

CASA GRANDE ELEMENTARY SCHOOLS

220 West Kortsen Road
Casa Grande, Arizona

The Governing Board of the Casa Grande Elementary School District No. 4 met Tuesday, April 13, 2021, at 6:00 p.m., in the Governing Board Room, Elementary Administration Building, 220 West Kortsen Road, Casa Grande, Arizona.

1.01 Call to Order:

Mr. Mendez called the meeting to order at 6:01 p.m.

1.02 Roll Call:

Present:

Jerry Stabley
Adelphia Sisson
Gilberto Mendez, President
*Thomas Ramsdell
Blanca Varela

*arrived at 6:02

JoEtta Gonzales, Ed.D., Superintendent
Tom Wohlleber, Chief Financial Officer
Lisa Bradshaw, Director
Jennifer McClintic, Director
Joseph Leon, Director
Andrea Baker, Director
Robert Quiñones, Director
Stacy Howell, Director
Mike Cruz, Communications & Marketing
Sherrie Gill, Executive Assistant

Also Present:
See Exhibit 1

Reporter: Gabrielle Olivera
Casa Grande Dispatch

Celie Downey-Foye, Principal
Rebecca Romo, Principal

Robin Rosales, Principal

1.04 Mr. Stabley led the Pledge of Allegiance.

1.05 A moment of silence was observed.

2.01 Agenda Adoption:

Mr. Stabley moved that:

"The agenda be accepted and adopted, as presented."

Mrs. Sisson seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Tom Ramsdell	X	
Gilberto Mendez	X	
Adelphia Sisson	X	
Jerry Stabley	X	
Blanca Varela	X	

3.01 Mr. Mendez called for objections from Board members, staff, and the public regarding consent agenda items.

Mr. Stabley asked that items 3.04 and 3.23 be removed from the consent agenda.

Mr. Stabley moved that:

"The agenda items marked with an asterisk be approved and/or ratified with the exception of items 3.04 and 3.23."

Mr. Ramsdell seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Tom Ramsdell	X	
Gilberto Mendez	X	
Adelphia Sisson	X	
Jerry Stabley	X	
Blanca Varela	X	

*3.02 The minutes of the March 9, 2021 Regular Meeting were approved by the Governing Board.

*3.03 The following certified personnel actions were approved/ratified by the Governing Board:

Authorization to Employ Content Recovery and Student Success Skills Teacher

Transfer from ELD Teacher to Counselor at Villago – Bibiana Haro-Pantoja effective 3/29/2021.

Authorization to Release Certified Teacher from Contract – Jessica Roxby, 8th grade math, Cactus, effective 3/12/2021; Crystal Melecio, 1st grade, Evergreen, effective 5/20/2021.

Approval of Employment Contractual Templates, FY 2021-22 – Special Services Contract for Psychologists, Occupational Therapists, and District Coordinators;

Teacher on Assignment Contract for TOAs and Counselors; Administrator Contract for Assistant Principals. These contracts will list the total number of work days required due to the change in the 2021-22 school calendar.

Authorization to Establish/Approval to Issue a Stipend for Lead Psychologist - \$2,000 annual stipend

Reclassification of Assistant Principal to TOA at McCartney Ranch Elementary – Pay will remain the same should the current Assistant Principal return for the 2021-2022 SY, for the 2022-2023 SY rate of pay will return to the TOA salary schedule. If the current Assistant Principal leaves CGESD for the 2021-2022 SY, the rate of pay will return to the TOA salary schedule.

Site Leadership Teams – Adjustments to Allocated Members and Stipend Amount – Leadership teams will increase from 6 paid members to 8 paid members, and the stipend will increase from \$480 to \$600.

