

CASA GRANDE ELEMENTARY SCHOOLS

220 West Kortsen Road
Casa Grande, Arizona

The Governing Board of the Casa Grande Elementary School District No. 4 met Monday, November 13, 2018, 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. Jackson called the meeting to order at 6:00 p.m.

1.02 Roll Call:

Present:

Rachel Hernandez
Gilberto Mendez
David Snider
Dolores Kinser
Judee Jackson, President

JoEtta Gonzales, Ed.D., Superintendent
Tom Wohlleber, Chief Financial Officer
Jeff Lavender, Director
Jennifer McClintic, Director
Brenda Tijerina, Director
Lisa Bradshaw, Director
Andrea Munoz, Director
Lisa Dempsey, Assistant Director
Michael Cruz, Public Information Officer
Sherrie Gill, Secretary

Press: Rodney Haas
Casa Grande Dispatch

Also Present:

See Exhibit 1

Julie Holdsworth, Principal
Robin Rosales, Principal
Robert Quiñones, Principal
Jennifer Murrieta, Principal

Azure Sullivan, Principal
Joanne Kramer, Principal
Tracy Robbins, Principal

1.03 Ms. Hernandez led the Pledge of Allegiance.

1.04 A moment of silence was observed.

2.01 Agenda Adoption:

Ms. Hernandez moved that:

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

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

Board member	In Favor	Against
Rachel Hernandez	X	
Judee Jackson	X	
Gilberto Mendez	X	
David Snider	X	
Dolores Kinser	X	

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

Mrs. Kinser moved that:

"The agenda items marked with an asterisk be approved and/or ratified."

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

Board member	In Favor	Against
Rachel Hernandez	X	
Judee Jackson	X	
Gilberto Mendez	X	
David Snider	X	
Dolores Kinser	X	

*4.01 The minutes of the October 9, 2018 special meeting (study session) were approved by the Governing Board.

*4.02 The minutes of the October 9, 2018 regular meeting were approved by the Governing Board.

5. Audience with Groups or Individuals:

5.01 Dr. Gonzales recognized the Casa Grande Rotary Club students of the month for November, as follows: Jade Villa, 8th grade, Casa Grande Middle School; Clayton

Wright, 8th grade, Cactus; Abraam Garcia-Lorona, 8th grade, Villago. Mrs. Kinser assisted in presenting certificates to the students.

- 5.02 Norm Sam from the Sunrise Optimist Club recognized fifth grade students from Mesquite Elementary School as students of the month for November. The students must be in good standing with positive leadership traits, must have an active interest in community service, and must be considered role models. The following students were recognized: Delilah Morejon Campoy and Caleb Mejia.
- 5.03 Dr. Gonzales recognized Ms. Sarah Hurley, third grade teacher at Cottonwood, for earning the distinction of National Board Certification for a second 10-year period.
- 5.04 Dr. Gonzales recognized Mr. Ralph Varela for the work he did as committee chair of the Citizen's for Quality Education in the override election.
- 5.05 Dr. Gonzales recognized Ms. Rachel Hernandez for receiving 2018 Imagine School Educator of the Year from the Coolidge Chamber of Commerce.
- 6.01 The Superintendent recommended the Board accept the following donations:

The Casa Grande Elks Lodge donated dictionaries to all 3rd grade students.

Cactus Middle School received the following donations to support their Interior Design Academic Lab class:

- Tractor Supply Company – magazines (unknown value)
- World Market – boxes
- Mrs. Dillard – value exceeding \$100
- Payless – value exceeding \$100

Rachel McCoy, Cottonwood TOA, received funding for a Donors Choose project in the amount of \$800. The project included two Lego Community Sets with additional Lego plates.

The Osborn family donated various board games and books valued at approximately \$500 to Cottonwood Elementary School.

Sarah Hurley, 3rd grade Cottonwood, received funding for a Donors Choose project in the amount of \$1,950. The project included two couches and chairs, a 20-person area rug, and six floor chairs for flexible seating.

Banner Casa Grande Medical Imaging Department donated 915 pencils to Mesquite Elementary School.

Palmer Law Group of Casa Grande donated various school supplies for students in need and various hygiene items to be distributed by the nurses office to Saguaro Elementary School.

The following gave donations for the Saguaro Bingo Night: Ricardo’s, Cook-E-Jar, Bostons, In & Out, Chris Adams, Anaya’s, Los Publes, Mimi’s, Fernanda Tadeo, Olive Garden, Miss Bugs, Salon Blood, The Gray Family, Cottonbowl Lanes, Peggy Lewis and The Joint Chiropractor.

