

PHOENIX



Elementary School District #1

...where tradition and innovation merge to create the future.

Regular Public Meeting September 27th, 2012

Dr. Ruth Ann Marston presided over the PESD No. 1 Governing Board Meeting at Kenilworth Elementary, 1210 N. 5th Ave., Phoenix, Arizona 85003.

Other board Members present were:

Mr. Doug Allsworth

Dr. Louisa Stark

Ms. Susan Bliss

Also present were:

Ms. Myriam Roa
Superintendent

Mr. Randy Dickason
Executive Director for
Human Resources

Mr. Tom Lind
Assistant Superintendent

Mr. Larry Weeks
Assistant Superintendent

Lillian Hameed
Board Secretary

A. Regular Session – 6:00 p.m.

1. Call to Order – Dr. Ruth Ann Marston, President
2. Pledge of Allegiance – Sara Marcum
3. Music Performance from Edison Elementary Students

B. Approval of Consent Agenda

1. Approval of Minutes: May 24, 2012
June 7, 2012
2. Ratification of Payroll \$2,025,544.61 and Expense Vouchers \$1,695,111.99 in the Total Amount of \$3,720,656.60
3. Request for Approval of Financial Reports for Student Activity Funds for August 2012
4. Request for Approval of Sole Source Vendor for 2012-2013 School Year for Expenditures under \$50,000
5. Request to Approve Out of District Field Trip
6. Request to Approve Renewal Agreement with Maricopa Community College District for College Students to Participate in Experiential Education Partnerships
7. Request to Approve the Annual Declaration of Curriculum and Instructional Alignment to the Arizona Academic Standards as Required by the Arizona Department of Education
8. Request for Governing Board to Approve Memorandum of Understanding with the Arizona Community Foundation and Target EDventures Field Trip Grant Program
9. Request for Governing Board to Approve the Agreement with Grand Canyon University for the Partners in Learning, Leading and Service (PLLS) Project for the 2012-2013 School Year
10. Request for Approval or Ratification of Employment of Administrative, Certified and Support Staff
11. Request for Approval or Ratification of Employee Contract/Work Agreement Adjustments for Changes in Position
12. Request for Approval of Separation of Employment, Resignations and Retirements
13. Request for Approval of Uncompensated Leave of Absence

Dr. stark has a question in reference to B.5. She wanted to know how students were selected. Mr. Tyler Vargas, Ms. Kristal Gonzales Medina and Mr. Andrew Pucci, members of Kenilworth's Outdoor club explain the selection process. Students must be physically able to train and are required to get a physical. They have to write an essay

explaining the reasons they should be in the group and what they intend to gain from being in the club. It is also important that the parents of those involved are supportive.

***Dr. Stark moves to approve the consent agenda, Mr. Allsworth seconds.
Motion was passed unanimously***

C. Community Communications

This is the time for the public to comment. Members of the board may not discuss items that are not specifically on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), actions taken as a result of public comment will be limited to directing staff to study the matter, responding to criticism, or rescheduling the matter for further consideration and decision at a later date.

Mr. Perry Young, Instructional Assistant at Shaw School and Vice President of Educational Support Professional Association (ESPA), is speaking on behalf of the organization and Stella Garcia, President of the ESPA. He introduces the members of executive board of their organization for 2012/13 school year. They are, Silvia Encinas, Treasurer, Juanita McDaniel, Secretary, Joanne Kramer and Diana Sieberns. He further states that he is looking forward to continuing to work with the administration and the Governing Board to build a better Phoenix Elementary School District.

D. Superintendent's Report

1. Awards and Recognitions

Ms. Roa introduces Mr. Weeks to speak about the District's recognition as an Energy Star District. Mr. Weeks presents to the Governing Board information about the district's rating as an Energy star leader. Ms. Roa received a letter from the United States Environmental Protection Agency designating Phoenix Elementary School District #1 an Energy Star District.

Mark Starkey speaks to the importance of this award. He explains that the EPA typically recognizes K-6, K-8 school buildings on a scale of 0-100, and can achieve a status such as this for scoring a 75% or above. Phoenix Elementary School District #1 achieved in the top 10% of those school buildings without sacrificing safety, comfort, security or indoor air quality, and in fact exceeded all the standards that are required while still saving and remaining efficient.

