

# **MINUTES -- 3:00 p.m.**

# Monday, June 23, 2003

# Special Governing Board Meeting and Work Study Session

Governing Board Room 215 North Carlisle Avenue Somerton, Arizona

**Attending Board** 

Leticia Yepez

Dale Phillips

Luis Heredia

Absent Board

Martha Camacho (3:17 p.m.)

Attending Public

Ken Huffman

Paul Filby

Bob Klein

Jerry Cabrera

Bill Rhodes

George Brick Cathy Witmer

Scott Omer

Kurt Karwoski (4:12-4:32)

Judith Bobbitt

Rose Arévalo

# 1. OPENING AND ANNOUNCEMENTS

#### 1.a. Call to Order

Mr. Phillips

Mr. Phillips called the meeting to order at 3:13 p.m.

#### 1.b. Call for Executive Session

Mr. Phillips

Action

#### A.R.S. §38-431.03 (A.1) Executive Sessions

Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting.

#### A.R.S. §38-431.03 (A.3) Executive Sessions

Discussion or consultation for legal advice with the attorney or attorneys of the public body.

#### A.R.S. §38-431.03 (A.4) Executive Sessions

Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation.

Executive Session will be called after all other business is taken care of in order for the Board to discuss 4.4. Approval of Superintendent's Performance Pay.

# 2. <u>REPORTS</u>

#### 2.a. Superintendent's Report

Mrs. Bobbitt

Information

- New School
- Personal Plan

Mrs. Bobbitt shared info on the Early Education Center and the new elementary school draft drawings that were available for review. The District's committee, City Personnel, community members, staff and students met with the architects during their two and a half day stay. Mr. Klein will meet Wednesday with the architects to decrease square footage in order to meet the amount allocated by the State Facilities Board (SFB). The building will be metal with a brick or block facade.

Mrs. Bobbitt explained that the architects are submitting this project to receive a certificate of environmental quality. A 'green' building is one that has good air quality which is important to people with allergies, is not prone to create mold and no toxic fumes would be given off by materials made to construct the building. Mrs. Bobbitt presented information regarding entering and exiting the parking lots and the accessibility to the office. Corridors will be closed for evening classes, so that night students can only access rooms on part of the building.

Mr. Klein explained that certifying the building as a 'green' building may not happen with this project, but because those measures are being taken. It is more likely that the next building built will meet all the criteria. The question of the school site was brought up, that information is not available at this time.

Mrs. Bobbitt presented information on the Professional Development Leadership Academy (PDLA). She and Mr. Sheppard have presented at conferences including their second summit recently. Only Kansas, Ohio and Arizona were chosen for a grant to work on professional development practice that will adhere to national and state standards. Arizona was ranked 50th in the nation for recruiting, training and retaining qualified teachers. PDLA hopes to change that.

County School Superintendents Knox, Egbert and Mrs. Bobbitt have worked closely to bring nationally known facilitators as part of a collaborative training for area staff. Because of this, the next training will be held at the Yuma Convention Center and Yuma County and outlying area districts will be invited to attend.

Mrs. Bobbitt has been working on a committee to research the Intern Certificate offered by the state department for teachers. NAU has a fast track program that will allow students with majors other than education, work on education credits to obtain their teaching certificate. The Intern Certificate allows students to work on program while working at a school.

The Board received a listing of positions that were filled that replaced other staff, so they had an idea of where the District stands in regard to staffing. Administrators have been diligently interviewing prospective staff to fill vacant positions, which is evident in the lower number of vacancies. Emergency Certification is being discouraged and those that have Emergency Certificates are urged to satisfy deficiencies in order to get standard certificates issued.

The Board was pleased to have the staffing information. It was suggested that exiting staff receive a survey to critique District practices after leaving. This method may allow them to answer more openly than if they completed the form at an exit interview. The question was raised as to whether the District is at a point where they can choose from a variety of applicants. Mrs. Bobbitt explained that we have more applicants because they have heard positive things about our district as well as current staff recruiting new staff. Mr. Klein added that about ten percent of the applications are rejected upon first review.

# 3. CONSENT AGENDA -- PERSONNEL Mrs. Bobbitt Action

The following items may be approved in one motion under the Consent Agenda. If a particular item is to be discussed, it may be pulled from the Consent Agenda and taken as a separate agenda item. The Board may take action on the following items or defer them to the next regularly scheduled meeting.

#### 3.1 HIRING

**3.1.a**. Belcher, John

Teacher, Tierra Del Sol Elementary

## 3.1 HIRING (continued)

<b>3.1.c</b> .	Mares, Maritza	Teacher, Desert Sonora Elementary
<b>3.1.d</b> .	Mullennix, Lynette	Teacher, Desert Sonora Elementary

**3.1.e**. Singer, Dale Teacher, Somerton Middle

**3.1.f**. Valladares, Adriana Adult Education Teacher, Family Literacy

**3.1.g**. Vasquez, Vanessa GED Examiner, GED

## 3.2 REQUEST FOR RELEASE FROM CONTRACT / RESIGNATION / RETIREMENT

<b>3.2.a</b> .	Carroll, Myrna	Teacher, Tierra Del Sol Elementary
3.2.b.	Lupercio, Araceli	Teacher, Desert Sonora Elementary
<b>3.2.c</b> .	Rice, Susan	Teacher, Desert Sonora Elementary
<b>3.2.d</b> .	Ricciutti, Lisa	Teacher, Somerton Middle School

