



ADMINISTRATIVE CENTER

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GOVERNING BOARD

Patty Kennedy, President ▪ Andrew Pulcifer, Clerk
Patti Hussey ▪ Susan Maland ▪ Pam Reicks

SUPERINTENDENT

Brian Capistran

Governing Board Study Session Glendale Community College July 24, 2018

In compliance with ARS 38-431.01, and consistent with the requirement set forth in ARS 38-431.02, notices of this two-day study session held in public were appropriately posted.

Governing Board Present: Patty Kennedy, President; members Patti Hussey, Susan Maland and Pam Reicks. Board Clerk, Andrew Pulcifer who arrived at 1:30.

Also Present: Brian Capistran, Superintendent; Matt Belden, Assistant Superintendent of Operations and Athletics; Allison Mattingly, Assistant Superintendent of Human Resources and Professional Development; Craig Mussi, Assistant Superintendent of Curriculum and Instruction; Ed Barnes, Administrator of Academic Support and School Safety; Kim Mesquita, Administrator of Community Relations; Lou Wiegand, Chief Financial Officer; and Joie Eddings, Administrative Assistant.

Call to Order

President Kennedy called the study session to order at 8:00 am.

Welcome/Overview

Mr. Capistran welcomed Board members to the annual summer study session. The goal for the day was to provide the Board with updates on academic achievement and the different areas as listed on the agenda.

Operating Norms

Mr. Capistran and board members reviewed the District's Board Protocols, ASBA Board Members Code of Ethics, GUHSD Policy BCA Code of Ethics, Yearly Calendar, District Organizational Chart, Mission Statement and Core Values.

Mr. Capistran took this opportunity to share his framework for success in the areas of student success, organizational health/performance and community involvement/partnerships for the Glendale Union High School District.

GUHSD Learning System and Academic Achievement

Mr. Mussi highlighted our District's unique Learning System by starting with the Continuous Improve Cycle flow chart. He continued explaining how we prepare students for College and Career Readiness with professional development with strategies in literacy, instruction, collaborating in professional learning communities, workshops, and utilization of technology. His explanation of our Learning System included talking points on program evaluation, sampling of papers, the four universals and the benefits of professional development.

He reviewed District Assessments highlighting the areas that have field tests, baseline operational and operational assessments. The Board reviewed District and Student Achievement Index (SAI) longitudinal summary data from 2014-2018. Other achievement data reviewed was Parent Satisfaction Survey, Extra-Curricular Participation, Post-Secondary Report, Failure Rate, AzMERIT, AZELLA, AIMS Science and ACT.

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

Grade Labels

Mr. Mussi explained the proficiency, growth, ELL/AZELLA, graduation and college and career readiness index are the areas of criteria for letter grade determinations.

College and Career Readiness

Mr. Mussi gave an overview of the District focus at each grade level for post-secondary success.

Governing Board Goals

Mr. Capistran explained that these goals are a part of the performance pay for teachers at each school. The Board reviewed the 2017-2018 goals.

Preliminary Discussion of Board Self-Evaluation

President Kennedy suggested the Board entertain the idea of an anonymous survey to receive feedback and evaluate the Board as a whole. She presented a format used by the New York State School Boards Association for Board Members to review. This item will be discussed with possible action at a future Board meeting.

Superintendent and Board Comments

Mr. Capistran stated that tomorrow will be a continuation of updates and presentations from Cabinet members. Board members expressed their appreciation for the hard work and information.

President Kennedy recessed the study session at 3:25 pm with a reminder that we will continue at 8:00 am tomorrow.

Governing Board Study Session Glendale Community College July 25, 2018

Governing Board Present: Patty Kennedy, President; Andrew Pulcipher, Clerk; members, Patti Hussey, Susan Maland and Pam Reicks.

Also Present: Brian Capistran, Superintendent; Matt Belden, Assistant Superintendent of Operations and Athletics; Allison Mattingly, Assistant Superintendent of Human Resources and Professional Development; Craig Mussi, Assistant Superintendent of Curriculum and Instruction; Ed Barnes, Administrator of Academic Support and School Safety; Kim Mesquita, Administrator of Community Relations; Lou Wiegand, Chief Financial Officer; and Joie Eddings, Administrative Assistant.

Call to Order

President Kennedy called the study session to order at 8:00 am.

Review & Preview

Mr. Capistran welcomed everyone to day two of the study session. He gave a brief overview of the presentations for the day. He enthusiastically shared information about some District Office and Districtwide events planned by Cabinet for the upcoming school year.

Human Resources

Allison Mattingly updated Board Members on certified and classified staffing. She addressed the timelines for revised, piloted and operational evaluations for administrative, certified and classified staff. She explained our goal is to use evaluations as a tool for growth.

Ms. Mattingly presented the areas of professional development currently available and areas on the horizon for certified, classified, aspiring administrators and assistant principals.

Information & Technology

Mr. Mussi explained this department manages and maintains our network systems, student information system, and distance learning programs. They also provide support and training for employees with our certified campus technology specialists, classified computer technology assistants and media center directors.

