

# 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, February 14, 2023, 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:

Mrs. Varela called the meeting to order at 6:00 p.m.

## 1.02 Roll Call:

Present:

Blanca Varela, President Pro Tem  
Adelphia Sisson  
Mike Cruz  
Lorenza Martinez

Adam Leckie, Ed.D., Superintendent  
Nicole Wheatcroft, CFO  
Jennifer McClintic, Director  
Stacy Howell, Director  
Robert Quiñones, Director

Absent:

Jerry Stabley, President

Jan Draper, Director  
Sherrie Gill, Executive Assistant

Also Present:  
See Exhibit 1

Barbara Wright, Principal  
Julie Holdsworth, Principal

Samantha Sarnowski, Principal  
Lisa Dempsey, Director

1.03 Mr. Cruz led the Pledge of Allegiance. A moment of silence was observed.

## 2.01 Agenda Adoption:

Mrs. Sisson moved that:

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

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

<b>Board member</b>	<b>In Favor</b>	<b>Against</b>
Mike Cruz	X	
Lorenza Martinez	X	
Adelphia Sisson	X	
Jerry Stabley	absent	
Blanca Varela	X	

**3. Awards, Recognitions, Celebrations**

3.01 Dr. Leckie recognized Juliean Galvan, Yzela Guanajuato and Jacob Alston as Rotary students of the month.

3.02 Dr. Leckie recognized Making Your Mark! recipient Diana Limon.

Dr. Leckie also recognized Julie Holdsworth as she has formally announced her retirement as of June 30, 2023. Mr. Quinones read some remarks highlighting Ms. Holdsworth’s career in the district and how she has influenced the lives of so many students, parents and colleagues.

**4.01 Call to the Public**

There were no requests to speak.

5.01 Mrs. Varela called for objections from Board members, staff, and the public regarding consent agenda items.

Mrs. Martinez asked that item 5.17 be removed from consent. Mr. Cruz asked to remove item 5.03 from consent.

Mr. Cruz moved that:

"The agenda items marked with an asterisk, with the exception of items 5.03 and 5.17, be approved and/or ratified."

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

<b>Board member</b>	<b>In Favor</b>	<b>Against</b>
Mike Cruz	X	
Lorenza Martinez	X	
Adelphia Sisson	X	
Jerry Stabley	absent	
Blanca Varela	X	

\*5.02 The minutes of the January 10, 2023 Regular Meeting and January 5, 2023 Executive Meeting were approved by the Governing Board.

5.03 District Administration Change – Elimination of Coordinator, Creation of District Specialist, School Implementation Specialist

Mr. Cruz asked for clarification of the organization and compensation for the elimination of coordinators. Mrs. Draper and Mr. Quiñones addressed his questions. Compensation will be based on certification and years of experience. District specialists will report to District directors; School Implementation Specialists will be the intermediary between schools and the district. The site principal will be included in the evaluative process.

Authorization to Issue Certified Assistant Principal and TOA Contracts, FY 2023-2024

Authorization to Issue Certified Teachers, Certified Directors, Assistant Directors, and Principals Contracts, FY 2023-2024

Approval of Employment Contractual Templates, FY 2023-2024

Approval of Principal Salary Schedule

Approval of Certified Salary Schedule

Approval of Supplemental Salary Schedule

Approval of Exempt Employees’ Salary Schedule

Elementary Administration and Leadership Change – Elimination of Teacher-On-Assignment, Creation of Elementary Assistant Principal/Dean

<b>EMPLOYMENT</b>			
<b>NAME</b>	<b>LOCATION</b>	<b>POSITION</b>	<b>EFFECTIVE</b>
Calvert, Kristen	CGMS	Teacher - Social Studies 7th	1/24/2023
<b>RECLASSIFICATION</b>			
<b>NAME</b>	<b>LOCATION</b>	<b>NEW POSITION</b>	<b>EFFECTIVE</b>
Abreu, Keea	Palo Verde	Teacher - 3rd Grade	1/3/2023
Duran, Cierra	Desert Willow	Teacher - Extended Resource	12/5/2022
Martinez, Joe	Villago	College and Career Coach	7/1/2023
Matthews, Tatum	Cholla	Teacher - 2nd Grade	1/3/2023
Nagel, Cheri	Palo Verde	Teacher - Sped Autism	12/14/2022
Perard, Katherine	Cholla	Associate Teacher	1/9/2023

