

Business/Work-Study Meeting of the Governing Board

Tuesday, June 27, 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 August 8, 2006 Meeting

1. OPENING

1.1 Meeting was called to order at 5:32 p.m. Board Members present: Mr. Javier Ledesma, Board President, Ms. Stephanie Reese, Clerk, Board Members Dr. Marvin Christensen, Ms. Lisa Doche and Mr. Mark Warren. 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. Mr. Warren moved and Ms. Reese seconded. Agenda was amended to move 8. Executive Session to before 4.0 Action Consent. Motion passed unanimously as amended.

1.6 President's Report -

A. Long Range Facilities Planning Committee – Ms. Doche and Mr. Warren attended the 3rd meeting of this committee. Ms. Doche reported that Mr. Biff Miller and Mr. John Abram are the new co-chairs. Committee members discussed, reviewed, and completed the activity from previous meeting. Discussion of location and program for the new high school occurred. Dr. Burdick presented high school survey results, research on freshman academy and school size. Next meeting is August 15. Balance of meeting discussed charge of the committee and dates/deadlines that need to occur. As a side comment, Ms. Doche feels there is a critical deadline that needs to be met and committee needs to address the capital needs for the entire District, not just the new high school. Suggested a sub committee be formed for those committee members whose only interest is the new high school and its needs. The rest of the committee can focus on a comprehensive plan for the needs of the District, such as the need for assembly space, pool, and transportation facility issues, etc. Wants to amend the charge of the committee before August 15 so a clear understanding is given to committee. Dr. Ashby will facilitate a meeting with the two board members, two co-chairs, Dr. Frison and Dr. Burdick to consider timelines for each step that needs to be reviewed. Mr. Warren reiterated that Dr. Ashby, Dr. Burdick, Dr. Frison and Board Members are at the meetings as resources only and asked co-chairs to be sensitive to this. Board does not want the community to feel as though a plan is already in place. This needs to be a community effort. Dr. Christensen asked for clarification from fellow board members as to charge of the committee as it relates to the decision on program for the new high school. Is the committee going to determine program or is administration or board going to be the decision makers? Board members want to hear what community would like to have but will be the decision makers. Currently, the committee doesn't want to go out to the community with a forum; they want to develop the plan then take it out to the community for review.

B. CCSOS – Next meeting is July 13, 2006 9:00 at the Episcopal Church. Linda Garvin is bringing assistance with teachers and committee is looking forward to their involvement.

C. Legislative Update – Budget was passed with more money for education. Money for vouchers was given too. Mr. Warren talked with people at Arizona School Board Association to get other sponsors for HB 1040 which was vetoed by Governor. Mr. Warren and Dr. Frison attended the Citizens for an Unorganized School Boundary (Troon Unified) meeting. Law requires unorganized areas with 200 students to either join a nearby district or form their own. This group is considering forming their own transportation district and paying to bus their students to nearby districts. This district would not have any schools or facilities. CCUSD's tax rates and test scores were presented to this group and were well received. Questions on Open Enrollment were answered. Mr. Warren shared information from the Arizona School Boards Association meeting. Funding for another alternative professional development program is on their agenda along with forwarding to the legislature the need to provide funding to K-14 instead of K-12. ASBA is also looking to change procedures to elect the State Board of Education and appoint the Superintendent of Instruction. After next year all budget overrides will have to occur in the fall. Dr. Frison was told we were grandfathered in for next year and will double check on this.

D. Board Comments – Ms. Doche thanked everyone for their support during her father's recent illness. Appreciated comments and thoughts and her dad is doing well.

1.7 Superintendent's Report – Dr. Ashby reported on a serious car accident in which a student passed away. Caitlin Janssen attended Notre Dame as a sophomore. She was a student at DAMS. Our deepest regrets, thoughts and prayers are sent to her family and the family of Stephanie Ventrella a junior at CSHS who was also involved. Mr. Roehler updated the Board on the EMF issue. WAPA has not started the feasibility study on the Pinnacle Vista site but he expects that it will be fairly quick to complete. APS will bury their lines for \$579K. APS hasn't talked with WAPA yet. Mr. Roehler should know shortly if the December time frame for possible movement of the lines is still valid.

