

DOUGLAS UNIFIED SCHOOL DISTRICT #27
DOUGLAS, ARIZONA

Board Room
Central Administration Building

5:00 PM
January 10, 2023

Regular Board Meeting
Minutes of the Board

I. PRELIMINARY MATTERS:

CALL TO ORDER: Mr. Ray Borane, President

PRESENT: Mr. Kevin Smith, Member
Mrs. Jana Selchow, Member
Mr. Mitch Lindemann, Member
Mr. Mario Ramos, Member

Others Present: Ana C. Samaniego, Superintendent
Denise Cox, Assistant Superintendent
Cesar Soto, Chief Financial & Operations Officer
Alejandra McGrew, Ex-Officio Student Member
Alma Valenzuela, Executive Secretary

Approval of Minutes:

Mr. Lindemann motioned to approve the following minutes. Mr. Ramos seconded the motion.
Motion carried 5/0. ¹

1. December 6, 2022 - Regular

Summary of Current Events:
Superintendent

Mrs. Samaniego addressed the Board and informed them about the following:

- Welcomed back everyone to the new year and the beginning of the 3rd Quarter. There is one (1) quarter before the State testing cycle begins. Testing will take place in April.
- Report cards will be issued and sent out next week.
- The 100th Day of School is Friday, January 20th.
- Monday, January 16th, is Martin Luther King Jr. Day and there will be no school.
- She presented Mrs. Bianca Hernandez a recognition certificate for being nominated for the Presidential Awards for Excellence in Mathematics and Science Teaching. The Presidential Awards for Excellence in Math and Science Teaching are the highest recognition that a kindergarten through 12th grade science, technology, engineering, and/or mathematics teacher may receive for outstanding teaching in the United States. Up to 108 teachers are recognized each year. Presidential awardees receive a certificate signed by

¹A unanimous (5/0) vote will show the members voting in this manner throughout the minutes:

Name	Aye	Nay	Abstain
Mr. Kevin Smith	√		
Mrs. Jana Selchow	√		
Mr. Mitch Lindemann	√		
Mr. Mario Ramos	√		
Mr. Ray Borane	√		

the President of the United States, a trip to Washington D.C. to attend a series of recognition events, and a \$10,000 award from the National Science Foundation. Awardees also join an active network of outstanding educators from across the nation. Since 1983, more than 5,200 teachers have been recognized for their contributions in the classroom and their profession. Awardees serve as models to their colleagues, inspiration to their communities and leaders in the improvement of STEM education. Mrs. Hernandez has accepted the nomination and has applied for the recognition. It is a very long and extensive application process. Congratulations! We wish her the best of luck!

i. DHS Construction Update

Mrs. Samaniego advised that Mr. Alan Levin is attending telephonically and Mr. Rob Burgheimer is attending in person. Things are flowing and as you all know, there has been some things that have happened whether it is staff, equipment that has helped up the project quite a bit, but we are closer to the end. We are seeing a light at the end of the tunnel and have approximate deadlines and timeframes from here until probably the end of March. Mr. Borane advised that since this item is listed under reports, there cannot be any discussion. Mrs. Samaniego commented that there is a timeline of different buildings being completed, at different timeframes. Below is a brief synopsis:

- Building R: Substantial completion – end of February.
- Building V: To follow within 15 days.
- Building S: To follow within 30 days of Building V.
- Site work including parking lot in February.
- Planting of the field in March based on water conditions.
- It is also confirmed that A&P is planning to be off the site by the end of March.
- We understand that continued prevailing conditions, material issues, and staffing have contributed to some of the delays.
- There is extensive oversight being done by our architect and Alan and his team over A&P to make sure that they stay within this new timeline.

Mrs. Samaniego advised that Eddie Avenue was paved and it is still closed for the public and for Joe Carlson parents. It will continue to be closed until a decision by the administration is made to determine when Eddie Avenue is going to open for Joe Carlson parents to pick up/drop off their students and exit via Eddie Avenue.

Mr. Borane advised that no discussion can take place at this time and if Mr. Burgheimer has any comments he can bring them forth during Public Comments.

Governing Board Members

Mr. Borane advised that Mrs. Louis Kimble, who was a long-time Douglas educator, recently passed away. She taught various subjects in the District for and she was well known in Cochise County for all of her contributions to education. At this time, a moment of silence was held in her honor.

Mr. Lindemann advised that it is his duty as an elected official to report to the voters any activities that he has undertaken on behalf of the school district. He recently attended the Arizona School Boards Association Annual Conference. This is valuable to keep informed about the State and

local issues and best practices, along with networking with other elected and appointed individuals. Ultimately, it makes him a better and more informed Board member.

