

Mingus Union High School District # 4

MEETING AGENDA OF THE GOVERNING BOARD

Thursday, October 10, 2013

Time: 6:30 PM

Place: Mingus Union High School Cafeteria

Members of the Board

Mr. James Ledbetter

Mrs. Anita Glazar

Mr. Anthony Lozano

Dr. Robb Williams

Mrs. Brenda Zenan

The Governing Board reserves the right to go into Executive Session intermittently throughout the meeting for discussion and consultation for legal advice regarding any of the agenda items. (A.R.S. § 38-431.03(A)(3)). The Board may also go into Executive Session to discuss personnel matters (A.R.S. §38-431.03(A)(1)) and records, such as student discipline matters which are exempt by law from public inspection (A.R.S. §38-431.03(A)(2)). The Board may also go into Executive Session for legal advice and consultation regarding contract negotiations, settlement discussions and pending or contemplated litigation. (A.R.S. §38-431.03(A)(4)).

Though infrequent, the Board may also go into Executive Session for discussions with designated representatives regarding negotiations with employee organizations regarding salaries or compensation of employees of the public body (A.R.S. §38-431.03(A)(5)), discussions with designated representatives regarding real property negotiations (A.R.S. §38-431.03(A)(7)), and international and interstate negotiations (A.R.S. §38-431.03(A)(6)).

Additional information or documentation regarding Public Agenda Items may be available for the public to review in the Office of the Superintendent.

The District endeavors to make all public meetings accessible to persons with disabilities. With 48 hours advance notice, special assistance can also be provided for sight and/or hearing impaired persons at public meetings. Please call (928) 634-8901 to request an accommodation.

Spanish Translation is available.

Members of the Governing Board will attend either in person or by telephone conference call. The Board reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specific time.

AGENDA

I. OPENING

I. 1. **Call to Order**

I. 2. **Adoption of Agenda**

I. 3. **Pledge of Allegiance**

I. 3. 1. **Moment of Silence**

I. 4. **Board Meeting Minutes Not Previously Approved**

I. 4. 1. **Regular Meetings**

September 12, 2013

I. 4. 2. **Study Session**

September 12, 2013

I. 4. 3. **Executive Session**

September 12, 2013

October 3, 2013

I. 5. Information Only Items

(Items to be heard only; the Board will not propose, discuss, or take legal action during the meeting unless the specific matter is properly noticed for legal action.)

I. 5. 1. Summary of Current Events

I. 5. 1. 1. Superintendent's Report

Weekly Updates

Update on Shared Services

I. 5. 1. 2. Principal's Report

I. 5. 1. 3. Student Recognition

September Rotary Student of the Month - Paige Bloniarz

Female Athlete for the Month of September - Laura Wylie

Male Athlete for the Month of September - Brennan Kitchen

Pursuing Victory With Honor Award/September - Sarah Ortiz

Student Artist for the month of September - Gus Lindley

I. 5. 1. 4. Staff Showcase

Jeff Wood - Digital Media Classroom Showcase

The Board will visit the digital media classroom (#410) for the program showcase.

I. 5. 1. 5. Financial Report

Technology Update

Budget Balance Report

Funding Commitment Letter

I. 6. Public Comments

(members of the Governing Board shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action)

II. ACTION ITEMS - CONSENT

(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.)

II. 1. Approval of Routine Vouchers

II. 1. 1. Expense

#1006 - \$100,831.84

#1007 - \$234,288.84

II. 1. 2. Payroll

#7 - \$234,288.84

#8 - \$ 1,175.00

#9 - \$233,587.98

#10 - \$ 1,563.98

#11 - \$229,626.60

II. 1. 3. Bookstore Activity

Ratification of Payments

II. 2. Personnel

II. 2. 1. Certified Staff

II. 2. 1. 1. Extra Duty Contracts

Sara Cesena - Teacher for Spanish Online

II. 2. 1. 2. Athletics

Calvin Behlow - Head Boy's Soccer Coach

Brian Tankersley - Assistant Boy's Soccer Coach

II. 2. 2. Support Staff

II. 2. 2. 1. New Hire

Joanne Julian - Bus Driver

Daniel Fradenburg - Special Education Instructional Aide

Michael DiQuattro - Auto Classroom Aide

II. 2. 2. 2. Resignations

Jody Oehler - Special Education Instructional Aide, Self-Contained

II. 3. Field Trips Travel Requests

The Board will consider an out-of-state field trip request to Huntington Library/ Norton Simon Museum in California on October 25-27, 2013.

II. 4. Approval of Policy Changes (second readings)

The Board will consider approving policy changes. The first readings of these policy changes were completed at the August 8, 2013 Board meeting, at which time related regulation and exhibit changes were presented.

II. 4. 1. Second Reading of Proposed Board Policy Changes in Section B - School Board Governance and Operations

The Board will discuss proposed changes to Governing Board Policies in Section B - School Board Governance and Operations.