Federal Programs (Title I/II/III/IV, CTE, SPED)

Mr. Mussi began by sharing the types of programs we offer for our special needs students. He then reviewed the CTE programs offered in audio/visual, business/computer, health/human and industrial services. He explained that we have been able to expand coding, computer science and engineering sciences. New programs being offered are home health services and construction trades.

Mr. Mussi gave a brief overview of the budget, expenditures and the support that Title I, II and IV funds provided for our District.

Title I: Academic support, professional development, freshman transition, parent involvement, homeless, private school placements and administrative costs. Supported programs are Project SHARP, MELO, extended math lab Read-180, learning centers, workshops and educational conferences. Additionally, this funding supports instructional assistants, on-site coordinators, literacy coaches, math intervention specialists, technology coaches, instructional tech specialists/trainers and parent liaison

Title II: Professional development, teacher recruitment/development

Title III: ELL

Title IV: Well-rounded education, safety/health and effective use of technology.

One example of a safety/health expenditure that would be allowable is funding for the sex education pilot. Mr. Mussi explained that the pilot was written, designed and implementation attempted at Moon Valley. When it was advertised to students, there was no response. We will continue to revise and/or improve the implementation process.

Upcoming projects are technology evaluation, cycle 4 monitoring, use of Title IV, professional development, evaluation and continuous improvement of all programs.

Community Relations

Ms. Mesquita shared that GUHSD's marketing and communication plan will convey the district's vision, goals and progress to the parents, students, employees, community members, business leaders and other patrons inside and outside the district. Ms. Mesquita shared engagement data for our social media. As she analyzes the data then uses the information to proceed in our marketing strategies.

She shared information on areas of focus in social media, website, marketing plan and other schools within our boundaries. A large project this past year was to update our website to an ADA compliant status.

The schools will no longer produce 3 newsletters per year. Instead, a December newsletter produced by Community Relations will be sent out to all households in each school's attendance area.

Finance

Mr. Wiegand began his presentation revisiting some of the areas he covered at the study session in January commenting on how much things can change in a short period of time. He continued by explaining the funding for the 2018-19 budget. He spent some time on reviewing budget expenditures.

Key Activities covered were a change in pay dates from Thursday to Tuesday, election administration, college credit exam incentives, free and reduced lunch sign up, bond planning and changes in purchasing/bidding processes.

School Safety

Ms. Mattingly gave an overview of the role of assistant principals of discipline and attendance, social workers, nurses and school resource officers on our campuses and community. Due to funding from the City of Glendale, our three Glendale schools will have a School Resource Officer. Our six Phoenix schools will have a rotating schedule with three School Resource Officers.

Ms. Mattingly informed the Board that she had spent time on each campus with the administrative teams to have a discussion regarding school safety on their campus and share the District plans for continuing a safe and orderly campus for 2018-2019. She gave an overview to the Board which included school safety meetings, school safety plans, emergency procedure guides, emergency drills, orientation week presentations and classroom visits.

Additionally, fire alarm pulls are no longer accessible to students, and remodeled cafeterias have been designed to be easier to lockdown to provide additional measures for safe and orderly school campuses.

Athletics

Mr. Belden reported that we are beginning a new two-year block with a slight realignment with three 5A schools (Apollo, Independence, Sunnyslope) and six 4A schools (Cortez, Glendale, Greenway, Moon Valley, Thunderbird, Washington). Some emerging sports are beach volleyball, girls wrestling, javelin (track), E-sports, 3rd soccer team and boys volleyball. There will be additional focus placed on training, expectations and security for workers when managing large events.

Bond/Facilities

Mr. Belden reviewed the projects completed this summer on each campus. He also reviewed completed, ongoing and upcoming bond projects such as HVAC, roofing, parking lot resurfacing, sidewalk replacement, fire alarms, security alarms, cafeterias, tracks and auditorium lobbies. Mr. Belden explained that we have been working to assess and reduce our electricity costs. He shared some data to show where we have experienced savings at this point. We are moving our set points for thermostats by one degree and will begin a led lighting project.

Transportation

Mr. Belden reported that we are continuously working on finding the most efficient bus routes and combining student trip requests when possible to meet student transportation needs. Other items covered were the increased needs for transporting special education students.

Elections

Mr. Belden reminded us of AZ Revised Statute 15-511 which provides election protocol as representatives of the District.

Legislative

The Board was provided with printed information summarizing current legislation pertaining to education.

Policy

The Board was provided with the most recent ASBA policy advisories.

Summary

Mr. Capistran shared his excitement about the hard work Cabinet has done in preparation for their presentations and plans for the upcoming year.

Board Comments

The Board was very appreciative of the hard work, the positive attitude towards the upcoming year and assuming additional responsibilities. Also appreciated was the feeling of support and community. President Kennedy expressed her desire that the public understood the amount of work done by these Cabinet members.

Cabinet members and Joie Eddings, Administrative Assistant, were dismissed at 2:55 pm.

Preliminary Discussion of Superintendent Evaluation

Adjournment

The study session was adjourned at 3:25 p.m.

APPROVED:

Patty Kennedy, President

Patti Hussey, Member

Andrew Pulcifer, Clerk

Susan Maland, Member

Joie Eddings
Administrative Assistant
To the Governing Board

Pam Reicks, Member