

CASA GRANDE ELEMENTARY SCHOOLS

220 West Kortsen Road
Casa Grande, Arizona

The Governing Board of the Casa Grande Elementary School District No. 4 met Wednesday, September 11, 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:

President Jackson called the meeting to order at 6:08 p.m.

1.02 Roll Call:

Present:

Rachel Hernandez
David Snider
Dolores Underwood
Judee Jackson, President

JoEtta Gonzales, Ed.D., Superintendent
Tom Wohlleber, Chief Financial Officer
Jeff Lavender, Director
Brenda Tijerina, Director
Jennifer McClintic, Director
Andrea Muñoz, Director
Lisa Bradshaw, Director
Michael Cruz, Public Information Officer
Sherrie Gill, Secretary

Press: Heather Smathers
Casa Grande Dispatch

Also Present:

See Exhibit 1

Julie Holdsworth, Principal
Jennifer Murrieta, Principal

Scott Raymond, Principal
Jessica Quiñones, Principal

1.03 Mr. Snider led the Pledge of Allegiance.

1.04 A moment of silence was observed.

1.05 Dr. Gonzales administered the Oath of Office to newly elected Board member, Gilberto Mendez.

2.01 Agenda Adoption:

Ms. Underwood moved that:

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

Ms. Hernandez seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Rachel Hernandez	X	
Judee Jackson	X	
Gilberto Mendez	X	
David Snider	X	
Dolores Underwood	X	

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. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Rachel Hernandez	X	
Judee Jackson	X	
Gilberto Mendez	X	
David Snider	X	
Dolores Underwood	X	

*4.01 The minutes of the August 14, 2018 Special Meeting (Study Session) were approved by the Governing Board.

*4.02 The minutes of the August 14, 2018 Regular Meeting were approved by the Governing Board.

*4.03 The minutes of the August 14, 2018 Executive Session were approved by the Governing Board.

5. Audience with Groups or Individuals:

No items this meeting

6.01 The Superintendent recommended the Board accept the following donations:

Denise Ortiz, a paraprofessional at Palo Verde, donated \$355 worth of school supplies to Cottonwood School.

Mesquite teacher, Sarah Taylor, had a Donors Choose project in the amount of \$298 funded. The project is called "STEM for Second Grade."

The Hexcel Corporation donated \$2,000 worth of school supplies to Palo Verde.

The Pinal County Adult Probation Department donated \$700 worth of backpacks and school supplies to Palo Verde.

The Kiwanis Club of Casa Grande donated \$500 worth of school supplies to Palo Verde.

Palo Verde teacher, Vicki Sutura, received a Donors Choose donation in the amount of \$545 for the purchase of five keyboards.

Kerry Davenport from Trinity Lutheran Church donated 11 backpacks and school supplies to Cactus.

Cactus teacher, Dana Reeves, had a Donors Choose project in the amount of \$375 funded. The project is called The "Write" Stuff and will support students with writing in creative ways during their Language Arts classes.

The Sunrise Optimist's Club of Casa Grande donated \$1,000 to the Cactus Band Department to be used for a potential band trip, if approved.

In addition, our District has had a total of 49 teachers receive the Supply My Class award from APS. APS began this grant program in July in an effort to help offset the out-of-pocket expenses that teachers incur on classroom supplies. It was determined that teachers spend \$526 out-of-pocket on classroom supplies. APS decided to give 1,000, \$500 Supply My Class grants across the state. Casa Grande Elementary teachers receiving 49 of those grants is phenomenal. In total, CGESD teachers were awarded \$24,500 through this program.

Ms. Hernandez moved that:

"The donations be accepted, as read."

Ms. Underwood seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Rachel Hernandez	X	
Judee Jackson	X	
Gilberto Mendez	X	
David Snider	X	
Dolores Underwood	X	

*6.02 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.

*6.03 A copy of a proclamation declaring the week of September 17-23, 2018 as Constitution Week was included in the Board's information. The proclamation will be disseminated throughout the District. Schools will conduct a variety of educational activities in recognition of Constitution Day.

*6.04 Policy DKA – Payroll Procedures/Schedules, was presented for a second reading. The ASBA has updated the policy to reflect current statutory language pertaining to paydays of employees and payment of wages due to discharged employees. Board members approved revision of Policy DKA, as proposed.

*6.05 Policy GBEAA – Staff Conflict of Interest, was presented for a second reading. Language has been added to this policy to clarify conflict of interest and to offer ASBA recommendations pertaining to annual employee training to ensure district conflict of interest policies are communicated to employees and acknowledged as received and understood by each employee. Board members approved revision of Policy GBEAA, as proposed.