2. PUBLIC COMMENTS - none

3. PRESENTATIONS/INFORMATION/REPORTS

3.1 Open Dialogue on Adopt-A-Field – Mr. Roehler met with 14 members of the community that are involved in after school youth athletic programs and Adopt-A-Field proposal was presented. Concerns were raised if the program can't afford to adopt a field, would they get pushed aside or have to pay a fee. If fields are not adopted, the fields will be left status quo due to District resources. Dennis Donati of DFAC obtained quotes for taking care of fields and suggested a few changes to items in the agreement. Changes from discussions were presented and are noted in bold on the proposed agreement. In lieu of taking care of fields weekly, it was changed to as needed. In September and October they wouldn't have to pay for weekly maintenance. Contractor will maintain facility in dormant times and over-seeding lawns will be left up to leagues' discretion. Additives will be provided by District (gypsum, etc). District will repair or maintain sprinklers. Language was cleaned up on aerating the fields twice annually. League will ensure bleachers and under bleachers are cleaned after each use. Leagues will police the areas. Smoking is not allowed on or in any District facility and is noted in the user's manual. Notation of no pets allowed on fields will be added to users manual, although it is difficult to police. Campus needs to be checked and proper signage posted regarding no pets allowed. Users need to pick up after their pets. Board is aware that all athletic events have dogs and would like to discuss this item at a later meeting date due to it bringing the community together. No state statue about animals on campus, only leash laws. Not sure of the liability if a leashed dog comes on campus and bites a student. AIA sanctioned fields won't be adopted. The Adopt-A-Field program won't necessarily save money, but improvement of fields will occur. Mr. Roehler provided three options to the Board on maintaining landscaping issues throughout the District. Board is supportive of the Adopt-A-Field program and continuing to try to fill vacant groundskeeper positions. Program will not be limited to adoption by athletic leagues. Civic organizations can sponsor a field and receive recognition. Each Adopt-A-Field agreement will be brought to the Board as a donation and possibly a sign could be placed on the field for recognition.

3.2 Open Dialogue on Facilities Use and Fee Schedule – Mr. Roehler asked the Board three questions. How can we best serve our facility users? At what cost do we continue to rent CCUSD facilities? Who are our users: teachers with after school programs; coaches with summer camps; youth athletic programs and civic organizations? Mr. Roehler is asking for guidance, philosophy and backing from Board on the enforcement of the Facility Use Manual. Document has been in existence for a while and is a fairly complete document, needing only minor updates. Class 1, 2 and 3 identifies types of users. Non profits are in Class 1 (service children). Class 2 is organizations that are civic or fine arts. Class 3 is the for profit groups. Plant managers every Monday spend a portion of their day cleaning up after the renters. We have a security company that is on this main campus Friday, Saturday and Sunday. Sole purpose is to unlock doors for renters and lock up after use. We pay Blackstone Security \$30K yearly for this service. Although user groups pay for the utilities, wear and tear on the facilities (i.e basketball floor) is not covered. Statute doesn't allow us to charge Class 1 users, but a \$5.00 fee per student charge can be assessed to those organizations charging a registration fee. User manual says every class is subject to fees for custodial. In past, we haven't charged for it. Mr. Roehler is asking for authorization to enforce current document. When he enforces the Board Members will be receiving calls. Board asked if the scheduled fees are up to date and in line with other districts. Principals have first right of refusal at all class levels. It was recommended that the District not negotiate with user groups on servicing the facilities or upgrading fields in lieu of paying fees. These upgrades/services will be considered donations. For consistency, it is recommended that everyone be held accountable to the Facility Use Manual and Schedule Fee. Dr. Ashby added that the District can create a partnership policy and allow user groups to create a partnership with the District. Are we covering our costs currently? There is statue that requires us to recover our costs. Mr. Roehler was unable to respond to this question since he doesn't see the budget line and what comes into district. If Class 1 groups want to use the field for a fund raiser they are still considered Class 1. Because clean up and lock up many times falls to the Principals, it was suggested to add a \$20.00 custodian charge for each use. Board suggested creating a pre- and post inspection form to be added to the Facility Use Manual so that the user groups will know what is expected. A checklist could be developed and facility walked with plant manager. Board was of the opinion that the District should break even on the cost of renting the facilities, but not necessarily make money on the rental. Goal is to have community use schools due to benefits we receive which isn't necessarily funding related. Board is comfortable with the enforcement of the Fee Schedule but would like clarity as to who falls into Class 1. Class 1 users should be assessed the custodial cost. Principals in attendance were in agreement about not making money off of facility rentals but don't want to be penalized by having clean up of facility coming out of their pockets. Some principals feel they have to have someone there one hour before, during and after rental for assistance with lights, toilet paper, toilet overflow, microphone, etc. Some Districts require district personnel be in attendance the entire time facility is being used based on their understanding of the Arizona Risk Retention policy. Mr. Roehler is trying to get clarification on this law. General consensus is to revise policy and state that there needs to be a district person on site during use. Summary: Recover costs, want facilities safe, coverage so that rentals are not detracting from school day and services provided during school day. Class 1 will pay for custodian. This information will be brought back to an upcoming board meeting for approval.

