



**ADMINISTRATIVE CENTER   GOVERNING BOARD**

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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, December 7, 2016**

**CONTINUOUS IMPROVEMENT REPORT - APOLLO – 5:00 P.M.**

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

**PUBLIC HEARING/ REGULAR MEETING**

**BOARD ROOM – 7:30 P.M**

**PUBLIC RESPONSE TO AGENDA ITEMS**

**PLEASE REFER TO SECTION II.B. 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. B-1700

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

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

E. Public Hearing on 2016-2017 Revised Budget – Legal Ref. ARS 15-1103 and 15-948

At this time, Lou Wiegand, Chief Financial Officer, will summarize the 2016-2017 revised budget and answer any questions regarding this item.

F. Comments from the public on the Revised Budget

If there is anyone in the audience who wishes to be heard regarding any item of the revised budget 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. Special recognition  
The Glendale Union High School District would like to honor board member, Vicki L. Johnson for her 24 years of service.
  
- B. 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**

- \*A. Approval of minutes – Policy Ref. BEDG (Enclosure)  
It is requested that the Governing Board approve the minutes of the meeting held on November 16, 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 Reviewed</u>	<u>Expense Voucher</u>	<u>Payroll Voucher</u>	<u>Auxiliary/Tax Credit Voucher</u>
11/14/2016	508,624.56	N/A	14,174.57
11/21/2016	1,175,126.89	4,022,731.36	16,723.75
11/28/2016	301,341.11	N/A	37,377.28

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. Professional visits – Policy Ref. GCCE

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

1. PBATS (Professional Baseball Athletic Trainers Society) Conference  
 Where: Glendale, AZ  
 When: January 12-14, 2017  
 Person involved: Jon Foster (W)  
 Purpose: Training in assessment and rehabilitation  
 No cost
2. 40<sup>th</sup> Annual Winter AzATA (Athletic Trainers Association) Symposium  
 Where: Phoenix, AZ  
 When: January 28-29, 2017  
 Persons involved: Joanne Scandura (C); Jon Foster (W)  
 Purpose: Instruction in sport medicine topics  
 No cost
3. Social Thinking: The Size of the Problem  
 Where: Phoenix, AZ  
 When: March 9-10, 2017  
 Person involved: Susan Dodge (GW)  
 Purpose: Continuing education for students with autism  
 Cost to SPED funds: Registration = \$347; Substitute = \$200
4. ITEEA (International Technology & Engineering Educators Association) Conference  
 Where: Dallas, TX  
 When: March 15-18, 2017  
 Person involved: Rudy Aguilar (A)  
 Purpose: Presenter and professional development  
 Cost to CTE funds: Transportation = \$550; Registration = \$665; Lodging = \$537;  
 Meals = \$260; Substitute = \$300

\*F. Student trips – Policy Ref. IJOA

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

1. SHS/THS Speech & Debate  
 Where: Dallas, TX  
 When: January 12-15, 2017  
 Persons involved: 4 students and 2 chaperones  
 Arrangements: Commercial carrier departing 1/12/17, 2:35 pm returning 1/15/17, 7:45 pm  
 Purpose: Speech Tournament  
 Students will miss 1 school day  
 Cost to Tax Credit funds: Transportation = \$1,433; Registration = \$500; Lodging = \$658;  
 Substitute = \$100
2. MVHS Wrestling  
 Where: Bullhead City, AZ  
 When: January 13-14, 2017  
 Persons involved: 17 students and 3 chaperones  
 Arrangements: Commercial carrier departing 1/13/17, 6 am returning 1/14/17, 2 pm  
 Purpose: Wrestling Tournament  
 Students will miss 1 school day  
 Cost to Club funds: Transportation = \$350; Substitute = \$300

## Student trips (continued)

3. THS Wrestling  
Where: Tucson, AZ  
When: January 13-14, 2017  
Persons involved: 13 students and 2 chaperones  
Arrangements: District vehicle departing 1/13/17, 5 am returning 1/14/17, 11 pm  
Purpose: Wrestling Tournament  
Students will miss 1 school day  
Cost to Club funds: Transportation = \$313; Lodging = \$362; Substitute = \$100
  