*6.06 Policy IKAB – Report Cards/Progress Reports, was presented for a second reading. The policy has been modified to place emphasis on each student's progress in achieving goals as stated in the student's individualized education program (IEP) for students qualified for services under the Individuals with Disabilities Education Act (IDEA). Board members approved revision of Policy IKAB, as proposed.

*6.07 Policy JFAA – Admission of Resident Students, was presented for a second reading. Statutory language is added to JFAA to clarify that when a student whose parent is transferred to or is pending transfer to a military installation within this state while on active military duty pursuant to an official military order enrolls in a District, a parent shall provide proof of residence to the local education agency

within ten days after the arrival date provided on official documentation. Board members approved revision of Policy JFAA, as proposed.

- *6.08 Policy JFABD – Admission of Homeless Students, the ASBA suggests deleting the last sentence which is covered in Policy JFABDA. Board members approved revision of Policy JFABD, as proposed.
- *6.09 Policy JFABDA – Admission of Students in Foster Care, this new policy reflects statutory changes to the Every Student Succeeds Act and an additional provision that each year, when an LEA applies for the ESEA Consolidated Grant, the LEA must upload a document of assurances which includes the foster care provisions laid out in ESSA. Board members approved Policy JFABDA, as proposed.
- *6.10 Policy JKD – Student Suspension, the ASBA added statutory language. Board members approved revision of Policy JKD, as proposed.
- *6.11 Policy JL – Student Wellness, language was added to a section of the policy by defining recess and requiring mandatory recess periods for specific grade levels as described in the policy. The requirements are included in the policy and corresponding regulations. Board members approved revision of Policy JL, as proposed.
- *6.12 A copy of Policy DICA, Budget Format, was presented for first reading. This new policy reflects statutory language which requires the school district budget format to include a variety of information and to prominently display on the school district website specific information pertaining to teacher salaries. Since it was a first reading, no action was taken by Board members at this time.
- *6.13 A copy of revised Policy DIE – Audits/Financial Monitoring, was presented for first reading. Policy DIE is revised due to changes requiring each school district to prominently post on its website home page a copy of its profile pages that displays the percentage of every dollar spent in the classroom by that school district from the most recent status report issued by the auditor general. Since it was a first reading, no action was taken by Board members at this time.
- *6.14 A copy of revised Policy DJ – Purchasing, was presented for first reading. Additional language pertaining to purchasing, supervision of financial transactions, personal gifts and benefits, and reprisal against an employee for disclosure of public information is included in this policy. Since it was a first reading, no action was taken by Board members at this time.
- *6.15 A copy of revised Policy FCB – Retire of Facilities, was presented for first reading. The legislature has modified statute to ensure that whenever a school district decides to sell or lease a vacant and unused building or a vacant and unused portion of a building, the school district may not prohibit a charter school or private school from negotiating to buy or lease the property in the same manner as other

potential buyers or lessees. Other limitations are included in the policy. Since it was a first reading, no action was taken by Board members at this time.

- *6.16 A copy of revised Policy FEA – Educational Specifications for Construction, was presented for first reading. Statute has added language which allows the Governing Board to delegate authority to the superintendent to submit plans for new school facilities to the School Facilities Board to obtain certification that the plans meet minimum adequacy guidelines as prescribed in statute. This language is replicated in the policy. Since it was a first reading, no action was taken by Board members at this time.

7. **Instructional Program**

- 7.01 A copy of a memorandum from Ms. Muñoz regarding supplementary materials was included in the Board's information.

Mrs. Andrea Muñoz, Director of Teaching and Learning, provided a presentation and comment on the four programs up for adoption. As you may know, we have many core materials in our classrooms that our teachers use to teach all students, but what tends to happen is they don't teach all our learners. Core materials are not necessarily intended for our super high students, our low students, and sometimes we don't have what we need for our EL students.

The four programs presented are designed to support our core programs. In accordance with Governing Board policy, the supplements were on display at the District Office for sixty days in 2017.

The Assessing Math Concepts program is used to help teachers determine the gaps that exist in the K-3 student learning by assessing students' knowledge in mathematical ideas. It interprets student performance to allow teachers to target their instruction to match the needs of their students and matches assessment results to instructional resources. This program can be viewed at <http://assessingmathconcepts.com/>.

