

**Business Meeting of the Governing Board****Tuesday, August 8, 2006**

Time: 5:30 p.m.  
 Place: Fine Arts Center, Multi-Purpose Room 2  
 33606 N 60<sup>th</sup> 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 9/19/06 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. Doche seconded. The Executive Session was moved to after item 6.6. Motion passed unanimously as amended.

1.6 President's Report – President Ledesma attended the evening session of the Troon and Rio Verde meeting on the unorganized territory called by Dr. Dowling. Session was heated.

A. CCSOS – Meribeth Reeves had the *Support Our Students* cards made up. Member Reese presented the registration form and goal and mission form to the Board. By filling out the registration card, people will receive emails. This committee worked Registration at two middle schools with elementary schools scheduled. There is a forum scheduled for August 30 regarding high school students and how to prepare for them business workforce. Speaker will be in attendance. Chris Frederickson of Document Station has done all of the printing free for this group.

B. Board Comments – Member Warren updated the Board on the election in November. Voters in Troon and Rio Verde will vote to join our district or form their own district. He expects the groups to be very active. Attended summer leadership for School Board Association and was asked to join the Federal Relations Committee through this organization. Talked to ASBA about getting support for the tuition and boundary ideas. Will be working on that next year.

1.7 Superintendent's Report – Dr. Ashby announced that CSHS has been officially accepted to the IBO program. We are very pleased and proud of the work that was done to respond swiftly to questions. The program commences in the 2006-2007 school year. Thanked everyone for hard work and efforts. Students are main focus on all of this work. Pam Sitton, Dr. Beazley, Mr. Roehler and their staffs were thanked for their efforts in ensuring that BMES and STMS open on time. Will welcome all new students and faculty this Thursday. A meeting has been scheduled for October 5 at 7:00 at STMS in the library for the unorganized territory parents. Dr. Burdick introduced Monica Milinovich, Professional Learning Community Specialist. Background information was provided. Dr. Burdick presented Judy Byrd with a certificate for the completion of the intern program. The leadership internship program will be refined and expanded this year for certified employees.

**2. PUBLIC COMMENTS**

2.1 Unscheduled Public Appearances – Mr. Pat Wilhelmy, 4623 East Palo Brea, Cave Creek, AZ, parent of a senior at CSHS. Son has taken honors math courses all three years. This year, calculus is offered in the 6 or 7 period. Son wants to participate on an out of district baseball team in order to get a scholarship. Participation would require him to leave school at 1:00 to make these team games. Courses that son tried to get are either 1<sup>st</sup> period or 6<sup>th</sup> period. Instead of 4 curricular classes, he will have 3 with one teaching assistant. Rumor is the schedule has been fixed to keep students on campus. Doesn't think it is needed for his son. Asked Board to force this staying all day by increasing credits to 23 or tell high school not to offer curricular classes in the afternoon. Raised concern over the parking procedures for this year. He fears parking spaces will not be available and wants parking spaces to be reserved instead of free for all. Wants Board to re-evaluate that decision. Member Doche asked the Administration to look into the scheduling and re-evaluate number the parking spaces also.

### 3. PRESENTATIONS/INFORMATION/REPORTS

3.1 IBO Status Report – Dr. Burdick introduced Mr. Bailey and Ms. Retta Ward who passed out information to the Board on statistics regarding Honors, AP and IBO. Staff at CSHS is ready to go and are very excited about the IB opportunity and the movement of campus in general to more challenging curriculum. Ms. Ward provided the Governing Board with the breakdown of student count, percentage enrolled in AP classes, percentage enrolled in Honors classes and total IB enrollment. IB has 20 students currently enrolled with 2 of them being new to the District. Two additional teachers were trained this summer. First parent meeting is the August 23. Board questioned why younger students are not taking AP. CSHS offers only one AP class for freshmen – world history. One counselor will be sent to IB training. Ms. Ward has been working with the counselors. All counselors are qualified to give initial guidance in IB and then Ms. Ward meets with every student. If the program grows to 75 students, we will have a lead counselor trained. Students, who are not taking IB, hesitate to commit because of approval. Once this year starts going, students will spread word. Marketing plan to other schools will begin in October to November to provide information on program. Do we have lead counselors for AP? One does the coordinating for testing. All counselors are trained in AP. Mr. Bailey responded to question of conflicts in schedules, making sure kids can take what they want. Kids sign up for the offerings yearly. Based on numbers and requests made the high school determines the number of sections needed. Once number of sections is known, administration runs a conflict matrix to maximize the requests received from students. There are typically over 10,000 requests. Ninety-eight percent of the requests are usually honored. If sections are changed, the percentage drops. When Mr. Bailey looked at the schedule this summer and started adjusting it, the percentage dropped to 85%. What is the lowest GPA for a student enrolled in IBO? Unknown. The breakdown on IB course offerings were provided and personal feelings expressed as it relates to IB and AP courses. Member Christensen asked for the actual number of seniors and juniors enrolled in AP (doesn't want the percentage). He wants a report on how many students took the AP test and what their scores were for 2005-2006. Dr. Ashby reported this information will come forward with the achievement/academic plan. Member Christensen is disappointed that there are not twice as many IB students enrolled and would like the number raised. Does not want to lose the AP program while building the IB program. Congratulations were given.