#### 3.3 WITHDRAWAL OF CONTRACT

<b>3.3.a</b> .	Schwehr, Sarah	Teacher, Desert Sonora Elementary
<b>3.3.b</b> .	Courbron, Craig	Teacher, Somerton Middle School
<b>3.3.c</b> .	Reimnitz, Katrina	Teacher, Somerton Middle School

#### 3.4 AUTHORIZATION TO RE-ISSUE CONTRACT

<b>3.4.a</b> .	Karwoski, Kurt	Teacher, Tierra Del Sol Elementary
<b>3.4.</b> b.	Rodriguez, Lydia	Teacher, Somerton Middle School

# 3.5 LEAVE OF ABSENCE

**3.5.a**. Arvizo, Cecilia Teacher, Tierra Del Sol Elementary

#### 3.6 REASSIGNMENT

**3.6.a**. Martinez, Sylvia Outreach Coordinator, Adult Education

## 3.7 ADDITIONAL ASSIGNMENTS

<b>3.7.a</b> .	Duarte, Connie	Instructional Assistant, Desert Sonora Elementary
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**3.7.b.** Franco, Maria GED Examiner, GED **3.7.c.** Martinez, Erika GED Chief Examiner, GED

**3.7.d**. Slawinski, Michael Teacher, Tierra Del Sol Elementary School

#### 3.8 CHANGE IN CLASSIFICATION

**3.8.a**. School Office Specialist Tierra Del Sol Elementary School

## 3.9 LONG-TERM SUBSTITUTE

**3.9.a**. Vasquez, Martha Desert Sonora Elementary School

Mrs. Bobbitt submitted Items 3.1 to 3.9 for approval.

Mr. Phillips entertained a Motion to approve Items 3.1 to 3.9

MOTION: Mr. Heredia so moved, Mrs. Camacho seconded, Motion carried.

# 4. BUSINESS AND FINANCE

Mrs. Bobbitt Action

# 4.1. Signing of Accounts Payable and Payroll Vouchers

**No Action** 

# 4.2. Approval of Payroll Vouchers for July

Mrs. Bobbitt withdrew these items to be on June 30th Special Meeting Agenda.

#### 4.3. Approval of Food Service Agreement

Mr. Klein explained that Sodexho revised their increase from 3.0 to 1.5 percent.

Mr. Phillips entertained Motion to approve Items 4.3

MOTION: Mr. Heredia so moved, Mrs. Yepez seconded, Motion carried.

## 4.4. Approval of Superintendent's Performance Pay

Mrs. Bobbitt asked to come back to Item 4.4 time and suggested calling Executive Session at the conclusion of the Study Session. The Board agreed.

## STUDY SESSION

The Board began the Study Session at 3:59 p.m.

Ms. Witmer presented the budget with a two percent increase to the base level amount. She explained that the number of students is lower because many have exited. The Maintenance and Operations (M&O) budget shows \$308,000 that the District will have to pick up. All the projections were made with growth in mind.

Mrs. Bobbitt explained that other District have eliminated electives from their curriculum and instead have enrichment, remediation, and tutorial programs with regular teachers. We provide P. E., health, computer, family and consumer science, band and others. If those teachers were calculated in to the pupil:teacher ratio, the numbers would be reduced. We could have classes with more than 30 students next year at SMS. To reduce class size more. However, the core classroom teacher still can have at certain times 30 to 35 students. Because of this, it is possible that electives may have to be phased out in the future. Legislation allows for a safe 3.21% increase to employees this year and possibly next year with growth. This will be a topic o study and discussion

There was a question of employee contributions to retirement. Ms. Witmer explained that the employee/employer match for retirement contribution is governed by the government. Unfortunately, health insurance increases must be covered by employees if they choose to have family coverage. Mrs. Bobbitt thinks the District may be safe in using growth predictors for next year. Ms Witmer estimated the carry over funding to be at about \$150,000 which would be prepaid.

Trigg ers were met this year and the District was pleased to have including wording such as 'may' and 'up to 3.5%' so that contracts would not have to be reissued if triggers were not met. Classified staff received a memo explaining that their contracts s should be generated in July. This year's retiree salaries made a difference in future budgets. In some cases as much as \$10,000 less. ERate funding may not be available in the future. Already this year, it is apparent that grants are not being funded as easily as they had been in the past.(Mr. Heredia left to answer a phone call 5:00 to 5:04 p.m.)

After questions and discussion, Ms Witmer said she understood the consensus to be for contracts to be issued with the 3.5% increase.

# STUDY SESSION ENDED at 5:04 p.m.

## **Call for Executive Session**

# Mr. Phillips

**Action** 

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**MOTION:** Mrs. Yepez moved to go into Executive Session at 5:05 p.m. pursuant to A.R.S. 38-431.03 A.1 for Superintendent's Evaluation. Mrs. Camacho seconded and motion carried.

Attending Board Dale Phillips Martha J. Camacho

Luis Heredia Leticia Yepez

**Absent Board** J. Scott Omer

Other Present Judith Bobbitt, Superintendent

**MOTION:** Mrs. Camacho moved to return to regular session. Mrs. Yepez seconded. Motion carried. The Board moved back in to regular session at 6:00 p.m.

#### 4.4. Approval of Superintendent's Performance Pay 41.3032

**MOTION:** Mrs. Camacho to approve \$5,000 performance pay for Mrs. Bobbitt. Mr. Heredia seconded. Motion was approved with four votes approval, zero nay. Omer was absent. Motion carried.

# 5. ADJOURNMENT

Mr. Phillips entertained a Motion to adjourn.

**MOTION:** Mr. Heredia moved to adjourn the meeting. Seconded by Mr. Yepez. Motion carried. The meeting adjourned at 6:03 p.m.

Signature of Board President/Clerk	Date