

DOUGLAS UNIFIED SCHOOL DISTRICT #27
DOUGLAS, ARIZONA

Board Room
Central Administration Building

9:00 AM
April 2, 2020

Special Board Meeting
Minutes of the Board

I. PRELIMINARY MATTERS:

CALL TO ORDER: Mr. Ray Borane, President

PRESENT: Mr. Mario Ramos, Member (Telephonically)
Mr. Natalio Sabal, Member (Telephonically)
Dr. Edward Gomez, Member (Telephonically)

ABSENT: Mr. Mitch Lindemann, Member (Excused)

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

II. ACTION ITEMS:

A. Discussion/action on approval of certified hires.

Mr. Ramos motioned to approve the certified hires as presented. Dr. Gomez seconded the motion. Motion carried 4/0. ¹

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|-----------------|---|---------------------|-----|
| • Amy Griffor | English Teacher (RBMS) for SY 20-21 | \$43,500.00 (MA+45) | M&O |
| • Maria Shalini | Social Studies Teacher (DHS) for SY 20-21 | \$36,500.00 (MA) | M&O |

C. Discussion/action on the approval of certified retirements & resignations.

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

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|--------------------------|--------------------------------------|--------------------------------|
| • Dean Ibañez | Science Teacher (PHMS) | Resignation effective 05/21/20 |
| • Albert Young | CTE Director/Asst. Principal (DHS) | Retirement effective 06/30/21 |
| • Maria Rea | 6 th Grade Teacher (RBMS) | Retirement effective 05/27/21 |
| • Jaime Tadeo | Social Studies Teacher (DHS) | Retirement effective 05/27/21 |
| • Charles "Casey" Hoyack | Social Studies Teacher (DHS) | Resignation effective 05/21/20 |
| • Jana Selchow | Gifted/Talented Teacher (PHMS) | Resignation effective 05/21/20 |

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

Name	Aye	Nay	Abstain
Mr. Mario Ramos	√		
Mr. Natalio Sabal	√		
Dr. Edward Gomez	√		
Mr. Ray Borane	√		

Absent: Mr. Mitch Lindemann

D. Discussion/action on the approval of classified retirement & resignation.

Mr. Borane stated that Mrs. Wright's request is not to rescind but to extend her retirement date.

Mr. Sabal motioned to approve the classified retirements & resignations as presented. Mr. Ramos seconded the motion. Motion carried 4/0.

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|-----------------|--|--------------------------------|
| • Nubia Elias | Parent Liaison (DHS) | Resignation effective 05/20/20 |
| • Jo Ann Wright | Administrative Assistant (CFPD) (Revision of date) | Retirement effective 05/29/20 |
| • Maria Pedroza | Health Aide | Retirement effective 04/01/20 |

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

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

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|--------------------|---|---------|---------|
| • Ricardo Pedregon | ESS Instructional Aide (Faras) for SY 20-21 | \$12.41 | M&O |
| • Edith Castro | Administrative Assistant (CFPD) | \$12.93 | Title I |

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

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

- *Donation of \$500.00 from ICF International to RBMS for participating in the CDC's 2020 National Youth Tobacco Survey.*
- *Donation of \$2,010.00 from the Legacy Foundation of Southeast Arizona, Fast Pitch Grant, to Sarah Marley PreSchool (Ms. Elisa Vasquez).*
- *Donation of 100 clear backpacks from CSL Plasma to DHS (est. value of \$2,000.00).*

F. Discussion/action on the approval of the Facility Use Agreement between DUSD #27 and Chiricahua Community Health Centers, Inc. for the Ronald McDonald Care Mobile to provide on-site dental services for Douglas High School students.

Mrs. Samaniego stated that this agreement had previously been approved last month. The reason it needs to be approved again is that there was a change in the wording, from Indemnification to Mutual Indemnification (Section Five) and no other changes were made. The DUSD Attorney reviewed the revised agreement. This change is necessary because it is where each party agrees to hold harmless the other party against certain losses for a breach of contract. This means loss or damage sits where it falls regardless of whose fault it is.

Mr. Sabal motioned to approve the Facility Use Agreement between DUSD #27 and CCHCI for on-site dental services as presented. Mr. Ramos seconded the motion. Motion carried 4/0.