Ratification of Certified Personnel Resignations, 2020-21:

Employee	Position	Campus/Dept.	Effective
Althoff, Dave	8th Mathematics	Villago	5/20/2021
Andres, Janilyn	School Counselor	McCartney Ranch	5/24/2021
Bowman, Stephanie	Special Education	Ironwood	5/20/2021
Clemons, Mercedes	6th-8th	Villago	5/20/2021
Diaz, Sunshine	6th-8th Digital Writing	Villago	5/20/2021
Escalante, Lori	Nurse	Palo Verde	5/20/2021
Hammons, April	Kindergarten	Desert Willow	5/20/2021
Hendrickson, Maggie	Computer	Cactus	5/20/2021
Kinnard, Taylor	3rd Grade	CGOLA	5/20/2021
Lucas, Jeanie	Language Arts	Cactus	4/7/2021
Melecio, Crystal	1st Grade	Evergreen	5/20/2021
Petrie, Meagan	Physical Education	CGMS	5/20/2021
Roxby, Jessica	8th grade math	Cactus	3/12/2021
Taylor, Corina	6th Language Arts	Villago	5/20/2021
Vandenhoeck, Brigitta	6-8 ELL	CGMS	5/20/2021
Verger, Adrianna	1st Grade	Cholla	5/20/2021
Waller, Katie	Band	Villago	5/20/2021
Webb, Lauren	K-5 Resource	Evergreen	5/20/2021

Ratification of Certified Personnel Reclassification, 2020-21:

Employee	New Position	Campus/Dept.
Correa, Consuelo	6-8 ELd	Villago
Haro, Bibiana	School Counselor	Villago

3.04 Classified Personnel

Mr. Stably wanted to congratulate staff on the Grow Your Own Program. He thinks the program is very well thought out and brings challenges to our employees.

The following classified personnel actions were approved/ratified by the Governing Board:

Ratification of Effective date for Reclassification of TAES Administrative Assistant to TAES Coordinator – The effective date of this reclassification should be March 10, 2021.

Ratification to Increase Health Tech Hours – The effective date was incorrect on the March 2021 Board agenda. The effective date should be March 1, 2021.

Authorization of Restructuring Plan for Business, Finance & Operations – After an extensive search was conducted to replace the District Chief Finance and Operations Officer, the decision was made to restructure, and in the process, ‘grown our own’ leaders in this area. Joseph Leon and Aaron Whittle will share the responsibilities of leading this work and this subsequent extended department. They will report directly to the Superintendent. David Lawrence, Director of Facility Services will report to the Superintendent and assume greater responsibilities in areas related to capital planning. Jan Draper will be reassigned to Director of Assessment and Auxiliary Services, and in this role the Directors of Transportation Services and Nutrition Services will now report to her. The total cost to restructure will not exceed \$10,000.

Authorization to Reclassify Office Specialist – Nutrition Services to Accounting and Nutrition Specialist – The Nutrition Services Office Specialist has assumed the duties of recently resigned Nutrition Specialist and Accounting Specialist since March 22, 2021. The new role of Nutrition and Accounting Specialist will be a 12-month position, at pay grade 113, 8 hours per day, retroactive to March 22, 2021.

Reclassification of Accounting Assistant to Accounting Specialist – Position/Property Control – This position is being reclassified in an effort to bring in a more qualified candidate, that will assume the added duties of position and property controls for the district.

Request to Extend Leave of Absence – Savannah Cantu requests to extend her leave of absence through May 20, 2021 to allow her to secure employment with CGESD for the 21-22 school year.

Ratification of Classified Personnel Resignations:

Employee	Position	Campus/Dept.	Effective
Bazzoli, Bonita	Education Assistant-Special Education	Ironwood	5/20/2021
Branum, Stefanie	Associate Instructor	McCartney	5/20/2021
Cocova, Mariah	Education Specialist-Inclusive Education	Mesquite	4/2/2021
Coopple, Robert	Campus Monitor	CGMS	3/19/2021
Davis, Judith	Day Assistant	Evergreen	3/5/2021
Dodson, Robert	Bus Driver	Transportation	3/29/2021
Faulstick, Yvonne	Bus Driver	Transportation	5/20/2021
Garcia, Louis	Custodian-Midday-ECLC/McCartney	Facilities	3/17/2021
Gastelum Mendoza, Abigail	Bus Driver	Transportation	3/22/2021

