



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

**Governing Board
Regular Meeting Minutes
February 06, 2020**

- I. **CALL TO ORDER OF MEETING:** Mr. Sunn, Governing Board President, at 5:03 p.m., called the meeting to order.
- II. **ROLL CALL:** Mr. Delson Sunn, Mrs. Nubia Briceno, and Mrs. Susan Doucet were in attendance.

Administration Present:

<i>Kristine Morris, Superintendent</i>	<i>Melanie Block, Director of Academic Services</i>
<i>Ana M. Avalos, Director of Human Resources</i>	<i>Michael Welsh, Union Elementary Principal</i>
<i>Susan O’Rielly, Executive Director of Business Services</i>	<i>Dr. Randy Watkins, Hurley Ranch Principal</i>
<i>Jonathan Stewart, Dos Rios Principal</i>	<i>Matthew Haley, Network Administrator</i>

III. **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

Board Agenda was approved with Action Item J being removed from the agenda and tabled for future action.

IV. **PLEDGE OF ALLEGIANCE**

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. –
In May of 2019 the Board adopted a 5-year Strategic Plan with the following four goals.

Student Academic Success	Student Well-Being	High Quality Caring Staff	Stewardship of Resources
<i>All students will demonstrate academic growth and achievement.</i>	<i>Provide a comprehensive education and school culture that supports learning and social-emotional growth.</i>	<i>Support, develop, retain and recruit highly effective teachers, leaders, and support staff that commit to meeting the needs of our learners.</i>	<i>Secure and effectively manage resources to meet the needs of our 21st century learners and employees.</i>

For this month's report, I'd like to share with you some of the progress being made.

It is Counselor Appreciation Week! School counselors are a core component of our Student Well-Being goal. Not only do we appreciate the work of Ms. Jean Rutledge for supporting all three schools over the past four years, we also celebrate that she will finally have some colleagues to help support our students! Due to our successful application for the State School Safety Grant, we will be able to hire two school counselors. We are excited that one of our new counselors started this week. Ms. Erica Reed joined our team and is excited to help us provide a comprehensive program that helps meet student's social emotional needs. Ms. Kristie Richardson has also accepted a position with our District, her start date is still to be determined. We are thrilled that our team of counselors will be able to provide more services to students. Due to our proactive recruiting we are able to take advantage of an additional 6 months of funding through the grant. This is an example of effective stewardship of resources and hiring quality caring staff to meet our learner needs.

To help build out our comprehensive system that supports student well-being, we are excited to add a second Social Emotional Learning (SEL) interventionist. Ms. Mercedes Johnson will be joining our team on February 17th. She will be supporting Union Elementary and is the District's second SEL interventionist. Dos Rios's Mr. Randolph, has been in his role for several months and is supporting students with de-escalation, Check In Check Out (CICO), and skills groups. We are hoping to add the third SEL Interventionist later this month to support Hurley Ranch.

Early learning and parent engagement are important to our student's success. Additionally, to increase/maintain district enrollment it is important that we make connections with families early and build lasting relationships with them. To build those connections, our second annual Kindergarten Roundup efforts have begun. On February 5th, Union and Dos Rios opened their doors to our future Kindergarten families. The two campuses hosted well-organized and inviting evenings. Our teams included food service, transportation, paraprofessionals to conduct kindergarten readiness screeners, kindergarten teachers, PTO representatives, nurses, registrars, principals and office managers. I've provided a sample readiness kit that we provide for our families. Everyone was welcoming, knew their information, engaged with families, and made a strong first impression. This first event resulted in 29 enrollments at Union and 11 at Dos Rios. We have two more evening roundup events: February 20 and March 4th.

Another partnership we are excited about is with the Association for Supportive Child Care (ASCC). We have partnered with ASCC for the Arizona Kith and Kin Project. This project is a weekly gathering of those who care for children in their homes to receive training, support and school readiness materials and safety equipment, free of charge. We are hosting these events at Union Elementary on Thursdays from 9-11am and childcare is provided. Our first class happened today, and we had 4 parents attend. I've included a flyer for your information. If you know of any families who might be interested, help spread the word. This is just one more example of how we are being good stewards of resources by building community partnership that help meet our learners needs.

To wrap up my report tonight I want to take a moment and thank our Governing Board Members for their service and dedication to our community and District. The role of a Governing Board member requires dedication and many hours of work outside of the Board meetings. They live and breathe Goal 4-stewardship of resources. A Board Member fills an unpaid role that has great accountability and responsibilities and your service often goes unrecognized. Additionally, your work must be done together, modeling collaboration and communication. To celebrate you, your dedication, direction and service, we want to provide each of you with a Union Elementary School District staff shirt, and a huge thank you for your dedication to Union ESD#62.

Q. Mr. Sunn asked how many families are we expecting for the Kith and Kin training?

A. Mr. Welsh responded that we have 4 families today and there were 10 families registered. The representatives for Kith and Kin will be doing more recruiting next week during our pickup and drop off times.