Reports:**Ex-Officio Student Member – Alejandra McGrew**

Ms. Alejandra McGrew provided the DUSD Schools Activity Report for the month of January.

Year to Date Budget Balance & Travel Reports – Cesar Soto

Mr. Soto advised that the Board was provided the December reports. He advised that most of the budget has been encumbered. There will be change in the report in January due to the minimum wage increase, there will be more salaries encumbered. They are planning a budget revision in February or March.

Mr. Soto advised that the Aggregate Expenditure Limit (AEL) is still an issue with the Legislature as they haven't decided yet. Former Governor Ducey was trying to get them together before he left but was unsuccessful. In Governor Hobbs first meeting, most of the talk was education and funding for schools; which is a good thing. We are going to have to wait and see what happens. The Governor is also going to push the item of AEL. Last year, the amount that the District was at risk of losing was \$4.4million and this year it is \$5.2million. It is a difference of \$800,000 more if the AEL doesn't get approved. We are all hoping a decision is made soon so that we can move forward. The Governor is also looking at capital funding and hopefully additional funding for school districts. Mr. Ramos asked if the AEL doesn't go through, how big of an effect will it be on the District? Mr. Soto replied that the District would have to cut \$5.2million from the District budget and 85% of the District budget is salaries and benefits. Mr. Borane asked Mr. Soto to give a brief explanation of what AEL is and the effect it can have on the District. Mr. Soto replied that the AEL is something that has happened for over 20+ years and it is something the Legislature is trying to fix. The Legislature needs to increase the limit so that all school districts are not affected by the AEL. The limit was set back in 1980's and it specifies how much all of the school districts can spend. The total amount that all school districts can spend is \$1.39billion. In addition, school districts are funded on a formula, that was also created in the 1980's and hasn't been update. Those are the many things that the Governor is trying to address and fix. One of the reasons that the school districts are exceeding the limit is Prop. 301, which is the additional money for teachers. This funding was added in the early 2000's and it is a very significant amount of money and it wasn't addressed by the legislators or updated the law to reflect the increase. One of the main goals of the Governor is to reconvene and have a special meeting for the AEL. Mr. Smith asked if the administration is looking at ways to start cutting the budgets and reduce the hurt? Mr. Smith commented that he was reviewing the district audits and there were a number of things on the audit that the District is showing, such as the cost per student is very high. Wondering if anyone has been looking at to start to reduce those costs? Mr. Soto replied yes, on the report there is almost 10% remaining on the budget, which is approximately \$2.5million. It will definitely affect the way we do business and mainly with our staffing. Historically, it's an issue we have but it's never been an issue, the Legislature always comes back even late and it passes, but it doesn't mean that there may be a year it doesn't. At this point, we haven't looked at specific areas because it is hard, as we need the teachers and the staff. We are hoping that this get solved and gets done as soon as possible that way it gives all the school districts the opportunity to act and to have some kind of different scenarios to look at. For all of the school districts, most of the M&O budget is salaries

and benefits; it's a fact. It is going to affect all of the school districts in the State. Another thing that the Governor is looking at is that in changing the funding formula, it will make it equal for everyone. The Governor doesn't like that the fact the public school districts are funded one way, the charter schools another way, and the private schools another way. There are a lot of changes and positive movement. There is no specific plan, as of right now, but we are going to start looking at a plan very soon. Mr. Borane commented that unfortunately the biggest fright is staff layoffs. Mr. Smith commented that also the administrative costs was listed very high and food benefits are very high. He understands that the children have to be fed and we have to do all the other stuff too, but hopefully we can find some places to cut in these areas that are already considered very high expenditures before we ever get to staff and salaries. Mr. Borane commented that the Legislature is in session now so all we need is for someone to introduce a bill to exceed the limit and pass it.

Human Resources & Student Enrollment Reports – Denise Cox

Mrs. Cox advised that there are 3,820 students enrolled to include preschool. In the process of kindergarten registration and open enrollment.

For our certified staff, a letter was sent out on their plans to return next school year so that we can start planning. They will have five (5) days to return the letter and an update will be provided at the next meeting.

Public Comments:

Dr. Kristine L. Gomez introduced herself and addressed the Board as a concerned parent.

Dr. Michael Gomez introduced himself and addressed the Board regarding children.

Mr. Borane stopped the meeting at 5:32 p.m. to enter the Public Hearing.

Mr. Borane reconvened the meeting at 5:35 p.m.