Goff, Katherine	Crossing Guard	Cottonwood	3/31/2021
Johnson, Susan	Bus Driver	Transportation	2/26/2021
Macias, Alicia	Accounting Assistant	Nutrition Services	3/12/2021
Martinez, Mirna	Bus Driver	Transportation	5/20/2021
Mendoza, Abigail	Bus Driver	Transportation	3/22/2021
Montiel, Joseph	Cafe Site Manager	Nutrition Services	4/23/2021
Perry, Jamie	Early Education Assistant	ECLC	4/2/2021
Richarte, Rayshel	Day Assistant	CGMS	3/23/2021
Rodriguez, Annalisa	Day Assistant	Cactus	3/24/2021
Sosa, Jose	Noon Assistant	Mesquite	4/9/2021
Stephens, Colleen	Bus Driver	Transportation	12/21/2021
Virgen, Rosa	Cafe Cook	Nutrition Services	3/14/2021

Ratification of Classified Personnel Employment:

Employee	Position	Campus/Dept.
Garcia, Louis	Custodian-Midday-ECLC/McCartney	Facilities
Granado, Ofelia	Custodian	Facilities
Manzanarez, Mayra	Early Education Assistant	ECLC
Martinez, Geronimo	Skilled Maintenance Specialist-Structural Journeyman	Facilities
Newcomb, Nathaniel	Payroll Coordinator	Financial Services
Rodman, Lori	Education Specialist-Inclusive Education	Cholla

Ratification of Reclassification of Classified Personnel:

Employee	New Position	Campus/Dept.
Decker, Sharon	Education Specialist-Inclusive Education	ECLC
Kading, Chelsey	Education Assistant/Crossing Guard	McCartney Ranch
Mercado, Rene	Early Education Assistant	ECLC
Montijo, Marissa	Campus Monitor	Villago
Mumme, Kerri	Transportation Training/Referral Coor.	Transportation

Mr. Stabley moved to:

"Approve the Superintendent's recommendations with regard to classified personnel."

Mrs. Sisson seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Tom Ramsdell	X	
Gilberto Mendez	X	
Adelphia Sisson	X	
Jerry Stabley	X	
Blanca Varela	X	

*3.05 The student activities report for March, 2021, had been provided to the Board prior to the meeting.

- *3.06 The financial report for March, 2021 had been provided to the Board prior to the meeting.
- *3.07 The vehicle inventory report for March, 2021 had been provided in the Board's information.
- *3.08 The vehicle maintenance report for March, 2021 had been provided in the Board's information.
- *3.09 The weekly enrollment summaries for March 10, March 24, March 31 and April 7, 2021 had been provided to Board members prior to the meeting.
- *3.10 The vouchers presented at the meeting were approved by the Governing Board.
- *3.11 A copy of the Memorandum of Understanding (MOU) between Horizon Health and Wellness, Inc. and Casa Grande Elementary School District was included in the Board's information. The Governing Board approved a MOU with Horizon Health and Wellness, Inc. at the September 8, 2020 Board meeting for the provision of services to Cholla Elementary School students. This amended MOU expands services and support to all CGESD schools. The Governing Board approved the amended MOU with Horizon Health and Wellness, Inc., as proposed.
- *3.12 A copy of the 2022-2023 school calendar was included in the Board's information. The previously adopted version of the calendar was missing an early release date on January 4, 2023. The Board adopted the revised 2022-2023 school calendar as proposed.
- *3.13 It is requested that supervisors be granted permission to oversee the creation and execution of 40-hour work schedules for employees. District buildings will be closed each Friday beginning the week of May 24 through July 2, 2021. The Board approved the summer work hours for implementation during Summer 2021.
- *3.14 Information regarding the Transwestern Pipeline litigation and judgement was provided to Board members prior to the meeting. The Governing Board moved to respectfully request that the Superintendent of Public Instruction direct the staff of the Arizona Department of Education for a "recalculation of state aid" for our school district as a result of the Transwestern Pipeline litigation and judgment and provide the appropriate reimbursement as outlined in A.R.S. 15-915(B).
- *3.15 First Reading, Revision of Policy JFB-Open Enrollment-As this was a first reading, no action was required by the Governing Board.
- *3.16 Revision of Exhibit JFABD-EB-Admission of Homeless Students – Revisions to Exhibits do not require Governing Board approval. This was presented for information only.

