

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, September 10, 2019, 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:**

President Jackson called the meeting to order at 6:00 p.m.

1.02 **Roll Call:**

Present:

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

JoEtta Gonzales, Ed.D., Superintendent
Tom Wohlleber, Chief Financial Officer
Andrea Baker, Director
Brenda Tijerina, Director
Jennifer McClintic, Director
Michael Cruz, Public Information Officer
Sherrie Gill, Executive Assistant

Also Present:

See Exhibit 1

Joanne Kramer, Principal
Jessica Quiñones, Principal

Melissa Pieper, Principal

*Mrs. Kinser left early, as she was not feeling well.

1.03 Mrs. Jackson led the Pledge of Allegiance.

1.04 A moment of silence was observed.

2.01 **Agenda Adoption:**

Mrs. Kinser moved that:

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

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 | |

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

Ms. Hernandez moved that:

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

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 | |

*3.02 The minutes of the August 13, 2019 Special Meeting (Study Session) were approved by the Governing Board.

*3.03 The minutes of the August 13, 2019 Regular Meeting were approved by the Governing Board.

*3.04 The minutes of the August 13, 2019 Executive Session were approved by the Governing Board.

*3.05 The minutes of the July 25, 2019 Special Meeting: Strategic Planning Board Retreat were approved by the Governing Board.

*3.06 The minutes of the July 25, 2019 Special Meeting were approved by the Governing Board.

*3.07 The minutes of the July 25, 2019 Executive Session were approved by the Governing Board.

- *3.08 A copy of the 2020 capital plan that is due to the School Facilities Board by September 1 of each year, had been included in the Board's information. Board members approved the District's 2020 capital plan.
- *3.09 Policy ACB – Nondiscrimination and Gender Identity, was presented for a second reading. Board members approved Policy ACB, as proposed.
- *3.10 A copy of revised Policy BEDH – Public Participation at Board Meetings, was presented for first reading. Since it was a first reading, no action was taken by Board members.
- *3.11 A copy of revised Policy GBEA – Staff Ethics was presented for first reading. Since it was a first reading, no action was taken by Board Members.
- *3.12 A copy of revised Policy GBEB – Staff Ethics and Regulation GBEB-RA were presented for first reading. Since it was a first reading, no action was taken by Board Members.
- *3.13 A copy of revised Policy GBI – Staff Participation in Political Activities was presented for first reading. Since it was a first reading, no action was taken by Board Members.
- *3.14 A copy of revised Policy GCFC – Professional Staff Certification and Credentialing Requirements (Fingerprinting Requirements) and Exhibit GCFC-E were presented for first reading. Since it was a first reading, no action was taken by Board Members.
- *3.15 A copy of revised Policy GDF – Support Staff Hiring, was presented for first reading. Since it was a first reading, no action was taken by Board Members.
- *3.16 A copy of revised Policy GDFA – Professional Staff Certification and Credentialing Requirements (Fingerprinting Requirements); and Exhibit GDFA-E were presented for first reading. Since it was a first reading, no action was taken by Board Members.
- *3.17 A copy of revised Policy IHA – Basic Instructional Program; and Exhibit IHA-E were presented for first reading. Since it was a first reading, no action was taken by Board Members.
- *3.18 A copy of new Policy IHAMD – Instruction and Training in Suicide Prevention was presented for first reading. Since it was a first reading, no action was taken by Board Members.
- *3.19 A copy of revised Policy JICA – Student Dress was presented for first reading. Since it was a first reading, no action was taken by Board Members.

- *3.20 A copy of revised Policy JIH – Student Interrogations, Searches, Arrests was presented for a first reading. Since it was a first reading, no action was taken by Board Members.
- *3.21 A copy of revised Policy JLCD – Medicines/Administering Medicines to Students was presented for a first reading. Since it was a first reading, no action was taken by Board Members.
- *3.22 A copy of new Policy JLDAC – Screening/Testing of Students (Vision Screening for Children) was presented for a first reading. Since it was a first reading, no action was taken by Board Members.
- *3.23 A copy of revised Policy JLF – Reporting Child Abuse/Child Protection was presented for a first reading. Since it was a first reading, no action was taken by Board Members.
- *3.24 A copy of new Policy GBEFA – Staff Use of Digital Wireless Communications or Electronic Devices While Operating a Motor Vehicle was presented for a first reading. Since it was a first reading, no action was taken by Board Members.
- *3.25 A copy of the Consultant/Independent Contractor Agreement had been included in the Board’s information. During fiscal year 2018-19, the District entered into a contractual agreement with a local provider of translation services. The administration recommends continuing the arrangement for the current fiscal year. Board members approved the Consultant/Independent Agreement for Translation Services, as presented.
- *3.26 The following certified personnel actions were ratified by the Governing Board:
 - Request for Release from Certified Personnel Contract: Kirsten Foster, 8th Language Arts, CGMS, effective August 30, 2019; Mark Vandegrift, 7-8 Math, CGMS, effective September 10, 2019.
 - Authorization to Employ Additional Certified Staff: One additional teacher; grade level to be determined at McCartney Ranch. One additional teacher capacity at CGMS; however, current staff desire to assume the overload (5) classes with payment of additional stipends. One additional teacher at Villago; the position will provide relief to current staff by teaching a combination of classes – health, science, and social studies.
 - Ratification of Cohort Stipends: As written in a couple of grants for fiscal year 2019, the administration recommends ratification of payments made to staff for extra duties within their professional learning groups.