<b>RESIGNATIONS</b>			
<b>NAME</b>	<b>LOCATION</b>	<b>POSITION</b>	<b>EFFECTIVE</b>
Amezquita, Maria	Mesquite	Teacher - 4th Grade	5/25/2023
Carlton, Lilianna	CGMS	Teacher - 8th Math and Creative Writing	5/25/2023
Carr, Joanna	Desert Willow	Teacher - 5th gifted	1/24/2023
Holdsworth, Julie	Mesquite	Principal	6/30/2023
Hylle, Susanne	Saguaro	Teacher - Special Education	5/12/2023
Jackson, Victoria	Cholla	Teacher - 4th Grade	5/25/2023
Love, Jessica	CGOLA	Teacher - 6-8 Science	5/25/2023
Palmer, Andrew	CGMS	Teacher - 8th Social Studies	5/25/2023
Rucker, Valencia	Saguaro	Teacher - Kindergarten	5/25/2023
Siegrist, Kieran	CGMS	Teacher - 7th Resource	5/25/2023
<b>NEW POSITIONS</b>			
<b>NAME</b>	<b>LOCATION</b>	<b>POSITION</b>	<b>EFFECTIVE</b>
District Specialist - 3 openings	DO	District Specialist	7/1/2023
School Implementation Specialist - 5 openings	TBD	School Implementation Specialist	7/1/2023
<b>ELIMINATED POSITIONS</b>			
<b>NAME</b>	<b>LOCATION</b>	<b>POSITION</b>	<b>EFFECTIVE</b>
Coordinator of Assessment & Gifted	DO	Coordinators of Assessment & Gifted	6/8/2023
Coordinator of Digital Learning	DO	Digital Learning	6/8/2023
Coordinator of District Literacy	DO	District Literacy	6/8/2023
Coordinator of Language Learning	DO	Language Learning	6/8/2023
Coordinator of Multi-Tiered System of Support	DO	Multi-Tiered System of Support	6/8/2023
Coordinator of Specialized Professional Development	DO	Specialized Professional Development	6/8/2023
Coordinator of Inclusive Teacher	DO	Inclusive Teacher	6/8/2023
District Math Coordinator	DO	District Math	6/8/2023

Mr. Cruz moved to:

"Approve the above recommendations with regard to certified personnel."

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

Board member	In Favor	Against
Mike Cruz	X	
Lorenza Martinez	X	
Adelphia Sisson	X	
Jerry Stabley	absent	
Blanca Varela	X	

**\*5.04 Classified Personnel**

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

Authorization to Renew Contracts for Classified Directors, FY 2023-2024

Authorization to Issue Classified At-Will Work Agreements, FY 2023-2024

Approval of Classified Salary Schedule

Approval of Exempt Employees' Salary Schedule

Approval of Formats for Classified Contractual Templates, FY 2023-2024

EMPLOYMENT			
NAME	LOCATION	POSITION	EFFECTIVE
Acosta-Watson, Clarissa	CGMS	Family/School Liaison	1/11/2023
Baez Martinez, Katherine	ECLC	Education Specialist - Inclusive Education	2/1/2023
Castro, Berenis	Transportation	Van Driver	1/19/2023
Diaz, Cruz	CGMS	Registration & Data Specialist	2/1/2023
Duckworth, Jennifer	Mesquite	Cafe Site Assistant Manager	2/13/2023
Gomez, Alison	Evergreen	Education Specialist - Inclusive Education	1/11/2023
Homewytewa-Antone, Amelia	Cottonwood	Digital Literacy Assistant	1/11/2023
Kennaway, Tesla	Cactus	Education Assistant - Special Education	2/8/2023
Martinez, Amanda	Villago	Campus Monitor	2/8/2023