- *3.17 Revision of Exhibits JK-EA, JK-EB-Student Discipline – Revisions to Exhibits do not require Governing Board approval. This was presented for information only.
- *3.18 Revision of Regulation JK-R-Student Discipline – Revisions to Regulations do not require Governing Board approval. This was presented for information only.
- *3.19 First Reading, Revision of Policy JICH-Drug and Alcohol Use by Students – As this was a first reading, no action was required by the Governing Board.
- *3.20 Revision of Regulation JICH-R-Drug and Alcohol Use by Students – Revisions to Regulations do not require Governing Board approval. This was presented for information only.
- *3.21 First Reading, Revision of Policy JICG-Tobacco Use by Students – As this was a first reading, no action was required by the Governing Board.
- *3.22 Information regarding new elective courses for Villago and Cactus Middle School was provided to Board members prior to the meeting. The Governing Board approved the elective course titled, “College & Career Readiness Planning” at Villago Middle School; and, “21st Century Skills Through Gaming” at Cactus Middle School.
- 3.23 A memorandum from Mr. Wohlleber regarding Award of RFP for Pharmacy Benefits Management Services was provided prior to the meeting. Mr. Stabley wanted to comment that the district will be saving 1/3 of our cost from our current contract. He thanked the purchasing team and complimented them on a job well done. The Governing Board authorized the award of RFP #189-1521 for pharmacy benefits management services to CVS Pharmacy, Inc. for the 2021-22 school year contingent to approval by the Employee Benefit Trust.

Mr. Stabley moved to:

"Approve RFP for Pharmacy Benefits Management Services."

Mrs. Sisson seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Tom Ramsdell	X	
Gilberto Mendez	X	
Adelphia Sisson	X	
Jerry Stabley	X	
Blanca Varela	X	

- *3.24 A memorandum from Mr. Wohlleber regarding Award of RFP for Basic Life & AD&D and Optional Life & AD&D Insurance was provided prior to the meeting. The Governing Board authorized the award of RFP #190-1521 for Basic Life & AD&D and optional Life & AD&D insurance to Minnesota Life for the 2021-22 school year contingent to approval by the Employee Benefit Trust.
- *3.25 A memorandum from Mr. Wohlleber regarding Sole Source Authorization – PowerSchool Group, LLC was provided prior to the meeting. The Governing Board authorized PowerSchool Group, LLC as a sole source for the student information system and related modules as recommended.
- *3.26 The Governing Board approved the use of Elementary and Secondary School Emergency Relief Funds (ESSER) to supplement the Title I funding that has been budgeted for Extra Duty Extra Pay (EDEP) for 3 weeks of summer programming during the summer of 2021 and one week during both of the two-week breaks (Fall and Spring Break). The hard to fill rate will be \$50/hr, \$25 of which will be Title I funded.
- *3.27 The Governing Board accepted the 2019-2020 Comprehensive Annual Financial Report (CAFR).
- *3.28 The Governing Board approved the extension of employee COVID-19 related leave through June 30, 2021, as presented.

4.01 Call to the Public

There were no requests from the public.

5.01 The Superintendent recommended the Board accept the following donations:

Mrs. Sarah Taylor, Cholla, had a Donors Choose project funded in the amount of \$225.64. The project will purchase hands-on materials so her students can continue to learn while staying safe and having their own supplies.

First Presbyterian Church donated various school supplies to Cottonwood valued at \$675.00

Mrs. Deb Kline, Evergreen, had a Donors Choose project funded in the amount of \$172.64. The project will give her students a better on-line learning experience by providing Mrs. Kline with a second screen to see her students and their work.

Colonel Jim Hill donated \$350.76 worth of school uniforms to Palo Verde.

Mrs. Guadalupe Rodriguez, Saguaro, had a Donors Choose project funded in the amount of \$951.68. The project will purchase reading books about social emotional skills for the classroom.

Marshall's of Casa Grande donated 500 cloth face masks and 50 hand sanitizers to Saguaro.

Mrs. Sisson moved that:

“The donations be accepted, as read.”

