

DOUGLAS UNIFIED SCHOOL DISTRICT #27
DOUGLAS, ARIZONA

Board Room
Central Administration Building

5:00 PM
January 11, 2022

Regular Board Meeting & Executive Session
Minutes of the Board

I. PRELIMINARY MATTERS:

CALL TO ORDER: Mr. Ray Borane, President

PRESENT: Mrs. Jana Selchow, Member
Mr. Mitch Lindemann, Member
Dr. Edward Gomez, Member
Mr. Mario Ramos, Member (Telephonically)

ABSENT: Ana C. Samaniego, Superintendent
Cesar Soto, Chief Financial & Operations Officer

Others Present: Denise Cox, Assistant Superintendent
Kamila Barrios, Ex-Officio Student Member
Alma Valenzuela, Superintendent's Secretary

Approval of Minutes:

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

1. August 18, 2021 – Special
2. September 2, 2021 – Public Hearing
3. September 7, 2021 – Regular & Public Hearing
4. September 23, 2021 – Special
5. January 4, 2022 – Annual Organizational

Summary of Current Events:

Superintendent

Mrs. Cox addressed the Board on behalf of Mrs. Samaniego and informed them about the following:

- The 100th Day of School is on January 20, 2022.
- Thanked the City of Douglas and Douglas Fire Department employees for donating jackets to DUSD students.
- We are now in Quarter 3 and continue in-person learning following all COVID-19 protocols, mask mandates, and dealing with the daily challenges of student and staff absences. For students who have to quarantine and isolate, the Instructional Time Model

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

Name	Aye	Nay	Abstain
Mrs. Jana Selchow	√		
Mr. Mitch Lindemann	√		
Dr. Edward Gomez	√		
Mr. Mario Ramos	√		
Mr. Ray Borane	√		

(ITM) is offered for temporary Distance Learning. We continue to remind our staff and students not to go to work sick and when in doubt get tested. This is an extremely important academic quarter as teachers are preparing for state testing, which will take place in April.

Governing Board Members

None.

Reports:

School Activity Reports – Kamila Barrios

Ms. Kamila Barrios provided the DUSD School Activity Report for the month of January.

Business Office Reports – Cesar Soto

None.

Human Resources & Student Enrollment Reports – Denise Cox

Mrs. Cox advised that are 3,873 students enrolled to include preschool.

Mrs. Cox advised that there are several vacant positions and are actively recruiting to fill the vacant positions.

For COVID, we are currently seeing an increase in cases throughout the District. As of last week, we had 25 positive student cases and 15 positive staff cases. The CDC has changed their guidelines and we are following them. The protocol is now five (5) days depending on vaccination status. They are in constant communication with the Cochise Health Department. Have had to close down for a week, a preschool classroom, a kinder classroom, and a second grade classroom due to close contact.

Mr. Lindemann asked if it is known how many students participated in getting vaccinated at the school sites? Mrs. Cox replied the exact number is not known but several students and staff participated.

Mrs. Cox reminded everyone that the District has a mask mandate in place and everyone (staff, students, parents, and visitors) needs to wear their mask, while indoors, regardless of vaccination status. Unless there is a significant issue that is documented. Mr. Borane asked if staff is alone in their office, are they allowed to take off their mask or only in the presence of someone should they wear it? Mrs. Cox replied that if a staff is isolated (by themselves) they don't have to wear a mask but if they are in the presence of anyone else they do have to wear a mask.

Public Comments:

Due to COVID-19, public comments were submitted via email and were read by Mrs. Cox. The following public comment was received:

- Mr. Nathan Darus regarding DHS Band.

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: 2225, 2226, 2227, 2228, 2229
- ii. Student Activities & Auxiliary Reports/Vouchers: 5005
- iii. 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. Mrs. Selchow seconded the motion. Motion carried 5/0.

