

CAVE CREEK UNIFIED SCHOOL DISTRICT No. 93

Regular Meeting of the Governing Board

Tuesday, August 16, 2005

5:30 p.m.

Fine Arts Center, Multi-purpose room 2

33606 N 60th St.

Cave Creek, AZ 85331

Members of the Board

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

The Governing Board reserves the right to move into executive session for the legal advice with its attorneys for any item listed on the Agenda, in person or by telephone, pursuant to A.R.S. § 38-431.03.A.3. Members of the Governing Board will attend either in person or by telephone conference call.

ENTERTAINMENT PROVIDED BY: CSHS Music Instructor Gary Wykoff and high school students

APPROVED MEETING MINUTES

On the date and at the place noted above, the Governing Board of Cave Creek Unified School District met in a Regular Meeting of the Governing Board. The meeting was called to order at 5:30 p.m.

In attendance were Mr. Mark Warren, Board President, Ms. Stephanie Reese, Clerk, Board Members Mr. Javier Ledesma, Ms. Lisa Doche. Absent was Board Member Dr. Marvin Christensen. Cabinet members present were 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. The Pledge of Allegiance was said.

A call to fill out form for unscheduled public appearances was made and formal adoption of the agenda was made. Formal adoption of the agenda was passed with the exception of moving items 4.2 and 4.4 to New Business.

1.5 President's Report

Mr. Warren reported that it is great to be here and welcomed everyone to the first governing board meeting of the school year. He thanked the students from CSHS for their performance of the Star Spangled Banner and the CSHS Band for the entertainment prior to the Governing Board meeting. Dr. Debbi Burdick and Ms. Patti Tussey were recognized and thanked for their outstanding support of CCUSD by stepping up over the summer and covering for vacant positions. Mr. Warren further recognized the outstanding efforts of the "Trail Boss," Ms. Janiene Marlow of HTES – officially open – and all of the staff, students, Governing Board members and community members who worked tirelessly over the weekend to ensure a successful opening. Flowers were presented to Debbi, Patti and Janiene.

1.6 Superintendent's Report

Dr. Tacy Ashby started her report by saying it was an honor and a privilege to serve and be back in CCUSD with its outstanding students, talented staff and devoted parents and community members. She thanked the board members and said he was looking forward to working with them.

Dr. Tacy Ashby reported that CCUSD is still in talks with Sonoran Desert Center for the Arts and we hope to hear soon whether or not the project will go forward. She asked that any questions needing answered please go through the superintendent. Dr. Ashby introduced new district staff members and gave a brief background on each:

- * Linda Schaner, Executive Assistant to the Superintendent and Governing Board
- * Dr Kent Frison, Associate Superintendent of Operations and Finance

Board member, Dr. Christensen, was thanked for helping with interviews. Ms. Patti Tussey was recognized and welcomed as now a part of Cabinet and sitting at the Cabinet table for Governing Board meetings. Dr. Ashby updated the Board regarding the start of the school year, the successful opening of Horseshoe Trails Elementary and the various challenges currently being faced, which include transportation issues, air conditioning temperatures at some sites, high school schedules, etc. Any concerns, please start at your local site. Any student, staff or site issue starts at the first level of supervisor. Dr. Ashby thanked Board President, Mark Warren for recognizing Debbi and Patti and their efforts over the summer of transition. Also thanked were Vanessa Poincelot and Arlene Lehr. Kathi Gordon was recognized and thanked for her outstanding efforts in covering for the vacancy of the Executive Assistant to the Superintendent. Horseshoe Trails Elementary was recognized. All Board Members who were town helped to open HTES and they were thanked. CCUSD hired 65 new teachers this year. All Staff Opening Day orientation was last week. Opening day for students was successful. Cabinet visited all sites and were very impressed. Enrollment numbers: 5664 this year in comparison to 5,463 last year. Kindergarten was increased by 51 students with the addition of full day Kindergarten. Currently, our most pressing challenge is lack of bus drivers. Drivers are manning double routes and we are short 12 drivers. It was reported that Cabinet is working toward developing a recruitment plan and communication plan. The transportation issue will be addressed in an aggressive way. Dr. Ashby looks forward to reporting outstanding student and staff achievements at future Governing Board meetings and was very pleased to report on the following recognitions received over the summer.