4. CHS/IHS/SHS Student Council  
Where: Lake Havasu, AZ  
When: January 19-22, 2017  
Persons involved: 30 students and 3 chaperones  
Arrangements: Commercial carrier departing 1/19/17, 8 am returning 1/22/17, 7 pm  
Purpose: State Convention  
Students will miss 2 school days  
Cost to Club funds: Registration = \$4,230; Lodging = \$5,107;  
Cost to DO funds: Transportation = \$1,211; Substitute = \$550
  
5. GWHS Unitown  
Where: Prescott, AZ  
When: February 2-4, 2017  
Persons involved: 75 students and 9 chaperones  
Arrangements: District vehicles departing 2/2/17, 7 am returning 2/4/17, 5 pm  
Purpose: Diversity and tolerance camp to maintain a safe and respectful campus  
Students will miss 2 school days  
Cost to Club funds: Transportation = \$1,935; Registration/Lodging = \$9,375; Substitute = \$1,200
  
6. SHS FBLA (Future Business Leaders of America) Business Tour  
Where: New York City, NY  
When: February 15-19, 2017  
Persons involved: 7 students and 2 chaperones  
Arrangements: Commercial carrier departing 2/15/17, 7:30 am returning 2/19/17, 9:30 pm  
Purpose: Arizona FBLA New York City Business Tour  
Students will miss 3 school days  
Cost to Club funds: Transportation = \$3,500; Registration = \$5,121; Lodging = \$3,000;  
Cost to CTE funds: Substitute = \$300
  
7. IHS Softball  
Where: Wickenburg, AZ  
When: March 2-4, 2017  
Persons involved: 13 students and 3 chaperones  
Arrangements: District vehicle departing 3/2/17, 5 pm returning 3/4/17, 9 pm  
Purpose: Tournament  
Students will miss 1 school day  
Cost to Club funds: Transportation = \$125; Registration = \$400; Lodging = \$620

## Student trips (continued)

8. GWHS Band/Choir/Dance/Drama

Where: Los Angeles, CA

When: March 19-22, 2017

Persons involved: 180 students and 20 chaperones

Arrangements: Commercial carrier departing 3/19/17, 6 am returning 3/22/17, 5 pm

Purpose: Performances on Battleship Iowa and at Disneyland

No loss of school days

Cost to Club/Tax Credit funds: Transportation = \$14,800; Lodging = \$24,355

9. IHS Key Club

Where: Glendale, AZ

When: April 29-30, 2017

Persons involved: 30 students and 3 chaperones

Arrangements: Private vehicles departing 4/29/17, 5:00 pm returning 4/30/17, 6 am

Purpose: Relay for Life

No loss of school days

No Cost

\*G. Personnel1. Certifieda. Leave of Absence – Policy Ref. GCC Professional/Support Staff Leave of Absence

The following employees are requesting a leave of absence:

GHS - Stacey Crooks, English – Effective 1/10/17

Katie Hyatt, ELL – Effective 1/9/17

IHS - Sarah Farson, Theater – Effective 12/1/16SHS - Tiffany Graff, Special Ed – Effective 2/11/17

Carlyn Van Camp, Science – Effective 3/20/17

WHS - Audrey Adkisson, Spanish – Effective 10/28/162. 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:

AHS - Jaicey Hebert, Athletic Secretary – Effective 8/8/16

Diana Ortega, Cafeteria Assistant – Effective 8/3/16

Jasmin Paez, ELL Instructional Assistant – Effective 8/8/16

CHS - Belen Buenostro, Attendance Assistant – Effective 8/10/16

Dawn Snider, Cafeteria Assistant – Effective 8/4/16

GHS - Rhonda Burk, Cafeteria Assistant – Effective 8/1/16

Rico Cobos, Parking Lot Attendant – Effective 8/8/16

Angela Dunbar, ASL Interpreter – Effective 8/8/16

Bailey Neanover, Special Ed Instructional Assistant – Effective 8/8/16

GWHS - Amanda Honeywood, Special Ed Instructional Assistant – Effective 8/12/16

Cassandra Martinez, Cafeteria Assistant – Effective 8/3/16

SHS - Laurie Robles, Title I Instructional Assistant – Effective 8/8/16

Naelli Rodrigues Lopez, Cafeteria Assistant – Effective 8/3/16

THS - Mark Cantlin, Parking Lot Attendant – Effective 8/19/16

Magdalena Hernandez, Cafeteria Assistant – Effective 8/9/16

WHS - Angela Antunez, Cafeteria Assistant – Effective 8/23/16

Michael Keith, Cafeteria Assistant – Effective 8/1/16

Personnel (continued)

