action was taken by the Board at this time.

7. Instructional Programs:

No items this meeting.

8. Personnel:

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

Requests for Release from Certified Personnel Contract: Michael Bates, Social Studies, Casa Grande Middle School, Effective October 30, 2017; Jacqueline Ramirez, Special Education, Cactus, Effective November 3, 2017; Amanda Ramos, Fourth Grade, Palo Verde, Effective October 20, 2017.

Michael Bates was released from his contract and the payment of liquidated damages was waived.

Jacqueline Ramirez was released from her contract and the payment of liquidated damages was waived.

Amanda Ramos, was released from her contract, and was required to pay liquidated damages.

- *8.02 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: Laurie Wallace, Satellite Manager, Evergreen.

Termination of Classified Personnel Employment: Tandra Miller, Bus Driver, Effective October 20, 2017; Emilio Perez, Groundskeeper, Effective October 13, 2017.

Classified Personnel Resignations: Patti Allen, Educational Assistant, Desert Willow, Effective November 17, 2017; Katherine Bell, Office Assistant, Facilities, Effective January 8, 2018; Shannon Bryant, Educational Specialist, Desert Willow, Effective November 7, 2017; Dymon Campa, Special Education Specialist, McCartney Ranch, Effective November 10, 2017; Marisela Cazares, Attendance Assistant, Cactus, Effective October 27, 2017.

Classified Personnel Employment: Mary Apodaca, Transportation Assistant, Transportation; Lea Basher, Educational Assistant, Palo Verde (Temporary); Catherine Heinzelman, Educational Assistant/Temporary Office Specialist, Palo Verde; Sierra Travis Underwood, Educational Assistant, Cottonwood; Gina Ventura, Bus Driver Trainee, Transportation.

Substitute Personnel Employment: Kristine Harman, Bus Driver Trainee.

Reclassification of Classified Personnel: Amanda Alcantar, Special Education Specialist, Mesquite; Yvonne Faulstick, Bus Driver; Alberto Flores, Jr., Special Education Specialist, Cholla; Esther Maldonado Cortes, Attendance Assistant, Cactus; Karen Negrete, Educational Assistant, Palo Verde.

9. **Pupil Personnel**

No items this meeting.

10. **Buildings and Grounds:**

No items this meeting.

11. **Reports:**

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

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

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

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

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

*11.06 The weekly attendance reports for October 18, November 1, November 8, and

November 15, 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, December 19, 2017, at 6:00 p.m.

Board members school tours will be held on November 28, December 5, and December 14.

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

15.01 Mrs. Jackson adjourned the meeting at 7:00 p.m.

Respectfully submitted,

Date Approved: _____

President