VII. APPROVAL OF THE CONSENT AGENDA

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

- A. Approval of the Regular Meeting Minutes for January 09, 2020
- 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

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

Q. Mr. Sunn asked if there is an exit survey given to those leaving? Is it survey monkey?

A. Mrs. Ana Avalos responded that she tries to have exit interviews in person. There are some individuals that she cannot stay connected with and will use survey monkey.

Q. Mr. Sunn responded that we are losing teachers and would like to know why?

A. Mrs. Ana Avalos responded that we are giving out a staff preference sheet, which allows them to let us know if they are recommitting back to Union School District next year or if they are looking to leave. For those leaving the district and turning in their resignation letters early allows us to hire more quickly for that vacancy.

Q. Mr. Sunn asked if that is something that you can share with the board?

A. Mrs. Ana Avalos responded yes; I can report back to the board. Some individuals may not turn those in until they leave at the end of the year. Mr. Sunn responded that he acknowledges that.

VIII. REPORTS FROM DISTRICT PERSONNEL

- A. Mrs. Susan O'Rielly gave a presentation on the 2020-2021 Budget.

Q. Mr. Sunn asked will that \$28,000 rollover if it's not being used?

A. Mrs. Susan O'Rielly responded yes.

Q. Mrs. Briceno asked if the 7% increase does happen, what year does that begin?

A. Mrs. Susan O'Rielly responded next year in 2021.

- B. Ms. Melanie Block gave a presentation on the Middle of Year (MOY) District DIBELS Data.

Q. Mr. Sunn asked what do you think you will see with the end of year results?

A. Ms. Melanie Block responded I hope we are on track and have hit all our targets.

Q. Ms. Kristine Morris stated this is the first time you have brought MOY data to the board, but it's not the first time we have looked at it or encountered these kinds of patterns? Are these patterns what we typically see at MOY, and do we panic at MOY, or are we way off track?

A. Ms. Melanie Block responded no. Typically, we see a bit of a change. K-2 especially because the assessments and the way they are tested and measured are different because of the way the students are developing. Mrs. Briceno responded in second grade they are doing it by themselves and are used to it. Ms. Block responded yes, and they are doing it more fluently.

Q. Mrs. Briceno asked if this information is getting tied to after school tutoring?

A. Ms. Melanie Block responded absolutely.

IX. ACTION ITEMS

- A. Motion by Mrs. Briceno, seconded by Mr. Sunn to approve the Certified Contract/Rehire List for the 2020-2021 school year. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet
- B. Motion by Mr. Sunn, seconded by Mrs. Doucet to approve the 2020-2021 Educational Support Personnel Rehire List. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet
- C. Motion by Mrs. Briceno, seconded by Mrs. Doucet to approve the 2020-2021 Administrative Rehire List. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet

- D. Motion by Mrs. Briceno, seconded by Mrs. Doucet to approve the 2020-2021 Certified Placement Schedules and salary increase in Option #2. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet
- Q. Mr. Sunn asked if there is a good chance that it will pass and how confident are you that it will pass?
- A. Mrs. Ana Avalos responded that she wants to reflect on Susan's presentation. I support that same recommendation as we have already seen it in the governor's budget. The last 2 years they have approved it and there is a very good chance they will approve it again. We have language that supports should it not pass, and we can amend the contract and also the contract language supports that we can change the language back in the event that it doesn't pass.
- Q. Mr. Sunn asked that if it doesn't pass this affects everyone statewide, correct?
- A. Mrs. Ana Avalos responded yes.
- Q. Mrs. Briceno asked will we have the budget if we decide to go with the 5% increase?
- A. Mrs. Susan O'Rielly responded yes.
- Q. Mrs. Briceno asked will it cover us until December or January?
- A. Mrs. Susan O'Rielly, I will know when I do the proposed. I will know what the base support level is. I will not know the ADM. I will know if the 20 by 2020 money is in there or not when I present the proposed and adopted budget in June and July. We will be reissuing contracts in the summer if for some reason it wasn't. We would know before the school year. Ms. Ana Avalos stated we will be communicating that out to you all if that is the case.
- Q. Mrs. Briceno asked if anything would be paid out?
- A. Mrs. Susan O'Rielly responded no, there is no financial risk, we will amend contracts.
- Q. Mrs. Briceno asked if this item ties with Item J and the contract language?
- A. Ms. Kristine Morris responded no.
- A. Mrs. Ana Avalos responded in order for me to offer I would need a salary amount, so they are kind of connected. I cannot proceed with offering a contract without the language. When I offer a position, I do an offer form first so they can see a total compensation package.
- Mr. Sunn stated that there is a good chance with option two because it more than likely it will happen, according to the track record. It would give us a competitive edge. Mrs. Briceno wants to make sure that we let the potential certified teachers know that this is what it looks like "but" there is a chance it may not happen. Mrs. Susan O'Rielly stated that we are willing to go out and speak with staff. Mrs. Briceno stated that she would love option 2 but doesn't want anyone coming back and stating that we are taking their money if it doesn't work out.
- E. Motion by Mr. Sunn, seconded by Mrs. Briceno to approve the Educational Support Personnel Placement Schedule and Salary Increase for 2020-2021. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet
- Q. Mr. Sunn asked if bus drivers are full time?
- A. Mrs. Susan O'Rielly responded they work 6.5 hours and they do get benefits.
- Q. Mr. Sunn asked if they have tried stepping into other roles?
- A. Mrs. Susan O'Rielly responded that we have tried that, but it wasn't successful. There is potential for extra hours. We have a few that work closer to 40 hours.
- Q. Mr. Sunn asked if everyone else is full time?
- A. Mrs. Susan O'Rielly responded that paraprofessionals are 7 hours, food service works 4-6 hours, 12-month staff are 8 hours a day.
- F. Motion by Mrs. Doucet, seconded by Mrs. Briceno to approve the Related Services Placement Schedule and Returning Staff Salary Increase for 2020-2021. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet
- G. Motion by Mr. Sunn, seconded by Mrs. Briceno to approve the 2020-2021 Guest Teacher Salary Schedule. Vote was unanimous. Motion carried. Aye: Mrs. Briceno, Mrs. Doucet
- Q. Mr. Sunn asked what the average hours of a guest teacher are a day?
- A. Mrs. Ana Avalos responded they are here when students are here, that would be 6.5 hours.
- H. Motion by Mrs. Briceno, seconded by Mrs. Doucet to approve the Stipends/Extra Pay Schedule. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet
- Q. Mr. Sunn asked what is other hard to fill?
- A. Mrs. Ana Avalos responded Math, Science teachers in middle school.
- Q. Mr. Sunn responded that this is a teacher thing?

