

Regular Meeting of the Governing Board

Tuesday, June 13, 2006

Time: 5:30 p.m.
Place: Fine Arts Center, Multi-Purpose Room 2
33606 N 60th St., Cave Creek, AZ 85331

Members of the Board

Javier Ledesma, President
Stephanie Reese, Clerk
Marvin Christensen, member
Lisa Doche, member
Mark Warren, member

Approved Meeting Minutes – Approved at 6/27/06 Meeting

1. **OPENING** - Meeting was called to order at 5:31 p.m. Board Members present: Mr. Javier Ledesma, Board President, Ms. Stephanie Reese, Clerk, Board Members Dr. Marvin Christensen, and Mr. Mark Warren. Absent: Ms. Lisa Doche. Cabinet Members present Dr. Tacy Ashby, Superintendent, Dr. Debbi Burdick, Associate Superintendent of Teaching and Learning, Dr. Kent Frison, Associate Superintendent of Operations and Finance and Ms. Patti Tussey, Executive Director of Human Resources. Pledge of Allegiance was said. Call to fill out forms for Unscheduled Public Appearances/Address Agenda Items was made. Call for Formal Adoption of the Agenda was made. Ms. Reese moved and Mr. Warren seconded. Agenda was amended to pull item 4.2 from Consent Agenda and place after 5.0 New Business. Motion passed unanimously.
 - 1.6 **President's Report** – Mr. Ledesma attended the facilities meeting with Mr. Roehler and field users. Meeting went well and it appeared that the District was being supported by the users. This information will be brought to the June 27 meeting for dialogue.
 - A. **Long Range Facilities Planning Committee** – Dr. Christensen reported that 25 people attended this meeting with approximately 1/3 of the attendees being community members. Committee worked on a procedure on how to structure the 2nd high school. That information will be basis for the next meeting.
 - B. **CCSOS** – Ms. Reese reported that this committee is meeting Friday, June 16.
 - C. **Board Comments** – Legislative update: Still waiting for budget to be adopted by the legislature. HB 1094 was vetoed today. Current bill allows only one minor district boundary adjustment.
 - 1.7 **Superintendent's Report** – The Educational Institute "*Kicking It Up*" is currently in progress and Dr. Ashby thanked the department and staff for their efforts in producing this staff development opportunity. Thanked Dr. Christensen for attending the opening day and sitting in on some of the workshops. Fifty staff members are in attendance. Dr. Ashby invited all of the Board Members to attend. Last week the Administrative Council had a fantastic retreat entitled "*Creating and Constructing Our Future*". Mission, Vision, Goals and Beliefs were discussed along with BHAG (Big Hairy Audacious Goal) and Jim Collins book *Good to Great*. Administration will bring this information to the Board and have administrators share the learning, inspiration and teamwork that occurred.
- 2. PUBLIC COMMENTS** - none
- 3. PRESENTATIONS/INFORMATION/REPORTS**
- 3.1 Construction Update – Dr. Frison and Mr. Roehler presented an update on the construction of Sonoran Trails Middle School new campus. Mr. Roehler covered the final update for cost and budget of Horseshoe Trails and STMS. Everything is done at HTES and both contractor and District are comfortable with results. STMS update was given – native tree placement is complete – fencing is ongoing. Classrooms B and C are nearing completion and expected to be done next week. Pictures will be placed on web site showing the update. Move in dates were given but that does not mean the staff will be able to occupy. STMS and BMES will be moved in three phases by moving approximately 20-30 areas out of STMS and then moving in BMES and repeat the process. Dr. Ashby will provide the Board with a copy of the information that Mr. Roehler is presenting. Power and water should be on at the site by the end of this week.
4. **CONSENT AGENDA** - Motion to approve consent agenda as amended was made. Mr. Warren moved and Ms. Reese seconded. Motion passed unanimously.
 5. **OLD BUSINESS** – none

4.2 Human Resources Items – Mr. Warren motioned and Ms. Reese seconded approval of item 4.2 as presented. Discussion: Mr. Ledesma commended District for providing the opportunity for our staff to job share. He feels it is important that good people remain in front of the classroom and still have time for their families. This option allows the District to capitalize on the expertise in our community. Dr. Ashby introduced our new administrative hires. Governing Board was thanked for their support in the reorganization of Educational Services Department. Dr. Judy Byrd, Director of Curriculum was introduced, background information presented and recognized by the Board. Assignment of Monica Barrett to Athletic Director was announced and recognized. Role of Assistant Principal for Student Services is being filled by Mr. Roger Hill. He was introduced background information presented and recognized by the Board. Mr. Rick Swearingen is the new Assistant Principal for Discipline and Attendance and is coming from Nebraska on July 1. Ms. Jackie Beazley was recognized as Director of Assessment and Accountability. Janet Holt was recognized in absentia as the Coordinator of Special Education. Julie Morgenthal our new Director of Technology was introduced, background information presented and recognized by the Board. Motion passed unanimously.