Ratification of Certified Personnel Employment, 2019-20:

| Employee | Position | Campus/Dept. |
|----------------------|---------------------------------|---------------------|
| Clark, Charles | 7-8 Math | CGMS |
| Crees, Teresa | 8th Language Arts | CGMS |
| Diaz, Sunshine | Health/Math/Social Studies | Villago |
| McCrary, Courteney | 5th Grade | McCartney Ranch |
| Miller, Eva | 6th Math | Cactus |
| Tang-Taylor, Breonne | Student Support Interventionist | CGMS |
| Volkmer, Kristina | Physical Education | McCartney Ranch |

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

Authorization to Employ Additional Classified Staff: Four additional paraprofessionals positions to support the first and second grade teachers at McCartney Ranch; One additional paraprofessional position to support the fourth grade teachers at Ironwood; One 2.25-hour noon assistant position at Villago; One additional evening custodian to work as a floater throughout the District. In addition, the elimination of two 3.75-hour/day café assistant positions and the creation of two 6.5-hour/day cook positions.

Termination of Classified Personnel Employment: Linda Vaughn, Bus Driver Trainee, Transportation, effective August 26, 2019.

Classified Personnel Resignations:

| Employee | Position | Campus/Dept. | Effective |
|------------------|---|---------------------|------------------|
| Ashburn, Sherrie | Educational Specialist-Technology | Palo Verde | 8/6/2019 |
| Barrios, Kari | Bus Driver | Transportation | 9/3/2019 |
| Blaine, April | Relief Bus Driver/Dispatcher | Transportation | 7/30/2019 |
| Castillo, Ruth | Bus Driver-Special Needs | Transportation | 8/20/2019 |
| Cook, Jennifer | Educational Specialist-Early Childhood | ECLC | 9/20/2019 |
| Edwards, Debbie | Bus Driver Trainee | Transportation | 7/30/2019 |
| Jones, Ronnie | Bus Driver | Transportation | 9/30/2019 |
| May, Carmen | Educational Assistant-Special Education | CGMS | 9/3/2019 |
| Robleto, Roger | Bus Driver | Transportation | 8/16/2019 |
| Virgen, Michelle | Café Assistant | Ironwood | 9/6/2019 |
| Wiseman, Robert | Educational Specialist-Media Center | Palo Verde | 8/27/2019 |

Classified Personnel Employment:

| Employee | Position | Campus/Dept. |
|--------------------------|---|--------------------|
| Bailey, Scott | Educational Assistant-MOWR/ELG | Palo Verde |
| Bateson, Marne | Educational Specialist-Technology | Palo Verde |
| Bazzoli, Bonita | Educational Assistant-Special Education | Ironwood |
| Brewer, Monica | Educational Specialist-Inclusive | CGMS |
| Cabanas, Mirna | Café Assistant | CGMS |
| Cocova, Mariah | Educational Specialist-Inclusive | Mesquite |
| Fichter, Adrian | Educational Assistant-Special Education | Cactus |
| Forystek, Danielle | Educational Specialist-Media Center | Villago |
| Husted, Natasha | Café Assistant | Cactus |
| Lazcano, Araceli | Educational Specialist-Inclusive | Cholla |
| Macias, Desirae | Café Assistant | Nutrition Services |
| Mejia, Roger | Sub Bus Driver Trainee | Transportation |
| Noleal-Poehlman, Dymphna | Educational Assistant-APS | CGMS |
| Pelaez, Alicia | Accounting Specialist | Financial Services |
| Rodriguez, Alyssa | Café Assistant-Floater | Nutrition Services |
| Santos, Rosa | Custodian-PM Shift | Desert Willow |
| Watson, Clarissa | Noon Assistant | Mesquite |
| Winters, Daniel | Custodian-PM Shift | Mesquite |

Reclassification of Classified Personnel:

| Employee | New Position | Campus/Dept. |
|------------------------|--|----------------|
| Aguirre, Heather | Educational Specialist-Early Childhood | Cholla |
| Calvillo, Adriana | Educational Specialist-Inclusive | ECLC |
| Gregorio Ramos, Andrea | Educational Specialist-Inclusive | ECLC |
| Ledezma, Thelma | Bus Driver/Noon Assistant | Transportation |
| Valles, Domingo | Bus Driver/Noon Assistant | Transportation |

- *3.28 A request from Mike Brideschge regarding an overnight field trip to take Casa Grande Middle School Wildcat Outdoor Club students on a camping trip to Patagonia Lake was included in the Board's information. Board members approved the overnight field trip to Patagonia Lake scheduled for September 27-29, 2019.
- *3.29 The student activities report for August, 2019 had been provided to Board members prior to the meeting.
- *3.30 The financial report for August, 2019 had been provided to the Board prior to the meeting.