1) Linda Garvin – Cave Creek Education Association was recognized as one of 4 local associations receiving the Arizona Education Associations Local of Distinction award for 2005. The CCES was awarded \$1,000, given a banner and their name will be on a plaque at the AEA Headquarters and their regional office

2) Cathy Erwin – Transportation department received the 2004-2005 All-Around Safety Award from the Arizona Department of Public Safety. Cathy as Transportation Director was recognized as displaying creative leadership qualities necessary to run a top-notch organization.

3) Patti Tussey – ASBO recognizes “Best Practices” – Patti was recognized for her efforts in bringing a customer-service model to her department. She was nominated by her co-workers and received a \$100 gift certificate at the Spring Conference.

4) Janey White – Instructional Specialist at Black Mountain Elementary School received the coveted AEA Christa McAuliffe, “I Touch the Future, I Teach Award” this past Spring. Janey further received information that she is one of the 10 semifinalists at the national level for the NEA Foundations for Teaching Excellence Award. Janey also received her Doctorate from Arizona State University in May 2005.

These outstanding recognitions are only a small token of why our district is the best in the state.

2. PUBLIC COMMENTS

2.1. Unscheduled Public Appearances *(Action taken as a result of the public comment will be limited to directing staff to study the matter or rescheduling the matter for further consideration and decision at a later date.)*

Mr. Thomas Martin, contact information provided by Unscheduled Public Appearance sheet: 6010 East Windstone Terrace, Cave Creek 480-585-5297 – Topic: Transportation issues - He has two children in CCUSD – STES 6th and LMES 3rd. Transportation issues students arriving late to school and coming home late. Appears there is no leadership. No phone call – student kept 1 hour after school. Parents were not notified. His children waited until after 9 am yesterday for their bus and that is the time school actually starts. Appears there is no cohesive plan. He stated, “Transportation Director should be fired”. District should have communicated with parents. Busses were running half full and parents were left in dark. Parent traffic at LMES was bad. Parents were driving the wrong way. Suggested the district eliminate or combine routes during this bus driver shortage. He wants student welfare put first above the almighty dollar

Barbara Maroney, contact information provided by Unscheduled Public Appearance sheet: 33967 North 57th Way, Scottsdale, 480-488-4272; 602-971-4440 – Topic: SDCA Cultural Arts project – She contacted over 100 people the last couple of days. The associations contacted had no idea what this project entails. She understands that SDCA has been asked to come back to the table. Series of town hall meetings should be held. Dr. Christensen and other board members should be available at these meetings. Wants to know what's in this project for us. She can't determine benefits without the district receiving partial reimbursement. It has been pointed out to the association by the governing board that this is not a free move for the transportation facility and district offices. She recommends a town hall meeting to discuss what the district is doing regarding the desert preserve. She commented on the Governing Board voting to approve this project when alcohol sales will occur on school property is "appalling". She is looking forward to hearing more about the project

Ms. Linda Wilbanks, contact information provided by Unscheduled Public Appearance sheet: 6635 East Lonesome Trail, Cave Creek, 480-488-4123 – Topic: Staff – She is disappointed with district encouraging kids to attend first day of school and yet the teachers were not present. Fifty percent of her son's teachers were not present and 25% of daughter's teachers were not there the first day. Her family made plans to return from their vacation by August 11 in order to make the first day of school and wants the teachers to do the same. Schedules for high school were disastrous. The schedules were late with no communication. Honors kids were to work over summer break and yet to get the books they needed, they had to produce a schedule. High School didn't send out schedules until after July 15th. There was no communication from the high school. She is also disappointed that the athletic scholars do not have PE for the last period of the day. At Brophy High, an elective is scheduled for the last hour of the day for all students, thus the scholar athletes avoid missing important classes when they leave to participate in their sport.

Ms. Debbie Militello, contact information provided by Unscheduled Public Appearance sheet: 9342 East Satherland Way, Scottsdale, no phone provided – Topic: Exit interviews for bus drivers and retirees - Are we still doing them? Why are people leaving? Valuable information is available from exit interviews. Suggested the district provide a hotline or email to someone other than direct supervisor for resigning employees to access. Need procedure for handling problems so they don't fester. She received a faxed application for a bus driver at her home. She turned the application over to Cathy Erwin.