Mr. Stabley seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Tom Ramsdell	X	
Gilberto Mendez	X	
Adelphia Sisson	X	
Jerry Stabley	X	
Blanca Varela	X	

- 5.02 A copy of the 2021-22 Budget Planning Update was provided to Board members prior to the meeting. Mr. Wohlleber presented the changes to the 2021-2022 Budget Development Update. In developing the 2021-22 budget, the District will need to account for or back-fill for on-going (recurring) M & O expenditures that were transferred to other funding sources (federal grants or district cash-controlled funds), recurring operational expenditures that realized savings in FY21 due to the pandemic (i.e. substitutes, fuel, unfilled staff positions) and use of budget balance carry-forward. It is estimated that these on-going or recurring expenditures to be addressed total approximately \$4 million at this time.
- 5.03 A copy of Teacher-On-Assignment (TOA) Tiered Expectations and Support Plan was provided to Board members prior to the meeting. Mr. Quinones presented the new expectations and potential support stipends for the TOA position. It is imperative that we are clear and intentional about our developmental plans along with the requirements/expectations of those filling this role.

Mr. Stabley moved to:

“Approve the TOA tiered support, expectations and stipend program, as proposed.”

Mr. Ramsdell seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Tom Ramsdell	X	
Gilberto Mendez	X	
Adelphia Sisson	X	
Jerry Stabley	X	
Blanca Varela	X	

5.04 A memorandum from Ms. Baker and Mrs. Draper regarding Adoption of K-8 Music Programming was provided to Board members prior to the meeting. The administration recommends the adoption of the Quaver program for our general music instructional program, and Music First for our band instructional program. In accordance with Governing Board Policy IJJ, the digital program materials have been on display on our district website for 60 days.

Mrs. Sutera and Mrs. Moore gave more detailed information about the two programs and answered Board member questions.

Mrs. Varela moved to:

“Adopt Quaver and Music First for 5 years, at a cost of no more than \$72,287.”

Mrs. Sisson seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Tom Ramsdell	X	
Gilberto Mendez	X	
Adelphia Sisson	X	
Jerry Stabley	X	
Blanca Varela	X	

5.05 Mr. Quinones presented the plans for a summer Leadership Retreat for all academic and non-academic leaders. The retreat will focus on skill development; knowledge expansion; and team connections through a facilitated book study, The Speed of Trust; concentrated data support with task analysis and planning; and organized team building activities. The retreat will be funded with grant and district funds.

Mr. Mendez noted that typically government bodies shy away from retreats, but his philosophy is that we need retreats and is 100% in favor.

Mr. Ramsdell asked if the district would like to see more be able to attend. Mr. Quinones said that 56 is the target group.

Mrs. Sisson moved to:

“Approve the planned summer leadership retreat as presented.”

Mr. Ramsdell seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Tom Ramsdell	X	
Gilberto Mendez	X	
Adelphia Sisson	X	
Jerry Stabley	X	
Blanca Varela	X	

6.01 The next regular meeting will be held on Tuesday, May 11, 2021, at 6:00 p.m.

7.01 Superintendent’s Report

Yesterday, Board members received a text message from Dr. Gonzales about the HVAC systems not working at Palo Verde. Students were able to be relocated within Palo Verde. Today only three classrooms in the school had A/C. Students were relocated to Mesquite and Evergreen. The transition was flawless. Tomorrow will follow the same plan as today.

Next week is Week of the Young Child. ECLC, Evergreen and Cholla have great events planned.

Joseph Leon and Aaron Whittle have been reassigned as School Finance Officers. They both have incredible spirit and a willing to learning everything they need to learn.

Jan Draper has been reassigned as the Director of Assessment and Auxiliary Services.

Last Friday we did a Governing Board Policy Review. There will be lots of policies coming up for tweaking.

The current COVID count is 8, mostly adults.

Every certificated administrator serves as a substitute teacher at least times a year. This gives credibility with teachers and gives perspective of what is going on in the classroom. Next year we will be extending to non-certificated employees.

8. Executive Session:

8.01 Motion to Adjourn to Executive Session

Mr. Stabley moved to:

“Adjourn to Executive Session pursuant to A.R.S. §38-431.03.”

Mrs. Sisson seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Tom Ramsdell	X	
Gilberto Mendez	X	
Adelphia Sisson	X	
Jerry Stabley	X	
Blanca Varela	X	

The meeting was closed to the public at 7:33 p.m.

At the conclusion of the executive session, the open meeting was reconvened at 8:40 p.m.

9.01 Mr. Mendez adjourned the meeting at 8:41 p.m.

Respectfully submitted,

Date Approved: 05/11/2021

President