6. NEW BUSINESS

6.1 AD) Donations - Dr. Ashby read a list of donations. Mr. Warren moved and Ms. Reese seconded the acceptance of these donations. Motion passed unanimously.

6.2 AD) Construction of New High School – Dr. Ashby framed the task of the Long Range Planning and Facilities Committee regarding building of a new high school. Dr. Frison provided an overview of the process that arrived at the decision to build a new high school. The committee met 3 times and discussed in detail options on building or not building a new high school. Many options were reviewed including double session, year round school, and freshman academy to name a few. Demographics and need were addressed as it relates to growth. CCUSD expects 2300 high school students in 5 years. Cactus Shadows is currently over crowded with 1700 students. Committee came to a consensus that a new high school was needed. The committee is now charged with bringing forward a recommendation as to program and location. Administration recommends the Governing Board approve the construction of a second high school. Dr. Christensen moved and Ms. Reese seconded. Discussion: A prior Board considered this issue and decided to have a bond election. Prior board gave approval. This board is reaffirming that decision. CSHS as currently stands (including acquisition of 7 classrooms from BMES) will not accommodate enrollment that is projected. District needs to provide quality instructional space for students. In today's economy, \$11.5M which was previously approved for building a high school will not be sufficient. The SFB will be adding funding which will make it feasible. Mr. Ledesma challenged the committee to bring other community members to the committee for input as to what they want the high school to look like, thus, encouraging a higher level of commitment. Motion passed unanimously

6.3 AD) Accept School Facilities Board Funding –School Facilities Board reviewed District data, agreed with our demographic projections and state we are entitled to \$12.2M for a 640 student high school. Administration recommends the Governing Board accept this funding. Dr. Christensen moved and Ms. Reese seconded. Discussion: Can the money from the selling of the land go toward funding this building? Yes. SFB responded to our question of possible limitations for use of the money by saying that we have to build a new high school with the money but it doesn't have to be in a certain location. As long as it is a suitable high school site, we have no limitation. The second question is related to language in ballot which means it has to be a separate new high school. Can't be used to add onto or expand current high school. Part of our constituency wants to expand CSHS. Bond attorneys said we had to build a second high school per bond language. When bond was initiated in 1999, discussion was done regarding building new or adding on and it was a heated discussion back then. Motion passed unanimously

6.4 AD) Sale of Bonds – This action item gives authority for sale of bonds totaling \$11.7M to build a second high school. Approval of this item will allow Dr. Frison to meet with our bond consultant and bond council. The consultant will determine the amount of sale. It will be the final sale for this bond. Authority for sale of bonds expires in November 2006. Administration would like to have the bonds sold in mid to late August. Administration recommends Governing Board approve the sale of bond. Ms. Reese moved and Mr. Warren seconded. Discussion: Board asked if the 10% factor is included in the original 41.6 original issue and it is within that amount. Motion passed unanimously.

6.5 AD) Middle School/High School Fees – Each year the board is required to approve fees that are charged to students for anything outside the instructional arena. Middle Schools and High School together came up with a fee schedule for each club and activity. Administration recommends the Governing Board approved this item as presented. Mr. Warren moved and Ms. Reese seconded. Discussion: Board would like to make sure that the fee schedule forms for extra curricular activities encourage tax credit use and asked that clarification be posted on the web site regarding what is eligible when using tax credit money. Fee schedules will be posted on the web site and all parents are notified by law prior to this coming to the Board for acceptance. Mr. Warren inquired if lockers were in place in the new campus which would then require a locker fee? The locker information provided at a previous meeting was a presentation item not an action item. Per Mr. Roehler, the design doesn't allow for lockers inside the hallways. Board asked for a standard fee schedule form for all three schools. Motion passed unanimously

6.6 AD) Authorization to Issue RFP for Bus Advertising – At a previous meeting a presentation was made on advertising on buses to generate revenue. This item is a request to issue a RFP which would allow us to contact vendors who are working in this area. Other districts have used these vendors and have worked out the problems in the process. Administration recommends the Governing Board authorize administration to issue a RFP for bus advertising. Ms. Reese moved and Mr. Warren seconded. No discussion. Motion passed unanimously.