• Gloria Quintana	Afterschool Enrichment Program Site Coordinator (Sarah Marley)	\$30.00/hr.	ESSER III
• Alvina Hughes	Afterschool Enrichment Program Site Coordinator (Faras)	\$30.00/hr.	ESSER III
• Alonzo Tapia	Afterschool Enrichment Program Site Coordinator (Clawson)	\$30.00/hr.	ESSER III
• Sydney Fimbres	Afterschool Enrichment Program Site Coordinator (PHMS)	\$30.00/hr.	ESSER III
• Jocelyn Hernandez	Afterschool Enrichment Program Teacher (Faras)	\$30.00/hr.	ESSER III
• Wendy Parra	Afterschool Enrichment Program Teacher (Faras)	\$30.00/hr.	ESSER III
• Linda Salinas	Afterschool Enrichment Program Teacher (Faras)	\$30.00/hr.	ESSER III
• Alejandra Sandoval	Afterschool Enrichment Program Teacher (Faras)	\$30.00/hr.	ESSER III
• Suzette Vildosola	Afterschool Enrichment Program Teacher (Clawson)	\$30.00/hr.	ESSER III
• Aaliyah Castillo	Afterschool Enrichment Program Teacher (Clawson)	\$30.00/hr.	ESSER III
• Vanessa Monge	Afterschool Enrichment Program Teacher (Clawson)	\$30.00/hr.	ESSER III
• Ibana Leon	Afterschool Enrichment Program Teacher (Clawson)	\$30.00/hr.	ESSER III
• Cynthia Encinas	Afterschool Enrichment Program Teacher (Clawson)	\$30.00/hr.	ESSER III
• Gabriel Sanchez	Afterschool Enrichment Program Teacher (PHMS)	\$30.00/hr.	ESSER III
• Richard Acosta	Afterschool Enrichment Program Teacher (PHMS)	\$30.00/hr.	ESSER III
• Celena Galaz	Afterschool Enrichment Program Teacher (PHMS)	\$30.00/hr.	ESSER III
• Michael Molina	Afterschool Enrichment Program Teacher (PHMS)	\$30.00/hr.	ESSER III
• Raymond Pacheco	Afterschool Enrichment Program Teacher (PHMS)	\$30.00/hr.	ESSER III
• Jennnifer Liebertz	Afterschool Enrichment Program Teacher (PHMS)	\$30.00/hr.	ESSER III
• Jonathan Rivera	Afterschool Enrichment Program Teacher (RBMS)	\$30.00/hr.	ESSER III
• Guadalupe Castillo	Behavioral Specialist (ESS)	\$37,000.00	M&O
• Luis Daniel	Homebound Services (Districtwide)	\$35.00/hr.	M&O
• Maria Trinta	Homebound Services (Districtwide)	\$35.00/hr.	M&O
• Sally Hamilton	Homebound Services (Districtwide)	\$35.00/hr.	M&O
• Tricia Clinch	Homebound Services (Districtwide)	\$35.00/hr.	M&O
• *Robert Hoffman	Junior Class Sponsor (DHS)	\$1,000.00	M&O

*Ratification

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.

• Jennifer Vaquera	Afterschool Enrichment Program Data Clerk (PHMS)	\$13.62	ESSER III
• Araceli Fragoso	Afterschool Enrichment Program Data Clerk (Faras)	\$14.39	ESSER III
• Lillian Vasquez	Afterschool Enrichment Program Health Aide (PHMS)	\$15.00	ESSER III

• Mayra Laborin	Afterschool Enrichment Program Instructional Aide (PHMS)	\$13.62	ESSER III
• Clara Salayandia	Afterschool Enrichment Program Instructional Aide (PHMS)	\$13.62	ESSER III
• Linda Salinas	Afterschool Enrichment Program Instructional Aide (Faras)	\$13.62	ESSER III
• Alejandra Sandoval	Afterschool Enrichment Program Instructional Aide (Faras)	\$15.00	ESSER III
• Andres Peralta	Afterschool Enrichment Program Instructional Aide (RBMS)	\$13.62	ESSER III
• Bernardo Meza	Custodian (DHS)	\$13.29	M&O
• Maria Rios	Food Service Worker	\$12.80	510-Food
• Karina Ahumada	Health Aide Specialist (Districtwide)	\$15.00	M&O
• Maria Elena Gillette	Health Aide Specialist (Districtwide)	\$15.00	M&O
• Karla Barrera	Help Desk Technician (IT)	\$13.95	ESSER II
• Josie Gastelum	Help Desk Technician (IT)	\$13.95	ESSER II
• Brian Luna	Help Desk Technician (IT)	\$13.95	ESSER II
• Jesus Rubio	Instructional Aide (Sarah Marley)	\$13.29	M&O
• Magda Quintero	NSC Data Clerk	\$13.95	M&O
• Malina Salazar	Reading Interventionist (JC)	\$15.00	ESSER II
• Leslie Duarte	Substitute Custodian	\$12.80	M&O