II. 4. 1. 1. Policy BEDB - Agenda

A change is suggested in BEDB which is a template for board agendas. This change separates current event summaries which are statutorily authorized under 38-431.02K and substantive reports which are normally given by the superintendent or a member or his or her staff. These substantive reports must contain such information on that agenda as to inform the public of the matters to be discussed. These reports are to be contrasted with the current event summaries authorized by statute which allow the chief administrator or a board member to give a summary of current events so long as 1) the summary is on the agenda and 2) there is no board discussion or action taken regarding any matter not listed on the agenda.

II. 4. 2. Second Reading of Proposed Board Policy Changes in Section C - General School Administration

The Board will discuss proposed changes to Governing Board Policies in Section C - General School Administration.

II. 4. 2. 1. Policy CBCA - Delegated Authority

Policy CBCA is adjusted to account for the passage of HB2500. In the recent adjustments to GCO and GCO-RA, this cross-referenced was missed. This is a critical change since, without the change, an internal conflict with GCO-RA would exist. This reflects a change in the number of days in which the Superintendent must report the issuance of notices of inadequate classroom performance from five to ten days.

II. 4. 2. 2. Policy CBI - Evaluation of Superintendent

Policy CBI is adjusted following the passage of HB2611 which addresses renegotiation of superintendent's contract and when this may occur. The new language is intended to deal with the superintendent who does not begin work for the district on July 1.

II. 4. 2. 3. Policy CM - School District Annual Report

HB2496 gives school districts that are assigned letter a letter grade of A in at least two of the last three years under the state's accountability system, the opportunity to petition the State Board of Education for exemption of applicability of state statutes and rules (these are not specified in the law).

II. 4. 3. **Second Reading of Proposed Board Policy Changes in Section D - Fiscal Management**

The Board will discuss proposed changes to Governing Board Policies in Section D - Fiscal Management.

II. 4. 3. 1. **Policy DJE, Regulation DJE-R and Exhibit DJE-E - Bidding/Purchasing Procedures**

Statutory requirements relating to ensuring that districts not contract with businesses with scrutinized operations in Sudan/Iran (found in A.R.S. 35-397) expired and therefore references have been removed in Policy DJE and Exhibit DJE-E. In Policy DJE and Regulation DJE-R, the state bidding limit has been changed from \$50,000 to \$100,000.

II. 4. 4. **Second Reading of Proposed Board Policy Changes in Section E - Support Services**

The Board will discuss proposed changes to Governing Board Policies in Section E - Support Services.

II. 4. 4. 1. **Policy EBAA - Reporting of Hazards/Warning Systems**

SB1290 made several changes to the Office of Pest Control within Arizona State Government. While the legislation did not make a substantive change for schools, passage of the law made it clearer that applicators of pest control products in schools must be certified (previously the term was "licensed"). EBAA is revised to reflect this.

II. 4. 4. 2. **Policy EBBB - Accident Reports**

EBBB is recommended for change simply for clarification of timeliness of reporting injury accidents; it is not a substantive change.

II. 4. 4. 3. **Policy EBC - Emergencies**

SB 1324 specifically exempts and makes confidential emergency response plans (ERP) as they are part of "critical infrastructure information." The ERP is exempted from public records requests.

II. 4. 5. **Second Reading of Proposed Board Policy Changes in Section G - Personnel**

The Board will discuss proposed changes to Governing Board Policies in Section G - Personnel.

II. 4. 5. 1. **Policy GBI - Staff Participation in Political Activities**

HB2156 revises A.R.S. 15-511 to prohibit the rental of school facilities by a private person or group with the intent of influencing the outcome of an election during the same time and at the same place as a district sponsored forum on candidates or issues. The legislation also increased the penalties for violation of 15-511 from \$500 fine per violation to \$5000 fine per violation (plus reimbursement of the value of the school resource expended).

II. 4. 5. 2. **Policy GCFC - Professional Staff Certification and Credentialing Requirements**

HB2317 was passed to clarify that an expired fingerprint clearance card could be used to satisfy statutory requirements for an applicant if an affidavit has been signed by the applicant stating both that the applicant:

- a) has submitted a completed application to DPS for a new card within 90 days before the expiration date of the current card; and
- b) is not awaiting trial on and has not been convicted of a criminal offense that would make him or her ineligible for a card.

II. 4. 6. **Second Reading of Proposed Board Policy Changes in Section I - Instructional Programs**

The Board will discuss proposed changes to Governing Board Policies in Section I - Instructional Programs.

II. 4. 6. 1. Policy IMG - Animals in Schools

The changes to IMG reflect the passage of HB2401 defining “service animal” for the purposes of exempting service animals to policies prohibiting animals in certain school settings. These changes to statute mirror requirements under the federal Americans with Disabilities Act of 2010 and regulations implementing this law.