3.2 Construction Update – Dr. Frison introduced Mr. Roehler for a brief update. On Thursday, August 10, Sonoran Trails Middle School will be ready for students. Minor touch up will still be occurring. Roll up doors in café were going up today. Data and phones are on line. Classroom building C will be on line tomorrow. Teachers were excited yesterday and got a lot of work done. Sod was laid this morning. What didn't get done: playgrounds didn't get moved from old BMES to new BMES. Vendor was unavailable until September. September 19 will be the demolition and reinstallation of playground equipment. Movers will be in tomorrow putting final touches. Furniture for high school is coming in the morning. Ms. Reese thanked Mr. Roehler for his work. Dr. Beazley is planning a dedication ceremony for the 31 of August. EMF update: Our architect talked with Western Area Power Administration last week. Should get schedule and cost estimate by August 15. Poles they intend to use are already in their yard which should expedite the installation and cut the cost. Hopefully we will be bringing a recommendation forward at August 22 meeting.

3.3 Superintendent's Evaluation Tool – A recap from the last meeting talked about separating the evaluation tool into a formative and summative responsibility areas. Board could use this tool for quarterly formative assessments. Format was explained, each responsibility is on its own page. Once completed, these would go to the Board Clerk for preparation for the Executive Session. Additional expectation would be anything that hasn't been thought of so far, especially as it relates to this pilot year. It is a working document that allows for no surprises. This tool is established for all CCUSD superintendents, not specifically for Dr. Ashby and allows for ongoing dialogue and progress. The Summative Assessment would be separated out to be placed in the Superintendent's file. It would be more concise and precise. The formative would be used as backup material and will not go into the personnel file. Brief comments will be summarized in each area and then an overall summary. A summarized rating could be done if board desires. President Ledesma asked for clarification from Board Members if this document is what they asked for at the last meeting. Member Doche responded the evaluation tool looks very much like what was initially designed and she is comfortable with it. Feels it is important that all Board Members put thought into this tool. She read the instructions on the tool to Board Members reminding them to discuss both plus and minus ratings for each area. Has difficulty on averaging out the overall rating and questioned who will do that? Doesn't feel it will transfer well or allow a superintendent to get anything better than medium. This document can be an effective public relations piece and should identify areas consistently. Without the four summary ratings, people have to read the evaluation to establish what the superintendent is doing, where there is success and what needs improvement. Other Board Members suggested having a rating scale and also writing down comments. President Ledesma feels our public would like to see the same information provided to them as nearby districts provide on their superintendents, a summary rating. Member Christensen is not in favor of a rating scale or using this evaluation process as a public relations tool. The greatest value is for dialogue between Board and Superintendent on ongoing basis. Member Warren added that the formative evaluation would look at course direction/correction not a grade. He likes the course direction and asked Dr. Ashby her

feelings. Dr. Ashby is comfortable with what Board wants and will do best with whatever system is decided upon. As a compromise it would work well and align well to have comments in all areas of responsibility and then one bottom line rating that appears in the summary only. Board decided that an overall summary rating would remain, but the summary ratings after each responsibility area would be removed. Member Christensen believes that what is done in the name of evaluation is less important than the process of dialogue and exchanging ideas with superintendent. It is important to remain on same page and work together. Board will fill out the forms quarterly for 2006-2007 meet and reflect on the past year before the final summative tool is filled out signed by superintendent and placed in their file. Board Clerk will compile all of the board members comments. The 2005-2006 evaluation is to be more general because the superintendent didn't have the advantage of knowing what the board expected. Only the summative form will be done for 2005-2006. Evaluation tool is to be called Formative Assessment Tool for the quarterly assessments and Superintendent's Summative Evaluation for the final. Board Clerk will make known to superintendent who made the comments. President Ledesma appreciates the Board efforts and Dr. Ashby's input. He would like a similar evaluation for the Board Members done quarterly. Board feels this is a powerful technique when accumulated over the year.

#### **4. CONSENT AGENDA**

4.1 Consent agenda was moved to after the executive session. Motion to approve consent agenda was made. Ms. Reese moved and Ms. Doche seconded. Motion passed unanimously.

#### **5. NEW BUSINESS - none**

#### **6. ACTION DISCUSSION**

6.1 AD) Donations - Dr. Ashby read a list of donations. Administration recommends the Governing Board acceptance of the donations as listed. Mr. Warren moved and Ms. Doche seconded. Motion passed unanimously.