Cobie Oja applauds the cooperation of the entire district, and presents the Board with a Plaque.

2. Announcements

Ms. Roa requests Mr. Weeks to report on the status of enrollment. Mr. Weeks states that he made some calculations on the 40th day of school, and reports that, when comparing this years' 40th day mark with last years', we are now down 190 students. When we compare the 40th day to last years' 100th day we are down 210 students, which he spoke about at a previous meeting. Our ADM report is fairly consistent with our enrollment report. He also reports that there are ongoing efforts for recruitment.

Ms. Roa requests Mr. Lind to provide an update of the MCESA project.

Mr. Lind reports that there is now a link to the MCESA, the project for our teacher and principal evaluation, available on our website. Through that link the ongoing progress concerning the collaboration is available.

Mr. Lind continues with a quick review of a handbook provided by MCESA. The handbook reviews items already discussed, but here outlines the various rubrics, the structure and the observation settings. It further outlines the observation cycle. There are three parts to the observation cycle:

- The pre- conference, a 30-45 minute discussion between the principal and the teacher*
- The observation, encompasses one full lesson, lasting at least 60 minutes*
- The post- conference, when the principal and teacher discuss the lesson.*

The handbook also includes additional documents that provide information about the Learning Observation Instrument (LOI), as well as forms helpful in preparation for, and implementation of the evaluations.

Mr. Lind reports that the observation cycles have begun, and principals and teachers are moving forward with the process. As with any new project there are challenges, but successes are also being reported regarding the instruction in the classroom.

Ms. Roa then requests Mr. Lind to report on our revised report cards

Mr. Lind outlines the changes:

- *Letter grades A-F will now be used on our report cards*
- *Realignment of the columns showing the trimester grades to the correlating parent teacher conference. This allows progress to be tracked sequentially*
- *Includes the common core standards under mathematics and language arts where appropriate*

Mr. Lind further discusses the grade level expectations which will be available next week. Included is a notice regarding the K-2 reading program, "Move on when reading". We must notify parents twice, once at the beginning of the year and then after winter break, with a more individualized notice to those who may be at risk of detention.

E. Business Services – Larry Weeks, Assistant Superintendent

1. Request to Approve Fiscal Year 2011-2012 Annual Financial Report (AFR)

Mr. Weeks briefly summarizes the AFR.

Mr. Allsworth moved to approve item E.1, Dr. Stark seconds

Motion was passed unanimously

2. Request to Approve Reconciliation of Financial Statement for ASU Preparatory Academy Phoenix 2011-12 (K-9)

Ms. Roa speaks to item E.2. She provides a handout which summarizes the changes made. These are:

- *ADM fee*
- *In-kind services*
- *Start-up costs*

Mr. Allsworth moved to approve item E.2, Ms. Bliss seconds

Dr. Stark asks about how the scholarship funds, referred to in the statement would be awarded. Mr. Roa explains that Phoenix Elementary Students, if attending ASU Prep, and are eligible, would be able to receive these scholarships to take university level courses while attending high school.

Mr. Allsworth suggests perhaps making adjustments in the future that may better benefit both parties. Dr. Stark agrees seeking more reciprocity.

Ms. Roa states that she intends to bring a draft of the next collaboration agreement to a future meeting.

Ms. Bliss asks to have the present agreement brought to the future meeting to have it available for necessary comparisons.

Dr. Marston questions the wording regarding the changes to the start-up costs and the amount of square footage costs stated because Phoenix Elementary already owns the building. Mr. Roa will make the necessary changes in the wording. Dr. Marston also wants assurance that our collaboration with ASU won't impose an undo burden on the other schools. Ms. Roa explains that the Collaboration as is, will not negatively affect the other schools.

Mr. Perry Young has a question in reference to E.2. He asks how many of the students attending ASU Prep, are actually living within the Phoenix Elem. School Dist. #1 boundaries. Ms. Roa states that just over 200 students, which is about 33% of their total population. Dr. Marston asks how many Phoenix Elementary students live outside the boundaries of the district; Ms. Roa states that it is about 2600 Students or 27%.