- b. Reclassification – Policy Ref. GDP Support Staff Promotions and Reclassifications  
It is requested that the Governing Board accept the following reclassification:  
GWHS - Marco Castellanos, from Maintenance III to Maintenance I –  
Effective 11/14/16
- c. Leave of Absence – Policy Ref. GCC Professional/Support Staff Leave of Absence  
The following employee is requesting a leave of absence:  
DO - Dina Fieldcamp, Bus Driver – Effective 11/20/16
- d. Retirement - Policy Ref. GCQF Retirement of Professional/Support Staff Members  
The following employee is requesting retirement through ASRS:  
AHS - Antonio Hernandez, Maintenance I – Effective 1/7/17
- e. Resignation – Policy Ref. GDOB Resignation of Support Staff Members  
It is requested that the Governing Board accept the following resignations:  
THS - David Fraijo, Special Ed Instructional Assistant – Effective 12/23/16  
WHS - Vincent Baron, Custodian – Effective 12/9/16

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

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

**IV. NEW BUSINESS**

- A. Adoption of the revised 2016-2017 school year budget – Legal Ref. ARS §15-905(E) (Enclosure)  
Pursuant to ARS §15-905(E), the Glendale Union High School District is required to revise its 2016-2017 expenditure budgets to reflect budget capacity as calculated by the Arizona Department of Education (ADE) as of 10/25/2016. The district must decrease the Maintenance and Operation (M&O) budget \$1,117,956 and the Unrestricted Capital Outlay (UNR) budget \$807,913 These amounts will be subject to future changes based on current year enrollment recognized by ADE.

**RECOMMENDATION:** That the Governing Board approve the revision of the Maintenance and Operation (M&O) and Unrestricted Capital (UNR) budgets for the 2016-2017 school year and authorize Louis Wiegand, Chief Financial Officer to upload the revised documents to the Arizona Department of Education.

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

- B. Special Meeting  
Per ARS §15-905, the Governing Board shall hold a meeting between January 1 and January 15 to elect a Board President and Clerk. Since the regular board meeting does not fall within this timeline, it is necessary to call a special meeting.

**RECOMMENDATION:** That the Governing Board hold a special meeting on Wednesday, January 11, 2017 to elect a Board President and Clerk.

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

**V. INFORMATION AND REPORTS**

- A. Suspension reports (Enclosure)
- B. Financial reports (Enclosure)

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

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

**VI. 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 \_\_\_\_\_

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

Dec 21	Regular meeting	Administrative Center/Board room – 7:30 pm
Dec 22	Mid-Year Graduations	
	Northern Academy	Northern Academy – 12:30 pm
	Online Learning Academy	Apollo High School – 7:00 pm
Dec 24-Jan 8	Winter recess	District office and all schools closed
Jan 9	Professional Development Day	No students on campus
Jan 10	2 <sup>nd</sup> semester begins	
Jan 12	Pathways to America’s Top Colleges	Moon Valley High School – 5:45 pm
Jan 16	Martin L. King Jr. Day	District office and all schools closed
Jan 18	Reception – AAA Apollo	Administrative Center/Board patio – 7:00 pm
	Regular meeting	Administrative Center/Board room – 7:30 pm
Jan 19	Future Freshman Night	All Schools – 6:30 pm
Jan 28	Study Session	Administrative Center/Board room – 8:00 am

**VIII. 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 November 16, 2016.
- C. Student discipline matters ARS 15-843
  - 1. Hear recommendations for long-term suspensions at Thunderbird and Washington High Schools.
- D. Negotiations pursuant to ARS 38-431.03(A-5)
  - 1. Update on process.

- E. Discussion/consideration of confidential information pursuant to ARS 38-431.03
  - 1. Receipt of confidential matters subsequent to the posting of the agenda.
  
- G. Personnel matters pursuant to ARS 38-431.03(A-1)
  - 1. Superintendent Evaluation

**IX. RECONVENE INTO PUBLIC MEETING**

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

**XI. ADJOURNMENT**

The meeting adjourned at \_\_\_\_\_.