



## Grand Canyon Unified School

November 9, 2016

### Regular Board Meeting Minutes 6:00 PM

#### REGULAR BOARD MEETING

##### Call to Order

Members Present : Kevin Hartigan, President; Brian Donehoo, Clerk; Jennifer Allen, Member; SuZan Pearce, Member; Pete Shearer, Member.

Mr. Hartigan called the regular meeting to order at 6:08 PM. Mrs. Pearce seconded the motion. Motion carried 5-0.

##### Pledge of Allegiance

The Pledge of Allegiance was recited.

##### Approval of Agenda

Mr. Hartigan made a motion to approve the agenda at 6:11 PM. Mr. Donehoo seconded the motion. Motion carried 5-0.

##### Call to the Community

None

##### Discussion Regarding Clarification of Basis of FY15-16 Payments to Administrative Staff Originally Labeled as Performance Pay

The Board may vote to enter into executive session pursuant to A.R.S Section 38-431.03(A)(3) for legal advice.

Motion to enter Executive Session made by Mr. Hartigan, Seconded by Mr. Shearer at 6:13 Motion passed 5-0

Motion to resume Regular session made by Mr. Hartigan Seconded by Ms. Pearce at 6:23 Motion passed 5-0

##### Resume Regular Session

##### Clarification of Payment Labeled Performance Pay

The Board moves to clarify the approval of payment of funds to Mr. Rowland for work done in the FY15-16 school year as being payment made for work done outside of the scope of the job description to the work done under contract.

Dr. Bria read the list of reasons for performance pay for the following individuals

##### A. Approval of payment of funds to Mr. Tom Roland

Rowland was hired as assistant principal for the FY15-16. In December, Dr. Javier took a leave of absence which eventually led to a resignation. During the FY15-16, Mr. Rowland was asked to complete all duties related to the principal and took on the responsibility of Athletic Director without any additional staff added. He completed all of Dr. Javier's

teacher and classified evaluations as well as his own assigned evaluations. He completed all assigned duties as Assistant Principal, as Principal, and as directing athletic events with utmost effectiveness.

The Board moves to clarify the approval of payment of funds to Mr. Rowland for work done in the FY15-16 school year as being payment made for work done outside of the scope of the job description to the work done under contract. Mr. Shearer made the motion to approve payment of funds for Mr. Tom Roland seconded by Ms. Pearce. The motion passed 5-0.

**B. Approval of payment of funds to Dr. Karen Lehman**

Dr. Lehman was hired for the FY15-16 as an 85% SLP/ language development teacher and 15% Special Education Director. During the FY15-16 Dr. Lehman's Department was placed on notice, from the ADE Special Education Unit, that GCUSD SPED Department had (during FY15-16) to come into compliance with ALL issues identified in past audits. This included absent evaluation data on over 70% of enrolled students, expired IEP documents, and no related services in speech, language, OT and PT. There were no services for birth to 5 students in any area. In addition, the district was notified of a formal parent complaint which was not resolved until the FY15-16 school year. This complaint was extensive including paperwork in files, services to students, intervention methods and timely communication with parents. In order for Dr. Lehman to bring the district into legal compliance with all State and Federal guidelines, she worked after school hours (was teaching during the day) and on weekends to remedy the identified deficits. She clocked between 60 to 80 hours a week for the entire school year.

The Board moves to clarify the approval of payment of funds to Dr. Karen Lehman for work done in the FY15-16 school year as being payment made for work done outside of the scope of the job description to the work done under contract. Mr. Shearer made the motion to approve payment of funds for Dr. Karen Lehman seconded by Jennifer Allen. The motion passed 5-0.

**C. Approval of payment of funds to Ms Brenda Thomas-Martinez**

Ms. Brenda Thomas-Martinez was a .3 administrative employee working as the District Business Manager. Her primary responsibilities revolved around ensuring that accounts receivable and payable met legal standards. During the FY15-16 she was also asked to research back to 2009 and then balance all budgets through 2016.

