

DOUGLAS UNIFIED SCHOOL DISTRICT #27
DOUGLAS, ARIZONA

Board Room
Central Administration Building

5:30 PM
June 4, 2019

Regular Board Meeting
Minutes of the Board

I. PRELIMINARY MATTERS:

CALL TO ORDER: Mr. Ray Borane, President

PRESENT: Mr. Mario Ramos, Member
Mr. Mitch Lindemann, Member
Dr. Edward Gomez, Member

ABSENT: Mr. Natalio Sabal, Member (Excused)

Others Present: Ana C. Samaniego, Superintendent
Fernando Nuñez, Assistant Superintendent
Cesar Soto, Chief Financial & Operations Officer
Alma Valenzuela, Superintendent's Secretary

Approval of Minutes:

Mr. Ramos motioned to approve the following minutes. Mr. Lindemann seconded the motion. Motion carried 4/0. ¹

1. April 2, 2019 – Regular Board Meeting

Summary of Current Events:

Mrs. Samaniego addressed the Board and informed them of the following events:

- School has ended and summer school has started. It will be held for about three (3) weeks.
- The City is having its summer program at Huber Middle School.
- The 21st Century Program Grant was in the completion of its sixth year. Our District was going to reapply for this competitive grant due to the success we've had. The deadline of submission was May 1st at 5:00 p.m., it was submitted late, and therefore the grant was denied. All the data was collected but the final upload was submitted about 4 minutes late. There is no appeal process. We need to inform our parents that next year we are not going to be offering the 21st Century After-School Program, which obviously provides an extensive learning and enrichment opportunity for our students. The grant application included five (5) schools and amount for first year was \$618,786.81. Year after year, the

¹A unanimous (4/0) vote will show the members voting in this manner throughout the minutes:

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

Absent: Mr. Natalio Sabal

funds get diminished from the State, up until the sixth year. This included staff salaries, purchased professional services, other indirect costs, and supplies. That amount of money, had it been awarded, is what we are looking at for the first year. The total would be about \$3 million. It is an unfortunate situation. Mrs. Samaniego discussed the 21st Century program guidelines and regulations in length. Mrs. Samaniego is working with ADE and will reapply as soon as the grant opens up again. She is going to guarantee and instill that we have some accountability measures for those that are submitting grants, that she is going to be overseeing, and making sure deadlines are being done ahead of time. Tutoring services will continue to be provided. We will continue to look at other options for after-school programs, if available.

- The PDG Grant (Preschool): There are three (3) classrooms, out of all our preschool classrooms, that are non-tuition. This means that in those three (3) classrooms, students attend for free. At the other schools, the families have tuition in order to send their children to school. In the PDG Grant, we were counting and hoping that there was still about \$100,000 left to sustain us for half of the year and M&O cover the remainder of the year. Unfortunately, we were notified that there is no money and the PDG Grant will not be funded. According to Mrs. Holland, because the money was not spent, the State took it away. Mr. Soto advised that they are looking at using the tuition funds to continue and offer at least this year, preschool at the three (3) classrooms. We will need to decide if the Board will like to continue funding and find the funds. This is about \$210,000 for just three (3) classrooms. Mrs. Samaniego advised that the families of those three (3) schools will be notified that tuition will need to be paid. We will need to schedule a work-study session to discuss the future plan of our preschool program. Preschool is not mandated, but it has been a success for our students, and it would be unfortunate to cut down on the number of classrooms we have.

Governing Board Members:

Mr. Lindemann congratulated all the graduates. He stated Mrs. Samaniego and staff did a wonderful job at graduation and the new layout worked out very well. Mrs. Samaniego commented that there were 301 graduates. Positive comments have been received on the new layout and they are looking at getting a high-rise stage.

Mr. Borane thanked Mr. Bruce Whetten for the good coverage he has always given the District, especially our students. He also did a great job at the county level in recognizing all of those District athletes. Thank you, Bruce!

Public Comments:

None.

II. CONSENT AGENDA ITEMS:

Mr. Ramos motioned to approve the consent agenda as presented. Dr. Gomez seconded the motion. Motion carried 4/0.