The iReady program provides diagnostic testing that helps to determine student challenges and gaps in learning. It will tailor on-line instruction for students who have gaps in their learning and will provide additional exposure to math and reading concepts as well as staff development. The students are placed in RTI tiers based on results from the diagnostic assessment. This program can be viewed at <http://www.curriculumassociates.com/products/iready/diagnosticinstruction.aspx>.

The Language Live program from Voyager Sopris Learning is a blended learning approach for meeting the needs of struggling adolescent readers and writers. It is a companion product to the LETRS (Language Essentials for Teachers of Reading and Spelling). The program is designed to pre-assess and then provide on-line

learning for students in an adaptive model. It can be viewed at <http://www.voyagersopris.com/info/language-live/>.

The Moby Max program contains support for a wide range of content areas including ELA, math, science and social studies. The purpose of the program is to diagnose learning gaps and provide appropriate content specific lessons to fill the gaps in student learning and to provide enrichment activities in an adaptive model. Critical thinking skills are provided that not only enhance the content area, but provides practice for standardized test questions. It can be found at <http://www.mobymax.com/>.

Mr. Snider commented he is very impressed with the components of Moby Max and is excited for Language Live. Particularly the linguistics and all it has to do with words. These are good supplemental materials and he is excited to see the results.

Mr. Snider moved to:

"Adopt Assessing Math Concepts, iReady, Language Live, and Moby Max as supplemental materials, as presented."

Ms. Hernandez seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Rachel Hernandez	X	
Judee Jackson	X	
Gilberto Mendez	X	
David Snider	X	
Dolores Underwood	X	

- 8.01 Dr. Gonzales reported that at the last regular meeting, the Governing Board voted to table action that Ms. Arlissa Crank-Townsend's request for release from contract and her request to have the liquidated damages waived. It is recommended that Ms. Crank-Townsend be released from contract and her liquidated damages waived.

Ms. Underwood moved to:

"Approve the release of Ms. Crank-Townsend from contract as recommended."

Mr. Mendez seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Rachel Hernandez	X	
Judee Jackson	X	
Gilberto Mendez	X	
David Snider	X	
Dolores Underwood	X	

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

Request for Release from Certified Personnel Contract: Irene Newberg, Teacher-Spanish, Cactus, Effective August 27, 2018. Due to the circumstances previously shared with the Governing Board, it is recommended the Board ratify the release of Ms. Newberg from contract with the assessment of liquidated damages. Ms. Newberg has already satisfied the payment of liquidated damages.

Ratification of Certified Personnel Employment, 2018-19: Michelle Carter, Teacher, Math, CGMS; Natalie Clayton, Teacher, Science, Cactus; Lisa Morris-Wilkey, Library/Media Specialist, CGMS.

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

Elimination of Six Educational Specialist – KinderPlus Positions and One Educational Assistant Position: Unfortunately due to the decline in kindergarten enrollment, the continuation of six Educational Specialists – KinderPlus could not be justified. In addition, an educational assistant position at Palo Verde is no longer needed based on the student enrollment at Palo Verde. Fortunately, all staff members impacted by the elimination of the seven para positions were offered other available positions, keeping their current hourly schedules and rates of pay during the remainder of this school year. Staff started their new positions on September 4.

Termination of Classified Personnel Employment: Benjamin Combs, Cook/Driver, Effective August 15, 2018.

Classified Personnel Resignations: Weiling Bojorquez, Cashier, Food Services, Casa Grande Middle School, Effective August 24, 2018; Lorena DeWood, Cook/Driver, Food Services, Cottonwood, Effective August 2, 2018; Ann Dickenson, Nutrition Assistant, Food Services, Effective August 27, 2018; Wendy Garcia, Nutrition Services Supervisor, Food Services, Effective August 31, 2018; Isaac Gonzalez, Custodian, Casa Grande Middle School, Effective August 24, 2018; Marcella Guadian, Special Education Specialist, McCartney Ranch, Effective August 3, 2018; Roshunda Higgins, Bus Driver, Transportation, Effective August 24, 2018; Rosa Madrigal, Custodian, Desert Willow, Effective August 31, 2018; Lee Ann Miller, Educational Specialist-KinderPlus, Evergreen, Effective August 30, 2018; Cecilia Montijo, Executive Secretary ACR, District Office,

Effective August 31, 2018; Natasha Schimmel, Educational Specialist-KinderPlus, Ironwood, Effective August 31, 2018.