- *3.31 The breakfast and lunch menu for students had been included in the Board's information.
- *3.32 The vehicle status report for July 16 to August 15, 2019 had been included in the Board's information.
- *3.33 The vehicle maintenance report for July 16 to August 15, 2019 had been included in the Board's information.
- *3.34 The weekly attendance reports for August 7, August 14, August 21, August 28 and September 4, 2019, had been provided to Board members prior to the meeting.
- *3.35 The vouchers presented at the meeting, listed in Exhibit 2, were approved by the Governing Board.

4. Audience with Groups or Individuals:

- 4.01 Susan Rosano from the Sunrise Optimist Club recognized fifth grade students from Cholla Elementary School as students of the month for September. 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: Marley Rodriguez and Edher Josue Von.
- 4.02 Dr. Gonzales recognized the Casa Grande Rotary Club students of the month for September, as follows: Matthew Guy, 8th grade, Cactus; Mariah Perez, 8th grade, Casa Grande Middle School; Drake Maestas, 8th grade, Villago. Mrs. Kinser assisted in presenting certificates to the students.
- 4.03 Dr. Gonzales recognized #BeKind Award recipient: Math Coach, Katie Cauwels.
- 4.04 A copy of a proclamation declaring the week of September 17-23, 2019 as Constitution Week was included in the Board's information. The proclamation will be disseminated throughout the District. Schools will conduct a variety of educational activities in recognition of Constitution Day. Ms. Jan Klein from the Daughters of the American Revolution (DAR) attended the meeting to accept the proclamation.

5. Items for Action/Discussion

- 5.01 The Superintendent recommended the Board accept the following donations:

APS donated \$1,000 for Professional Media Training.

Pinal County Federal Credit Union donated \$250 worth of school supplies to the district. They were distributed to schools.

Dr. John Creasman donated \$4,891.65 to the Office of Learning Support for the purchase of Juno-Plug and Play with Bluetooth speakers.

Banner Health Network donated school supplies to CGMS.

Diara Gonzales donated soccer equipment for the CGMS soccer team.

SPS Architects donated assorted school supplies to CGMS.

Armando Murrillo donated various school supplies to CGMS/Saguaro.

St. Peters Episcopal Church Outreach Program donated \$1040.00 worth of school supplies to CGMS/Saguaro.

Karen Perkinson donated 40 gift packs of school supplies to CGMS/Saguaro.

Mesquite teacher, Sarah Taylor, had a Donors Choose project funded in the amount of \$303.58.

Fiesta Grande community members donated various school supplies to Mesquite.

Michelle Olivarez with Pinal County Adult Probation donated school supplies to Ironwood.

Ironwood teacher, Ruth Phillips, had a Donors Choose project titled "Book Club Bunch" funded.

Ironwood received a donation of chips and an ice chest from Helen Leija, an employee at Frito Lay.

Casa Grande Assembly of God Church donated \$340 in uniforms to Palo Verde.

Mr. and Mrs. Sifly donated \$1,000 for school uniforms to Palo Verde.

Palo Verde received a donation of \$1,200 worth of backpacks and school supplies from Wal-Mart Distribution Center.

Chayo Jolly donated \$100 in school supplies to Palo Verde.

Hexcel Corporation donated \$2,000 in school supplies to Palo Verde.

Rising Canes donated \$300 in school supplies to Palo Verde.

Julie Cheetham, a Palo Verde parent, donated \$500 to the PTO for the purchase of yoga mats for the school.

Cactus teacher, Cassi Busch, had a Donor's Choose project funded in the amount of \$105.32.

Cactus teacher, Tiffany Dunaway, had a Donor's Choose project funded in the amount of \$1,318.65.

Desert Willow teacher, Sherry Harris, had a Donor's Choose project funded in the amount of \$246.54.

Desert Willow teacher, Vicki Walz, had a Donor's Choose project funded in the amount of \$204.79.

Trinity Lutheran Church donated various school supplies to Cholla.

Cholla PTO donated \$10,000 for the Preschool/Kindergarten play structure.

Ms. Rachel Lopez donated a class set of 25 copies of Charlotte's Web to Mrs. Rohr's third grade class at Cholla.