- i. Expense Vouchers: 1940, 1941, 1942, 1943
- ii. Student Activities & Auxiliary Vouchers: 1018, 1019, 1020
- iii. Payroll Vouchers: 22, 23, 24

III. ACTION ITEMS:**A. Discussion/action on approval of certified hires.**

Mrs. Samaniego advised that we have some H1B teachers being recommended. We are working with our attorney to get them a working Visa. Mr. Nuñez commented that several teachers are either J1 Visa (have a sponsor) or H1B Visa (school district assistance sponsor). Some are pending certification. Thanks to Gemma Quiñonez for working on this. We have about 3 or 4 vacancies in the district.

Mr. Lindemann motioned to approve the certified hires as presented. Mr. Ramos seconded the motion. Motion carried 4/0.

• Priscilla Enriquez	School Nurse (JC)	\$32,000.00	M&O
• Amanda Endres	School Nurse (Stevenson)	\$32,000.00	M&O
• Corinna Moen	Principal (Clawson)	\$60,000.00	M&O
• Miryam Orduno	Science Teacher (DHS)	\$40,000.00(MA)	M&O**
• Rutchell Belnas	English Teacher (DHS)	\$38,000.00(MA)	M&O*
• Michelle Rosa-ot	English Teacher (DHS)	\$38,000.00(MA)	M&O*
• Maria Teresa Tostado	Kindergarten Teacher (JC)	\$38,000.00(MA)	M&O*
• David Andrew Diaz	Science Teacher (DHS)	\$38,500.00(MA)	M&O*
• Stephany Quintero	Math Teacher (PHMS)	\$34,000.00(BA)	M&O*
• Silvia Bojorquez	Reading Teacher (RBMS)	\$33,500.00(BA)	M&O*
• Roseller Monteras	Social Studies Teacher (DHS)	\$38,000.00(MA)	M&O*
• Hunter Long	Boy's P.E. Teacher (DHS)	\$31,000.00(BA)	M&O
	Head Football Coach (DHS)	\$3,500.00	M&O
	Peak Performance Training	\$500.00/session	M&O
	Weight Room Supervisor (Summer)	\$2,500.00	M&O
• Richard Ross	Assistant Football Coach (DHS)	\$2,000.00	M&O
• Uriel Cortez	Assistant Football Coach (DHS)	\$2,000.00	M&O
• Maria Parra	Assistant Swim Coach (DHS)	\$2,000.00	M&O
• Carol Pedroza	Summer School Teacher	\$30.00/hr.	Title I
• Clint Española	Summer School Teacher	\$30.00/hr.	Title I
• Edmund Garcia	Summer School Teacher	\$30.00/hr.	Title I
• Maria Noriega	Summer School Teacher	\$30.00/hr.	Title I
• Cynthia Encinas	Summer School Teacher	\$30.00/hr.	Title I
• Naideny Altamirano	Summer School Teacher	\$30.00/hr.	Title I
• Hector Moreno	Summer School Teacher	\$30.00/hr.	Title I
• Priscilla Cordova	Summer School Teacher	\$30.00/hr.	Title I
• Jessica Castillo	Summer School Teacher	\$30.00/hr.	Title I
• Sally Hamilton	ESY Teacher (ESS)	\$30.00/hr.	M&O

• Mark Brosas	ESY Teacher (ESS)	\$30.00/hr.	M&O
• Tricia Clinch	ESY Teacher (ESS)	\$30.00/hr.	M&O
• Jonathan Rivera	ESY Substitute Teacher (ESS)	\$85.00/day	M&O
• Cesar Quijada	ESY Counselor (ESS)	\$35.00/hr.	M&O
• Levi Salazar	PPT Assistant Coach (DHS)	\$500.00/session	M&O
• Richard Ross	PPT Assistant Coach (DHS)	\$500.00/session	M&O
• Mario Romero	PPT Assistant Coach (DHS)	\$500.00/session	M&O
• Abner Cortez	PPT Assistant Coach (DHS)	\$500.00/session	M&O
• Uriel Cortez	PPT Assistant Coach (DHS)	\$500.00/session	M&O
• Lorena Tapia	PPT Assistant Coach (DHS)	\$500.00/session	M&O
• Fabian Ochoa	PPT Assistant Coach (DHS)	\$500.00/session	M&O

**Includes \$3,000.00 Math & Science Stipends or \$2,500.00 for years of teaching experience.*

***Includes \$3,000.00 Math & Science Stipends and \$1,500.00 for years of teaching experience.*

B. Discussion/action on approval of classified hires.

Dr. Gomez motioned to approve the classified hires as presented. Mr. Lindemann seconded the motion. Motion carried 4/0.

