



*Inspiring Hope and Empowering All Students To Courageously Pursue Their Goals and Dreams*

**Governing Board  
Executive Session, and Regular Meeting Minutes  
November 14, 2019**

I. **CALL TO ORDER OF MEETING:** Mr. Sunn, Governing Board President, at 4:30 p.m., called the meeting to order.

Roll Call: Mr. Delson Sunn, Mrs. Nubia Briceno and Mrs. Susan Doucet were in attendance.

II. **APPROVAL OF THE AGENDA**

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

III. **MOTION TO CONVENE INTO EXECUTIVE SESSION:** (Pursuant to A.R.S. §38-431.03, concerning the discussion of the Superintendent’s Evaluation and Contract).

Motion by Mr. Sunn, seconded by Mrs. Briceno to enter into Executive Session at 4:32 p.m. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet

IV. **MOTION TO ADJOURN EXECUTIVE SESSION:**

Motion by Mr. Sunn, seconded by Mrs. Briceno, to adjourn the Executive Session at 5:15 p.m. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet

V. **MOTION TO CONVENE THE REGULAR GOVERNING BOARD MEETING:**

Motion by Mr. Sunn, seconded by Mrs. Briceno to enter into the Regular Governing Board Meeting at 5:15 p.m.

Administration Present:

*Kristine Morris, Superintendent*

*Ana M. Avalos, Director of Human Resources*

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

*Carrie Brandon, Director of Student Services*

*Matthew Haley, Network Administrator*

*Melanie Block, Director of Academic Services*

*Michael Welsh, Union Elementary Principal*

*Dr. Randy Watkins, Hurley Ranch Principal*

*Jonathan Stewart, Dos Rios Principal*

VI. **PLEDGE OF ALLEGIANCE**

VII. **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*

VIII. **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. –

Mid-way through the 2<sup>nd</sup> quarter of the 2020 school year, during this condensed Veteran's Day Week, we are taking advantage of every minute to improve our support for students, teachers and leaders.

As part of our on-going efforts to improve student reading achievement and support quality teaching, we have built into each principal's meeting a recurring section called "Reading with Ryann". During a portion of each principal's meeting, Ryann Miller provides a mini-professional development session highlighting reading strategies that should be utilized in our classrooms. Her expertise is helping our school leaders better support our teacher's in delivering quality reading instruction. This week they continued learning about phonics, syllables, morphemes, and strategies that can be applied to reading across the grade levels and curriculum.

On Tuesday and Wednesday after school, Mr. Romain facilitated another session of Crisis Prevention and Intervention (CPI) training for our site leaders, and teachers. Participants were trained on strategies to deescalate individuals and proper restraint techniques to employ, should students be facing or imposing an imminent threat of bodily harm. Every site now has a full certified team trained in proper CPI techniques, should the need arise.

Wednesday after school I had the opportunity to pull together all of our employees who fill a customer service role in our District. These employees either support internal stakeholders through their role in payroll, purchasing, finance, benefits, and academic services; or support both internal and external stakeholders through their role in school front offices, transportation, student services, and superintendent's office. This amazing group of ladies are the first interaction families and prospective employees have with our district. Additionally, they provide a service role in helping solve challenges that arise. This was the first time we have all come together as a group. We reviewed the District Strategic Plan and the role everyone contributes to achieving our district goals. During this professional development session, we focused on an approach to delivering quality customer service and applied that approach to common scenarios we face. All involved felt this was a good use of their time and look forward to coming together again.

On Tuesday and Thursday, we engaged with Estrella Mountain Community College (EMCC). First in an effort to build a pipeline of prospective employees we met with Ms. Rachel Holmes. Ms. Holmes supervises the teacher education program for the College and helps facilitate candidate placements in internships and community service projects. She also helped connect us to the EMCC contact for non-education majors. We are excited that this partnership will be providing 10 of our families in need with food baskets for the Thanksgiving Holiday. Earlier today I attended West Valley Think Tank with the Presidents of Glendale Community College, EMCC and west valley school districts. Together we began to wrestle with the major challenges related to matriculation and partnering among K-20 institutions in the West Valley.

Whether through internal collaboration, external partnerships, or on-going professional development, our team is striving each day to improve our skills, services, and programs so that our students have the greatest opportunities to learn, grow and thrive socially and academically.