Mr. Robert Burgheimer introduced himself and addressed the Board regarding the update on the Douglas High School (DHS) construction.

II. CONSENT AGENDA ITEMS:

Mr. Lindemann motioned to approve the consent agenda as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

1. Payroll and Expense Vouchers/Reports:

- i. Expense Vouchers: 2320, 2321, 2322, 2323, 2324
- ii. Payroll Vouchers: 12, 13, 14

III. ACTION ITEMS:

A. Discussion/action on the approval of certified hires.

Mr. Lindemann motioned to approve the certified hires as presented. Mr. Ramos seconded the motion. Motion carried 5/0.

• Beverly Muñoz	Emergency Substitute Teacher	\$105.00/day	M&O
• Diego Ochoa	Emergency Substitute Teacher	\$105.00/day	M&O
• Zaylan Aleman	Emergency Substitute Teacher	\$105.00/day	M&O

B. Discussion/action on the approval of classified hires.

Mr. Lindemann motioned to approve the classified hires as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

• Claudia Cantu	Afterschool Enrichment Program Instructional Aide (Clawson)	\$14.92	ESSER III
• Dylanie Guerrero	Instructional Aide (Faras)	\$14.59	M&O
• Jorge Coronado	IT Help Desk Technician	\$15.25	ESSER III

C. Discussion/action on the approval of classified resignations.

Mrs. Samaniego advised that all staff are rehireable.

Mr. Lindemann motioned to approve the classified resignations as presented. Mr. Ramos seconded the motion. Motion carried 5/0.

• Michelle Perez	Food Service Worker	Resignation effective 12/22/22
• Wendy Paredes	ESS Instructional Aide (Joe Carlson)	Resignation effective 12/09/22
• Darianna Salazar	Instructional Aide (Joe Carlson)	Resignation effective 12/23/22
• Alan Valencia	Instructional Aide (Stevenson)	Resignation effective 01/20/23

D. Discussion/action on the approval of classified transfer.

Mr. Lindemann motioned to approve the classified transfer as presented. Mr. Ramos seconded the motion. Motion carried 5/0.

• Alejandra Favela	From Parent Liaison (PHMS; \$15.50; 189 days) to Principal Secretary (PHMS; \$15.84; 208 days) <i>Transfer effective January 9, 2023</i>	M&O
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E. Discussion/action on the approval of addendum.

Mr. Lindemann motioned to approve the addendum as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

• Nubia Elias	National Honor Society Sponsor (DHS)	\$1,000.00	M&O
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F. Discussion/action on the approval of addendums for middle school athletics.

Mr. Lindemann motioned to approve the addendums for middle school athletics as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

• David Campas	Boys' Soccer Coach (PHMS)	\$750.00	M&O
• Angelica Enriquez	Boys' Soccer Assistant Coach (PHMS)	\$750.00	M&O

G. Discussion/action on the approval of volunteers.

Mr. Lindemann motioned to approve volunteers as presented. Mr. Ramos seconded the motion. Motion carried 5/0.

• Angel Vasquez	Baseball (DHS)
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- Erik Moreno-Robles Health Aide (Districtwide)

H. Discussion/action on the approval of donations received for DUSD #27:

- *Donation of a 33-30 Baum Bat from Mr. & Mrs. Fabian Ochoa to DHS Baseball Program (est. value \$229.68).*
- *Donation of a 33-30 Baum Bat from Mr. & Mrs. Frank Lara to DHS Baseball Program (est. value \$229.68).*
- *Donation of \$40.00 to DHS Boys' Basketball from Mr. & Mrs. Joseph Salcido.*
- *Donation of Zippie TS Wheelchair to DUSD #27 from Ms. Casi E. Ruffo (est. value \$300.00).*
- *Donation from Donors Choose to the following schools for classroom projects:*
 - *Clawson 4th Grade (Ms. Daniel) - \$1327.99*
 - *RBMS 8th Grade Social Studies (Mr. Alvarez) - \$605.00*
 - *RBMS 8th Grade Art (Ms. Lewis) - \$330.00*

Mr. Lindemann motioned to approve the donations received for DUSD #27 as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

I. Discussion/action on the approval of out-of-state travel for Migrant Department Staff to attend the Migrant Education Annual Conference.

Mrs. Samaniego advised that this is for staff out-of-state travel. There is a correction and the recommendation is for Ms. Sandra Garcia and Mrs. Carol Perez to be the only two (2) to travel and attend the conference. The revised cost is approximately \$4,458. Mrs. Herrera will not be attending the conference as she is working on grants and State testing.