2009-2010  
2010-2011  
2011-2012  
2012-2013  
2013-2014  
2014-2015

The project turned into an enormous feat that included thousands of journal entries dating back to 2008, the last time the District had a balanced budget.

Mr. Shearer made the motion to approve payment of funds for Ms. Brenda Thomas-Martinez seconded by SuZan Pearce. The motion passed 5-0.

**Presentation / Correspondence / Discussion**

None

**Consent Agenda**

Mr. Hartigan made a motion to approve the consent agenda seconded by Mr. Shearer. The motion passed 5-0 at 6:37

- A. Approval of Governing Board Meeting Minutes: (BEDG, BEDG-R)  
October 12, 2016, Regular Meeting Minutes

- B. Payroll Vouchers

FY 16-17 # 10 \$126,571.30

C. Expense Vouchers

FY 16-17 # 9006 \$37,799.79

FY 16-17 # 9007 \$53,392.02

D. Approval of Travel:

Derrick Tutt, E-Rate Training Seminar, October 20-24, 2016

Rosa Velazquez, Federal Impact Aid Training, October 27, 2016

E. Approval of Donations:

Red Feather for Sports Canopies

Town of Tusayan for Athletic Equipment

F. Approval of Hire of Substitute Teacher - Angela Tamas pending certification and fingerprints

H. Approval of Hire of Student Maintenance Helper - Rufus Keebahe

**Old Business**

None

**New Business**

Approval of School Calendar 2017-2018 - Mr. David Sheppard and Mr. Tom Rowland

Mr. Tom Roland presented the 2017-2018 calendar for approval with the help of Mr. Sheppard. Questions were presented about legal holidays being required as mandatory days off. It was shared by several individuals that in approximately 2008 the Board approved to recognize Columbus Day the week before Thanksgiving. Therefore all employees are off on Wednesday and Thursday of Thanksgiving week. Discussion about a two week break in the Fall, a current practice in the Vail School District was Concern was voiced about observance of Columbus Day and Thanksgiving. This Calendar exceeds the required minutes for 7-8 graders in the State of Arizona.

Mr. Hartigan made motion to approve the Calendar with the State approved instructional minutes Mr. Shearer seconded. The motion carried 5-0.

Center For Children - Second Step Social and Emotional Learning (Pilot) - Ms. Lori Rommel

Ms. Rommel presented Second Step pilot, a Social Emotional Learning Program for K-5. The program includes skills for learning, attention, assertiveness, empathy, emotion management and problem solving. Data showed that the program can provide up to a 23% gain in social emotional skills, 9% gain in attitudes about self/others/school, 9% gain in pro-social behavior, 11% gain on academic achievement, 9% positive difference in problem behavior, and 10% positive difference in emotional distress. Elementary teachers saw this program in action at Vail. Lessons are 25 minutes Cost Elementary is \$2400 and Middle School \$1180. MOWR funds will be used to cover the majority of the cost. Training for this program is online, 1 hour for Elementary and 2 hours for Middle School.

Also during this time Mr. Brian Donehoo presented Mindset the New Psychology of Success by Carol S. Dweck of Stanford University. This book has been offered as a resource to support the Learning Mindset Program. The program is being presented as a pilot for the remainder of the FY17. All data will be collected and presented to the Board to the Board in the summer of 2017.

Ms. Pearce made a motion to approve the Second Step Pilot Program Kindergarten through 8th grade seconded Mr. Shearer. The motion passed 5-0 at 7:30

Zeros Are Not Permitted Program (ZAP) - Mr. Tom Rowland

Mr. Tom Roland presented the ZAP program. Program requires students to complete all assignments given. Teachers will reach out to parents to require after school assignment time. The program goal is to instill the understanding that school class assignments are important and must be completed. The Program will be started after Thanksgiving break. After discussion, it was agreed by all to start the program in January.