Martinez, Jonathon	Villago	Education Specialist - Inclusive Education	1/18/2023
Mejia, Sarahi	Palo Verde	Education Specialist - Inclusive Education	2/1/2023
Montoya, Henry	Transportation	Bus Driver Trainee	2/13/2023
Nino-Downing, Maya	Villago	Education Assistant - Special Education	1/18/2023
Robles, J. Guadalupe	Facilities	Grounds & Landscape Specialist	2/8/2023
Roman, Amy	McCartney Ranch	Community Liaison Student Support Interventionist	1/24/2023
Schatz, Jennifer	Palo Verde	Office Specialist	1/18/2023
Soto-Chavez, Jesus	Facilities	Grounds & Landscape Specialist	1/11/2023
Watson, Justin	Desert Willow	Education Assistant - Student Support	2/1/2023
<b>RECLASSIFICATION</b>			
<b>NAME</b>	<b>LOCATION</b>	<b>NEW POSITION</b>	<b>EFFECTIVE</b>
Accounting Specialist	DO	Accounts Payable Specialist	2/15/2023
Accounting Specialist - Position/Property Control	DO	Accounting Specialist	7/1/2023
Alderete, Jamie	Nutrition Services	Cafe Area Supervisor	7/1/2023
Berry, Connie	Nutrition Services	Cafe Area Supervisor	7/1/2023
Branaman, Amber	Evergreen	Education Specialist - Inclusive Education	1/30/2023
Contreras, Inez	Nutrition Services	Nutrition Services Operations Manager	2/15/2022
Education Assistant - ELG	All Sites	Education Assistant - K-3 Reading	7/1/2023
Education Assistant - MOWR	All Sites	Education Assistant - K-3 Reading	7/1/2023
Hernandez, Yasmin	Transportation	Special Needs Coordinator	1/19/2023
Larange, Brandie	Transportation	Bus Driver	2/7/2023
Limon, Diana	CGMS	supplemental - Registration & Data Specialist	1/1-31/2023
Lopez, Maria	Villago	Education Specialist - Inclusive	10/3/2023
Lugo, Dee Dee	Cholla	Education Assistant - Academic Intervention	2/1/2023
Negrete, Victoria	Mesquite	Education Specialist - Kinderplus	1/23/2023
Tobin, Jitsel	Villago	Education Specialist - Inclusive	10/3/2023
Trinidad, Brenda	Palo Verde	Cafe Cook	1/30/2023
Vilchis, Cynthia	Saguaro	Associate Instructor - when needed	12/5/2022
Wall, Caryn	Nutrition Services	Cafe Area Supervisor	7/1/2023

Washington, Donna	Mesquite	Education Specialist - Library Media	1/23/2023
Woodrum, Jennifer	Transportation	Bus Driver	1/18/2023
<b>RESIGNATION</b>			
<b>NAME</b>	<b>LOCATION</b>	<b>POSITION</b>	<b>EFFECTIVE</b>
Aguilera, Roberto	Facilities	Custodian	1/19/2023
Aguirre, Heather	ECLC	Education Specialist - Early Childhood	2/3/2023
Back, Charles	Transportation	Van Driver	1/5/2023
Goins, Jodie	McCartney Ranch	Community Liaison Student Support	1/26/2023
Hale, Laura	Ironwood	Education Specialist - Inclusive Education	1/31/2023
Hernandez, Reynaldo	Transportation	Bus Driver Sub	1/17/2023
Hoyos, Ricardo	Transportation	Bus Driver	1/27/2023
Jimenez, Armondo	Transportation	Vehicle Mechanic	2/6/2023
Lamprey, Dennie	Transportation	Bus Driver	1/30/2023
Leon, Francisco	Ironwood	Day Assistant	2/8/2023
Lopez, Judy	Saguaro	Education Assistant - Special Education	5/25/2023
Reid, Stephen	Transportation	Bus Driver Trainee	1/10/2023
Vilchis, Cynthia	Saguaro	Education Asistant - MOWR	2/2/2023
Villa, Ernest	Facilities	Grounds & Landscaping Specialist	1/24/2023
Watts, Nichole	Villago	Campus Monitor	2/9/2023
Zapata, Alma	Transportation	Bus Driver Trainee	1/6/2023
<b>NEW POSITIONS</b>			
<b>NAME</b>	<b>LOCATION</b>	<b>POSITION</b>	<b>EFFECTIVE</b>
Education Assistant - ELG	Saguaro	Education Assistant - ELG	2/15/2023
Guest Teacher	Desert Willow	Guest Teacher	2/15/2022
Nutrition Services Operations Manager	Nutrition Services	Nutrition Services Operations Manager	2/15/2022
Education Assistant - Title I	Villago	Education Assistant	7/1/2023

\*5.05 Acceptance of Administrative Retirement: Julie Holdsworth, Principal, Mesquite Elementary School, effective June 30, 2023.

\*5.06 The student activities report for January, 2023, had been provided to the Board prior to the meeting.

- \*5.07 The financial report for January, 2023 had been provided to the Board prior to the meeting.
- \*5.08 The vehicle inventory report for January, 2023 had been provided in the Board's information.
- \*5.09 The vehicle maintenance report for January, 2023 had been provided in the Board's information.
- \*5.10 The weekly enrollment summaries for January 4, January 11, January 18, and January 25, 2023 had been provided to Board members prior to the meeting.
- \*5.11 The vouchers presented at the meeting were approved by the Governing Board.
- \*5.12 The following donations were accepted:

CGMS

Mrs. Rosales donated five pair of athletic shoes and a baseball glove to the PE Department, estimated value of \$200

Desert Willow

Mrs. Sanchez had a Donors Choose project funded in the amount of \$267.