- 6.7 AD) Sole Source Vendors – Many of the items on this agenda are standard items which state statute requires be brought forward for direct approval. Sole source is a vendor as of record that is the only source of particular item; therefore the District would not go out for competitive bid. Administration recommends Governing Board authorize the sole source list. Mr. Warren moved and Ms. Reese seconded. No discussion: Motion passed unanimously
- 6.8 AD) Authorization of Purchase Orders – This item is for vendors that we may potentially spend \$30K or more during the year. State procurement law requires that districts get approval for expenditures above \$30K for a single item or cumulative products or services from vendors. Ms. Reese moved and Mr. Warren seconded. Discussion: Did a RFP go out on each of these areas? There is a possibility that one did – it varies... Motion passed unanimously.
- 6.9 AD) Authorized Check Signers – Law requires annual Governing Board approval to authorize appropriate signatures for checks. A spread sheet was provided notating various signers. All checks require two signers. Administration recommends Governing Board approve and authorize check signers and writers and reconciliators. Ms. Reese moved and Mr. Warren seconded. No discussion. Motion passed unanimously.

Recessed at 6:50 p.m.; reconvened at 7:00 p.m.

- 6.10AD) 1st Reading of Wellness Policy – Health and Wellness Policy was created by a committee of stakeholders. This is the policy language only. The how to's will go into regulation. Mandated items are in red. A difficult issue within the regulation concerns having recess before lunch. Dr. Burdick met with Principals regarding this issue. Because of the size of some of our lunch rooms, all schools would not be able to facilitate this regulation. Principals will be moving toward recess prior to lunch. Administration recommends Governing Board look at this for a first reading. Will bring back for a 2nd reading. Mr. Warren amended the motion to make this a first and final reading seconded by Ms. Reese. Discussion: Board asked that the terminology "bell to bell" which appears under the title of Nutritious Food Choices be changed to "during the school day" for clarification. Motion to accept policy as presented with the minor clarification passed unanimously.
- 6.11AD) Request to Authorize RFP for Math Benchmark Assessment K-8 – Ms. Beazley shared the criteria for math benchmarking. This will be available on line and students will be able to have scoring done quickly. The software will have enough test items so teachers have formative assessments in class. Reports will be diagnostic. Purpose of benchmarking is to evaluate a student's progress compared to the standards, establish a rate of growth and to see if they are matching norms or needing intervention. Administration recommends the Governing Board approve this item as presented. Mr. Warren moved and Ms. Reese seconded. Discussion: RFP will determine the cost of this benchmarking system but Administration expects costs to be between \$5.00 and \$12.00 per student. Board pointed out that this is a large expenditure required by NCLB which is not funded and is a type of hidden cost of implementing NCLB. Eventually we will import our scores into Schoolnet although the assessment portion was not initially installed. The products themselves have a report capability even though it isn't in Schoolnet. Motion passed unanimously
- 6.12AD) Dave Bang Associates, Inc.–Playground Relocation and Replacement – This item is a part of the details behind the movement of schools. Playground and shade structures need to be moved. Relocation of most and purchase of some equipment for BMES and CSHS day care is needed. Repair of minor items has to be done before being moved. Administration recommends Governing Board accept terms of the recommendation. Ms. Reese moved and Mr. Warren seconded. No discussion. Motion passed unanimously.
- 6.13AD) Shade 'N Net – Shade Canopy(s) Relocation – A number of shade structures at BMES need to be moved to the new campus to shade the play equipment. Most of the money for these structures initially came from the PTO. Administration felt it important to move these items as a show of support of the various organizations that purchased them. Administration recommends Governing Board approved this item as presented. Mr. Warren moved and Ms. Reese seconded. Discussion: Board inquired if administration looked into building new ones at the new site? Because of the personalization that PTO did with the structures at BMES administration felt moving the shade was important to the community. Motion passed unanimously
- 6.14AD) Education Essentials – Furniture and Equipment for STMS, BMES and CSHS – As part of the overall move it is necessary to provide some additional equipment. Currently the music program is shared between DAMS and STMS, therefore we need to purchase music chairs. Other items were pointed out. New furnishings will not be a part of the actual move, but each school will get a some new. Administration recommends Governing Board accept terms of this proposal. Mr. Warren moved and Ms. Reese seconded. Discussion: Dr. Christensen questioned the purchase of modular lab carts. Does that mean we are purchasing laptops at STMS? Dr. Beazley is intending to purchase 3 sets of laptops with his soft capital. Purchase and installation of laptops is a shift in philosophy and in way we provide technology for students. These types of decisions need to be made with a larger plan. This item needs to be brought up on a future agenda as a part of the technology plan. This purchase is a direct result of the pilot project that the two middle schools had this year. That particular item (carts) could be moved from the packet if the Board desires. Some other schools have purchased laptop carts with their soft money. Dr. Christensen stated that if the little pieces have been approved (laptop) along the way, it may change the entire technology philosophy without the Board actually discussing. This type of thing destroys the consistency across the District. Administration reported that the Technology committee will be starting soon. This will be addressed through the committee, but feel this is a good time to approve this request believing that as a part of a technology plan and future override this would be included. Board can pull and wait for a technology plan to be developed probably in the November timeframe. No request was made to amend the motion. Motion passed unanimously.

