

Grand Canyon Unified School District #4
March 18, 2020
Special Board Meeting
6:00 p.m.

Pursuant to A.R.S. 38-431.02, notice is hereby given to the public that the Governing Board of the Grand Canyon Unified School District #4 will convene for a **Special Meeting**.
The Meeting will be held Wednesday, March 18, 2020, at 6:00 p.m., in the Grand Canyon Unified School District Board Room #405, 100 Boulder Street, Grand Canyon, Arizona 86023.

Members of the Governing Board may attend either in person or by telephone conference call.

The Governing Board reserves the right to move into Executive Session for discussion and consideration of employment, assignment, promotion, demotion, salaries, etc., and/or legal advice with its attorneys for any item listed on the agenda, in person or telephonically, pursuant to A.R.S. 38-431.03(A)(1) or (A) (3).

All items on the agenda may be discussed or considered at this meeting.

Minutes are recorded as annotations of the agenda, as indicated in grey background and left paragraph bars (bars have been added because the gray background may not copy).

1. Opening Items

A. Call to Order

Motion by Mr. Kevin Hartigan at 6:03 p.m.

Motion: Call to order.

Second: Mr. Pete Shearer

Vote Tally:

Board Member	Yes	No	Abstain	NA
Kevin Hartigan	X			
SuZan Pearce	X			
Joe Rabon	X			
Pete Shearer	X			
Kathryn Morris				X

Board Member Ms. Kathryn Morris joined at 6:05.

B. Roll Call

NOTE: Because of directions from the Center for Disease Control and directions from Federal and State governments, this Board meeting was held virtually by phone conference. Designation of “present” indicates these members were identified as active members on the phone conference. The Principal, Mr. Matt Yost was present in the Board Room, and available in the event than any community members chose to attend in person.

Board members present:

- Mr. Kevin Hartigan
- Ms. SuZan Pearce
- Ms. Kathryn Morris (Ms. Morris joined at 6:05)
- Mr. Joe Rabon
- Mr. Pete Shearer

District staff members present:

- Ms. Tosca Henry, JD, Legal Council
- Dr. Shonny Bria, Superintendent
- Mr. Matt Yost, Principal
- Mr. Ivan Landry, Maintenance and Operations Director
- Mr. Thomas O’Connor, Program Director, Acting Board Secretary
- Ms. Lori Rommel, Dean of Students
- Ms. Barbara Shields
- Mr. Derrick Tutt, IT Director
- Ms. Judy Beckerleg, Assistant Business Manager

C. Pledge of Allegiance

D. Approval of the Agenda

Motion by Mr. Kevin Hartigan at 6:06 p.m.

Motion: Approval of the Agenda as presented.

Second: Ms. Kathryn Morris

Vote Tally:

Board Member	Yes	No	Abstain	NA
Kevin Hartigan	X			
SuZan Pearce	X			
Joe Rabon	X			
Pete Shearer	X			
Kathryn Morris	X			

2. Consent Agenda

A. Approval of Payroll Vouchers

FY 19-20	# 18	\$150,224.36
FY 19-20	# 19	\$147,025.76

B. Approval of Expense Vouchers

FY 19-20	# 3022	\$28,508.43
FY 19-20	# 3023	\$44,768.95

C. Approval of Fiduciary Disbursements

Student Activity – February 2019-2020
 Revolving –February 2019-2020
 Auxiliary – February 2019-2020
 Food Services – February 2019-2020

D. Approval to accept resignations

Certified: Dr. Karen Lehman, Executive Director of Exceptional Student Services (Special Education, Preschool, Gifted and Library), effective June 30, 2020

Classified: Ms. Angelic Ries, Payroll Clerk, effective March 1, 2020

E. Approval to hire

Certified: Ms. April Krombeen, Pre-K Teacher, \$42.31/hr.

Classified: Ms. Bonnie Haven, Payroll Clerk, \$39.75/hr. (current rate for experienced p/r clerk)

F. Approval of salary increase

Approval to increase salary of Ms. Gloria Barrett for obtaining her Paraprofessional designation by \$.50 per hr.