In addition, our District has had a total of 4 teachers receive the Supply My Class award from APS. In total, CGESD teachers were awarded \$2,000 through this program.

Mr. Snider moved that:

"The donations be accepted, as read."

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 | |

5.02 A copy of the Enrollment Management Planning had been included in the Board's information.

Each year, the Superintendent and staff analyze enrollment patterns and trends, and enlist the support of a demographic expert to help make decisions with regard to allocating staff and determining school facility needs. Every other year, our district has worked closely with Applied Economics to perform a deep dive into our projected demographics in order to assist in the financial and human capital planning necessary to meet the demands of our changing community. Preliminary

enrollment and demographic information was shared with the Board and community as a first step in generating dialogue related to where we stand as a District and where we potentially could be headed.

The Superintendent and staff will be sharing this information with staff and community members over the next two months in order to help foster an understanding of our current state and generate an interest in potential membership in an Enrollment Management Planning Task Force.

To help understand why we need to address enrollment management, Mr. Wohlleber shared some enrollment data. The district's 40th Day Headcount shows just over a 1% increase in enrollment for this year over last year. Enrollment Cohorts of K-2, 3-5, and 6-8 show a decline in K-2 and 3-5 enrollment. The 6-8 cohort shows an incline. As the K-2 and 3-5 cohorts move up, we will begin to see a decline in the 6-8 cohort. Looking at the elementary enrollment by school, we have one school with a large enrollment of near 700 students, four schools with a medium enrollment of about 500 students, and four schools that are right at or below 400 students. Birth rates are at a continued decline. It will take families moving into the district to fill our seats in the future.

The elementary and middle school attendance boundaries have not been changed in a long time even though our demographics have changed. In some instances, students are passing by a school to go to the school in their attendance area. Feeder schools may be something we want to entertain as we look to future attendance boundaries. Reviewing the map of enrollment change shows in what areas the number of students have declined and increased. This helps us see neighborhood turnover where neighborhoods are aging, and where younger families are settling.

The process will be broken down into two phases or initiatives. One is developing the background of information. Collecting the data, analyzing the data and developing strategies. We will analyze some of the things we want to look at for the future of CGESD. This will not be a one year process, but probably 1½ years, then bringing before the Board in Fall 2021 for beginning implementation in SY 2021-2022. We want to keep moving, but spend the time analyzing data and coming up with strategies that meet the values of our school district and future needs.

The second phase is developing strategies. Creating specialized schools, STEM schools or pairing schools to K-2 and 3-5 are examples of new school design/programming. Student recruitment must be continued and we need to continue to sell the good things we are doing for our students and families in our community. Once enrollment has stabilized, will we want to have a standing committee to review enrollment and will we need to do tweaks every year or every other year related to the boundaries that meet our objectives. School attendance boundaries area is a major initiative as part of the process. As part of the process we will ask for parent and student feedback. We need to consider future growth. We don't want to change boundaries every year, we want to get at least 3-5 years out

of boundaries. We will continue to focus on the marketing of our district and schools and engaging the community in the process.

- 5.03 A copy of the CGESD Property Exchange Agreement and CGESD Tower Building Easement Agreement had been included in the Board's information.

Discussions between City of Casa Grande and Casa Grande Elementary School District began in 2012 related to the exchange of property, Elliott Park on Florence Street, for the district's utilization of the cell tower and equipment building at Carr McNatt Park. We currently have both our transportation and new radio system on the tower and in that building. With a fair market exchange, voter approval was not required. With the agreement, the district will get use of the easement of the cell tower and building for the next 50 years for a giving of Elliott Park back to the City.

Mr. Snider moved that:

“The Exchange Agreement and Tower Easement 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 | |

- 5.04 A copy of the memorandum from Mr. Wohlleber regarding the Award Contract for Access Controls had been included in the Board's information.

The district-wide installation of access controls was a school safety and security project approved to be completed using bond funds. Access controls will allow for card reader access, remote lockdown, and lock and release at designated locations using hardware and software compatible with the Keyscan Aurora Access Management Software recently installed at our new K-8 school.

The operation of the system was discussed with board members.

Mr. Mendez moved that:

“The award of IFB #279-1119 to C&I Show Hardware & Security, Inc. be authorized as proposed.”

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 | absent | |

6.01 The next regular meeting will be held on Tuesday, October 8, 2019, at 6:00 p.m.

7.01 **Call for Audience Questions Pertaining to Agenda Items and Items of Interest**

It was intended that Board Member Dolores Kinser be recognized for being awarded by the Valle Del Sol Profiles of Success with the Exemplary Leadership Award. Unfortunately, Mrs. Kinser had to leave the meeting early.

Mrs. Jackson adjourned the meeting at 7:32 p.m.

Respectfully submitted,

Date Approved: 10/8/19

President