- 6.15AD) Brown's Custom Fence–Perimeter Security Fencing – Transforming a middle school to elementary school requires some changes regarding safety around the campus for students. After a review by Principal and Mr. Roehler, Administration is recommending augmenting the fencing at STMS. The fencing will go around what is now called room 210. The front doors will be relocated so people will have to go into office and not able to go throughout school. Ms. Reese moved and Mr. Warren seconded. No discussion. Motion passed unanimously.
- 6.16AD) DL Withers Construction – Change Order #003 – We have a guaranteed maximum price contract, however, some change orders need to come forward due to it not being in the original contract. Items that have been changed that are not a part of this change order were discussed. There has been give and take with the contractor on these items. Changes to the parking lot to cover the current easement for WAPA will only happen if the feasibility study says we can't move lines. Fire inspections now are a part of City of Phoenix (not state). City has made changes to the standards and we are being charged. Net change is \$30,025. Administration recommends Governing Board approve this item as presented. Mr. Warren moved and Ms. Reese seconded. Discussion: If we move the lines, do we need to relocate the special education classrooms? Yes, due to the timeframe of when the lines might be moved. Motion passed unanimously.
7. **UPCOMING CALENDAR EVENTS** – June 27th Work Study Agenda will include dialogue on the Adopt-a-Field proposal and Facilities Rental Fee schedule for 06-07 plus the proposed adoption of the Budget. The July 11th Board Meeting will consist of a public hearing and business meeting to adopt the Budget. Mr. Ledesma asked if Board Members were comfortable with going to a two step process for the budget. Also included will be a debriefing on the Administrative Retreat. President Ledesma recommended the series of discussions on Vision, Mission, Goals and Beliefs be presented and discussed with the Board by Administrators. Once these items are adopted we can move forward with strategic plan. In addition, a draft of an evaluation template for the Superintendent's evaluation will be brought to the Board's attention on July 11. Due to Member Doche's absence tonight, the Superintendent's formative assessment will be placed on the June 27 or July 11 agenda. Due to completions of vacations in July administration is recommending canceling the July 25th meeting. Board was in agreement. The August 8th meeting will have the resolution for sale of bonds. A request was made to add a future item on lockers for the new STMS. Cabinet should try to revisit with Deer Valley on HB 1094 which was vetoed.

Motion to adjourn to executive session to discuss negotiations was made by Mr. Warren and seconded by Ms. Reese. Adjourned to Executive Session at 7:55 pm.

8. **EXECUTIVE SESSION:** Pursuant to A.R.S. 38-431.03(A)(5) Discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations with employee organizations regarding the salaries, salary schedules or compensation paid in the form of fringe benefits of employees of the public body.

9. **ADJOURNMENT**

Dated this 13th Day of June 2006

By Linda Schaner

Ms. Linda Schaner
Executive Assistant to the Superintendent and Governing Board
Cave Creek Unified School District