Ironwood

- Mr. Jerry Boales donated school supplies.
- The Student Lighthouse Team held a donation drive for the Valley Humane Society.
- Mrs. Cordova had a Donors Choose project funded in the amount of \$524.
- Ms. Gaetani had a Donors Choose project funded in the amount of \$348.
- Ms. Cruz had a Donors Choose project funded in the amount of \$898.

Palo Verde

- Ms. Wilson had a Donors Choose project funded in the amount of \$317.
- Ms. Wilson had a Donors Choose project funded in the amount of \$243.
- Mrs. Dominguez-Kujawski had a Donors Choose project funded in the amount of \$284.
- Mrs. Strobel had a Donors Choose project funded in the amount of \$387.

- \*5.13 Second Reading, Policy Advisory 716, 722, 737-738, Exhibit JLCB-E – The Governing Board approved Policy Advisory 716, 722 and 737 as proposed.
- \*5.14 Approval of Overnight Field Trip – Information regarding an overnight field trip from the Casa Grande Middle School Wildcat Outdoor Club was provided to Board members prior to the meeting. The Governing Board authorized the field trip as proposed.



- \*5.15 First Reading, Policy IC and Exhibit JEA-E, Policy GCCG, Policy GDL – As this is a first reading, no action is required.
- \*5.16 Approval of Student Activities Clubs’ Fundraising Events – The Governing Board approved the Student Activities fundraising events as presented.
- 5.17 Authorization to Offer Agricultural Elective Courses at Casa Grande Middle School – Mrs. Martinez commended CGMS for providing this elective opportunity.

Mr. Cruz moved:

"To approve the proposed Agricultural electives class at Casa Grande Middle School."

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

Board member	In Favor	Against
Mike Cruz	X	
Lorenza Martinez	X	
Adelphia Sisson	X	
Jerry Stabley	absent	
Blanca Varela	X	

- \*5.18 A memorandum from Mr. York regarding Authorization for Fiber Optic Cabling Replacement was provided to Board members prior to the meeting. The Governing Board authorized the fiber optic cabling replacement by Logicalis in the amount not to exceed \$133,487.53 contingent on receiving E-Rate discounts for eligible services.
- \*5.19 A memorandum from Mr. York regarding Authorization for Extension of Auditing Services Contract was provided to Board members prior to the meeting. The Governing Board authorized the second extension of RFP #100-1521 to CWDL Certified Public Accounts for auditing services as recommended.
- \*5.20 Adoption of Days and Hours by Classification, FY 2023-24 – The Governing Board adopted the Days and Hours by Classification , FY 2023-24, as proposed.
- 6.01 Mr. Tom Wohlleber presented a Comprehensive School Safety update. He discussed the importance of having a comprehensive school safety plan, conducting training and routinely testing and exercising the plan. The five phases of emergency management were reviewed as well as the critical components of a safety plan.

Mr. Wohlleber provided information regarding the current and in-progress CGESD safety and security initiatives as well as the plans over the next 3 to 9 months.

Mrs. Martinez inquired about the mutualink system funded by Governor Ducey. Mr. Wohlleber stated that Pinal County is rolling the system out. Mrs. Martinez also asked

about the recent incidents and if there had been any parental/guardian feedback. Dr. Leckie stated the schools did a timely and thorough investigation of every incident. It was an opportunity to learn what was done well and where improvement is needed. There was positive feedback from parents on how the incidents were handled.

Mr. Cruz commented about teacher and principal input and ways for teachers to be kept up to date on procedures. Training of new employees many who may have no experience is also very important. Mr. Cruz also commented on the importance of communication of drills with the media and 911 dispatch. Also making sure staff are well versed. He also asked that we make plans for our most vulnerable students, our preschool students and students with special needs.

7.01 The next regular meeting, will be held on Tuesday, March 21, 2023, at 6:00 p.m.

8.01 Superintendent's Report

- We are planning and looking ahead for SY 23-24 which includes refining focus and measuring impact.
- Good luck to the middle school teams in the playoffs.
- Voiced optimism and hopefulness for our neighboring high school district.

9.01 Mrs. Varela adjourned the meeting at 7:38 p.m.

Respectfully submitted,

Date Approved: 3/21/2023

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President