Motion to amend the agenda and move Certified Hire out of 4.2 for discussion and action was made by Mr. Warren and seconded by Ms. Doche. Motion passed unanimously.

Administration requests the Governing Board approve the hiring of Nancy Pratt as Technology Instructional Specialist. Mr. Warren moved and Ms. Reese seconded. Motion passed unanimously. Dr. Burdick introduced Nancy Pratt as the new Technology Specialist. Background information was given and family was introduced.

Break at 7:55 reconvened at 8:00. Ms. Reese moved and Ms. Doche seconded to adjourn and move into Executive Session. Motion passed unanimously.

4. CONSENT AGENDA - Motion to approve consent agenda was made. Mr. Warren moved and Ms. Reese seconded. A friendly amendment was made to 4.2. Ms. Doche moved and Mr. Warren seconded to have the Public Information Officer position revised from a 1.0 position at \$80K to a 1.0 position at \$72,642. It was further amended to have the PIO position reduced to a .75 position with an annual salary of \$54,505.50 plus a \$250 a month mileage addendum. Motion passed unanimously.

5. OLD BUSINESS

6. NEW BUSINESS

6.1 AD) Donations - The following donations were placed before the board for approval. Mr. Warren moved and Ms. Reese seconded the acceptance of these donations. Motion passed unanimously.

- Sonoran Trails Middle School PTO donated \$6960.00 for purchase of Wrestling Mats, Student Agendas and Teacher Web Site Pages.
- Sonoran Trails Middle School PTO donated \$19,656 during the 2005-2006 school year for various items such as Proximas, scholarships for field trips, cameras, snacks for AIMS Testing, new books for library, guest speaker and more.
- Domestic Violence Education Association donated 1000 Second Step Bullying Prevention Skill Set magnets to be distributed to all 1st and 2nd graders who have been through the program. These magnets have the problem solving and anger management skills listed. Total value of the donation is \$1500.
- Horseshoe Trails Elementary School PTO donated \$1135 for music risers.
- Dawn Olson donated \$100.00 to Horseshoe Trails Elementary School Art Club.
- Desert Willow Elementary School PTO donated \$11,000.00 for purchase of a shade structure on the main playground, shelves in the art room, labor to paint homeowner's walls facing school, labor to spread rocks, paint for parking lot and playground and tractor rental to spread rocks.
- Sherri May & Company, Inc. donated \$1000.00 toward the Cactus Shadows High School Baseball team for purchase of state rings.
- The Falcon Boosters of CSHS donated \$500.00 to the Cactus Shadows High School Art Alliance.
- Terravita Art League donated \$1,500.00 to the Cactus Shadows High School Art Alliance.
- The Falcon Boosters of CSHS donated \$2,000.00 to the Cactus Shadows High School Baseball Team for State Championship rings.
- Parents of Horseshoe Trails Elementary school donated \$220.33 toward purchase of a current for "A Night at the Movies" production.

6.2 AD) Proposed Budget Review – Dr. Frison reviewed the summary items for the proposed budget. Cover page indicates it is a proposed budget. Governing Board will receive budget at the July 11 meeting. Public hearing will occur prior to adoption. Proposed budget will be posted on the ADE web site once adopted. This procedure takes care of the public hearing and requirement to publish. Administration recommends the Governing Board approve the proposed budget. Ms. Reese moved and Mr. Warren seconded. No discussion. Motion passed unanimously.

