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GOVERNING BOARD
Vicki L. Johnson, President ■ Donna Stout, Clerk
Kevin Clayborn ■ Ian Hugh ■ Pam Reicks
SUPERINTENDENT
Dr. Jennifer Johnson

GOVERNING BOARD MEETING

CONSISTENT WITH THE REQUIREMENTS SET FORTH IN ARS 38-431.02,
NOTICES OF THIS PUBLIC MEETING HAVE BEEN APPROPRIATELY POSTED

AGENDA Wednesday, July 8, 2009

PUBLIC HEARING/REGULAR MEETING
ADMINISTRATIVE CENTER

BOARD ROOM
7:30 P.M.

PUBLIC RESPONSE TO AGENDA ITEMS
PLEASE REFER TO SECTION II.A. OF THE AGENDA

I. PUBLIC HEARING

- A. Call to order
The meeting was called to order at _____.
- B. Roll call
- C. Pledge of Allegiance
The Governing Board President will lead the Pledge of Allegiance.
- D. Adoption of agenda – Policy Ref. 2048A
Adoption of the agenda as the order of business is requested.

Motion _____ Second _____ Vote _____

- E. Public Hearing on 2009-2010 Proposed Budget and Insurance Proceeds – Legal Ref. ARS 15-905, 15-905.01 and 15-1103

On June 24, 2009, the Governing Board approved the proposed budget for publication and established this date for a public hearing on the 2009-2010 expenditure budget and insurance proceeds. At this time, Gene Dudo, Administrator of Finance, will answer any questions regarding these items.

- F. Comments from the public on the proposed budget
If there is anyone in the audience who wishes to be heard regarding any items of the budget, truth in taxation notice or insurance proceeds please rise, go to the podium, state your name, and wait for recognition by the Board President.

Note: As a matter of information to the audience, five days prior to any Governing Board meeting, Board members receive the agenda along with the extensive background material which they study individually before action is taken at the meeting. Routine matters will be asterisked and approved as consent agenda items. Any member of the Governing Board may remove items from the consent agenda.

Empowering All Students for the Choices and Challenges of the Twenty-First Century

II. REGULAR MEETING

A. Public participation at board meetings

Members of the public wishing to appear before the Governing Board concerning an item on the agenda must fill out a request form located on the counter just inside the entrance to the board room and give it to the board secretary. Presentations are limited to a maximum of three (3) minutes. At the discretion of the Governing Board President, the number of presentations may be limited. Due to the Arizona Open Meeting Law, the Governing Board cannot discuss or take any action on items not listed on the agenda.

III. CONSENT ITEMS

It is requested that the Governing Board approve the recommendations listed for items *A. through *H. as consent agenda items.

*A. Approval of minutes – Policy Ref. 2051 (Enclosure)

It is requested that the Governing Board approve the minutes of the regular meeting held on June 17, 2009 and the special meeting held on June 24, 2009.

*B. Ratification of vouchers – Policy Ref. 7212 (Enclosure)

For the information of the audience, a closely controlled procedure for processing vouchers is followed when expending district monies. Vouchers (schedules of payments to vendors and/or employees), along with the supporting documentation, are prepared for review and signature by the Governing Board Clerk. The total vouchers reviewed were:

<u>Date Reviewed</u>	<u>Expense Voucher</u>	<u>Payroll Voucher</u>	<u>Auxiliary/Tax Credit Voucher</u>
6/15/09	1,606,057.22	1,337,950.03	11,137.22
6/22/09	1,228,287.80	N/A	70,977.19
6/29/09	325,863.01	1,383,420.67	1,089.19

Approval is requested for the vouchers listed on the enclosure.

*C. Purchase orders – Policy Ref. 7210 (Enclosure)

As a matter of information to the audience, the procurement of materials and services in the district is controlled by the use of a purchase order system. The Board’s approval of the detailed annual budget provides authority for the processing of purchase orders through the Director of Purchasing. After preparation of purchase orders, the Clerk of the Governing Board reviews each of them before making a recommendation to the Governing Board. Approval is requested for the purchase orders listed on the enclosure.

*D. Authorization for Executive Session – Policy Ref. 2044

It is requested that the Governing Board authorize an executive session consistent with the requirements set forth in ARS 38-431-03. Notices of this meeting as required by ARS 38-431.02 were posted. Reference: Executive Session agenda is included.

