



**Governing Board  
Regular Public Meeting Minutes  
April 4, 2019**

- I. **CALL TO ORDER OF REGULAR PUBLIC MEETING:** Mr. Sunn, Governing Board President, at 5:00 p.m., called the meeting to order.

Roll Call: Mr. Delson Sunn, Mrs. Nubia Briceno, Mrs. Stacy Marchelli were in attendance.

Administration Present:

*Kristine Morris, Superintendent*

*Melanie Block, Director of Academic Services*

*Ana M. Avalos, Director of Human Resources*

*Jonathan Stewart, Dos Rios Elementary Principal*

*Susan O’Rielly, Executive Director of Business Services*

*Carrie Brandon, Director of Student Services*

- II. **REGULAR PUBLIC MEETING**

Motion by Mr. Sunn, seconded by Mrs. Briceno for the regular public meeting. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli

- III. **PLEDGE OF ALLEGIANCE**

- IV. **APPROVAL OF THE AGENDA**

Motion by Mrs. Briceno, seconded by Mrs. Marchelli to approve agenda. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli

- V. **PUBLIC COMMENTS – Each speaker is limited to three (3) minutes.** *(This is the time for the public to comment. Members of the Governing Board may not discuss items that are not on the agenda. Therefore, action taken as a result of public comments will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date) - None*

- VI. **SUMMARY OF CURRENT EVENTS:** The Superintendent and/or Governing Board members may present a brief summary of current events. The Governing Board will not propose, discuss, deliberate, or take legal action at the meeting on any matter in the summary unless the specific matter is properly noticed for legal action. –

I want to begin my summary of top happenings with a recognition of our District Spelling Bee champion and representative to the Region 5 Spelling Bee, Dos Rios 8<sup>th</sup> grade student Nicole Millanes. Nicole spelled her way to victory at our District Spelling be and placed 11<sup>th</sup> out of 34 spellers, completing six rounds in the Maricopa County Region 5 Spelling Bee. Please help me congratulate her and welcome her forward to be recognized for her accomplishment.

We have great things happening in Union ESD, and it has a focus to begin to create a strategy to tell that story to the broader community. We are in the process of a website refresh, we have activated all of our social media platforms and aligned the look, feel and naming conventions. We have just recently purchased “Now Enrolling” signs that have uniform look and feel.

We engaged a videographer recently to help us create a brief video that we can use for recruiting prospective teachers and welcoming our local families into the district. I am pleased to share that [video](#) for the first time publicly tonight, highlighting Union Elementary School District. We hope it conveys that Union is about *Inspiring Hope and Empowering All Children to Courageously Pursue their Goals*.

This video will launch the work of our strategic planning team on April 8<sup>th</sup>. We have a great group of individuals who will be energized to make the vision and identified priorities a reality by recommending goals, values and strategies. We look forward to sharing their recommendations for your approval in May, with updates along the way.

Finally, it was AZMerit testing week. Our teachers and students were excited to show what they know! Attendance was at all time high's with some grade levels having 100% attendance on a few days. Our team has done a great job readying our students, creating positive messages, holding PEP assemblies, to help our students feel supported and ready to do their best. Our students are rising to the occasion.

## VII. APPROVAL OF THE CONSENT AGENDA

### 1. Consent Agenda Items

- A. Approval of Regular Meeting Minutes for February 14, 2019
- B. Approval of Personnel Consent List as presented
- C. Approval of Accounts Payable Vouchers
- D. Approval of Payroll Vouchers
- E. Approval of Student Activity Accounts
- F. Approval of Gifts and Donations

Motion by Mr. Sunn, seconded by Mrs. Marchelli to approve the consent items. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli

## VIII. REPORTS FROM DISTRICT PERSONNEL –

- A. Mrs. Susan O’Rielly gave a presentation and trained the Governing Board on Conflict of Interest.
  - Q. Mr. Sunn asked for clarity regarding “No attendance at meetings even if it is just to listen.” Does this relate to a school board meeting?
  - A. Mrs. Susan O’Rielly responded that it is the decision making process as we are moving forward into negotiations. It doesn’t affect a school board meeting. You may have to remove yourself from that one item if necessary.
  - Q. Mr. Sunn asked if that was considered our training?
  - A. Mrs. Susan O’Rielly responded yes.
- B. Mrs. Carrie Brandon gave a presentation on Targeted Support and Intervention (TSI).
  - Q. Mr. Sunn asked if this means we are on probation?
  - A. Mrs. Carrie Brandon responded we are not on probation, but we have to have a comprehensive improvement plan.
  - Q. Mrs. Briceno asked if we haven’t improved since the last plan?
  - A. Mrs. Carrie Brandon responded that this is looking at different data sets. Since the tests did change we can’t say if we had or hadn’t.

Q. Mrs. Marchelli asked why were we notified in the spring, but action wasn't taken till November is there a reason?

A. Mrs. Carrie Brandon responded no, we were notified in October.

Q. Mrs. Marchelli asked what is co-teaching?

A. Mrs. Carrie Brandon responded where a special education teacher and general education teacher, teach together.

Q. Mrs. Briceno asked where do all the students fall in this category, IEPs or 504 plan?

A. Mrs. Carrie Brandon responded this is only looks at kids with IEPs it doesn't consider those with a 504 plan.

Q. Mrs. Briceno asked what supports are they receiving? How do you monitor each individual plan? Monthly? Weekly? When do you go in and see if they are getting the resources they need?

A. Mrs. Carrie Brandon responded under federal law in the individual education plan they have to report data quarterly. Teacher or therapist providing the service, reports their quarterly progress which is given to the parents. As far as, are they receiving the services? We are doing walk throughs to ensure that special education teachers are following their schedules and their schedules were verified against the needs of the sites.

Q. Mrs. Marchelli asked if they are not pulling students out of their deficit area such as ELA, math?

A. Mrs. Carrie Brandon responded we do have a strategy to help remediate that. We did say it was a nonnegotiable, unfortunately when we did the walk throughs, we found out that it may not be happening 100% of the time and are taking some steps to correct that this year and will be taking steps to continue that work next year.

A. Mr. Sunn asked do you have a plan in place, and if you are changing it? The plan you had before how did that work?

Q. Mrs. Carrie Brandon responded we were under EDISA, which TSI is kind of the new version of EDISA. What they did at that time they targeted specifically reading and they were very much mandating what special education would do but they did it in isolation. They didn't take into account what general education was doing as well. The state has stopped that plan because it wasn't proving affective across the state for most districts. They didn't take account that most the students weren't receiving their initial direct instruction from special education teachers, they were receiving it in a general education classroom. It didn't take all factors into account and the state has created a more open ended model where we look at our data and we create our own solution versus them dictating a solution that may not have solved our problem.

Q. Mrs. Briceno asked if we have enough resource teachers when it comes the amount of students we have on IEPs?

A. Mrs. Carrie Brandon responded yes we are appropriately staffed.

Q. Mrs. Briceno asked what subject, or grade level, where the ratio of students is greater than the number of staff?

A. Mrs. Carrie Brandon responded there is no specific grade level.

Q. Mrs. Briceno asked if it is in regards to the IEPs?

A. Mrs. Carrie Brandon responded yes.

Q. Mrs. Briceno asked when doing IEPs and we transition them out what support do we give them?

A. Mrs. Carrie Brandon responded that the individual education team is supposed to consider. You can step a student down from an individual education plan to a 504 plan which takes away the direct instruction but leaves all the accommodations. That is something they have to at least consider depending on the student.

Q. Mr. Sunn asked if updates will be given?

A. Mrs. Carrie Brandon responded yes.

- C. Mrs. Susan O’Rielly reported on the Comprehensive Annual Financial Report (CAFR) and Single Audit Report Package (SARP).