• Mario Chavez	ESS Administrative Assistant	\$12.93	IDEA
<u>Summer School 2019 Hires:</u>			
• Daniela Guajardo	Instructional Aide	\$11.25	Title I
• Marlena Dagnino	Instructional Aide	\$11.25	Title I
• Adriana Sepulveda	Instructional Aide	\$11.25	Title I
• Marisela Macias	Instructional Aide	\$11.41	Title I
• Clara Salayandia	Instructional Aide	\$11.41	Title I
• Danielle Hurtado	Instructional Aide	\$11.25	Title I
• Ana Verdugo	Instructional Aide	\$12.55	Title I
• Beverly Munoz	Instructional Aide	\$11.41	Title I
• Yvette Gulliver	Instructional Aide	\$11.25	Title I
• Amanda Rojas	Instructional Aide	\$11.25	Title I
• Irma V. Luzania	Data Clerk	\$11.41	Title I
• Kristi Surface	Data Clerk	\$11.00	Title I
• Lillian Vasquez	Health Aide	\$11.36	Title I
• Rosanna Leon	Health Aide	\$15.50	Title I
<u>ESS Summer School:</u>			
• Dulce Rodriguez	Instructional Aide	\$11.41	M&O
• Jessica Rojas	Instructional Aide	\$11.41	M&O
• Maria Escarcega	Instructional Aide	\$11.41	M&O
• Blanca Cruz	Instructional Aide	\$11.41	M&O
• Daniel Campas	Instructional Aide	\$12.55	M&O
• Suzette Durazo	Instructional Aide	\$11.41	M&O
• Amber Ramirez	Instructional Aide	\$11.41	M&O
• Denise Lopez	Instructional Aide	\$11.41	M&O
• Sandra Cabrera	Instructional Aide	\$11.41	M&O
• Claudio Barrera	Instructional Aide	\$11.50	M&O
• Brenda Lizarraga	Instructional Aide	\$11.91	M&O
• Johanna Herrera	Instructional Aide	\$11.93	M&O
• Myra Duarte	Instructional Aide	\$11.41	M&O

**All Current employees*

C. Discussion/action on approval of certified resignations.

Mr. Nuñez one of the resignations is currently on the list for certified teachers. She is leaving the secretary position and moving into one of our mathematics position at PHMS; she will be receiving an interim teaching certificate.

Mr. Lindemann motioned to approve the certified resignations as presented. Mr. Ramos seconded the motion. Motion carried 4/0.

- Victor del Rio Computer Tech resignation effective 06/07/19 (8 mos.)
- Stephany Quintero Secretary III (PHMS) resignation effective 05/31/19 (5.5 yrs.)
- Martha Gallego Custodian (District Office) retirement effective 09/19/19 (20 yrs.)

D. Discussion/action on approval of administrative transfers.

Mr. Lindemann motioned to approve the administrative transfers as presented. Dr. Gomez seconded the motion.

Dr. Gomez asked if Mrs. Walker will have the same benefits as Ms. Holland? Mrs. Samaniego replied no, that the Board made a decision about two (2) years ago, that any director leaving their position, the incoming person would not be getting the benefits just salary.

Mrs. Samaniego advised the public of the following administrative transfers:

- Principal Deborah Herrera going from Stevenson to PHMS.
- Principal Randy Walker going from PHMS to DHS.
- Assistant Principal Katie Walker going from DHS to ESS Director.
- Principal Claudia Leon going from Clawson to Joe Carlson.
- Instructional Coach Corinna Moen going to Principal at Clawson.
- Principal Geraldina Treviño going from Joe Carlson to Assistant Principal of Curriculum at DHS.
- DHS Administration will be Mr. Randy Walker, Mrs. Geraldina Treviño, Mr. Angel Ortega, and Mr. Albert Young.

There being no further discussion, motion carried 4/0.

- Deborah Herrera from Principal (Stevenson) to Principal (PHMS) \$66,500.00 M&O
**There is an increase in pay (base level salary) due to transferring to a higher paying Principal position, from elementary to middle school.*
- Randy Walker from Principal (PHMS) to Principal (DHS) \$82,216.54 M&O
**There is an increase in pay due to transferring to a higher paying Principal position, from middle school to high school.*
- Katie Walker from Assistant Principal (DHS) to ESS Director \$75,000.00 M&O
**There is an increase in pay (base level salary) due to transferring to a higher paying Director position, from high school assistant principal to ESS Department.*

E. Discussion/action on approval of donations received for DUSD #27.

Mrs. Samaniego advised that the identity of the Anonymous Donor is known by administration.