Frito Lay donated six boxes of chips for Saguaro Elementary Parent Teacher conferences.

Compass Christian Church donated 200 \$20 Payless gift cards (\$4,000 total) to purchase shoes for Saguaro Elementary students.

St. Peters Episcopal Church donated approximately \$200 worth of school supplies to Saguaro Elementary.

Mr. Snider moved that:

“The donations be accepted, as read.”

Ms. Hernandez seconded the motion. Board members voted as follows and the motion passed:

Board member	In Favor	Against
Rachel Hernandez	X	
Judee Jackson	X	
Gilberto Mendez	X	
David Snider	X	
Dolores Kinser	X	

6.02 Mr. Wohlleber, along with Mr. Mark Davenport of SPS+ Architects, presented the project scope for the School Safety and Security Improvements. Since presenting the assessment to the Governing Board in September, the administration has worked closely with SPS+ Architects to refine the project scope and cost estimates. Potential projects to improve safety/security at district schools and support facilities identified during the assessment process have been prioritized into two tiers. The administration recommends approval of a project scope that incorporates safety and security improvements identified in Tier I. The estimated cost of Tier I projects is \$4.77 million. Following approval, the administration and SPS+ Architects will proceed with design/specification development followed by solicitation of bids/proposals from qualified contractors/suppliers. Most of the work on the improvements will take place next summer to minimize disruption. Board members were provided a copy of the CGESD School Safety and Security Assessment 2nd Version, prior to the meeting.

Mr. Wohlleber recognized Roger Lyle, Director of Facility Services, who has been a very important key member of this process.

Mr. Wohlleber commented that when the report was presented in September, the intent was to come back a month later and get approval for the scope, but we wanted to do due diligence and come up with as accurate a cost as possible. This now gives us a more accurate picture of cost related to the project. As you recall, there were three tiers of projects before. We were able to reduce it down to two. Tier 1 and Tier 2/3, which are phase two projects with funding available.

Mr. Davenport reported that the goal of the project is to establish a clear set of recommendations for improvements to help address safety concerns and prepare a comprehensive plan to identify the baseline of improvements. The design baseline is based off of the new school identifying a secure vestibule, access control to gain access to the rest of the campus, and inside the vestibule having accessibility to a restroom and conference room. That is the design baseline used for assessment of each and every campus district wide. Tier 1 security assessments to accomplish: site, building entry, building perimeter, building interior & classrooms, technology, and policies and procedures.

Within the Tier 1 improvements are projects and work that should be handled by a general contractor and a group of projects that can be handled directly by the district. If a permit is required, the work will be completed by a general contractor.

Mr. Wohlleber commented that there are some projects in Tier 1 and 2/3 that are applicable to Adjacent Ways and so we may bring that forth as an option to give us some flexibility to move some Tier 2 projects into Tier 1.

The Board commended Mr. Wohlleber and Mr. Davenport for the work that has been done preparing the safety and security projects.

Mr. Snider moved that:

“The safety and security improvement scope identified in Tier 1 of the School Safety and Security Assessment Report – 2nd Version with a project budget of \$4.77 million be approved.”

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

Board member	In Favor	Against
Rachel Hernandez	X	
Judee Jackson	X	
Gilberto Mendez	X	
David Snider	X	
Dolores Kinser	X	

- *6.03 A copy of a proclamation declaring the week of November 12-16, 2018 as American Education Week was included in the Board's information. The proclamation was disseminated throughout the District. Staff throughout the District recognized support staff for all they do to help support the schools.
- *6.04 A copy of an Intergovernmental Agreement with Pinal County was provided to Board members prior to the meeting. The IGA authorizes the Pinal County Education Service Consortium to provide assistance to the Casa Grande Elementary School District on the use of student data, staff development, curriculum alignment and technology to improve instruction. The specific services to be provided by the Pinal County Education Service Consortium are articulated in the IGA. The Board approved the IGA and authorized Andrea Muñoz to sign as the district representative.
- *6.05 A copy of the revised 2019-2020 school calendar was provided to Board members prior to the meeting. Board members approved adoption of the revised 2019-2020 school calendar, as proposed.
- *6.06 Policy BCB, Board Member Conflict of Interest, was presented for second reading. Language has been added to this policy and exhibit to clarify conflict of interest and to more closely reflect the language applicable to employees which was released previously. Board members approved revision of Policy BCB, as proposed.
- *6.07 Policy BE – School Board Meetings, was presented for second reading. Statute amended sections relating to public meetings and proceedings. Policy BE is affected by these changes. Board members approved revision of Policy BE, as proposed.
- *6.08 Policy BEDF – Voting Method, was presented for second reading. It is now clear in law that each individual governing body member must vote and each individual member's vote recorded in the minutes. Board members approved revision of Policy BEDF, as proposed.
- *6.09 Policy DJE, Bidding/Purchasing Procedures, was presented for second reading. Policy DJE has been modified by the addition of a paragraph under "Public Inspection and Rationale for Awarding a Contract" found in statute. Board members approved revision of Policy DJE, as proposed.
- *6.10 Policy DN – School Properties Disposition, was presented for second reading. The legislature has modified statute to ensure that whenever a school district decides to sell or lease a vacant and unused building or a vacant and unused portion of a building, the school district may not prohibit a charter school or private school from negotiating to buy or lease the property in the same manner as other potential buyers or lessees. Board members approved revision of Policy DN, as proposed.

