



**ADMINISTRATIVE CENTER**

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**GOVERNING BOARD**

Don DeBusk, President ▪ Susan Maland, Clerk  
Vicki L. Johnson ▪ Patty Kennedy ▪ Pam Reicks

**SUPERINTENDENT**

Brian Capistran

**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, November 2, 2016**

**RECOGNITION RECEPTION  
BOARD PATIO  
7:00 P.M.**

**REGULAR MEETING  
BOARD ROOM  
7:30 P.M.**

**PUBLIC RESPONSE TO AGENDA ITEMS  
PLEASE REFER TO SECTION I.F. OF THE AGENDA**

**I. REGULAR MEETING**

**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. BEDB**

Adoption of the agenda as the order of business is requested.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**E. Special recognitions**

1. Presentation of *Achievement Above All* award to Thunderbird High School teacher Kris Hutson.

2. Presentation of *Achievement Above All* award to Thunderbird High School student Stephen Graham.

3. Presentation of *Certificate of Achievement* to Thunderbird High School’s Boy’s Tennis Karen Horine, sponsor.

4. Presentation of *Achievement Above All* award to Thunderbird High School support staff employee Laura Ilardo.

5. Presentation of *Volunteer Recognition* award to Thunderbird High School volunteer Ellen Kreamer.

**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*

F. 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.

II. CONSENT ITEMS

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

It is requested that the Governing Board approve the minutes of the meeting held on October 19, 2016.

\*B. Ratification of vouchers – Policy Ref. DK (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</u>	<u>Expense</u>	<u>Payroll</u>	<u>Auxiliary/Tax Credit</u>
<u>Reviewed</u>	<u>Voucher</u>	<u>Voucher</u>	<u>Voucher</u>
10/10/2016	850,441.11	4,089,102.61	86,676.56
10/17/2016	786,641.05	N/A	N/A
10/24/2016	747,740.42	4,069,688.29	N/A

Approval is requested for the vouchers listed on the enclosure.

\*C. Purchase orders – Policy Ref. DJA (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. BEC

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. Acceptance of gifts – Policy Ref. KCD

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

1. Donation of baseball and softball equipment from the Arizona Diamondbacks to Independence High School.

\*F. Professional visits – Policy Ref. GCCE

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

1. Solidworks Training

Where: Phoenix, AZ

When: December 8-9, 2016

Person involved: Matthew Massic (I)

Purpose: Certification training

Cost to CTE funds: Registration = \$25; Substitute = \$200

\*G. Student trips – Policy Ref. IJOA

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

1. SHS Band

Where: Grapevine, TX

When: November 10-13, 2016

Persons involved: 1 student and 1 chaperone

Arrangements: Commercial carrier departing 11/10/16, 8 am returning 10/13/16, 10 pm

Purpose: NAFME (National Association for Music Education) Conference

Student will miss 1 school day

Cost to Club funds: Registration/Lodging = \$950; Substitute = \$100

2. IHS Student Council

Where: Anaheim, CA

When: November 10-13, 2016

Persons involved: 30 students and 3 chaperones

Arrangements: Commercial carrier departing 11/10/16, 3 pm returning 11/13/16, 8 pm

Purpose: Leadership/team building workshop

No loss of school days

Cost to Club funds: Transportation = \$1,425; Registration = \$6,150; Lodging = \$1,664

3. GWHS Theatre

Where: Phoenix, AZ

When: November 18-19, 2016

Persons involved: 27 students and 3 chaperones

Arrangements: District bus departing 11/18/16, 8 am returning 11/19/16, 10 pm

Purpose: State competition

Students will miss 1 school day

Cost to Club/CTE funds: Transportation = \$160; Registration = \$2,847;

Lodging = \$1,800; Substitute = \$200

4. CHS/GHS/IHS/MVHS/SHS Dance

Where: Burbank, CA

When: February 9-12, 2017

Persons involved: 78 students and 8 chaperones

Arrangements: Commercial carrier departing 2/9/17, 3:30 pm returning 2/12/17, 8 pm

Purpose: Professional dance workshops, performances and classes

Students will miss 1 school day

Cost to Club/Tax Credit funds: Transportation = \$8,611; Registration = \$17,759;

Lodging = \$9,940; Substitute = \$500

## \*H. Personnel

1. Administrativea. Reclassification – Policy Ref. GCP Professional Staff Promotions

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

AHS Mark Hebert, from Assistant Foreman to Foreman – Effective 10/20/16

DO Jan Cordova, from Payroll Clerk to Employee Benefits Specialist –  
Effective 10/20/16

2. Certifieda. Employment – Policy Ref. GCF Professional Staff Hiring

The following employees are recommended for employment and are assigned for  
The 2016-2017 school year as listed:

AHS Keith Maves, ELL – Effective 10/17/16

MVHS Carine Masson, French – Effective 8/1/16

b. Leave of Absence – Policy Ref. GCC Professional and Support Staff Leaves of Absence

The following employees are requesting a leave of absence:

GHS Amanda Mitchell, Music – Effective 11/3/16

WHS Megan Pirehpour, Special Ed – Effective 10/26/16

3. Classifieda. Employment – Policy Ref. GDF Support Staff Hiring

The following employees are recommended for employment and are assigned for  
the 2016-2017 school year as listed:

DO Tina Herrera, Receptionist – Effective 6/29/16

Aaron Lohr, Bus Assistant - Effective 5/6/16

Melissa Myers, Bus Driver – Effective 5/6/16

Next Step Jossie Meyer, Special Ed Instructional Assistant – Effective 4/18/16

WHS Patricia Uptain, Attendance Assistant – Effective 5/27/16

Valerie Valdez, COOP Assistant – Effective 4/11/16

b. Reclassification – Policy Ref. GDP Support Staff Promotions and Reclassifications

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

GWHS Burt Cypress, from Cafeteria Assistant at AHS to Parking Lot Attendant  
at GWHS – Effective 10/26/16

c. Resignation – Policy Ref. GDQB Resignation of Support Staff Members

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

DO Leena Colter, Bus Assistant – Effective 10/18/16

MVHS Lindsay Rizzo, COOP Assistant Director – Effective 10/10/16

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

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**III. NEW BUSINESS****A. ASBA Bylaw Change Proposal Consideration (Enclosure)**

These bylaw proposals have been offered by other ASBA member school boards, ASBA committee and the ASBA Board of Directors and must be approved by two-thirds of the ASBA member boards to be effective. The following are the bylaw proposals to be considered and acted upon:

1. A director or officer on the ASBA Board of Directors will be deemed to have vacated their office if missing more than one of the quarterly meetings in a given year (December through September).
  - o Explanation: there is currently discretion by the Board of Directors to take this action only for unexcused absences.
2. The current electronic voting procedure that ASBA employs requiring two-thirds of all member boards for passage be amended to require instead two-thirds affirmative votes of those voting using the electronic voting method.
  - o Explanation: The concern is that the current method is too high of a threshold to enact bylaw changes.
3. The President and Past-President of the ASBA Hispanic Native American Indian Caucus will have seats on ASBA Board of Directors.
  - o Explanation: There currently is one seat on the ASBA Board for the HNAIC President only. The HNAIC seeks greater representation on the ASBA Board.
4. A candidate wishing to run from the floor at the Annual Business Meeting for an ASBA Officer position must provide one week written notice of an intention to do so.
  - o Explanation: There is concern by the ASBA Governance Committee that those chosen by the nominating committee be given notice out of fairness so that both sides will have an opportunity to marshal support.
5. Running from the floor for an officer position on the ASBA Board of Directors will not be allowed at and the ASBA nominating committee is required to provide two or more names for consideration of the delegates at the annual membership meeting.
  - o Explanation: Concern that running from the floor creates unfairness for those that have gone through the process of applying for an officer position; concern that the nominating committee give the membership a full range of choices.
6. The ability to run from the floor for an officer position at the annual meeting is eliminated.
  - o Concern that running from the floor creates unfairness for those that have gone through the process of applying for an officer position.

**RECOMMENDATION:** The Governing Board will discuss, consider and give direction on voting on several bylaw change proposals from the Arizona School Boards Association. After discussion, the Board will vote to give direction to Joie Eddings, Administrative Assistant, to vote in the manner the Board has approved.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**B. Appointment of Evaluation Officers for the Issuance of Preliminary Notice of Inadequate Classroom Performance**

Under ARS 15-537, it is appropriate for the Governing Board to appoint evaluation officers to issue Preliminary Notices of Inadequate Classroom Performance to certificated personnel. In all cases in which an evaluation officer of the Governing Board issues a Preliminary Notice of Inadequate Classroom Performance, the officer shall report its issuance to the Governing Board within five school days.

**RECOMMENDATION:** That the Governing Board appoints Allison Mattingly, Assistant Superintendent and Craig Mussi, Assistant Superintendent as the evaluation officers to issue Preliminary Notices of Inadequate Classroom Performance to certificated personnel.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**IV. INFORMATION AND REPORTS**

- A. Suspension reports (Enclosure)
- B. Financial reports (Enclosure)
- C. Civic Center report (Enclosure) - Louis Wiegand, Chief Financial Officer

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

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**V. CURRENT EVENTS**

- A. Authorization for Principals, District Administrators & Superintendent to present information
- B. Board comments

**RECOMMENDATION:** It is requested that the Governing Board accept the Current Events as presented.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**VI. FUTURE MEETINGS AND DATES TO REMEMBER**

Nov 11	Veterans’ Day holiday	District office and all schools closed
Nov 15	Honors & Advanced Placement Information Night	Moon Valley Auditorium – 6:30 pm
Nov 16	Reception – AAA Washington	Administrative Center/Board patio – 7:00 pm
	Regular meeting	Administrative Center/Board room – 7:30 pm
Nov 24-25	Thanksgiving recess	District office and all schools closed
Dec 7	Continuous Improvement Report	Apollo High School – 5:00 pm
	Regular Meeting	Administrative Center/Board room – 7:30 pm

**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 they intend to vote or the action they intend 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 October 19, 2016.

C. Student discipline matters ARS 15-843

1. Hear recommendations for long-term suspensions at Cortez, Glendale, Independence and Moon Valley High Schools.

D. Discussion/consideration of confidential information pursuant to ARS 38-431.03

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 \_\_\_\_\_.