6.2 AD) Fine Arts Center Fees for 2006-2007 – Dr. Burdick presented the 06-07 Community Education fees that are reflected in their packets. Administration recommends the Governing Board approve the fees as presented. Mr. Warren moved and Ms. Doche seconded. Motion passed unanimously

6.3 AD) Community Education Enrichment Program – Dr. Burdick presented the 06-07 Enrichment Program guide which was provided in Board packets. Administration recommends the Governing Board approve the 06-07 Enrichment Program guide as presented. Mr. Warren moved and Ms. Doche seconded. Member Doche is happy that BMES is at STMS and is now able to offer extra classes. Motion passed unanimously

6.4 AD) Award of RFP for Mathematics Benchmark – Dr. Burdick introduced Ms. Beazley. An RFP was issued and three vendors responded. One proposal was incomplete. Committee looked at the other two. Galeio product was superior in that it addresses more areas. Assessment Technology Galeio product is what is being recommended. Administration recommends the Governing Board approve Assessment Technology as the vendor. Mr. Warren moved and Ms. Reese seconded. Discussion: This product will be used at the K-8 level only. Benchmark at this point in time includes where are we according to the academic standards where the students are supposed to be and allows target for interventions. One of the benefits is a prediction of how students will do on AIMS. Data is provided on individual students. Teacher can remediate or teach to a particular item/area. The product can be customized with own questions. It will take one class period, three times a year to accomplish this benchmarking. This product addresses the Arizona academic standards along with performance objectives. It can also identify those teachers who are doing a good job in teaching certain areas. The training of this product will be done through professional development and professional development will be adjusted to have those teachers doing well, help to develop others. Member Christensen is against standardized testing, not effective use of teaching time, costly, minimizes students learning. Would eliminate AIMS, NCLB and benchmarking. Supports reluctantly. Motion passed unanimously

6.5 AD) SRO Intergovernmental Agreement – The intergovernmental agreement with Scottsdale Police Department for an SRO at DAMS and CSHS was brought forward. In the future, these items will go into consent agenda. Ms. Reese moved and Ms. Doche seconded approval of this IGA. Discussion: An additional IGA will be coming forward from Phoenix for STMS. The new SRO at CSHS is Julee Patterson. She will not be on board until the 19-20 of August. Officer McDonald will fill in until she returns from vacation. Steve Morten will be the Phoenix SRO at STMS. If we had an SRO that didn't fit with the culture of the school, what is the process to remove? Gina said we have a relationship with Sgt. Doerr of Scottsdale Police and he will be aware. As a team we have the right to say whether or not we feel it is working. Only had three applicants for three openings. Ms. Durbin is comfortable with the relationship with the police officer program. Motion passed unanimously

6.6 AD) Resolution to Accept Students from Unorganized Territory – As mentioned earlier, there is an election scheduled for the fall for people in the unorganized territory to vote to join CCUSD or form their own district. Statute states that the candidate district for joining has to make a statement on willingness to accept. Administration moves that the Governing Board accept these students from the Unorganized Territory. Ms. Reese moved and Mr. Warren seconded. Discussion: In essence, we don't have to accept even if they vote to join. Pluses: We are currently educating 234 of them and only get partial funding. If annexed into our district, the tax rate will be affected and historically taxes would go down. Don't know how many students in the Troon area that would come to CCUSD. Benefit is assessed evaluation. Minus: Down side may be space. Don't anticipate a large influx immediately to our district because we currently have 234 of them. All students are grandfathered into their current district. Would have to offer a little more comprehensive transportation. Impact would be in the long run. Demographer states that the unorganized area may turn into 800 students down the line. Member Christensen pointed out that if the area is added to our school district, we would have to confront issue of school boundaries. Motion passed unanimously.

Motion to adjourn from the general session and go into Executive Session was made at 7:30 by Mr. Warren and seconded by Ms. Reese. Mr. Warren moved and Ms. Doche seconded to reconvene into general session at 8:30.

6.7 AD) Adjustments to Administrative and Classified Contracts – Dr. Ashby brought forward certain identified adjustments: Director of Facilities - \$76,788; Network Engineer - \$57,000; and Asst Principal of DAMS - \$72,000. Recommend Governing Board approve contracts amounts as presented. Ms. Reese moved and Mr. Warren seconded. Motion passed unanimously

**7. UPCOMING CALENDAR EVENTS** – The dates of the Superintendent Formative Assessment will be placed on the calendar. Superintendent goal setting is currently set for August 22 along with summative. The Goals will be moved to a later date in September. August 22 will be presentation of Mission, Vision, Beliefs and Goals. Based on that presentation and later adoption, the strategic planning process will be over in the fall with January the latest for a plan for the process. Member Christensen requested a copy of the proposed Mission, Vision, Beliefs and Goals statements prior to the presentation on the 22nd. All Board Members will receive advance copies. The vote on adoption will occur at the next business meeting versus the same night as presented. Items to be addressed at future meetings: high school scheduling and parking and discussion of pets on property. Mr. Warren moved and Dr. Christensen seconded to adjourn the meeting at 8:43 p.m. Motion passed unanimously.

## 8. ADJOURNMENT

Dated this 8<sup>th</sup> Day of August 2006

By Linda Schaner

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