Mr. Ramos motioned to approve the donations received for DUSD #27 as presented. Mr. Lindemann seconded the motion. Motion carried 4/0.

- *Donation of \$1,260.00 for Yearbooks from an Anonymous Donor to RBMS.*
- *Donation of \$179.00 from Douglas Elks #955 Lodge to DHS National Honor Society.*

F. Discussion/action on approval to renew the Dual Enrollment Intergovernmental Agreement (IGA) between Cochise Community College District and DUSD #27 for the 2019-2020 school year.

Mrs. Samaniego advised that this is an annual renewal that we have for dual enrollment/credit for our CTE students at DHS and Cochise College. This IGA has been reviewed by the attorneys.

Dr. Gomez asked if those were the only students that can participate. If there was a class offered at Cochise College, a senior student couldn't take it? Mrs. Samaniego advised that because we don't have anything else that would count, they can't. At this time, it is for Advanced Placement (AP) courses where they can get college credit.

Mr. Lindemann asked if the choices can be expanded? Mrs. Samaniego replied that it is being looked at but it is also due to the fact that some of our high school teachers don't have the college teaching credentials needed.

Mr. Lindemann motioned to approve the IGA as presented. Mr. Ramos seconded the motion. Motion carried 4/0.

G. Discussion/action on approval on Futures Education of Arizona Service Agreement for ESS Department.

Mr. Nuñez advised that this is an agreement for them to provide physical, occupational, and speech therapy services for many of our students based on the Individualized Education Program (IEP's) and required by law. This is a private company we have worked with for four (4) years.

Mr. Soto advised that this agreement doesn't include psychologist services. We have two (2) vacancies, but if they are not filled, we will need to have an addendum for this agreement to add those services.

Please note, both DUSD and Futures attorneys made revisions to the agreement previously approved.

Mr. Borane commented that he is skeptical about the section where "the Provider and not the District will be responsible for discipline and training of Provider Employees". Mrs. Samaniego commented that in any given situation, our ESS Director would be the first line of communication with the company in addressing the concerns we have. We have a really good working relationship with Futures and if that would be the case, they would really take the advice of Ms. Holland in any given situation.

Mr. Ramos motioned to approve the Futures Education of Arizona Service Agreement as presented. Mr. Lindemann seconded the motion. Motion carried 4/0.

H. Discussion/action on request to Cochise County for disbursement of Forest Fees.

Mr. Soto advised that this done yearly, it is to request Forest Fees from the County. We are required to let them know how the funds will be used, and it is for instructional aide supplies for the schools.

- Forest Fees \$8,176.87

Mr. Lindemann motioned to approve the District accepting Forest Fees as presented. Mr. Ramos seconded the motion. Motion carried 4/0.

I. Discussion/action on approval of the First Readings of Policy Services Advisories:

- *Policy Advisory No. 646..... Policy DIE — Audits/Financial Monitoring*
- *Policy Advisory No. 647..... Regulation IHAMB-R — Family Life Education*
- *Policy Advisory No. 648.....Policy JFAA — Admission of Resident Students Exhibits JFAA-EA, JFAA-EB*
- *Policy Advisory No. 649.....Policy JFAB — Admission of Nonresident Students Exhibits JFAB-EA, JFAB-EB*
- *Policy Advisory No. 650.....Regulation KDB-R—Public Right to Know/ Freedom of Information*

Mrs. Samaniego stated that these are all recommendations from ASBA. Here is a brief explanation of the changes:

- Policy DIE - Audits/Financial Monitoring: There was another policy that prevented us from hiring the same auditing for more than three (3) consecutive years and using them as consulting. This was removed and no longer in effect.
- Regulation IHAMB-R: The removed language of “no promo homo” provision by advocates seeking its repeal.
- Policy JFAA and Exhibits: Removing the list of items that we can look at for proving that a child is a resident of this district. The US Passport is no longer going to be allowed as one of the items. The forms were changed.
- Policy JFAB and Exhibits: The Affidavit of Shared Residency Form that we use is being changed and updated. By no means can we or should we ask for any immigration documents.