- *6.11 Policy IL – Evaluation of Instructional Programs, was presented for second reading. A.R.S. 15-708 is a new statute created by the legislature to address requirements if the statewide assessment results in mathematics are available to school districts and charter schools before the start of each school year. These requirements are included in Policy IL. Board members approved revision of Policy IL, as proposed.
- *6.12 Policy IMD – School Ceremonies and Observances, was presented for second reading. Policy IMD is revised to include the National Motto and the State Motto in the listing of copies or excerpts of materials which may be read or posted in any school in the state by a teacher or administrator. Board members approved revision of Policy IMD, as proposed.
- *6.13 Policy JEB – Entrance Age Requirements, was presented for second reading. Policy JEB is revised with the specifics required of a district if a parent chooses voluntary full-day kindergarten instruction. Board members approved revision of Policy JEB, as proposed.
- *6.14 Policy JICK and Regulation JICK-R – Student Bullying/Harassment/Intimidation, was presented for second reading. This policy has been modified pertaining to required parental notification if a pupil is subjected to bullying, harassing, or intimidating conduct by another person. Board members approved revision of Policy JICK and Regulation JICK-R, as proposed.
- *6.15 Policy JJIB – Interscholastic Sports, was presented for second reading. This policy contains language added regarding dangers of heat-related illnesses, sudden cardiac death and prescription opioid use. Board members approved revision of Policy JJIB, as proposed.
- *6.16 Policy JLCD – Medicines/Administering Medicines to Students, was presented for second reading. Policy JLCD is altered allowing a school district or charter school to accept monetary donations for or apply for grants for the purchase of epinephrine auto-injectors. District and charters may also participate in third-party programs to obtain epinephrine auto-injectors at fair market, free or reduced prices. Board members approved revision of Policy JLCD, as proposed.
- *6.17 Policy IHB, Regulation IHB-R and Exhibit IHB-E – Special Instructional Programs, was presented for second reading. Policy IHB along with the Regulation and Exhibit have been adjusted to conform to the work of the State Board. Board members approved revision of Policy IHB, Regulation IHB-R and Exhibit IHB-E, as proposed.
- *6.18 Policy GDD - Support Staff Vacations and Holidays, was presented for second reading. This policy has been revised to allow new employees eligible for vacation to utilize their accrued balance following successful completion of their probationary period instead of having to wait to complete a full year of employment

with the school district. Board members approved revision of Policy GDD, as proposed.

- *6.19 Revised Policy GCCH – Professional/Support Staff Bereavement Leave, was presented for a first reading. This policy has been revised to clarify language regarding bereavement leave for non-family (as defined in the policy) members. No action was taken by the Board at this time.
- *6.20 Revised Policy GCO – Evaluation of Professional Staff Members, was presented for a first reading. Policy GCO is revised to include legislative changes pertaining to an alternative performance evaluation cycle for professional staff members. No action was taken by the Board at this time.

7. **Instructional Programs:**

- 7.01 A copy of “The Arizona A-F Accountability System” was provided to Board members prior to the meeting. Mrs. Muñoz, Director of Teaching & Learning, and Mr. Lavender, Director of Leadership & Engagement, led the presentation.

The Arizona State Board of Education awarded letter grades to schools based on a range of academic measures. The letter grades are intended to measure achievement in the 2017-2018 school year as a tool to help schools improve, parents to better understand which school is best for their child, and the state to know where more support can be given.

