Governing Board Study Session  
Administrative Center/Board Room  
January 26, 2019  

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

**Call to Order**  
President Kennedy called the study session to order at 8:05 am.

**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 Resources; Allison Mattingly, Assistant Superintendent of Human Resources; Craig Mussi, Associate Superintendent of Curriculum and Instruction; Kim Mesquita, Administrator of Community Relations; Lou Wiegand, Chief Financial Officer; and Joie Eddings, Administrative Assistant to the Governing Board.

**Welcome/Overview**  
Mr. Capistran welcomed everyone and expressed appreciation for the opportunity to update the Board. He continued by giving an overview of the agenda for the day.

**Vision/Leadership Development**  
Mr. Capistran reviewed the mission and vision of the District with a power-point presentation to the Board.

**Framework for Success**  
Mr. Capistran reviewed the key areas of focus for the District:

- *Student achievement/success*
- *Organizational health and performance*
- *Community involvement/partnerships*

**Leadership:** Mr. Capistran stressed the importance of supporting and developing current leaders as well as cultivating future leaders. He explained that will be apparent in the presentations throughout the day.

**School Safety**  
*Professional Development* – Ms. Mattingly informed the Board about the different areas of professional development for the following groups:

- Assistant Principals of Discipline and Attendance: Leadership skills, Instructional Leadership, Investigations, Student Resources and Emergency Situations.
- Social Workers: Individual student crisis support and mental health have been the main focus.
- Nurses: Technology transition/instruction and coding information are areas of development.
School Resource Officers – Ms. Mattingly reminded Board Members that there are 3 Glendale Officers at our Glendale Schools and 3 Phoenix Officers that are shared amongst our 6 Phoenix schools. We also have 10 Phoenix Liaison Officers who work to help support our schools. The School Resource Officers attend a quarterly meetings with the Assistant Principals of Attendance and Discipline about building relationships and all other law-related education topics.

Emergency Drills – Evacuation, Reverse Evacuation, Lockout, Lockdown practice drills are done on a regular basis on our campuses. We have trained our substitute teachers on our emergency procedures.

Data Analysis – Ms. Mattingly spent a little time explaining due process procedures, discipline violations and sub-violations before data was distributed to Board Members for review.

Academic Achievement
Mr. Musi explained Literacy, Support Structures and Lifelong Success are integral areas for College and Career Readiness. He continued with a snapshot overview of the many areas of student academic achievement:

State Assessments – AzMERIT (grades 9-11) for Writing, Reading and Math, AIMS Science, and AZELLA testing in ELL.

He briefed the Board on the current letter grade criteria: AzMERIT performance and growth, AZELLA proficiency and growth, Graduation Rate, College and Career Ready Index (CCRI) and bonus points for special education and performance on AIMS Science.

Online Learning – Mr. Musi shared information about the growth at our Online Learning Academy. Currently 608 students have access to morning or afternoon sessions, distance learning opportunities, 316 computers, 2 labs and 7 classrooms, 19 staff members, special education teachers and classes, pre-emergent ELL program, 64 GUHSD classes.

Information & Technology – Phone updates, student information system, cyber-security, state accountability, computer expansion and support have been many of the areas of focus for this department.

Professional Development – We have a system-wide approach working with curriculum coordinators, principals, department chairs, Professional Learning Community team leads, teachers and specialists. We have focused on planning, reflection and relationships for 18-19. Specific areas are: school vision/student success plans, relationship building, effective lessons, grade level cadres and professional learning communities.

Federal Programs – Mr. Musi gave an overview of personnel and programs supported by Title I, II, IV; IDEA (Special Education); Perkins/JTED (Career & Technical Education) grants and programs.

Sex-Ed Pilot Program – Mr. Musi explained the implementation progress of this program.