Mr. Nuñez commented that he discussed the policies and exhibits with Mene Gomez. There were no concerns.

Mr. Lindemann motioned to approve the first readings of the Policy Services Advisories as listed. Dr. Gomez seconded the motion. Motion carried 4/0.

J. Discussion/information on end of school year events not sponsored by DUSD.

Mrs. Samaniego advised that is just for information on some of the events that take place during the year and end of the year, that is not sponsored by DUSD but by students. Specifically, this year on the last day of school, high school students organized a water balloon fight at Airport Park that unfortunately an unintentional accident took place where a student got severely hurt. Douglas

Police Department (DPD) was visible and onsite. This event has nothing to do with Douglas High School or DUSD. DUSD does not promote it, sponsor, or organize it. This is all done by students. While we support our student having fun, it has gotten a little bit crazier. It is important to communicate with our parents that this is not sponsored by DUSD and we have no control over what kids do after school. Another example is events that take place during D-Week. The teepeeing of homes, throwing eggs at homes, and kidnapping of kids have gotten more aggressive. If students get in trouble during D-Week, and law enforcement is involved, there are consequences. We will work with the City of Douglas and DPD to come up with events or possible solutions.

K. Discussion/action on approval of Job Descriptions presented.

Mr. Nuñez advised that two (2) job descriptions are being presented for Board approval and they are for existing positions. They are the Print Shop Coordinator and Transportation & Warehouse Supervisor. The Print Shop Coordinator will now be under the Business Office and supervised by the Business and Finance Supervisor. Mrs. Samaniego commented that the schools have a printing system and we need to ensure that school administrators approve what gets sent to the print shop. The Transportation & Warehouse Supervisor will now be supervised by the Chief of Financial & Operations Officer.

Mr. Ramos motioned to approve the Job Descriptions as presented. Mr. Lindemann seconded the motioned. Motion carried 4/0.

IV. REPORTS/DISCUSSION ITEMS:

Business Office Reports

Mr. Soto addressed the Board and stated that the Board was provided the report for May. We have about 5.44% of the budget remaining balance and have a carryover. The District Additional Assistance is low but according to the State we should be getting more money as the cut will now be 60%; the goal is to be fully funded in 2 more years. We have not used the line of credit.

Enrollment Report

Mr. Nuñez advised there are 4,171 students enrolled at this time.

Request for Future Agenda Items

None.

V. ANNOUNCEMENTS:

- Special Board Meeting for Proposed District Annual Expenditure Budget for FY 2019-2020 ~~Tuesday, June 18, 2019, at 5:30 p.m.~~ Friday, June 21, 2019 at 9:30 a.m.
- Public Hearing/Budget Adoption July 2, 2019 at 5:00 p.m.
- Next Regular Board Meeting July 2, 2019 at 5:30 p.m.
- Independence Day: All District Offices Closed Thursday, July 4, 2019

Mr. Soto requested to change the date of the Special Board Meeting to Friday, June 21, 2019, in the morning as the budgeting software is not ready.

VI. EXECUTIVE SESSION:

The Governing Board may vote to move into executive session, pursuant to A.R.S. § 38-431.03 (A)(1) to discuss whether, and to what extent, the Superintendent has met the performance pay goals set out pursuant to A.R.S. §15-341 (A) (39).

Mr. Ramos motioned to enter into Executive Session. Dr. Gomez seconded the motion. Motion carried 4/0. *Meeting moved into Executive Session at 6:41 p.m.*

VII. OPEN SESSION:

Return to open session at 7:14 p.m.

A. *Discussion/action to approve payment of all or a portion of the Superintendent's Performance Pay pursuant to A.R.S. §15-341 (A) (39).*

Dr. Gomez motioned to approve payment of \$4,000.00 of the Superintendent's Performance Pay. Mr. Ramos seconded the motion. Motion carried 4/0.

VIII. ADJOURNMENT:

There being no further business, Mr. Ramos motioned to adjourn the meeting. Mr. Lindemann seconded the motion. Motion carried 4/0. The meeting was adjourned at 7:15 p.m.

Minutes prepared by Alma Valenzuela, Superintendent's Secretary.

The Board at their meeting on September 3, 2019, approved these minutes.

Details regarding presentations and discussion are available on the audio and video recordings posted on the Governing Board page on the DUSD website at douglasusd27.schoolinsites.com (For exact statements made during the board meeting, you may request a copy of the audio).