The A-F accountability began in 2010, was put on hold for about three years during the phase-in of the new testing format, AzMERIT, and last year we began looking at the new formulas for accountability. Every year the formulas change slightly so sometimes there are differences with our accountability labels.

Schools annually earn a letter grade based on a range of comprehensive measures. The system measurements include: Proficiency in English Language Arts, Math and Science, Growth in English Language Arts and Math, Proficiency and Growth of English Language Learners, Graduation Rate, Acceleration and Readiness Measures, which consists of several measures including chronic absenteeism and the improved growth of subgroups. These are all put together in a formula to calculate our schools grades.

Some of the changes to this year’s formula include: lowering the minimum student number count (n-count) from 20 students to 10 students to include more students in the accountability System, modifying the growth calculation to award points for average or expected growth of all students, provide bonus points for Science proficiency, award points to schools that are among the most successful in the state in chronic absenteeism and 3rd grade English language arts proficiency, federal 95% tested requirements.

Grades for schools are based on a 100 point scale: 30% is based on Student Proficiency and how the student scored on AzMERIT, 50% is based on Student Growth, 10% is based on Acceleration and Readiness Measures, 10% is based on English Language Learners' Growth and Proficiency. A score of 84.67%=A, 72=B, 60=C, 47=D, Below 47=F.

Measures that are not included that have been proven to improve achievement: rates of violence/suspension, student and faculty attendance, faculty retention rates, family engagement/satisfaction, infrastructure improvements, partnerships, professional learning and development, incorporation of culturally inclusive instructional practices.

The District's next steps for improvement include: focus on professional learning to improve authentic literacy, embed evidence-based practices with the highest effect size, collect data on other measures of success that are proven to significantly improve achievement, and align practices where data indicates improvement is needed.

The District is focusing on Authentic Literacy so that students are readers, writers and thinkers in Math, Science, Social Studies and everything that they are doing. There is a committee looking at professional learning in the district and how that can be done differently to reach the needs of the changing teaching population as well as the changing student population. This includes paraprofessional staff who work with students day in and day out who sometimes don't have the tools they need and non-certified teachers who need the tools as well.

With principals, the District is providing extensive professional development looking at the instructional leadership piece as it relates to authentic literacy as well as visible learning. Principals are divided into subgroups. Principals and administrators conduct school visits, giving schools feedback. All principals will be visiting A+ schools this year. Principals will also participate in school walk throughs giving effective feedback and looking at the leadership of district principals as well. With assistant principals the District is looking at discipline as well as developing their tools to be able to take over as principals when needed.

The District is looking at evidence-based practices. A lot of work has been done around visible learning and what makes the most impact in schools.

Discussion was held with regard to the recruitment and training process for volunteers and how they can be utilized in the classroom.

8. **Personnel:**

*8.01 The following certified personnel actions were ratified by the Governing Board:

Recipient of Renewed National Board Certification and Continuation of Stipend: Ms. Sarah Hurley, third grade teacher at Cottonwood, successfully renewed National Board Certification. The Board approved continuation of Ms. Hurley's \$3,000 annual stipend for holding NBCT.

Reclassification of Certified Personnel: Ms. Rebecca Romo, who was initially employed as a Dean of Students at Cactus for school year 2018-19, has secured principal certification. Ms. Romo is now recognized as Assistant Principal.

Employment of Certified Personnel: Ms. Megan Griffis, second grade, Cottonwood.

Extra-Duty Contract for Lead English Language Arts (ELA) Coach: Ms. Heather Krivinchuk, Lead ELA Coach for the District. The Board approved the issuance of a \$1,500 stipend, to be paid from Title II-A funds, to Ms. Krivinchuk for serving as the Lead ELA Coach during the 2018-19 school year.

Notification of Intent to Retire Effective November 2, 2018/Request for Benefits: Victoria Garcia, Teacher, Palo Verde. Mrs. Garcia plans to continue working for the District as an ESI employee for the remainder of the 18/19 school year.

***8.02 The following classified personnel actions were ratified by the Governing Board:**

Reallocation and Reclassification of Special Education Specialist Position: The board approved the reallocation and reclassification of the Evergreen special education specialist, pay grade 4 starting at \$11.06, to a health technician, pay grade 5 starting at \$11.34, assigned to Desert Willow.