Ms. Gail Johnson, contact information provided by Unscheduled Public Appearance sheet: 5949 East Night Glow Circle, Scottsdale, 480-488-5870 – SDCA – She sent an email to her homeowners association inquiring about the SDCA and the board negotiating a 2000 seat center. Her home is right next to Sonoran Trails Middle School. Her August homeowner's newsletter is where she first received information regarding SDCA. The Center is to include a 5-story garage. Information should be presented to homeowners. Feels the Governing Board is trying to roll this project rapidly to the November initiative. She wants access to information. She would like to see and hear more about the plan. She hasn't made her decision yet to support it or not. She wants to see any traffic studies, or any other studies that might be done regarding this project. What does it look like and the impact?

3. PRESENTATIONS

3.1 Horseshoe Trails Construction & Operations – Dr. Kent Frison, Janiene Marlow, Doug McCarthy

A visual presentation by Doug McCarthy showing the various stages of construction for Horseshoe Trails Elementary was presented. Opening HTES was a great challenge and there was a great team of people who put it all together.

Ms. Janiene Marlow, Principal of Horseshoe Trails Elementary introduced, Debbie Feibus, 3rd grade teacher, Abby Roberts, student and Mary Roberts, parent. Ms. Marlow recognized the PTO parents and her "dream team." Ms. Marlow gave some members of the team a bucket of dirt, trail mix and a small stuffed horse. She also recognized teachers and staff and they were given a standing ovation by the board and community members. The staff at HTES worked at times with no water, power, air or restrooms and they were ready for students on time. Mr. Warren, Mr. Ledesma, and Mrs. Reese

worked over the weekend to get the school opened. Ms. Marlow thanked many for their individual contributions. Many, including past Board Members, attended the school dedication. Mr. Tom Elliot attended. Scottsdale Police rode up in the rain and brought a flag from every school. The kitchen got a good start on Friday. Lisa and Jeff of the Child Nutrition Department were great. Many people went above and beyond to get the school open. August 24 is curriculum night.

Ms. Feibus – 3rd grade teacher at HTES – Community is what is learned and practiced in 3rd grade. Adversity can be a community builder. Teachers put their classrooms together in 3-1/2 days without air conditioning. A month ago they were individuals today they are a community of teachers and staff at HTES.

Miss Abby Roberts, 3rd grade student, read a statement on what it is to be a good teacher. Her parent Ms. Mary Roberts was amazed at the goals Ms. Marlow made for Horseshoe Trails. Parent feedback has been good. Recess occurs before lunch and the students don't feel rushed when eating. Love and logic program has been implemented. The smart boards in every classroom are fabulous. E Learning is coming. The atmosphere in the library is great. She is happy to be a part of the opening.

Janiene thanked her family for all of their support. Happy Trails To You

Dr. Kent Frison updated the board on the status of HTES. The lower ball field will be able to be used after first grass cut (August 29). The upper field will be seeded on August 26. Landscaping should be completed August 22nd. The cooling system is being worked on; it is a matter of balance coming out of the chiller. The fire alarm hasn't been approved yet by City of Phoenix. The City will inspect on the fire alarm on August 21st. It should hopefully be closed out after that time. DL Withers has been an excellent contractor.

3.2 Acknowledgement of Doug McCarthy – Mark Warren

Mr. Warren thanked Doug McCarthy for all of his efforts and expertise during his tenure with CCUSD. Without Doug our facilities would not be running as smoothly as they do. Unfortunately we lost him to another position. Mr. McCarthy was presented with a desk clock for his service.

4. CONSENT AGENDA *(All items listed hereunder are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the consent agenda and will be discussed separately.)*

4.1 Approval of minutes: July 12th, July 19th, 2005 – Mr. Warren made a motion as amended.

4.2 Approval of HR issues: To include all substitutes, new hires and other related personnel issues (Moved to new business 4.2)

4.3 Approval of vouchers: All payroll and expense vouchers – Motion approved unanimously

4.4 Approval of donations (Moved to New Business 4.4)

4.5 Approval of the financial reports: no report at this time

4.6 Approval of field trips: Overnight trips or trips greater than 50 miles

4.7 Resolution: Fiscal Agent – Authorization of designated administrators as the District's fiscal agents FY 05/06.

4.8 General Statement of Assurance (GSA) – Revision of ADE/GSA FY 2005/06.

4.9 Action Consent Agenda – Motion passed unanimously

6. NEW BUSINESS

6.1 **AD) Award of Contract to Merchants Building Maintenance for custodial services.**

Dr. Frison provided backup information on outsourcing custodial services. It was a good-sized bid to go through. A RFP was issued to 12 providers – 3 responded: ABM, Merchants and Sanitors. The Evaluation committee consisted of many members. Merchants scored the highest. There was a substantial difference between the respondents. Difference was \$200K. Recommendation to the Board was to award Merchants the contract for custodian services. Motion passed unanimously. Comments: Dr. Christensen was astounded at the differences in cost. Dr. Frison: Scope of services was made and we will monitor. Mr. Ledesma wants to make sure monitoring is done. He was concerned if the workers are documented? Motion passed unanimously.