## IX. ACTION ITEMS

### 1. New Business

- A. Motion by Mrs. Briceno, seconded by Mrs. Marchelli to approve the 2019-2020 Educational Support Salary Personnel Placement Schedule. Vote was unanimous. Motion Carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli

Q. Mr. Sunn asked if this could all change with the approval of the legislation?

A. Ms. Morris responded yes.

- B. Motion by Mrs. Briceno, seconded by Mr. Sunn to approve the 2019-2020 Related Services Salary Placement Schedule. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli

- C. Motion by Mr. Sunn, seconded by Mrs. Marchelli to amend and table the 2019-2020 Guest Teacher Salary Schedule until the May Governing Board meeting. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli

Q. Mr. Sunn asked if by guest teacher do you mean substitutes?

A. Ms. Morris responded yes.

Q. Mr. Sunn asked are we still having issues with qualified teachers?

A. Mrs. Ana Avalos responded there is no one that only has a high school diploma teaching a class. They have an associates or higher.

Q. Mr. Sunn responded that these numbers seem low for a teacher. Mr. Sunn asked how many hours do they work?

A. Mrs. Ana Avalos responded substitutes are daily and get paid daily and come in on an as needed basis.

Q. Mr. Sunn asked what is the amount they get per day?

A. Mrs. Ana Avalos responded the rate is competitive with other districts in our surrounding area.

Q. Mr. Sunn asked if they average 8 hours a day?

A. Mrs. Ana Avalos responded it’s a full day. Its around 7 hours. The time students are there.

Q. Mr. Sunn asked if you get someone for today are they are only going to get \$115 a day?

A. Mrs. Ana Avalos responded yes, there are districts paying below that. They are not responsible for lesson planning. I will look at it again. During the study it wasn’t a flagging area.

Q. Mrs. Kristine Morris asked if this was an increase over last year?

A. Mrs. Ana Avalos responded no.

Q. Mrs. Ana Avalos asked if he wanted her to look into it further?

A. Mr. Sunn responded yes.

- D. Motion by Mr. Sunn, seconded by Mrs. Briceno to amend and table the 2019-2020 Stipends/Extra Pay Salary Schedule. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli

Q. Mrs. Briceno asked if the stipends are the same rates from last year or have they gone up?

A. Mrs. Ana Avalos responded that the rates are pretty similar in some areas. They were evaluated and one area that has changed was for the mentor teachers and we have added professional development to meet the programmatic needs.