G. Discussion/action on the renewal approval of the Memorandum of Understanding (MOU) for the Arizona Health Zone University of Arizona Supplemental Nutrition Assistance Program-Education (UA SNAP-Ed) Cooperative Extension Cochise County and DUSD #27.

Mrs. Samaniego stated that this is a 5-year renewal MOU. It provides behaviorally-focused, evidence-based nutrition education and obesity prevention services to our students. There is no monetary cost to DUSD.

Mr. Sabal motioned to approve the MOU for UA SNAP-Ed Cooperative Extension Cochise County and DUSD #27 as presented. Mr. Ramos seconded the motion. Motion carried 4/0.

H. Discussion/action, if needed, regarding school closure update, and all related issues and ramifications of such, as well as items and issues discussed at the Arizona State Board of Education Special Meeting, held on March 31, 2020.

Mr. Borane stated that at the last Board meeting the possibilities were discussed. Where we are now, is that if the state closure is not lifted before the scheduled end of the public schools 2019-2020 posted calendar year, the public school shall continue offering general educational opportunities as determined by the public school as prescribed in paragraph 2 of this subsection. That is where we are now. As stated in the legislation, the State Board of Education shall adopt rules for the graduation of public school students from high school for the 2019-2020 school year. The State Board of Education did this on Tuesday during their meeting. As of Tuesday, March 31st, we know exactly what the Board's responsibility is as recommended by the administration. The school is closed, as far as the physical plant is concerned, but as Mrs. Samaniego has stated it doesn't mean that the educational process has stopped. The Board is going to adopt according to what was approved at the State Board of Education meeting under Rule R7-2-302.11, "1. Prohibit local education agencies (LEAs) from withholding diplomas or credit from students solely due to the closures. LEAs will retain discretion as to if a student should receive a high school diploma or academic credit, but lost instruction time due to a school closure is not permissible as the sole reason to not issue a diploma or academic credit." "2. Allow LEAs to base decisions on whether to issue academic credit or a high school diploma on the educational opportunities offered during the school closure. Educational opportunities may include independent study or online instruction but LEAs have the discretion to determine the types of educational opportunities and how to offer them." The local Governing Boards are going to determine, on recommendation, what is expected of them on graduation. It is important to note that although we are focused on senior graduation, we still have all of the criteria that needs to be met in the statute and rules and regulations that are promulgated by the State Board of Education as to promotion from third grade, promotion to one class to another, and also promotion from eighth grade to high school. All of this has to be taken into consideration.

Mrs. Samaniego commented that the State Board of Education has made a decision that will allow the District to decide how to continue and finish the school year. As the Governor closed the schools for the rest of the school year, we have two (2) options. Option number 1 is only if we were not able to provide extended learning opportunities or optional educational opportunities during the school closure time. That is more for rural districts than Douglas. If we were not able to provide educational opportunities then we could decide to consider everything that we've done up to Quarter 3, which was before the school closure, and call it a year. By doing so, we would be

affecting about 80 seniors. The other option would be to continue providing educational opportunities during the school closure via online distance learning and in combination with our printed paper packet resources that are extended learning opportunities for all of our students. Our recommendation, per discussion with the leadership team and all of the administrators, is to continue doing what was started two (2) weeks ago, which was to provide the educational opportunities via our online distance platform and allow our students to continue learning at home as best as they can under the circumstances. By doing so, this recommendation will allow all of our students to promote to the next grade level. Our graduating seniors who were at risk of not graduating right before the school closure to have an opportunity to complete their graduation requirements as set by Douglas High School and possibly graduate. Mrs. Samaniego recommends that we continue providing educational opportunities during Quarter 4 via our distance learning platform and paper packets, which will allow all students from Pre-K to 12th grade to continue their studies.

Mr. Borane asked how many high school seniors are there? Mrs. Samaniego replied there are 343 seniors. Mr. Borane asked if the 80 that are at risk are included in the 343? Mrs. Samaniego replied yes. Mr. Borane asked if the recommendation is to allow the 80 seniors to continue in the 4th quarter and give them the opportunity to meet the criteria so that they can graduate as well. Mrs. Samaniego replied no, she recommends that we continue our distance learning platform and educational learning opportunities for all students, Pre-K to 12th grade, during the 4th quarter as we had started. This would not just be for the 80 students that are at risk of graduation. We would continue offering the same educational opportunities for all students. By doing so, the 80 students that are at risk would have the opportunity, if they do the work that is assigned and are committed to finishing off this quarter, they will have a possibility of graduation. If we wouldn't do this, then those 80 students would not be graduation. Mr. Borane commented that the 3rd quarter threshold is going to be considered. Mrs. Samaniego replied no, we are just going to continue as if we were in school, obviously via different learning platforms.