Classified Personnel Employment: Diana Cardera, Educational Assistant-Special Education, Palo Verde; Victoria Catozzi, Nutrition Services Production Worker, Desert Willow; Michelle Cooper, Nutrition Services Cashier, Food Services; Judith Davis, Crossing Guard, Evergreen; Azucena Fulton, Transportation Assistant, Transportation; Susan Johnson, Noon Assistant, Evergreen; Abigail Gastelum Mendoza, Bus Driver, Transportation; Sarah Meschede, Noon Assistant, Saguario; Travis Sellers, Special Education Specialist, Special Education; Ashley Smith, Special Educational Specialist, McCartney Ranch; Tyshara Torres, Health Technician, Saguario/ECLC.

Reclassification of Classified Personnel: Pamela Adams, Manager-Nutrition Services, Evergreen; Kori Batina, Emergency Sub Teacher, District; Connie Berry, Nutrition Supervisor, Food Services; Heather Byers, Special Education Specialist, Desert Willow; Michelle Cooper, Assistant Manager, Nutrition Services, Villago; Kimberly Edwards, Educational Assistant, Cottonwood; Sherrie Gill, Executive Secretary, District Office; Mary Hogan, Nutrition Production Worker, Cholla; Ashley Humber, Nutrition Production Worker, Palo Verde; Sarah Meschede, Bus Driver, Transportation; Danelle Miller, Educational Assistant/Crossing Guard/Noon Assistant, Cottonwood; Karen Negrete, Educational Assistant, McCartney Ranch; Tabitha Picone, Educational Assistant-Special Education, Cholla; Juan Robledo, Warehouse Lead, Warehouse; Carmelita Robles, Special Education Specialist, Villago; Whitney Silva, Special Education Specialist, McCartney Ranch; Cassondra Teigen, Nutrition Assistant, Food Services.

Substitute Personnel Employment: Denise Acosta, Substitute Bus Driver, Transportation; Gary Momberg, Substitute Bus Driver, Transportation.

- 8.04 Pursuant to A.R.S. section 15-503 Governing Board Policy CBI, "Evaluation of Superintendent", if the Superintendent's contract with the school district is for multiple years, the Superintendent's contract may be considered for renewal by the Governing Board in or After May, 2018. Because the Superintendent's current contract expires on June 20, 2019, approval to renew the Superintendent's Contract through June 30, 2020 is recommended.

Mr. Snider moved to:

"Review and discuss Superintendent Gonzales' contract in Executive Session."

Ms. Underwood seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Rachel Hernandez	X	
Judee Jackson	X	
Gilberto Mendez	X	
David Snider	X	
Dolores Underwood	X	

9. Pupil Personnel

No Items This Meeting

10. Buildings and Grounds:

No items this meeting.

11. Reports:

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

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

*11.03 The breakfast and lunch menu for students had been included in the Board's information.

*11.04 The vehicle status report for July 16 to August 15, 2018 had been included in the Board's information.

*11.05 The vehicle maintenance report for July 16 to August 15, 2018 had been included in the Board's information.

*11.06 The weekly attendance reports for August 15, August 22, August 29 and September 5, 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, October 9, 2018, at 6:00 p.m.

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

Mrs. Jackson reported that she attended the Legislative Committee on Saturday. There were 103 delegates from around the state and they voted on yes motion, 2nd

discussion, 40 times. Forty different legislative items which is a number of legislative issues that are gathered from all the districts throughout the state and the ASBA forms a legislative committee and they form a legislative agenda for the next year. Their lobbyists work on these at the legislature on school districts behalf. Mrs. Jackson offered a copy to any Board Member who would like one.

15.01 Vote to Conduct Executive Session Pursuant to A.R.S. §38-431.03(A) Personnel

Mr. Snider moved that:

“The Board adjourn to Executive Session pursuant to A.R.S. §38-431.03(A) Personnel.”

Ms. Hernandez seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Rachel Hernandez	X	
Judee Jackson	X	
Gilberto Mendez	X	
David Snider	X	
Dolores Underwood	X	

The meeting was closed to the public at 6:34 p.m.

At the conclusion of the executive session, the open meeting was reconvened at 7:54 p.m., at which time the Board members and the administration addressed Item 8.04.

8.04 Mr. Snider moved that:

“The Board approve the Superintendent’s contract as written.”

Ms. Hernandez seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Rachel Hernandez	X	
Judee Jackson	X	
Gilberto Mendez	X	
David Snider	X	
Dolores Underwood	X	

Mrs. Jackson adjourned the meeting at 7:58 p.m.

Respectfully submitted,

Date Approved: 10/9/18

President