6.3 AD) Unorganized Student Busing – Dr. Frison presented an item on ability to collect money for transporting students from the unorganized territory. Administration recommends the Governing Board continue transporting students east of our boundaries for 06/07. Mr. Warren moved and Ms. Doche seconded. No discussion. Motion passed unanimously

6.4 AD) Property & Liability Insurance Renewal – This item is presented for approval on annual basis. The renewed premium increased by \$60K for proper coverage on all buildings. Administration recommends the Governing Board approved the Property and Liability Insurance Renewal Premium to Arizona Risk Retention of \$353,443. Mr. Warren moved and Dr. Christensen seconded. No discussion. Motion passed unanimously.

6.5 AD) Workers' Compensation Insurance Renewal – Arizona School Alliance compensation rates increased approximately 4%. Administration recommends the Governing Board approved the insurance renewal with the Arizona School Alliance for Workers' Compensation, Inc. at the rates indicated on the annual planning document as presented. Ms. Doche moved and Mr. Warren second. No discussion. Motion passed unanimously

6.6 AD) Budget/Calendar of Events 2006-2007 – Governing Board is required to adopt a budget calendar for upcoming fiscal year. Detailed calendar of events is being recommended and goes beyond what is required by law. Administration recommends the Governing Board approve the budget calendar of events. Dr. Christensen moved and Mr. Warren seconded. Discussion: Do we need to have adoption within 12 days after the 100th day? Typo of 2005-2006 should be 2006-2007. Motion passed unanimously

6.7 AD) Approval of Certified Contracts – Ms. Tussey presented for approval 2006-2007 contracts. Full step increase 2%, no change in 301 and professional growth. Estimate of 4.8% increase to certified staff. Increase number of sick days to 12 from 11. Part time of .5 or greater will earn sick leave according to their FTE. Increase aide time to help with p.m. duty is being recommended. Study the experience grid used for placing teachers. Administration recommends the Governing Board approve item as presented. Mr. Warren moved and Ms. Reese seconded. No discussion. Motion passed unanimously. Ms. Garvin asked to speak to express thanks and appreciation for the productive process this year. She recognized Patti Tussey, Kent Frison, Debbi Burdick, Janiene Marlow, Mark Sweeney, Regan Glass and Emily Hill as a part of the team. Issues discussed were helpful, cordial and hope to continue. Thanked Board Members for allowing this to happen in our District and thanked members of administration.

6.8 AD) Approval of Administrative Contracts – Ms. Tussey presented for approval 2006-2007 contracts for all employees not paid from a schedule. Effective July 1 this group will receive 4.8% increase. Those with a doctorate will receive an additional \$1500. As additional monies are allocated, adjustments will be recommended for some positions. Administration recommends the Governing Board approve item as presented. Mr. Warren moved and Ms. Doche seconded. Motion passed unanimously.

7. UPCOMING CALENDAR EVENTS –Rental contract and fee schedule is placed for July 11. Goal is to be able to complete the information so that contracts can be done with user groups. July 11 will also have completed agreements for Adopt-A-Field. A Public Hearing will occur at this meeting for the adoption of the budget. We will start at normal time and stop for a public hearing at 6:30 p.m. A place holder for possible override election in fall will be made pending receiving clarification on the grandfather issue related to elections. An Executive Session will be scheduled for July 11. An item on policy on district partnerships will be listed. Placeholder: strategy for attracting students, do we want to attract or just maintain. Superintendent summative assessment will occur at the second meeting in August. The mission, vision and goals will be tentatively adopted at first meeting in August. Motion to adjourn to Executive Session (9) was made by Ms. Doche and seconded by Ms. Reese. Executive Session 10 was cancelled. Motion passed unanimously at 9:55 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. EXECUTIVE SESSION: The Governing Board may convene an executive session pursuant to A.R.S. 38-431.03(A)(1) to discuss/conduct the Superintendent's formative assessment.

10. EXECUTIVE SESSION: Pursuant to A.R.S. 38-431.03(A)(3) Discussion or consultation for legal advice with the attorney or attorneys of the public body.

11. ADJOURNMENT

Dated this 27 Day of June 2006

By Linda Schaner

Ms. Linda Schaner
Executive Assistant to the Superintendent and Governing Board