Mr. Lindemann motioned to approve the out-of-state travel for Migrant Department Staff to attend the Migrant Education Annual Conference as presented. Mr. Ramos seconded the motion.

Mr. Lindemann commented that usually out-of-state travel, in his estimation, isn't as valuable as local travel. Is this particular conference a requirement? Mrs. Samaniego replied yes, this is the annual national migrant conference and it is a federal program. Mr. Lindemann commented that he understands that it is a federal program but wants to ensure they are getting the best bang for the buck whenever tax payer money is spent.

There being no further discussion, motion carried 5/0.

J. Discussion/action on waiving the requirement of a second classroom observation for the 2022-2023 School Year pursuant to A.R.S. §15-537 (G).

Mrs. Samaniego advised that per A.R.S. §15-537 (G) and evaluation policy, teachers can have one (1) or two (2) evaluations per year at the discretion of the administrator. If a teacher is deemed in the highest two (2) rankings, the administration will submit a list of teacher names that they are recommending to forego the second evaluation, because of their high ranking. The Board is the only one that can approve the list. Mrs. Samaniego is bringing forth a list of 109 teachers that are being recommend to forego their second evaluation. The criteria still remain at the principals and can issue two (2) evaluations per teacher, at every site, if they wish to do so.

Mr. Lindemann motioned to approve waiving the requirement of a second classroom observation for the 2022-2023 School Year pursuant to A.R.S. §15-537 (G) for the teachers as presented. Mrs. Selchow seconded the motion.

Mr. Lindemann asked what is the criteria for waiving the second observation? Mrs. Samaniego replied that the per A.R.S. §15-537 (G), *The governing board may waive the requirement of a second classroom observation for a continuing teacher whose teaching performance based on the first classroom observation places the teacher in one of the two highest performance classifications for the current school year, unless the teacher requests a second observation.* Mr. Lindemann asked if this is determined by the principal? Mrs. Samaniego replied yes and the evaluation tool that is being used. Mr. Lindemann commented that his concern is if all employees are being treated fairly and equally. Mrs. Samaniego replied that she would hope so as they all use the same evaluation tool. There are eight (8) different administrators and the assistant principals are also evaluators and they all have been trained to evaluate, effectively, consistently, and use equal practices in their evaluation tools. Hoping that every staff member is abiding by the policy, review and use the evaluation tool, have a preconference with the teacher to establish what they are going to teach for their evaluation, get evaluated (an hour and announced), and then have a post-conference where the administrator reviews the evaluation and discusses any deficiencies or strengths. Mr. Lindemann asked if the determinant is the principal? Mrs. Samaniego replied that it is the evaluation tool, per what is being instructed and evaluated at that time by the administrator. Mr. Borane asked if there were any principals that opted out or decided that they were not going to waive the second observation? Mrs. Samaniego replied yes, the Ray Borane Middle School principal, at her discretion, has elected not to waive and evaluate twice. Mrs. Selchow asked what are the criteria's, are there four (4) of them? Mrs. Cox replied that they are Developing, Highly Effective, Effective, and Ineffective. Mr. Smith commented that the waiver is for 109 teachers, but how many teachers in total were evaluated? Mrs. Samaniego replied there were 210-215 teachers. Mrs. Cox commented that new teachers are considered probationary if they are within their first three (3) years of teaching, so they get two (2) evaluations regardless of how the first evaluation is. By law, new teachers are required to have two (2) evaluations.

There being no further discussion, motion carried 5/0.

K. Discussion/action on the approval to continue using Wells Fargo Bank for the deposit of auxiliary and revolving funds.

Mr. Soto advised that this is done every year. Mr. Borane asked if the District has other monies in the bank other than the auxiliary and revolving funds? Mr. Soto replied no, booster clubs and PTSO's have their own separate accounts at whichever bank they want to utilize. All the money that the District has is managed by the County and the State. Mr. Borane asked where do the auxiliary and revolving monies come from? Mr. Soto replied that the auxiliary funds come from student fees, athletic fees, student ID's, parking fees, student clubs, etc. The revolving funds come from gift/donations and reimbursements.

Mr. Lindemann motioned to approve to continue using Wells Fargo Bank for the deposit of auxiliary and revolving funds as presented. Mr. Ramos seconded the motion. Motion carried 5/0.

L. Discussion/action to approve the hearing officers and procedures pursuant to A.R.S. §§15-541 and 15-843.

Mr. Lindemann motioned to approve the hearing officers and procedures pursuant to A.R.S. §§15-541 and 15-843 as presented. Mr. Ramos seconded the motion.