Ms. Pearce made a motion to approve the ZAP program starting January 3 after Christmas Break seconded by Mr. Donehoo. The motion passed 5-0 at 7:12

## Reports

### Business Manager Report - Brenda Martinez

#### October AZ Consolidated Board Report

Ms. Martinez presented the AZ Consolidated Board Report. \$18,000 over encumbered, estimating utilities and insurance SEI grant has been approved, waiting on Title I. Update on attendance ADE has sent notice that all districts must reconcile all attendance through September 1st. Ms. Martinez has worked with Rosa Velasquez to complete this directive. Ms. Martinez spoke highly of the work that Ms. Velasquez has done on this task.

Per Ms. Martinez

Current Funding Numbers

K-8  $193.73 \times 1.506$  (weight) = 291.76

9-12  $77.880 \times 1.669$  (weight) = 129.98

Total: 421.74

Board adoption:

K-8 203.142

9-12 79.675

Difference of 17.17 weighted student count from budget adoption vs November 1st.

ESTIMATED budget reduction for FY16-17 is \$63,204.32

Ms. Martinez stated that this is the first year of current year funding and these changes are expected. Board had questions about the Stilo Donation numbers. Ms. Martinez will report back on the Stilo Donation totals. Questions were also asked about the Building Renewal Grant. Ms. Martinez will report back to the Board with these totals.

### Administrator Reports : Board Questions directed to:

#### Principal Report - Mr. Tom Rowland

- Presented attendance, two seniors have missed 18 days and are being withdrawn.
- Worked with Mr. Pearce to set up dates for the Job Fair the Wednesday after AZMerit.

#### SPED Report - Dr. Karen Lehman

- Key points attended monitor training workshop. Found the information very useful. Updating monitoring documents to be better.
- Discussed SPED teachers wednesday meetings and the usefulness of this collaboration time. Kerri Fisher enjoyed her recent training in Flagstaff. She has been sharing what she has learned with the rest of the SPED team.

#### IT Report - Mr. Derick Tutt

- Presented current project for replacement of the VoIP phone system.
- Has spent numerous hours working to redesign the network while addressing the needs of the staff, printers, email, and student chromebook issues. He is meeting most staff needs within 15 to 20 minutes.

#### Maintenance & Operations Report- Mr. Ivan Landry

- Mr. Hartigan asked about the AHERA reinspection.

- Mr. Landry was asked the timeline for the rekeying project. He stated that it would be a multi week process
- It was discussed that Mr. Hartigan and Mr. Landry discussed working to create a solution to the fluctuating voltage recently found in the 400 building that has been affecting the servers.

Food Services Report- Ms. Barbara Shields Was not present.

- Board requested that the updated menu be placed on the school website.

Superintendent Report - Dr. Shonny Bria Sated at 8:11

- 301 Public Hearing - November 15, 2016

Board discussed ASBA Bylaw Proposal Consideration to receive feedback from all School Board's in the State. For Proposal B and C Against proposal D, E, and F

Board designated Brian Donehoo to vote for the ASBA Bylaw Proposal based on his expertise

- Dr. Bria talked with Legal Counsel about OM team stipends Legal suggested according
- Updated Board on Audit RFP
- Planning to add on additional phone for students to access in the 200 and 400 building.

**Consideration of Items for Future Regular Board meetings**

**Adjournment**

Mr. Hartigan made a motion to adjourn School Board meeting at 8:39 PM. Seconded by Ms. Pearce. The motion passed 5-0.

Respectfully submitted by, Matthew Yost Date 12/7/17  
Matthew Yost

Kevin Hartigan  
Kevin Hartigan, President

Brian Donehoo  
Brian Donehoo, Clerk

SuZan Pearce  
SuZan Pearce, Member

Jennifer Allen  
Jennifer Allen, Member

Pete Shearer  
Pete Shearer, Member