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

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

• Sara Owen Perez	Parent Liaison (Joe Carlson)	Resignation effective 12/03/21
• Aida Hinojos	ESS Instructional Aide (Faras)	Resignation effective immediately
• Guadalupe Tanabe	Health Aide Specialist (Floater)	Resignation effective immediately

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

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

• Dilan Saavedra	From Instructional Aide (Sarah Marley-\$13.29) to Help Desk Technician (IT-\$13.95).	ESSER II
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E. Discussion/action on the approval of athletic hire.

Mr. Lindemann motioned to approve the athletic hire as presented. Mrs. Selchow seconded the motion.

• Levi Salazar	Baseball Assistant Coach	\$2,969.00	M&O
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Mr. Lindemann commented that he noticed that the interview committee consisted of only two (2) people, it should have a broader perspective. Mr. Borane commented that interview committees should have more than two (2) on the committee. Mrs. Cox advised that she will look into it and ensure there are broader committees. Dr. Gomez commented that the Athletic Director and Head Coach should be on the committee along with someone else and provide the recommendation to the Principal. Mrs. Melissa Rodriguez commented that the administrators are part of the interview committee and for athletics, head coaches are part of the committee too. Mrs. Rodriguez commented that they are looking for a Girls Tennis Coach, if anyone is interested in applying, as classified staff can't coach. Mr. Borane commented that classified staff can't coach because of the Fair Labor Standards Act, overtime, and pay.

Mr. Lindemann asked if there is a standard hiring committee or does a committee have to be created every time something comes up? Mrs. Cox replied that it is a different committee when a position comes up and will ensure there is at least three (3) members on each committee. Dr. Gomez asked if someone that works for another district is allowed to apply for a coaching position? Mr. Borane replied yes.

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

F. Discussion/action on the approval of student teacher.

Mr. Lindemann motioned to approve the student teacher as presented. Mrs. Selchow seconded the motion.

- Brandi Decerion Student Teacher (~~Clawson~~) (DHS)

Mrs. Cox advised that there is a change to the location and the student teacher will be going to DHS.

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

G. Discussion/action on the approval of the Revision to the DUSD #27 Classified Salary Schedule for Fiscal Year 2021-2022.

Mr. Lindemann motioned to approve the Revision to the DUSD #27 Classified Salary Schedule for Fiscal Year 2021-2022 as presented. Mrs. Selchow seconded the motion.

Mrs. Cox advised that the change is to add two (2) positions that were previously approved: Help Desk Technician and Interventionist.

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

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

- *Donation of \$1,000.00 from Mr. & Mrs. Dean Huish to DHS Band.*
- *Donation of a refrigerator from Dr. Kristine L. Gomez to DHS Gym Concession Stand (est. value \$125.00).*

Mr. Borane advised that the refrigerator is being donated to the District and designated for the DHS Gym Concession Stand.

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 waiving the requirement of a second classroom observation for the 2021-2022 School Year pursuant to A.R.S. §15-537 (G).

Mr. Lindemann motioned to approve the waiving the requirement of a second classroom observation for the 2021-2022 School Year pursuant to A.R.S. §15-537 (G) as presented. Mrs. Selchow seconded the motion.

Mrs. Cox advised that this is done annually and is the list of certified teachers who have received their first evaluation/observation and are eligible to waive the second. This does not include probationary teachers (teaching for 1-3 years).