Mr. Ramos asked if the 80 students that are at risk will be getting the same assistance to help them graduate as if they were in the classroom? Mrs. Samaniego replied yes, and this will be discussed in great length during the high school discussion. It is not the same, everyone needs to understand that the instruction being provided right now is not the same instruction as being in the classroom with their teachers. We all have to understand that and that we are instructing very differently than what we have been used to. Our students are learning via different modes as well.

Mr. Borane commented that we are going on as usual and that will allow those 80 students that are at risk or in jeopardy of not graduating, give them an opportunity as well as the others that have already met all of the criteria. School will continue as best as we can present it. Of course, this is not an ideal situation but it is going to meet the requirements and we have to do this to accommodate all of our students. Mrs. Samaniego's recommendation is all-encompassing, which means all of the students will be promoted as if they were in school. Their grades will be viewed, reviewed, and evaluated at the end of the year just like they normally would be. Mrs. Samaniego commented that all grade levels, PreK to 12th grades, will continue their educational opportunities during the school closure as normal.

Mrs. Samaniego that there were three (3) main points that were discussed at the State Board of Education meeting. Another thing that was voted by the State Board of Education, was that the District has to fill out an Attestation Form, which has already been submitted to the State. The form is a document attesting we are continuing to provide educational opportunities as best as we can. The State Board of Education and ADE are very aware of the circumstances across the state and how different each district's capabilities are in regards to providing one-on-one technology devices, internet, or paper packets. They are aware of everyone's situation and they cannot mandate that we all provide online learning because we don't have the capabilities. On the form, it was submitted in detail what each grade level is doing, what each school is doing, how we are communicating with our teachers and students, what are they communicating about, and what is our learning platform. We know that due to the closure and cancellation of state assessments, all of our schools will end up with the same school letter grade that they received in the 2018-2019 school year for the 2019-2020 school year. All of our schools were working really hard to improve that letter grade. Unfortunately, due to the circumstances, they will have to keep their 2018-2019 school letter grade. It was also discussed that we will need to continue the learning platform during the 4th quarter, fill out our Attestation Form, and letting us know that the 2018-2019 school year school letter grade will be in effect for all the schools. Mrs. Samaniego provided the platform for each school.

Douglas High School: All of our students are being offered distance learning opportunities via Google classroom or moodle. As of yesterday, 90% of DHS students are currently engaged in Google classroom. They have about 21-22 students that had reached out to DHS stating they have no internet or technology devices; they will be needing paper packets. The first assignment this week was for teachers to make contact with students so that the students could respond and DHS get an idea as to who can connect. Two (2) lessons a week are being taught for the CORE classes and one (1) lesson a week for Elective classes. Teachers are recording grades for the lessons. The paper packets will be made available starting Monday for those students that have no technology available. The DHS paper packets will only be available at the DHS cafeteria and not at the other sites. Mr. Walker and DHS staff will be providing guidance to students via email and website. The Civics test and ECAP are still mandated for DHS students in order to graduate; DHS teachers will make sure that the required students complete them. The graduation requirement, by going with Option B, will allow those 80 students who were at risk to graduate. Out of the 343 senior students, they already knew that 17 students would not be graduating. This was before the school closure. The 17 students have been contacted by the DHS counselors. Mr. Ramos' question was if those kids would be provided assistance during the distance learning platform. In response to Mr. Ramos, the resources they are going to be provided are not going to be the same as having the face-to-face instruction because the kids are not able to go to tutoring or go to the classroom to speak to the teacher. We can guarantee that even with the distance learning opportunity through Google classroom or moodle, teachers will be in communication with the students. The students have the ability of contacting teachers via email and asking for help. Those 80 students will be helped as much as possible but if they don't take advantage of this opportunity, then there is nothing that DHS will be able to do. These 80 students should be grateful of this situation and this opportunity because it is going to a lot easier for them to make it. The total number of credits by continuing our distance learning in the 4th quarter will allow them to have their 3.75 credits for the semester, for a total of 7.50 credits for the academic year, IF students complete their work. If students don't complete their work, then it's obviously the same thing as not doing the work when

in school. We want to make sure that our parents and our students know that this work is not optional, it has to be done in order to receive credit. Especially for DHS students and graduating seniors.