Summer Programs – Mr. Musi informed the Board about some changes in our summer programs. Incoming freshman will benefit from Project SHARP and High School 101 which is a basic skills course. Summer school credit recovery courses are online blended learning and math extended learning. Additionally offered will be CTE, ELL and special education courses. We have plans to offer some summer camps for 6th through 8th grade students. These camps will focus on STEM and CTE courses and possibly sports camps.
**Operations and Resources**

Mr. Belden updated Board members on the following areas:

*Bond* – Funds are used for the following projects: Ongoing: Air conditioning, electrical, plumbing and roofing. Current: Floor surfaces, security alarms, public address/bell systems. Completed: Fire alarms, cafeterias (remodels/replacements), tracks (resurfaced), auditorium lobby renovations. Upcoming summer projects: Glendale perimeter fence project, Independence CTE/Maintenance building, Apollo stadium restrooms and parking lot resurfacing at Apollo, Sunnyslope and District Office.

*Capital* – Review of how funds are distributed throughout our campuses.

*Athletics* – Emerging/Possible New Sports are Girls Beach Volleyball, Boys Court Volleyball, E-Sports, Girls Wrestling, Freshman Boys and Girls Soccer and Special Olympics/Unified Delegate.

*Elections* – The calendar for Governing Board members, possible override and bond elections were reviewed.

**Finance**

Mr. Wiegand presented information regarding funding for the following areas:

*State Finances* – We are experiencing strong economic growth which has substantially improved the state’s fiscal condition.

*Legislative Issues* – Federal Tax Conformity, Sales Tax Out of State On Line Sales, Charter School Transparency and Reform, Desegregation and Special Education Funding.

*Key Budget Status* – Projected funding for Maintenance and Operations, Classroom Site fund, Instructional Improvement Fund (Indian Gaming), Food Service, Indirect Cost, West MEC and Unrestricted Capital was review.

*Employee Benefit Trust/Healthcare* – Comparison report on claims for the last couple of years.

**Community Relations**

Ms. Mesquita highlighted her department’s areas of responsibility with a focus on the following areas:

*Communication and Marketing* – Ms. Mesquita highlighted the areas of events, engagement, media, printed materials, digital (social media/websites) and video which her department had specific involvement.

*Social Media* – Ms. Mesquita reported on the pilot program for Facebook™ pages for each school. Each school now has a verified page. The page is the school nameAZ. For example, ApolloHighSchoolAZ.

*Newsletters* – Community Relations personalizes a newsletter for each school and mails them out to everyone in that school’s attendance area.

*Website* – We will have a refresh of our website layout to be launched on July 1, 2019. Our current website vendor is offering this updated layout free of charge.
**Human Resources**  
Ms. Mattingly updated Board members in the following areas:

*Staffing* – Currently 5 long-term substitute positions, less than 10 open support staff positions, 6 positions for Food Service and 8 openings in Transportation

*Recruitment* – Areas we draw on for recruitment are aspiring teachers in our district, connections with universities, Great Arizona Teach-In, GUHSD Job Fair (2-23), Social Media and current employees passing on the information.

*Retention* – We continue to maintain a high percentage rate for teachers. The 2017-2018 year was 95%.

*Evaluations* – Ms. Mattingly covered the progression and timelines for future evaluation revisions

*Professional Development* – Ms. Mattingly gave an overview of the professional development implemented for teachers, aspiring leaders, support staff and administrators.

**Critical Work Activities**  
Mr. Capistran explained the critical work activities developed by Curriculum & Instruction; Community Relations; Federal Programs; Human Resources; Finance; School Safety and Operations, Athletics & Transportation are available for review electronically.

**Policy Updates**  
Mr. Capistran reviewed the most recent policy services advisory from ASBA. Mr. Capistran distributed the policy JLCC – Communicable/Infectious Diseases which was tabled at a previous Board meeting for further research. Mr. Capistran provided the Board with information they requested.

**Calendars**  
Mr. Capistran reviewed the calendar of Board meeting dates for the 19-20 school year.

**Summary**  
Mr. Capistran reiterated how much he appreciated Cabinet members and the Governing Board for their time. Board members thanked everyone for their hard work and welcoming environment.

**Adjournment**  
President Kennedy adjourned the meeting at 3:11 pm.

**APPROVED:**

Patty Kennedy, President  
______________________________  Patti Hussey, Member  
Andrew Pulcipher, Clerk  
______________________________  Susan Maland, Member  
Joie Eddings  
Administrative Assistant to the Governing Board  
______________________________  Pam Reicks, Member