Mr. Ramos asked why is the second observation being waived? Mrs. Cox replied that they are eligible to waive based on the evaluations by the principals. If they are in the two (2) higher categories, then they are eligible to waive their second evaluation.

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

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

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

K. 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. Mrs. Selchow seconded the motion. Motion carried 5/0.

L. Discussion/action on accepting the 2021 Audits issued on December 14, 2021, for the Fiscal Year 2020-2021 year.

Mr. Lindemann motioned to accept the 2021 Audits issued on December 14, 2021, for the Fiscal Year 2020-2021 year as presented. Mrs. Selchow seconded the motion. Motion carried 5/0.

M. Discussion/action on the approval of Agreement and Addendum A between The Stepping Stones Group (formerly Futures Education of Arizona) and DUSD #27.

Mr. Lindemann motioned to approve the Agreement and Addendum A between The Stepping Stones Group (formerly Futures Education of Arizona) and DUSD #27 as presented. Mrs. Selchow seconded the motion.

Mrs. Cox advised that it is being presented due to the company name change.

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

N. Discussion/action on the approval of issuing Additional Contribution Rate (ACR) settlement agreements to nine (9) additional employees.

Mr. Lindemann motioned to approve issuing Additional Contribution Rate (ACR) settlement agreements to nine (9) additional employees as presented. Mrs. Selchow seconded the motion.

Mrs. Cox advised that Payroll and Human Resources did extensive research and are recommending the additional nine (9) employees that weren't included in the original list.

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

At this time, Mrs. Selchow recused herself from this item. Mr. Lindemann withdrew the motion and Mrs. Selchow withdrew the second. Motion did not pass and will be redone.

Mr. Lindemann motioned to approve issuing Additional Contribution Rate (ACR) settlement agreements to nine (9) additional employees as presented. Dr. Gomez seconded the motion. Motion carried 4/0/1.

Name	Aye	Nay	Abstain
Mrs. Jana Selchow			√
Mr. Mitch Lindemann	√		
Dr. Edward Gomez	√		
Mr. Mario Ramos	√		
Mr. Ray Borane	√		

IV. **INFORMATION ITEMS:**

A. **Request for future agenda items**

None.

B. **Announcements**

- Martin Luther King Jr. Day (No School & All District Offices Closed)... January 17, 2022
- Next Regular Board Meeting February 1, 2022

V. **EXECUTIVE SESSION:**

The Governing Board may vote into executive session, pursuant to A.R.S. § 38-431.03 (A)(1) for the following personnel matter:

A. Consideration of a 2021-2022 certified teacher to be released from her contract.

No Board action is taken during executive session. Should either employee wish to have the executive session dealing with the matter pertaining to that employee held in open session, it shall be conducted in open session following the executive session at this point in the agenda.

Mr. Lindemann motioned to enter into executive session. Mrs. Selchow seconded the motion. Motion carried 5/0. *Meeting moved into executive session at 5:45 p.m.*

Return to open session at 5:56 p.m.

VI. **OPEN SESSION:**

A. *Discussion/action on the request of the release of the Fiscal Year 2021-2022 contract submitted by Ms. Angelica Aguilar Escalante, certified teacher (DHS).*

Mr. Lindemann motioned to accept her resignation with liquidated damages of \$1,500.00 and rehirable. Mrs. Selchow seconded the motion. Motion carried 5/0.

VII. **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 5:57 p.m.

Minutes prepared by Alma Valenzuela, Superintendent's Secretary. The Board at their meeting on March 1, 2022, approved these minutes.

Effective immediately and until further notice, the DUSD Governing Board will be enforcing the Center for Disease Control's health precautionary recommendation limiting all public gatherings to 10 people. All Governing Board meetings will be live-streamed and available to view via DUSD's YouTube channel.

Details regarding presentations and discussions are available on the audio and video recordings posted on the Governing Board page on the DUSD website at www.dusd.us (For exact statements made during the board meeting, you may request a copy of the audio).