Dr. Gomez asked if the 80 students include the 17 students that are not graduating? Mrs. Samaniego replied no, the 17 students have already been notified and there is nothing at this point, in one (1) quarter that they could do to graduate. We really want to push the 80 students to finish, it would be a total of 326 students that would be graduating. Mr. Randy Walker stated that the 80 students include the 17 students that are not graduating.

At this point, DHS will not be doing assessments, quizzes, CFA's, and finals because of the nature of this situation. It is impossible to be able to give a test and verify that students did it on their own. All of their grades will be based on their assignments that are being provided by all of their teachers. No late assignments will be accepted for online classes. This does not include the flexibility for our ESS students at DHS, they get an extra week.

During the week of May 4th, the DHS counselors will send information and registration packets to Loretto and all charter schools for incoming high school freshmen. The schools will be responsible for providing the information to their students. Since Loretto students have not been enrolled in public schools and they don't have a Student Accountability Information System (SAIS) number or State ID, their rollover does not happen until July 1st. After the rollover, the incoming Loretto freshman receives a SAIS number. Any new student to the district has its date for registration and that information will be provided at a later date. This does not mean that new students have less of a chance of getting classes or electives they want. During the week of May 11th, it will be their responsibility to return the pre-registration packets and more information will be provided.

At this point, I cannot answer if there will be a graduation ceremony because we don't know how the situation is going to be and we don't know whether the social distancing guidelines are going to be removed or eased up a little bit come June or July. We also know that being able to gather every graduating senior during the summertime is going to be hard. At this point, we don't have an answer but we will take it week by week and month by month. More information will be provided closer to mid-May or the end of May whether it will be possible. Mr. Walker has been talking to Ms. Jimena Lamadrid, DHS student body president, discussing some possible options for a graduation ceremony but at this point, we know that students will be getting a diploma if you meet the requirements and graduate. We will do everything that we can to provide that important moment for our students and parents.

Mr. Borane asked what grades are going to be reflected on transcripts as far as the universities, technical schools, or any institutional learning is concerned? Mrs. Samaniego stated that the work that is being submitted by students is going to be graded. Every subject is going to reflect a grade at the end of the semester. All students who complete the work will have a full transcript for the four (4) years of high school. By not having assessments does not mean they're not going to have grades. This is a very crucial time for students to take the work seriously because that will be their grade.

Mr. Borane stated that all of this information regarding all of the things that are being done by Mr. Walker, Mrs. Samaniego, and all of the staff and teachers. People need to realize and appreciate all of the work that these people are doing. Our certified staff may have thought they were going to be on vacation but with getting all this information out and grades, we want to thank them. On behalf of the Board, we want to thank all of our staff. Everyone who has been diligently working and supporting what is being done here.

Mrs. Samaniego briefly gave information on the PreK-8th instruction and platform. Again, the assignments are not optional. We want students to learn and be able to do as much as they can at home. Our PreK-8th grade teachers are also working extremely tough hours, long days, and being creative. Mr. Nuñez stated that he has weekly meetings with the curriculum and instruction team and instructional coaches that have been working very closely with our teachers and school administrators. Everyone is working even more so than already do. We have a combination of learning experiences for PreK-8th grades. The continued educational learning opportunities we have both paper packets as well as distance learning. We have been working closely with our teachers and teachers with coaches at a minimum once per week. Paper packets are available at all school sites for pick up and will continue throughout the school year. Our teachers and coaches are already working on the next phase of our packets to directly connect them to what the learning is taking place on our distance learning platform. Our distance learning for K-5th grades consists of practice activities and the Study Island digital platform. Our teachers are working with that and are sharing that information with all students. They are also focusing on two (2) reading and math skills a week. Our teachers are also reaching out individually to students, working one-on-one with them, and in a whole classroom setting. We also have eSpark, which is a very enriching type of digital platform and teachers are monitoring that. For middle schools, they are teaching two (2) skills a week in the CORE areas and are using Google Classroom. Teachers are also connecting at a minimum once a week. Big shout out to the Board and Mrs. Samaniego for all of the support and leadership so that we can do all of the great things that are taking place.