4.2 Approval of HR issues: To include all substitutes, new hires and other related personnel issues

Patti Tussey presented list of hires – no additional new hires. Motion passed unanimously. Discussion: Mr. Ledesma wanted to know the percentage of new hires that came on board after school opening. Ms. Tussey didn't have the number available at this minute. Mr. Ledesma: Was it greater than 3%? If so, parent concerns might be valid. Ms. Tussey: Goal is to tentatively have a plan for new hires. Mr. Ledesma: As far as our transportation issues go, do we need to pay benefits, why are people leaving? He didn't see any advertising or planning over the summer. Can the board assist? Ms. Tussey: Eighty percent of the 12 drivers did turn letters into HR within last two weeks. Some of the turnover was beyond the control of HR. Mr. Ledesma: Do we still do exit interviews that are mailed out? Dr. Ashby: We are committed to a recruitment plan in transportation and the idea of exit interviews is excellent. We will recommit ourselves to doing it. At Cabinet level, discussions have occurred and we are currently working on a good solid plan for not only transportation and but all classified support staff. Mr. Ledesma stated there is a large cost to district every time someone quits.

Dr. Ashby introduced Cactus Shadows High School Assistant Principal Mr. Pete Gerlach and gave the Board information on his background. A recommendation of employment was brought forward. Motion passed unanimously.

4.4 Dr. Burdick read the list of the donations.

Motion approved unanimously to accept the donations. Discussion: Dr. Ashby will write a personal note to each donation. Dr. Christensen inquired about positions funded through PTO or other funding sources. How do we treat them? Ms. Tussey: These positions are considered a one-year conditional employment and are rehired each year pending funding. Dr. Christiansen: Is it common that all PTO fund positions? Ms. Tussey: Many PTO's fund positions. Motion passed unanimously.

7. INFORMATION/REPORTS *(information and possible direction)*

7.1 2005/06 Property Tax Rates

Dr. Frison commented on the tax levy – there is an increase in the secondary side due to the K3 override. Ten-year tax rate history for district was pointed out. A \$.07 increase was realized from K3 override. The assessed evaluation is up substantially to the tune of \$100M. Rest of support information talks about proportion of tax rate – what primary tax rate is used for versus secondary tax rate. Informational item only – no action required by Board.

8. FUTURE AGENDA ITEMS AND UPCOMING EVENTS

Mr. Warren asked Board members to email board items directly to Dr. Ashby versus him. Board items will be discussed at agenda setting meeting. Mr. Warren asked Dr. Ashby about making a communication template. No discussion from board. There are wording changes to policies and Dr. Burdick will give that information at work-study. Ms. Doche asked for clarification about bringing forward old items again for discussion. Dr. Ashby: We have a list of prior items that still need to be addressed. Mr. Ledesma questioned the email procedure and not being able to bring things up in person. Mr. Warren: Items will still be able to be brought up in person.

Mr. Ledesma made a future request: He was overjoyed about lockers at DAMS and saw picture in paper. Can we get lockers elsewhere? He would like to see lockers at all schools due to the heavy backpacks.

Mr. Ledesma would like to discuss a summer reading program/list district wide at each grade level with rewards.

Important calendar dates: Sept 23 and 24 for Retreat. Please let Dr. Ashby know if the dates are not good. Full day Friday and half day on Saturday (possibly full).

Dr. Christensen will not be available for the Work-study on August 23. He is out of town.

Motion to adjourn – unanimously approved. Meeting ended at 7:10 p.m.

9. ADJOURNMENT TO EXECUTIVE SESSION

10.EXECUTIVE SESSION: The Board may vote to convene an executive session pursuant to A.R.S. § 38-431.03.A.3 for discussion or consultation for legal advice with its attorney regarding personnel procedures for grievances and discipline, and for legal advice regarding the application of the District's grievance procedures to a specific grievance filed by a District employee.

11.ADJOURNMENT

Dated this 16th day of August, 2005

By _____
Dr. Tacy C. Ashby
Superintendent of Schools