Motion was passed unanimously

3. Request Approval to Dispose of Damaged or Obsolete Computers, Telecom, Audio Visual (AV) and Electronics Materials for the 2012/13 School Year using Westech recycling. (*correction)

Ms. Bliss moved to approve item E.3 as corrected, Dr. Stark seconds

Dr. Stark asks if the amount of paperwork is necessary. Mr. Weeks states that, due to procurement laws/rules, it is preferred.

Motion was passed unanimously

F. Curriculum & Instruction – Tom Lind, Assistant Superintendent

1. Request for Governing Board to Approve the Memorandum of Understanding with Virginia G. Piper Sports & Fitness Center for Persons with Disabilities

Mr. Lind speaks to item F.1 which was initiated by the Student Services Dept. to partner with Virginia G. Piper Sports & Fitness Center for our special education students in our self-contained program. The Arizona Bridge to Independent Living has opened this center and contacted our district to provide physical education services for approximately 50 of our students to participate. They have received a \$5,000.00 grant to be used for our students to continue this participation throughout the school year.

Ms. Bliss moves to approve item F.1, Mr. Allsworth seconds

Dr. Stark asks specifically which children would be participating. Mr. Lind explains that Ms. Diane Wray, director of our Student Services Department, explained that this program would be used mainly by the self-contained students at Edison and Bethune.

Ms. Bliss asks how many self-contained students we have in our district. Mr. Lind states that there are about 50, so 100% of our self-contained students would participate.

Motion was passed unanimously

2. Request for Governing Board to Hear Governing Board Policy KB, Parental Involvement in Education, as a First Reading

Mr. Lind would like the opportunity to review this policy more thoroughly before bringing it for a second reading. Mr. Lind introduces Ms. Sara Marcum to further explain. Ms. Marcum speaks to item F.2 and calls attention to the bulleted points on the form. Ms. Marcum states that she has contacted the principals to be placed on the agenda for site based council meetings at which she will be able to present this to the parents. She further states that in October we are starting our Parent Advisory Council at a district level. Part of the agenda, will be to look at two policies, IHBD and KB.

Ms. Roa suggests inviting an outreach to parents for their participation.

Mr. Allsworth speaks to the sex education curriculum opt-out option. It is noted that the current procedure is to opt-out of the sex education curriculum and is the preference of the board.

Dr. Stark would like the format of the document to be more concise.

Dr. Marston inquires as to how long the revisions would take. Mr. Lind states that he expects the process to take approximately six weeks, but will be certain it is completed before the audit cycle.

Dr. Marston requests a board update when the revisions from 2010 to the 2011, before presented to parents.

3. Request for Governing Board to Approve a Resolution Pursuant to A.R.S. §15-203 Approving the Teacher and Principal * Evaluation Implementation Timeline Prior to September 30, 2012

Mr. Lind speaks to item F.3, explaining that school districts who are not completely implementing the guidelines of House bill 2328 need to have a governing board resolution noting that they are intending to delay some portion of the evaluation process. Mr. Lind notes that the Coach Evaluation – Coaching Observation Instrument, Team and

Individual Student Achievement, Professional Development Coaching Series and Educator Goal Plan will be implemented in the 2013-2014 school year.

Mr. Lind further notes that our contact person at the Department of Education is Todd Peterson.

*Ms. Bliss moves to approve item F.3, with the following change of adding the word “*Evaluation”, Mr. Allsworth seconds*

Motion was passed unanimously

Ms. Roa thanks all who have worked so diligently on this project.

G. Human Resources – Randy Dickason, Executive Director

1. None

H. Board Reports and Requests

1. Board Direction to the Superintendent

None

2. Board Report

Dr. Marston reports that Ms. Meza was unable to attend this meeting due to an illness.

I. Adjournment

Meeting was adjourned at 7:15

Board packets containing information for this meeting may be reviewed in each of the school offices and at the reception desk at the Emerson Court Administrative Complex. Additional material may be added to the packet up to 24 hours before the Governing Board meeting and will be available in the Superintendent’s and at the reception desk at Emerson Court. Anyone requiring special accommodations or Spanish translation, please contact the Governing Board office at 602-257-2912. This notice posted pursuant to A.R.S. §38.431.02. The next Governing Board meeting will be held on Thursday, October 11, 2012 at 6:00 pm.

X

Dr. Ruth Ann Marston
Board President, Phx. Elem. School Dist. #1