

**Minutes of Regular Public Meeting
October 25th, 2012**

Dr. Ruth Ann Marston presided over the PESD No. 1 Governing Board Meeting Kenilworth Elementary School Auditorium, 1210 N. 5th Avenue, Phoenix, AZ 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

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 – Lynette Cook
3. Music Performance by Herrera Elementary Students

Music performance was cancelled.

Item taken out of order

F. Superintendent's Report

1. MCESA Update

Mr. Lind introduced Ms. Rosanna Hidalgo to discuss the field testing for the Music, Instrumental music, Art, and P.E. teachers. Ms. Hidalgo informed the Board that she, along with Ms. Kim Hertzog and Ms. Kathi Marston conducted a professional development session for these special area teachers. They shared a brief webcast video provided by MCESA, explaining the process of the teacher evaluation system for group B (special area) teachers, as well as how Arizona Statute has mandated that these teachers use some type of assessment to show growth for the students in their classes. They provided an overview of the mandate to implement the process across the state and how the field tests were developed. They also discussed the testing window, which will be an online test. Ms. Hidalgo explained that they wanted to work through the process online to address any problems that might arise. The goal is to implement the testing this time around, but it will also prepare everyone for future online testing.

During the second half of the meeting, they provided tips using the Learning Observation Instrument, the Teacher Evaluation Instrument based on some of the scores they received. She explained that the evaluation instrument has 22 areas where the teachers are observed and given a score. They focused on four areas where some of the special area teachers may have scored lower and went through the process of giving them examples of how to refine their practices. They looked at the area of student feedback, and gave tips on being more specific. They also looked at the area of conceptual understanding, and how to look at the big picture when teaching a lesson. They looked at very specific skills that the teachers were

working on in many of their content areas. The teachers were also provided a handbook specific to their special area class. Ms. Hidalgo reported that they received very good feedback in reference to the in-service, and they are planning to use the same model with classroom teachers.

Ms. Roa stated that she was pleased to see the collaboration between all parties, and thanked all those involved.

Mr. Lind presented a document regarding the Leading Observation Instrument, which is the tool which will be used with our principals, and spoke briefly on the subject. During fall break, the principals received a 2 hour overview and have already attended one of three training sessions designed to familiarize them with this observation instrument. All principals were in attendance, as well as the superintendent, assistant superintendent and various other staff. This program will be implemented in phases, and Mr. Lind will keep the governing board informed of the progress as we move forward.

Ms. Roa stated again how proud she was that our district has been working so closely with MCEA. She feels this will help the organization understand what we value educators and administrators, and what our expectations are, and get us all on the same page.

2. Awards and Recognitions

Ms. Roa recognized Ms. Garthanne de Ocampo. Ms. De Ocampo was recognized by the Greater Coronado Neighborhood at the "Getting Arizona Involved in Neighborhood Events" for her outstanding service to the neighborhood. She received an antique school bell, mounted on a plaque.

Ms. Roa directed Mr. Lind to address the wonderful work Ms. Lynette Cook has done with health centers in our district. Mr. Lind explained how pleased he was to have Ms. Cook as our health and wellness nurse. He presented the Board a handout which showed the Table of Contents to the Health Services Handbook, because the handbook itself is quite extensive. It is, however, available should the Board want to review it. Mr. Lind explained that the handbook insures that all the school health centers are compliant and working at their full capacity with this information at hand. He further stated that Ms. Cook is always willing to provide her assistance wherever it is needed.

Ms. Cook informed the Board that she is enjoying her new position.

Mr. Lind thanked the members of the Board for their support of the districts' health centers.

3. Announcements

Ms. Roa directed Mr. Weeks to report on the enrollment status. Mr. Weeks reported that we currently have 7,112 students, which is the same as reported last month, about 200 students down from last year, mostly due to housing developments being renovated in our neighborhood schools.

Ms. Roa announced our invitation to the second annual High School Night, taking place November, 7th 2012 from 5 to 7 pm., at Kenilworth School. All 7th and 8th grade students and parents were encouraged to attend. The City of Phoenix College Depot will present a workshop about how to prepare for college.

A. Regular Session (Resumes)

4. Request for Governing Board to Receive Information and Discuss Reorganization of Plant Services: Transportation, Maintenance, Grounds and Warehouse

Mr. Weeks provided a brief presentation explaining the reorganization of Plant Services. He reported that the Plant took a look at their job descriptions and made many changes, 9 of which are being recommended for reorganization in the way of an upgrade. Modifications were so significant to the

existing job descriptions that the existing job descriptions were terminated and new job descriptions are being recommended. Mr. Weeks compared the current and the proposed Plant Services organizational structure and the projected costs involved.

Item taken out of order

E. Community Communications

Ms. Stella Garcia, representing ESPA members as well as all professional classified staff, spoke to item B. 14 and B. 15. She inquired if it was possible to have all job descriptions, positions, and/or departments updated or reorganized at the same time.

Ms. Roa stated that she will continue to work with Human Resources and Business Services, budget constraints being what they are, to continue efforts at reorganization.

Dr. Marston suggested specific proposals from ESPA be presented to the Board to be addressed at a later date.