*E. Bid return – Policy Ref. 7410 (Enclosure)

It is requested that the Governing Board approve the recommendation on the following bid returns:

1. RFP 10-20 – Worker’s Comp Consultant/Broker – Award to company with lowest costs and meeting specifications – Willis of Arizona.
2. RFP 10-23 – Legal Services – Award to all vendors meeting specification requirements. (Assortment of Law Specialties)

*F. Professional visit – Policy Ref. 4253

It is requested that the Governing Board approve the following professional visits:

1. District Leadership Study Sessions
 Where: Glendale & Phoenix, AZ
 When: July 14 & 15; 21 & 22; August 5 & 6, 2009
 Persons involved: Governing Board, Cabinet, Principals, Curriculum Coordinators (DO)
 Purpose: Leadership training and curriculum development.
 No cost to district or local funds.

2. AASBO (Arizona Association of School Business Officials) Annual Summer Conference
 Where: Tucson, AZ
 When: July 22-24, 2009
 Persons involved: Brad Nassif, Lou Wiegand (DO)
 Purpose: Expand knowledge in payroll, accounting & grants management. Receive updates in stimulus funds, financial markets, tax rates, fraud detection & salary negotiations.
 Cost to indirect cost funds: Lodging = \$504; meals = \$132; registration = \$515; transportation = \$256

3. ASBA (Arizona School Boards Association) Annual Summer Leadership Conference
 Where: Flagstaff, AZ
 When: July 23-25, 2009
 Persons involved: Vicki Johnson, Kevin Clayborn, Ian Hugh, Pam Reicks, Jennifer Johnson (DO)
 Purpose: Attend annual ASBA summer leadership conference.
 Cost to Governing Board and Administrative travel funds: Lodging = \$1,094; registration = \$1,000

4. Training for Teaching Instructors New to the Education Professions CTE Program
 Where: Phoenix, AZ
 When: August 27-29, 2009
 Person involved: Jonathan Peters (MV)
 Purpose: Training to provide students with insight into the nature of teaching, problems of schooling, and critical issues affecting the quality of education in America's school.
 Cost to CTE Basic grant: Registration = \$520

*G. Student trip – Policy Ref. 6304

It is requested that the Governing Board approve the following student trips:

1. AHS – Student Council
 Where: Phoenix, AZ
 When: July 31-August 2, 2009
 Persons involved: 7 students and 1 chaperone
 Arrangements: Transportation by private vehicles leaving on 7/31 at 7:00 a.m. and returning on 8/2 at 5:00 p.m.
 Purpose: Planning for 2009-2010 school events and team building.
 No loss of school days.
 Cost to Student Council club funds.

*H. Personnel1. Administrativea. Employment – Policy Ref. 3015

The following administrator is recommended for employment and is assigned for the 2009-2010 school year as listed:

DO - Wendy Collison, Director of Special Education – Effective 7/6/09

2. Certificateda. Re-employment – Policy Ref. 4013

The following teacher is recommended for re-employment and is assigned for the 2009-2010 school year as listed:

IHS - Sherrie Smith, Media Center Director – Effective 8/3/09

b. Re-employment through Smartschools

The following teacher is requesting continued employment through Smartschools for the 2009-2010 school year:

IHS - Rosemary Wucinich-Lawson, ELL – Effective 8/3/09

c. Leave of absence – Policy Ref. 4023 (Enclosure)

The following teacher is requesting a leave of absence:

SHS - Tiffany Graff, Special Ed – Effective 8/3/09

d. Resignation – Policy Ref. 4024 (Enclosure)

It is requested that the Governing Board accept the following resignations:

AHS - Marc V. Maynes, 4/5 SWS; 1/5 Adaptive PE at CHS – Effective 6/14/09

CHS - Terry V. Triplett, Special Ed – Effective 6/6/09

GWHS - Corri Nickele, Occupational Therapist – Effective 6/23/09

THS - Jennifer Reed, 4/5 Counseling – Effective 6/11/09

3. Support Staffa. Re-employment – Policy Ref. 4113

The following support staff employees are recommended for re-employment and are assigned for the 2009-2010 school year as listed:

CHS - Merlyn Larsen, Special Ed Aide – Effective 8/3/09

DO - Susan Schuh, Accounts Payable Clerk – Effective 7/6/09

GWHS - Shirley Harris, 4 hr. Cafeteria Assistant – Effective 8/4/09

Will Renter, Maintenance III – Effective 8/18/09

IHS - Easter Preston, Maintenance III – Effective 8/3/09

Nextstep - Glenda Jean Bihn, Special Ed Aide – Effective 8/3/09

Christy Brandon-Wiley, Special Ed Aide – Effective 8/3/09

Theresa Chavez, Special Ed Aide – Effective 8/3/09

Martha Minard, Special Ed Aide – Effective 8/3/09

SHS - Gary Paskaing, ELL Aide – Effective 8/3/09

Nona Rowland, Attendance Assistance – Effective 7/20/09

Support Staff (continued)

b. Reclassification – Policy Ref. 4117

It is requested that the Governing Board approve the following contract revisions:

GHS - Ana Perez, from Student Coordinator Lead to Cafeteria Manager – Effective 7/1/09

DO - Ashley Kinsey Hyman from Instructional Aide at MVHS, to Title I School/Home/Community Liaison – Effective 7/1/09
April Tuncap from Attendance Secretary at GWHS, to Administrative Assistant to the School Safety Administrator – Effective 7/1/09

c. Request for retirement – Policy Ref. 4252

The following Support Staff employees are requesting retirement:

MVHS - Amelia O’Brien, Clerical Aide – Effective 5/28/09

WHS - Lawrence M. Eaton, Parking Lot Attendant – Effective 5/28/09

d. Request for early retirement – Policy Ref. 4252-A

The following Support Staff employee is requesting early retirement (appropriate recognition will be accorded at a future meeting of the Governing Board):

GWHS - Linda J. Miller, Administrative Assistant to the Principal – Effective 7/1/09

e. Resignation (Enclosure)

It is requested that the Governing Board accept the following resignation:

DO - Rochelle A. Darling, Bus Assistant – Effective 6/18/09

f. Termination of employment – Policy Ref. 4122 (Enclosure)

Termination of employment for the following Support Staff employees is recommended:

DO - Frances Sustaita, Bus Aide – Effective 2/20/09

THS - Alfredo Hidalgo, Custodian – Effective 6/29/09

RECOMMENDATION: That the Governing Board approves the recommendations for Consent agenda items II. *A through II. *H.

Motion _____ Second _____ Vote _____

IV. NEW BUSINESS

A. Adoption of the 2009-2010 Budget ARS 15-905, ARS 15-910

At this time Gene Dudo, Administrator of Finance, will review the District 2009-2010 Annual Expenditure Budget and the required Desegregation Supplement. At the conclusion of his report Mr. Dudo will respond to questions from the Governing Board.

RECOMMENDATION: It is requested that the Governing Board approve the 2009-2010 expenditure budget and insurance proceeds and authorize the signing and filing of the related forms.

Motion _____ Second _____ Vote _____

NEW BUSINESS (continued)

B. Authorization for the signing of vouchers at times other than meetings of the Governing Board

In accordance with ARS 15-321.G, the Governing Board must authorize signing of orders (vouchers) for salaries or other expenses between board meetings. The signing of orders (vouchers) must be ratified at the next regular or special meeting of the Governing Board.

RECOMMENDATION: That the Governing Board authorize the Governing Board Clerk for the signing of orders (vouchers) for salaries or other expenses between board meetings.

Motion _____ Second _____ Vote _____

C. Subrecipient Contract with City of Glendale: School Based Health Clinics (Enclosure)

The Glendale Union High School District has operated two school based health clinics at Sunnyslope and Independence High Schools for the last eight years. A third health center was added at Glendale High School in 2004. This was made possible through a Community Development Block Grant received through the City of Glendale, Community Revitalization Division. The City of Glendale has again funded the Glendale High School Clinic for the 2009-2010 school year. This agreement was ratified by the Glendale City Council at its meeting held on June 9, 2009 and the available funds (\$10,164) are to be used for expenses related to the operation of the health clinic at Glendale High School.

RECOMMENDATION: That the Governing Board approve the Subrecipient Contract with the City of Glendale and that Dean Petersen, Assistant Superintendent of Student Services, be authorized to sign all necessary documents on behalf of the district.

Motion _____ Second _____ Vote _____

D. Appointment of Hearing Officers for student disciplinary matters – Policy Ref. 6002

In accordance with the student due process policy, it is necessary for the Governing Board to appoint Hearing Officers for student disciplinary matters which result in long-term suspension.