II. 4. 7. Second Reading of Proposed Board Policy Changes in Section J - Students

The Board will discuss proposed changes to Governing Board Policies in Section J - Students

II. 4. 7. 1. Policy JLF and Regulation JLF-R - Reporting Child Abuse/Child Protections

Statute requires a mandatory reporter who reasonably believes a minor is or has been the victim of certain instances of child abuse, such as a reportable offence, to immediately report or cause reports of the information to be made to a peace officer or to Child Protective Services. An individual who does not have care, custody or control of the minor is required to report the information to a peace officer. This has resulted in reporting of all incidents in which a student shows signs of an injury – even if that injury was created by student to student contact of either an intentional or unintentional nature. A.R.S. 13-3620(B) was revised to exempt certain incidents with minors on the playground from duty to report abuse requirements. Under the revised law and JLF, a mandatory reporter is not required to report or cause reports to be made if all of the following apply: the minor is of elementary school age; the physical injury occurs in the course of typical playground activity during a school day on the premises of the school that the minor attends; the physical injury is reported to the legal guardian of the minor; and the school maintains a written record of the incident.

II. 4. 7. 2. Policy JLCD and Regulation JLCD-R - Medicines/Administering Medicines to Students

SB1421 requires school districts and charter schools to stock two juvenile doses and two adult doses of auto-injectable epinephrine at each school if the Legislature appropriates sufficient funding and establishes policies, procedures and training requirements for auto-injectable epinephrine in schools. The training requirements also are optional in years where the Legislature has not appropriated sufficient funds for the doses of epinephrine required by law. The new law also provides that a school district or charter school employee, who is properly trained to administer or assist in administering auto-injectable epinephrine, to administer such medicine to a student or adult whom the employee believes in good faith is showing signs of anaphylactic shock while at school or a school-sponsored activity. In addition, HB2042 requires, if a school district or charter school governing board has adopted policies and procedures relating to diabetes management, the policies and procedures must include a requirement that any medication administration services specified in the child’s diabetes medical management plan must be provided. Nurses are added to the health professionals that can train voluntary diabetes care assistants.

II. 4. 8. Second Reading of Proposed Board Policy Changes in Section K - School - Community Relations

The Board will discuss proposed changes to Governing Board Policies in Section K - School - Community Relations.

II. 4. 8. 1. Policy KHA - Public Solicitations in Schools

A prohibition on sending text messages for solicitation purposes was added to A.R.S.

II. 4. 9. **Second Reading of Proposed Board Policy Changes Related to Smoking (Sections G, J and K)**

The Board will discuss proposed changes to Governing Board Policies related to smoking, in Section G - Personnel, Section J - Students, and Section K - School - Community Relations.

II. 4. 9. 1. **Policy GBED – Smoking By Staff Members, Policy JICG – Tobacco Use By Students, and Policy KFAA – Smoking On School Premises At Public Functions**

Three policies are adjusted because of concerns that vaporizing tobacco devices, or “e-cigarettes” are not covered under existing policies and law. ASBA Policy Services believes that such devices are prohibited under current law but amends our policy models in this area to make such prohibition clear.

II. 5. **Ratification of Long Term Suspension for Student #103212**

In an executive session on October 3, 2013 the recommendation of a quorum of the Board is to issue a long term suspension for Student #103212 for the remainder of the school year BUT have the suspension suspended as long as the student meets specific criteria for attendance, conduct, and academic performance. Failure of the student to meet that criteria will immediately reinstate the suspension.

II. 6. **Ratification of Expulsion for Student #103828**

In an executive session on October 3, 2013 the recommendation of a quorum of the Board is to invoke an expulsion for Student #103828.

III. **ACTION ITEMS - DISTRICT BUSINESS**

III. 1. **Superintendent's Evaluation**

The Board will discuss and may take action regarding the Superintendent's evaluation and a determination if performance pay has been earned pursuant to the terms and conditions of the Superintendent's employment contract.

III. 2. **Annual Financial Report**

The Board will discuss and possibly take action on the District's Annual Financial Report (AFR).

III. 3. **Proclamation - National Kids At Hope Day**

The Board will consider a proclamation supporting National Kids at Hope Day (November 13, 2013).

IV. **INFORMATION AND DISCUSSION ITEMS**

(Matters about which the Board may engage in discussion but will take no action during the meeting)

IV. 1. **First Reading of Proposed Board Policy Changes in Section G - Personnel**

The Board will discuss proposed changes to Governing Board Policies related to support staff workload, in Section G - Personnel.

IV. 1. 1. **Policy GDL - Support Staff Workload**

The District's practice has been to define the payroll week from Sunday to Saturday. However, it was discovered that Board Policy GDL defines the workweek from Wednesday to Thursday. Administration is recommending revising the policy to align with practices related to payroll.

IV. 2. **First Reading of Proposed Board Policy Changes in Section B - School Board Governance and Operations**

IV. 2. 1. **Policy BE - School Board Meetings**

The Board will discuss and may propose changes to Governing Board Policy BE - School Board Meetings, related to the Regular Board Meeting dates.

IV. 3. **Process for Future Salary and Benefits Discussion**

The Board will discuss and may provide guidance for administration regarding a process for future salary and benefits discussions with employee groups.

V. INFORMATION ITEMS

(The Board will not propose, discuss, or take legal action during the meeting)

V. 1. Requests for future agenda items

VI. ADJOURNMENT