B. Approval of Consent Agenda

1. Approval of Minutes: August 23, 2012
2. Ratification of Payroll \$2,235,517.58 and Expense Vouchers \$1,501,409.32 in the Total Amount of \$3,736,926.90
3. Request for Approval of Financial Reports for Student Activity Funds for September 2012
4. Request to Approve Out of District Field Trip
5. Request to Approve Out of State Travel
6. Request to Approve Annual Renewal of Reservation Commitment Form with Blueprint Education for the 2012-2013 School Year for Educational Services Students attending Blueprint Alternative Education
7. Request for Governing Board to Accept the Arizona Diamondbacks Foundation School Challenge Grant for Monterey Park ALPS Program in the Amount of \$2,000.00
8. Request for Governing Board to Ratify the Memorandum of Understanding with First Things First for Services to Preschool Classrooms
9. Request for Governing Board to Approve the Collaborative Effort with Southwest Human Development to Provide the Parent Education Program Raising a Reader
10. Request for Governing Board to Approve Award of Proposal #002-1213 for Special Education Services for Students to Multiple Vendors
11. Request for Approval or Ratification of Employment of Administrative, Certified and Support Staff
12. Request for Approval or Ratification of Employee Contract/Work Agreement Adjustments for Changes in Position
13. Request for Approval of Separation of Employment, Resignations and Retirements
14. Request for Governing Board to Approve Job Descriptions, Position Eliminations and the Creation of New or Upgraded Positions Related to the Reorganization of the Plant Services, Transportation and Warehouse Departments
15. Request for Governing Board to Approve Revised Job Descriptions for Plant Services, Transportation and Warehouse Departments Not Related to the Reorganization
16. Adjourn to Executive Session

Mr. Allsworth moved to approve the consent agenda with noted changes, to items B. 8 (First things First changes) and B. 13 (Kristy Lee Bravo was added), Ms. Bliss seconded

Dr. Stark suggested that there be uniformity in the wording of job descriptions/qualifications. After discussion, it was agreed that necessary changes will be made, specifically when it comes to the matter of education requirements.

Dr. Stark also asked for more in depth information and clarification in reference to student field trips.

Motion was passed unanimously

Meeting was adjourned to Executive Session at 6:55 pm

C. Executive Session

1. Discuss the Superintendent's Performance Goals and Evaluation

§38-431.03.A.1. Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting.

2. Adjourn to Regular Session

Meeting was adjourned to Regular session at 7:25 pm

D. Regular Meeting

1. Board Approval of Superintendent's Performance Goals and Evaluation

Ms. Bliss complemented Ms. Roa on the excellent job she, along with all the members of Cabinet, has been doing for our district. This motion concerns the portion of Ms. Roas' contract regarding performance pay, which was mandated by the legislature. Dr. Marston and Mr. Allsworth explained that within the Superintendent's contract, there was both fixed salary and performance based salary elements. Ms. Bliss further stated that she was pleased to follow through, and grant Ms. Roa an increase of \$7,171.00 of performance pay in her contract, based on substantial compliance with some of the specific numeric goals placed in her contract last year.

Ms. Bliss moved to approve item D. 1, Mr. Allsworth seconded

Motion was passed unanimously

Ms. Roa thanked the Board for their support and confidence in her. She also complimented all who have worked with her. She went on to state that she believes that the performance pay option, that the legislature put in place, was to align with the trend for all our educators' contracts to eventually be tied with a PBCS (Performance Based Compensation System).

G. Curriculum & Instruction – Tom Lind, Assistant Superintendent

1. Request for Governing Board to Hear Governing Board Policy IHBD, Compensatory Education (Title I), as a First Reading

No Action required

H. Business Services – Larry Weeks, Assistant Superintendent

1. Request to Approve Issuance of Purchase Order to Chasse Building Team (Contract #R5048 The Cooperative Purchasing Network) for Site Work and Portable Removal for Future Parking Lot Expansion at Heard School

Ms. Bliss moved to approve item H.1, Mr. Allsworth seconded

Motion was passed unanimously

2. Request for Governing Board to Receive Information and Discuss Bond and Override Annual Update

Mr. Weeks provided a brief presentation on the Bond and Override Annual Update.

- *Bond expenditures FY 2011/12 are \$10,650,565.22*
- *State funded Capitol improvement expenditures FY 2011/12 are \$400,758.81*
- *M&O Override expenditures FY 2011/12 are \$2,954,504*
- *M&O Override budget FY 2012/13 is \$3,104,963*
- *K-3 Override expenditures FY 2011/12 are \$1,530,773*
- *K-3 Override budget FY 2012/13 is \$1,826,578*

The major project to be completed in FY12-13 is the restoration of Emerson Court. In addition there will be HVAC upgrades, energy management system upgrades, lighting retrofits and other small projects. More projects will be started if the Capital Override election is successful.

All available 2010 bonds have been issued. When the District's assessed values increase to a point where bonds can be sold, bond projects will continue.

Ms. Roa requested an update on Bethune's progress to be presented at a later board meeting.

I. Human Resources – Randy Dickason, Executive Director

1. None

J. Board Reports and Requests

There were no further board reports or requests.

K. Adjournment

Meeting was adjourned at 7:40 pm

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, November 15, 2012 at 6:00 p.m.

Respectfully submitted by:

X *Ruth Ann Marston*

Dr. Ruth Ann Marston

Board President, Phx. Elem. School Dist. #1