Mrs. Selchow asked what training do staff have to go through to be a hearing officer? Mrs. Samaniego replied it is a mandated training through the TRUST. No one can be a hearing officer until they attend the one-day hearing officer training. Mr. Borane asked how is conflict of interest avoided in the administration? Mrs. Samaniego replied that she is on the list but as a last resort, since appeals are submitted to the Superintendent.

There being no further discussion, motion carried 5/0.

M. Discussion/action on the approval of the DUSD #27 Gifted Scope and Sequence.

Mrs. Samaniego advised that Mrs. Katie Walker has submitted the DUSD #27 Gifted Scope and Sequence, as per policy. Every five (5) years it needs to be brought to the Board for approval. There is one change, typo error and Mrs. Walker will discuss.

Mrs. Walker presented the Gifted Scope and Sequence to the Board and discussed it at length. The typo is under the section where *DUSD does offer gifted services to students that score above the 86th percentile...* it should be *91st* percentile. This will allow more students to participate in the program. The State Legislature did this with the idea that 8% of the student population will be participating. They will allow school districts to lower the percentage; however, it doesn't allow the District to claim the funding for those students. The students have to qualify in the 97th percentile and those are the only ones that we can request the weight for the gifted program. This will allow for more students to participate as the numbers have been low. Asking for the Board's approval, in consultation with the school district psychologists a number that will allow for more kids to be identified.

Mr. Lindemann motioned to approve the DUSD #27 Gifted Scope and Sequence as presented. Mr. Ramos seconded the motion.

Mr. Lindemann commented on the mention that we couldn't get any funding for the gap, is the District going to be able to handle it? Mrs. Walker replied yes, we are currently paying Edmentum a flat rate for 60 students and we have nowhere that participation right now. That is their minimum amount. Based on the recent screening and testing, we feel that this will allow us to have more kids participate. Mrs. Selchow asked how many students are currently participating? Mrs. Walker replied that there are currently 14 students. Mrs. Selchow asked if dropping it to 91, will help? Mrs. Walker replied that it will allow more kids to participate but it won't give them numbers that will come close to the 60. Mrs. Selchow commented that there used to be a clause in the State policy that talked about underserved populations and is it part of the situation? Mrs. Walker replied that she thinks it is part of the situation. They did a digital screening and only one (1) student scored high enough. From those scores, kids were pulled out and given a paper test. Those tests have been sent off. Mrs. Selchow asked at DHS, are gifted students able to take the dual-credit and AP courses, are the counselors working with them and helping them? Mrs. Walker replied that about two (2) years ago, procedures were put in place at DHS on how the needs of gifted students should be met and have them met individually with their counselor every year to go through the available courses, and preregister. This is started with eight grade gifted students. Mrs. Samaniego advised that if approved, this will be in effect for the next five (5) years.

There being no further discussion, motion carried 5/0.

N. Discussion/action on the approval of the Family Life Education Curriculum: *PositivePotential*, for 6th to 8th grade students and *Making Proud Choices* for 9th to 12th grade students.

Mr. Lindemann motioned to approve the Family Life Education Curriculum: *PositivePotential*, for 6th to 8th grade students and *Making Proud Choices* for 9th to 12th grade students as presented. Mrs. Selchow seconded the motion.

Mr. Lindemann asked if this has changed or have they had this in the past? Mrs. Selchow replied that this particular curriculum may not have been the exact curriculum, but it used to be the sex education curriculum from Cochise County Health. Mrs. Selchow asked who makes the decision about the speakers, the County Health or the school? Mrs. Samaniego replied that it goes through Cochise County Health and their staff is trained to do the curriculum.

There being no further discussion, motion carried 5/0.

IV. INFORMATION ITEMS:

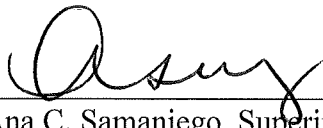
A. Announcements

- Martin Luther King Jr. Day (No School & All District Offices Closed)... January 16, 2023
- District Spelling Bee January 24, 2023
- Next Regular Board Meeting February 7, 2023

V. ADJOURNMENT:

There being no further business, Mr. Lindemann motioned to adjourn the meeting. Mrs. Selchow seconded the motion. Motion carried 5/0. The meeting was adjourned at 6:10 p.m.

Minutes prepared by Alma Valenzuela, Executive Secretary. The Board at their meeting on February 15, 2023, approved these minutes.



Ana C. Samaniego, Superintendent