RECOMMENDATION: That the Governing Board appoint Brian Capistran as Hearing Officer for student discipline matters and appoints John Croteau, Dr. Linda Rosness and Jim Threadgill, as alternates.

Motion _____ Second _____ Vote _____

NEW BUSINESS (continued)

E. Appointment of Hearing/Review Officer for disciplinary action involving certificated staff – Policy Ref. 4025 and 4026 and Legal Ref. 15-341

In accordance with the rules and hearing procedures for disciplinary action involving a teacher, it is necessary for the Governing Board to appoint a Hearing/Review Officer.

RECOMMENDATION: That the Governing Board appoint Brian Capistran as its Hearing/Review Officer for disciplinary action involving certificated staff and appoint John Croteau, Dean Petersen, Jim Threadgill, Gene Dudo and Dr. Linda Rosness to serve as alternates.

Motion _____ Second _____ Vote _____

F. Appointment of Hearing Officer for disciplinary action involving support staff – Policy Ref. 4120 and 4122

In accordance with the rules and hearing procedures for disciplinary action involving a support staff employee, it is necessary for the Governing Board to appoint a Hearing Officer.

RECOMMENDATION: That the Governing Board appoint Brian Capistran as its Hearing/Review Officer for disciplinary action involving support staff and appoint John Croteau, Dean Petersen, Jim Threadgill, Gene Dudo and Dr. Linda Rosness to serve as alternates.

Motion _____ Second _____ Vote _____

G. Appointment of Hearing Officer for disciplinary action involving administrative staff – Policy Ref. 3026

In accordance with the rules and hearing procedures for disciplinary action involving an administrator, it is necessary for the Governing Board to appoint a Hearing Officer.

RECOMMENDATION: That the Governing Board appoint John Croteau as its Hearing Officer for disciplinary action involving administrative staff and appoint Dean Petersen, Dr. Linda Rosness, and Jim Threadgill, to serve as alternates.

Motion _____ Second _____ Vote _____

H. Appointment of Governing Board’s meet and confer representatives – Policy Ref. 4023

It is appropriate for the Governing Board to appoint their representatives to the meet and confer process for 2009-2010.

RECOMMENDATION: That the Governing Board appoint Dr. Linda Rosness, Chairperson, John Croteau, Lou Wiegand, Brian Capistran, Dr. Michael Fowler and Mike Dellisanti as their representatives to the meet and confer process for 2009-2010.

Motion _____ Second _____ Vote _____

V. INFORMATION AND REPORTS

- A. Financial reports (Enclosure)
- B. Authorization for District Office Administrators and Superintendent to present information.
- C. Board comments

RECOMMENDATION: It is requested that the Governing Board accept the Information and Reports as presented.

Motion _____ Second _____ Vote _____

VI. FUTURE MEETINGS AND DATES TO REMEMBER

July 21-22	Board Study Session -	Phoenix, Arizona
Aug 3	First day of school -	Metro Academy – continuing students
Aug 10	First day of school -	Traditional schools/Metro Academy – new students
Aug 19	Regular meeting -	Administrative Center/Board Room – 7:30 p.m.
Sept 2	Regular meeting -	Administrative Center/Board Room – 7:30 p.m.
Sept 7	Labor Day holiday -	District office and all schools closed
Sept 16	Regular meeting -	Administrative Center/Board Room – 7:30 p.m.

VII. CONVENE INTO EXECUTIVE SESSION (Pursuant to ARS 38-431.03)

Executive Sessions require the confidentiality of the participants. The information discussed in Executive Session cannot be, and is prohibited from being, subjects of discussion outside this Executive Session, with the exception of what is reported in the general meeting. Board members are also reminded that they cannot state how he or she intends to vote or the action he or she intends to take on a subject that is discussed in the Executive Session.

- A. Call to order
- B. Minutes
Review the minutes of the Executive Session held on June 17, 2009.
- C. Personnel matters pursuant to ARS 38-431.03(A)(1)
 - 1. Receive update on mediation involving former employee.
- D. Discussion/consideration of confidential information pursuant to ARS 38-431.03(2)
 - 1. Receipt of confidential matters subsequent to the posting of the agenda.

VIII. RECONVENE INTO PUBLIC MEETING

IX. POSSIBLE MOTION(S) ON SPECIFIC ITEM(S) DISCUSSED IN EXECUTIVE SESSION (Each item will be identified and voted on separately.)

X. ADJOURNMENT
The meeting adjourned at _____.