A. Mrs. Ana Avalos responded that is correct.
Q. Mrs. Briceno asked if the stipend amounts have changed?
A. Ms. Kristine Morris responded that everything is the same.
A. Mrs. Ana Avalos responded no everything is the same. The only addition is down at the bottom for our classified hourly. We do have individuals who work our summer programming and do some tutoring, we wanted to make sure that was encompassed on the salary schedule.
Q. Mr. Sunn asked what the daily hours are on those days?
A. Mrs. Ana Avalos responded that it is an extra hour after school and sometimes an hour before school and an hour after school. They could have 2 extra hours.
Q. Mr. Sunn asked if there were any hours during the summer?
A. Mrs. Ana Avalos responded yes there are summer hours available.
Q. Mr. Sunn asked if it is 4 hours?
A. Mrs. Ana Avalos responded yes.

I. Motion by Mr. Sunn, seconded by Mrs. Doucet to approve the Administrator Placement Schedule and Returning Staff Salary Increase for 2020-2021. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet

Q. Mr. Sunn asked are all those seven positions filled? Do we have a Director 1 and a Director 2? Do we have an Executive Director?

A. Mrs. Ana Avalos responded yes.

J. Item J was removed from the agenda and tabled for future action

K. Motion by Mrs. Briceno, seconded by Mr. Sunn to approve the use of a hearing officer from the list approved by the Arizona Department of Education, to conduct the hearing requested by Melissa Jackson.

Q. Mr. Sunn asked are we to choose someone off of this list.

A. Mrs. Ana Avalos responded you are allowing us to designate and use anyone of those individuals off the list. Our attorneys have provided us a recommendation.

Q. Mr. Sunn stated that we had worked with Susan Cannata and Rob Haws before. Are they still with the firm that we are using?

A. Mrs. Ana Avalos responded yes they are, but because Rob Haws' office is already representing us we have to use someone outside.

Q. Mr. Sunn asked if we will be choosing?

A. Mrs. Ana Avalos responded yes.

L. Motion by Mrs. Doucet, seconded by Mrs. Briceno to approve the Extracurricular Tax Credit Donations for tax credit year 2019. Vote was unanimous. Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet.

X. AGENDA ITEMS / PRESENTATION FOR FUTURE MEETINGS

1. March 05, 2020 – District Galileo Presentation
2. March 05, 2020 – Read Better Be Better presentation
3. March 05, 2020 – Conflict of Interest

Q. Mr. Sunn asked if we did the conflict of interest last year?

A. Mrs. Susan O'Rielly responded yes, we have to do this every year. We have to have training and a signed form.

4. March 05, 2020 – District Spelling Bee Winner
5. ASBA Training - Discussed having the ASBA come and do training on Roles and Responsibilities, Board Self Evaluation and Effective Board Meetings.

Q. Ms. Kristine Morris asked if we should start making plans and prioritize board self-evaluation?

A. Mr. Sunn responded yes.

Q. Ms. Kristine Morris asked if Thursday nights are good on non-board meeting nights?

A. Mr. Sunn, Mrs. Briceno, and Mrs. Doucet responded yes.

XI. INFORMATIONAL ITEMS ONLY-NO ACTION REQUIRED

1. Governing Board Financial Report

XII. **ADJOURNMENT**

Motion by Mr. Sunn, seconded by Mrs. Doucet, to adjourn the meeting at 6:08 p.m. Vote was unanimous.
Motion carried. Aye: Mr. Sunn, Mrs. Briceno, Mrs. Doucet



Mr. Delson Sunn, President of the Board

4/17/2020

Date