Classified Personnel Resignations: Sherrie Ashburn, Secretary, Talent Acquisition & Employee Services, Effective November 2, 2018; Mercedes Bandera Martinez, Special Education Assistant, McCartney Ranch, Effective October 9, 2018; Laura Barrera, Nutrition Services Worker, Evergreen, Effective November 2, 2018; Alex Burlingame, Groundskeeper, Facilities, Effective October 9, 2018; Diana Cardera, Educational Assistant Special Education, Palo Verde, Effective October 12, 2018; Araceli Corrales, Cashier, Cactus, Effective October 19, 2018; Tere McCollum, Delivery Driver, Nutrition Services, Effective October 31, 2018; Ana Meraz, Food Service Worker, Nutrition Services, Effective October 19, 2018; Julia O'Sick, Educational Assistant Special Education, Cactus, Effective October 19, 2018; Sydney Steele, Educational Specialist KinderPlus, Mesquite, Effective November 2, 2018; Victoria Tapia, Noon Assistant, Cactus, Effective October 5, 2018.

Classified Personnel Employment: Heather Aguirre, Delivery Driver, Nutrition Services; Angela Brehmer, Noon Assistant, Desert Willow; Adam Hernandez, Groundskeeper, Facilities; Estefania Limon, Nutrition Service Worker, Ironwood; Bernadette Loring, Bus Driver, Transportation; Jessica Macias, Educational Assistant-Title I/MOWR, McCartney Ranch; Nancy Marraccini, Noon Assistant,

Saguaro; Melissa Nak-khlai, Noon Assistant, Saguaro; Melinda Navarro, Educational Assistant Special Education, Villago; Walter Nielsen Parmer, Delivery Driver, Nutrition Services; Hallie Owensby, Special Education Specialist, Mesquite; Paris Shaw, Educational Assistant/Noon Assistant/Crossing Guard, Cottonwood; Natasha Vazquez Hernandez, Special Education Specialist, McCartney Ranch; Ashley Woods, Special Education Specialist, Evergreen.

Substitute Personnel Employment: Mary Apodaca, Noon Assistant; Darrell Francis, Noon Assistant; Azucena Fulton, Noon Assistant; Anitra Gardner, Bus Driver Trainee; Maryellen Guilkey, Noon Assistant; Tammy Keeton, Noon Assistant; Elodia Mena, Noon Assistant; Deanna Pesta, Noon Assistant, Robert Polzin, Noon Assistant; Ateliano Tuiteleleapaga, Noon Assistant; Gary Vose, Noon Assistant.

Reclassification of Classified Personnel: Jaime Castellano, Special Education Specialist, Desert Willow; Sharon Decker, Educational Assistant PreSchool, ECLC; James Wiltbank, Lead Mechanic, Transportation.

9. Pupil Personnel

No items this meeting.

10. Buildings and Grounds:

No items this meeting.

11. Reports:

11.01 The student activities report for October, 2018, had been provided to the Board prior to the meeting.

*11.02 The financial report for October, 2018 had been provided to the Board prior to the meeting.

*11.03 The lunch and breakfast menu for students had been provided to the Board prior to the meeting.

*11.04 The vehicle status report for September 16 to October 15, 2018 had been provided in the Board's information.

*11.05 The vehicle maintenance report for September 16 to October 15, 2018 had been provided in the Board's information.

*11.06 The weekly attendance reports for October 10, October 17, October 31, and November 7, 2018 had been provided to Board members prior to the meeting.

*12.01 The vouchers presented at the meeting, listed in Exhibit 2, were approved by the Governing Board.

13.01 The next regular meeting will be held on Tuesday, December 11, 2018, at 6:00 p.m.

A discussion was held regarding the date for the January Board meeting. Board members agreed to moving the previously scheduled January 8, 2019 Board meeting to January 15, 2019.

14.01 Call for Audience Questions Pertaining to Agenda Items and Items of Interest

Mr. Rory Hood, Director of ActivStars, addressed the Board regarding distribution of flyers to students. ActivStars provides self-defense Karate classes in the evening to children using the Cholla Elementary campus. Mr. Hood requested that the Board reconsider allowing non-profit organizations to distribute flyers to all students. Mrs. Jackson stated she would ask Dr. Gonzales to make recommendations to the Board.

Mr. Snider complimented staff and students for honoring Veterans in the various Veterans' Day celebrations. He was able to attend several of the programs.

Dr. Gonzales announced that the District currently has 55% 'yes' votes in the Override election. Also, the High School District is up by 800 votes.

The Board extended congratulations to Board member Dolores Kinser, previously Underwood, on her recent nuptials.

15.01 Mrs. Jackson adjourned the meeting at 7:25 p.m.

Respectfully submitted,

Date Approved: 12/11/18

President