Mrs. Samaniego thanked all of the staff and appreciates everyone's work. We are all working literally more than our normal workday. Teachers, don't overstress yourselves, you need to take care of yourselves, your children at home, and reaching out and wanting to do a daily communication with your students and preparing for your lessons, it is over exhausting. Teachers, you are taking direction from curriculum coaches, your principals, take it slow and fast; don't try to be perfect, and don't try to exhaust yourself. We have some minimal guidelines that we are expecting from you if you do over and above that, they are working extremely hard and I thank them for it but I want them to take care of themselves as well.

Mr. Sabal motioned to approve that DUSD continues to provide educational opportunities during the school closure to include quarter four (4) allowing the district to use data or grades collected during the distance learning opportunity for PreK-12th grades so that all of the students could receive grades and specifically allow seniors to complete graduation requirements. Mr. Ramos seconded the motion. Motion carried 4/0.

Mr. Borane stated that we need to be aware that the edict by the Governor if you recall, that everyone would be paid and all of the benefits would be included for the calendar year. We have 12-month employees, there is going to be some issues once the school year ends. If the virus

mandates that the workforce continues to stay home, then they are going to have to redo some legislation because it only goes to the end of the calendar year. We are doing okay with this budget year but then we are going to look at a very thin budget the following year. Mr. Soto commented that the fiscal year ends on June 30th and by using the term calendar year it means December. The 180 days of instruction for us will end on May 22nd. Legislation will need to provide wording on what is going to happen to the 12-month employees who work after the last day of school, which is May 22nd. We haven't heard anything at all at this point. Everything is encumbered at this point. We need to wait until the State says if they are going to continue funding 100% and at this point, we haven't heard anything from the State as to what is going to happen after the May 22nd date. All of the salaries are encumbered and so it's just a matter of the funding coming in. Mr. Borane commented that employees need to be aware that they are covered for the school calendar year and not the fiscal year. Mr. Borane commented that contracts need to be discussed in regards to the guaranteed 5% from the State and possibly look at 6%, 7%, or anything that can be done. It is important because if we will be looking at a very austere budget for next year, we should do everything possible for all of our staff this year. It is going to be pretty difficult next year. Having said that, 5% will be covered for the contracts but look at 6% or 7% and also look at administrators. Mr. Soto replied that he is looking at 4% for administrators, which includes directors, principals, and supervisors. Last year, it was 3% for administrators. Last year for classified staff it was \$1.00 due to the minimum wage increase and this year we are looking at finally fixing the classified salary schedule. There will be a variance in the amounts because of the categories. Once this is done, then the classified salary schedule will be fixed and the following year we can do an amount for everyone at the same time. It is going to cost around \$250 thousand for the classified increases this year. Mr. Borane commented that the Board has a fiscal responsibility to the taxpayer and is not going to do anything that is going to impinge on their interest either. We are going to do what we can which is fair to the taxpayer but also fair to our employees. Mrs. Samaniego commented that the DUSD attorney will be providing the language for the contracts by this Friday and as soon as numbers are verified, then the salary raises will need to be Board approved before issuing the contracts. We are recommending having the Board meeting rescheduled to April 21, 2020, at 10:00 a.m. due to the fact that our health benefits proposal won't be ready by April 7th and we are hoping to the contracts by then. Mr. Borane commented on behalf of the Board to Mrs. Samaniego and leadership staff to not work themselves to death, these are very tough times. These are uncharted waters and a new experience for any superintendent in the state. Thanks to Mrs. Samaniego and all of the staff. Mrs. Samaniego commented that she wishes a laptop could be provided to every DUSD student but is unable to. Mrs. Cox and Mrs. Durazo are ordering as many as they can but if anyone wishes to donate a laptop please contact the District.

III. ANNOUNCEMENTS:

- Next Regular Board Meeting (Rescheduled)..... April 21, 2020, at ~~5:00 p.m.~~ 10:00 a.m.

IV. ADJOURNMENT:

There being no further business, Mr. Sabal motioned to adjourn the meeting. Dr. Gomez seconded the motion. Motion carried 4/0. The meeting was adjourned at 10:12 a.m.

Minutes prepared by Alma Valenzuela, Superintendent's Secretary.

The Board at their meeting on November 4, 2020, approved these minutes.

Public Comments:

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. There will be no call to the public. 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 douglasusd27.schoolinsites.com (For exact statements made during the board meeting, you may request a copy of the audio).