



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

**Governing Board  
Regular Meeting Minutes  
March 9, 2023**

**I. CALL TO ORDER THE SPECIAL MEETING**

Mrs. Doucet Governing Board President at 5:01 p.m., called the meeting to order.

Motion by Mrs. Doucet, seconded by Mrs. Briceno Vote was unanimous. Motion carried. Aye: Mrs. Doucet, Mrs. Doucet

**II. ROLL CALL**

Mrs. Susan Doucet & Mrs. Nubia Briceno were in attendance.

Administration Present:

*Kristine Morris, Superintendent*

*Melanie Block, Director of Academic Services*

*Michael Welsh, Union Principal*

*Jennifer Perez, Help Desk*

*Tonia Immel, Executive Director of Business Services*

*Renee Estrella-Chavez, Dos Rios Principal*

*Jacob Stanek, Communications Coordinator*

*Daniel Ayala, Technology Assistant*

**III. PLEDGE OF ALLEGIANCE**

**IV. APPROVAL OF THE AGENDA:**

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

**V. PUBLIC COMMENTS:**

Each speaker is limited to three (3) minutes.

*The call to the public will be restricted due to social distancing guidelines, therefore, limiting the number of participants at the meeting. 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.*

No public comments.

**VI. SUPERINTENDENT SUMMARY OF CURRENT EVENTS:**

- A. UESD Current Events Summary and ESSER Safety and Service Plan update- Ms. Carrie Brandon and Ms. Melanie Block may participate in the update

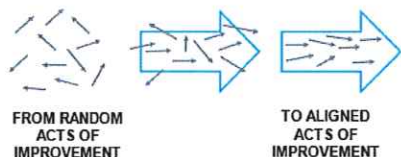
Good evening,

I'm here to share a summary of current events happening around the district as well as ESSER update. Council began work on creating a scorecard that we can use to monitor our collaborative work aligned to our strategic plan at 30-60-90-day increments. We will then work with departments and schools on creating their aligned scorecards. We look forward to sharing our progress over the next several months.

Council met with consultants from Studer Education in an endeavor to accelerate our continuous improvement process. Council began work on creating a scorecard that we can use to monitor our collaborative work aligned to our strategic plan at 30-60-90-day increments. We will then work with departments and schools on creating their aligned scorecards. We look forward to sharing our progress over the next several months.

We are in full staff recruitment mode, with job fairs, collaboration with recruitment firms, and ongoing local advertising, and sourcing. Thanks to our team for their efforts and for bringing in high-quality caring adults to work with our students.

#### SYSTEMS THINKING AND ALIGNMENT



At the Hurley Ranch Roof pre-construction meeting last week, we learned that our project will start around May 20<sup>th</sup>, and continue over the next five months. We hope to have the tear off done and some of the classroom buildings complete prior to students returning in August. Thanks to

Daniel and our Maintenance staff for working collaboratively with our contractors to ensure we have appropriate staging, access, and coordination of projects.

March 29<sup>th</sup> is our deadline to submit our Transportation Modernization grant. We intend to apply for \$2 million in funding to bring electric school buses and the charging infrastructure to Union ESD. Thanks to partners Veregy and Solon for also helping us explore the role of solar in building out this infrastructure. This is a great opportunity to leverage multiple funding sources to modernize our fleet.

#### Recruitment for 2023-2024

**Union ESD  
Job Fair**  
JOIN OUR TEAM!



Applying for:

- Electric Buses
- Charging Infrastructure

Leverage Multiple Sources:

- EPA Funding
- Local Grants
- Solar Incentives
- Bond Funds for Transportation



Q: Mrs. Doucet asked who's writing our grant.

A: Ms. Morris responded Ms. Immel and me, we have also partnered with Veregy and some other folks that want to be partners. They'll give us some technical support.

#### VII. APPROVAL OF THE CONSENT AGENDA:

Motion made by Mrs. Briceno, seconded by Mrs. Doucet to approve the consent items. Vote was unanimous. Motion carried. Aye: Mrs. Doucet & Mrs. Briceno

- A. Approval of Regular Meeting Minutes for February 9, 2023
- B. Approval of Personnel Consent List
- C. Approval of Accounts Payable Vouchers
- D. Approval of Payroll Vouchers



- E. Approval of Student Activity Accounts
- F. Approval of Gifts and Donations
- G. Approval of Out of State Travel
- H. Approval of Union Elementary HVAC Replacement Award SFB-ERR-03739
- I. Approval of 2023-2024 Benefits Package for Kairos Health Arizona, Incorporated Parent

**VIII. PRESENTATION FROM DISTRICT PERSONNEL:**

- A. Media Center and Cafeteria Furniture Proposal-Presented by Carmen Wyckoff, DLR Group

Q: Mrs. Doucet asked if the shelving on the Media Center Layout was wood.

A: Mrs. Wyckoff responded that the outside edge is the current shelving. The other pieces are a wood look laminate, each section comes apart and there are magnets in between them that piece them together. You can move all 12 pieces to other corners.

Q: Mrs. Briceno asked about durability and cleaning materials needed to maintain furniture.

A: Mrs. Wyckoff responded there is about 90% of fabrics we wouldn't use for a school. This material is cleanable and durable.

- B. Conflict of Interest- Presented by Ms. Tonia Immel, Executive Director of Business
- C. Audit Presentation- Presented by Ms. Tonia Immel, Executive Director of Business
- D. Student Academics Progress Update- Presented by Ms. Melanie Block, Director of Academics

**IX. ACTION ITEMS:**

- A. Motion by Mrs. Briceno, seconded by Mrs. Doucet to approve the Purchase of Media Center and Cafeteria Furniture. Motion carried. Aye: Mrs. Briceno, Mrs. Doucet
- B. Motion by Mrs. Doucet, seconded by Mrs. Briceno to approve the FY 2021-2022 Audit Findings. Motion carried. Aye: Mrs. Briceno, Mrs. Doucet
- C. Motion by Mrs. Briceno, seconded by Mrs. Doucet to approve the Elementary and Secondary School Emergency Relief (ESSER) Revision within Safe to Return to In-Person Learning Plan. Motion carried. Aye: Mrs. Briceno, Mrs. Doucet
- D. Motion by Mrs. Doucet, seconded by Mrs. Briceno to approve the Second Reading of Policy Advisory 739-743. Motion carried. Aye: Mrs. Briceno, Mrs. Doucet
- E. Motion by Mrs. Doucet, seconded by Mrs. Briceno to approve the District fixed Assets Removal. Motion carried. Aye: Mrs. Briceno, Mrs. Doucet

**X. ITEMS ONLY – NO ACTION REQUIRED:**

- A. Governing Board Financial Report
- B. Official Canvass of Election Results from November 8, 20203

**XI. AGENDA ITEMS FOR FUTURE MEETINGS:**

- A. April 13, 2023- Union Elementary School District calendar for the 2024-2025 and 2025-2026 school year

- B. April 13, 2023- Staffing Update
- C. April 13, 2023- Bond Update
- D. April 13, 2023- Student Well-Being Presentation
- E. TBD- Governing Board and Superintendent Evaluation Process

**XII. ADJOURNMENT**

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

  
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Governing Board Member

Date 4/13/23

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