- Q. Mr. Sunn asked if we talked to the school attorney?
- A. Ms. Kristine Morris responded yes.
- Q. Mr. Sunn asked if we have an Athletic Director or it is an Athletic Director and Coach?
- A. Mrs. Ana Avalos responded we do have 2 Athletic Directors. There could be an Athletic Director that is also a coach.
- Q. Mr. Sunn asked if it is a full time position?
- A. Mrs. Ana Avalos responded it is not a full time position, it is after hours.
- Q. Mr. Sunn asked if these are teachers, athletic directors and a coach?
- A. Mrs. Ana Avalos responded yes we do have teachers that are athletic directors.
- Q. Mr. Sunn asked if this person is getting 3 different payments theoretically?
- A. Mrs. Susan O’Rielly responded could be theoretically. The problem is we can’t find people to fill the positions so we have had people that do this.
- Q. Mr. Sunn asked how does this affect the teachers teaching schedule or teaching ability and lesson planning?
- A. Mrs. Susan O’Rielly responded that all athletics are after school. The expectation is there is no effect on their teaching. This would be up to the site administration to make sure that it is not happening and that they are covering all.
- Q. Mr. Sunn asked if this was for next year?
- A. Ms. Morris responded yes.
- E. Motion by Mrs. Briceno, seconded by Mrs. Marchelli to approve the 2019-2020 Administrator Salary Placement Schedule and the appropriate placement of administrators as presented. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli
- F. Motion by Mr. Sunn, seconded by Mrs. Marchelli to approve the 2019-2020 Educational Support Personnel Rehire list as presented. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli
- G. Motion by Mrs. Marchelli, seconded by Mr. Sunn to approve the 2019-2020 Related Services Personnel Rehire List as presented. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli
- Q. Mr. Sunn asked if these are contracted personnel?
- A. Mrs. Ana Avalos responded these are our own.
- Q. Mr. Sunn asked if we have a psychologist now?
- A. Mrs. Ana Avalos responded that we have two.
- Q. Mr. Sunn asked do we have a need for them?
- A. Mrs. Ana Avalos responded yes.
- H. Motion by Mr. Sunn, seconded by Mrs. Briceno to approve the 2019-2020 Administrative Rehire List as presented. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli
- Q. Mr. Sunn asked if these are contracted?
- A. Mrs. Ana Avalos responded these are contracted but contracted as our own employees. A yearly contract.
- Q. Mr. Sunn asked if that would be coded as a contract?
- A. Mrs. Ana Avalos asked for clarification regarding the question.
- Q. Mr. Sunn asked if we are by passing the contract?
- A. Mrs. Susan O’Rielly responded that this is to issue the contract.
- Q. Mr. Sunn asked if we are approving to offer the contract?
- A. Ms. Kristine Morris responded yes.

- I. Motion by Mrs. Briceno, seconded by Mrs. Marchelli to approve the removal of the attached listed equipment from the District's General Fixed Assets and Stewardship listing. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli
- J. Motion by Mrs. Marchelli, seconded by Mr. Sunn to approve the new UESD job descriptions. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli
  - Q. Mrs. Briceno asked if the social emotional learning coach is for the students?
  - A. Ms. Kristine Morris responded yes.
  - Q. Mrs. Briceno asked if this will help alleviate how many the counselor has and if this is why it's being created?
  - A. Ms. Kristine Morris responded they will help train teachers as well as support kids and train our interventionists.
  - Q. Mrs. Marchelli asked if this will take place of the responsibility room?
  - A. Ms. Kristine Morris responded yes
  - Q. Mr. Sunn asked if we take personnel here and offer this internally first?
  - A. Mrs. Ana Avalos responded we are posting internally first for 3 days to give our staff priority and then it will go out externally.
  - Q. Mrs. Briceno asked if this will help with the plan we are implementing?
  - A. Ms. Morris responded yes.
- K. Motion by Mr. Sunn, seconded by Mrs. Marchelli to approve the Memorandum of Understanding (MOU) between Read Better Be Better and Union Elementary School District? Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli
  - Q. Mrs. Marchelli asked if other Districts that are using this have shown growth?
  - A. Ms. Morris responded yes especially comprehension.
  - Q. Mr. Sunn asked if this is fairly new?
  - A. Ms. Melanie Block responded that for our District it's new.
  - Q. Mr. Sunn asked if you think it would be better than what we are doing now?
  - A. Ms. Melanie Block responded that it is supplementary to what we are doing now.
  - Q. Mr. Sunn asked if it is actual curriculum?
  - A. Ms. Melanie Block responded no, we would come with a formal adoption if it were.

X. **AGENDA ITEMS / PRESENTATION FOR FUTURE MEETINGS –**

- 1. April 11, 2019-PBIS Presentation
- 2. May 09,2019 – 2019-2020 Guest Teacher Salary Schedule
- 3. May 09, 2019 – 2019-2020 Stipends/Extra Pay Salary Schedule

XI. **ADJOURNMENT**

Motion by Mr. Sunn, seconded by Mrs. Briceno, to adjourn the meeting at 6:12 p.m. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Marchelli

  
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 Mr. Delson Sunn, President of the Board

4/11/2019  
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 Date