**IX. APPROVAL OF THE CONSENT AGENDA**

Motion by Mrs. Briceno, seconded by Mrs. Doucet to approve the consent items.

- A. Approval of the Regular Meeting Minutes for October 03, 2019
- B. Approval of the Personnel Consent List
- C. Approval of the Accounts Payable Vouchers
- D. Approval of the Payroll Vouchers

- E. Approval of the Student Activity Accounts
- F. Approval of Gifts and Donation  
Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet

**X. REPORTS FROM DISTRICT PERSONNEL**

- A.** Mrs. Susan O’Rielly gave a presentation on maintenance and facilities.
  - Q. Mr. Sunn asked if we have had to call them in after hours?
  - A. Mrs. Susan O’Rielly responded yes.
  - Q. Ms. Kristine Morris asked if there is a dashboard that shows any open or outstanding work orders?
  - A. Mrs. Susan O’Rielly responded yes.
  - Q. Mr. Sunn asked if pest control is outsourced?
  - A. Mrs. Susan O’Rielly responded yes, it is outsourced.
  - Q. Mrs. Briceno asked who are the ones that are responsible at the end of major projects making sure everything is complete?
  - A. Mrs. Susan O’Rielly responded usually it is Mr. Moreno, and he may bring a principal. If it is something that has gone through the JOC than it would be an employee of chase building. Typically, the project manager and Mr. Moreno would, or myself.
  - Q. Mrs. Briceno asked what happens if issues come up later on?
  - A. Mrs. Susan O’Rielly responded there is a good relationship between vendors and Arizona districts. Vendors are accommodating and work well with Districts to make things right.
  - Q. Mr. Sunn asked if it is under warranty?
  - A. Mrs. Susan O’Rielly responded yes.
- B.** Ms. Melanie Block gave a presentation on School Accountability (A-F) for 2018-2019.
- C.** Dr. Randy Watkins gave a presentation on the Integrated Action Plan (IAP) for Hurley Ranch 2019-2020.
  - Q. Mr. Sunn stated he has a question about the master schedule. He stated there has been an attendance problem with the students. Mr. Sunn asked do you have something where they can catch up or do they lose out?
  - A. Dr. Randy Watkins responded yes, we have opportunities for them to catch up. It starts with their grade level teacher providing additional support. They can go to the reading intervention room. We look at their data to see where they need additional support.

**XI. ACTION ITEMS**

- A.** Motion by Mr. Sunn, seconded by Mrs. Briceno to approve the second reading of policy advisories 651-669. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet
- B.** Motion by Mrs. Briceno, seconded by Mrs. Doucet to approve the Memorandum of Agreement (MOA) between Maricopa County Community College District and Union Elementary School District.
  - Q. Mr. Sunn asked if this was free to everyone that wanted to participate?
  - A. Ms. Melanie Block responded we have an opportunity to do it for free as we are able to fund through Title 3 and Title 1 funds.
  - Q. Mr. Sunn asked if this will be a yearly thing?

A. Ms. Melanie Block responded that we hope so. Mrs. Susan O’Rielly responded that the terms of agreement are from 2020-2025 so we will not bring it back next year. Ms. Kristine Morris responded that we will provide an update in the spring.

Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet

C. Motion by Mrs. Briceno, seconded by Mr. Sunn to approve the Memorandum of Understanding (MOU) with Catholic Charities Community Services, Inc. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet

D. Motion by Mr. Sunn, seconded by Mrs. Doucet 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. Doucet

XII. **AGENDA ITEMS / PRESENTATION FOR FUTURE MEETINGS**

1. November 21, 2019 – Executive session at 5:00 p.m.
2. December 12, 2019 – Integrated Action Plan (IAP) for Union, Presentation.
3. December 12, 2019 – Holiday Music Performance at Dos Rios Library.
4. December 12, 2019 – Superintendent’s Contract.

XIII. **INFORMATIONAL ITEMS ONLY-NO ACTION REQUIRED**

1. Governing Board Financial Report

XIV. **ADJOURNMENT**

Motion by Mr. Sunn, seconded by Mrs. Briceno, to adjourn the meeting at 6:26 p.m. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet

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Mr. Delson Sunn, President of the Board

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Date