BACKGROUND: One of the requirements for licensing the Pre-K program is that the aide must be certified as a paraprofessional. Ms. Barrett stepped up to complete preparation and sit for the exam. She passed the exam and received her certification as a Paraprofessional.

G. Approval of signatories on Wells Fargo Account:

Shonny Bria, Superintendent;
 Judi Beckerleg Assistant Business Manager;
 Matt Yost, Principal;
 Karen Lehman, Executive Director of Exceptional Student Services

H. Approval to hire staff members as temporary maintenance workers

Approval for Staff Members and Spring Vacation Students, who were employed over spring vacation and have not traveled outside Coconino County, to work temporarily under Ivan Landry in Maintenance and Operations during the period of March 16-23, at \$12.75/hr.

BACKGROUND: The District would like to reduce hardship on employees who will not receive pay for enforced time off during our shutdown. To help those who may be operating paycheck to paycheck, the District will temporarily employ qualified employees in Maintenance and Operations to assist in deep-cleaning and sanitizing of the entire campus and other tasks. In order to be qualified to earn extra money, employees must have remained in Coconino County during the whole of spring break, March 6 - 13.

Motion by Mr. Kevin Hartigan at 6:09 p.m.
 Motion: Approval of the Consent Agenda as presented.
 Second: Ms. SuZan Pearce
 Vote Tally:

Board Member	Yes	No	Abstain	NA
Kevin Hartigan	X			
SuZan Pearce	X			
Joe Rabon	X			
Pete Shearer	X			
Kathryn Morris	X			

3. Executive Session

Note: The board discussed, and chose to hear administrator verbal reports before going into Executive session. Board member, Mr. Shearer asked that these reports be included in the minutes of the public meeting before going into executive session.

This section of the meeting notes captures key aspects of those reports, paraphrasing longer discussions in some cases.

Reports:

Dr. Bria:

In regards to the school actions related to the COVID-19 outbreak, a week ago (week of 3/8/20) the plan was to close school for one week following Spring Break. This special meeting of the Board is intended to inform the Board of the reasons for this, and our plans for moving forward. This Board Agenda includes crucial items in the Consent Agenda on the assumption we won't have a Board meeting on March 25.

Then on Sunday (3/15/20), everything changed when the Governor announced closure of schools through March 27. This changed what the Board needs to talk about. Things are changing every 2 to 3 hours at the moment.

Mr. Yost:

On Thursday and Friday (March 12,13), we started planning for meals to start on the following Monday (March 16).

We have now have 3 busses running daily, one in the park, one to Valle & Woodland Ranch, and one to Tusayan.

We have reached out to businesses with this information, we have sent text messages, email, and the delivery schedule is on the web site.

Ms. Shields:

The program we are operating under requires children to be present individually to pick up food. However, as of today, the Arizona Department of Education is allowing one sibling to pick up meals for other siblings. So far, we served 90 meals on Tuesday, today (Wednesday) we served 120-125 meals. Tomorrow inside park we will be doubling the number of meals provided. We ran out today, but when we ran out, we directed people to the school office, and we will be packing more for tomorrow.

Mr. Yost:

We called every parent to ensure they knew that school would be closed this week. I want to personally thank for Alejandra and Lori for calling every parent.

I had Lori reach out to all teachers and find out what they could do to meet immediate student needs.

Dr. Bria:

We are also working identifying families who need devices, and providing to those families in need, with approval of the Board.

Mr. Yost:

We are working to ensure that our seniors graduate. They may not walk, depending on how long this situation lasts, but they will graduate.

As of today, more than 1/3 of our parents have called in regarding internet access.

I have a staff putting together packets ready to go out tomorrow. Teacher are chomping at the bit to know how they can help students.

Dr. Lehman:

One of my staff members had the idea of keeping IEPs current by phone conference with parents, and we are going to start tomorrow. We will be developing and providing to parents draft copies for IEP conferences, which are now phone conferences, beforehand.

There is a critical legal requirement the Board needs to be aware of: If the local agency (us) is sending any kind of packets, we need to provide the same access to special needs students. So we will modify packets that go out to special needs students based on IEPs. We can also prepare Folder games for lower elementary students.

We are prepared to act.

Board Member, Mr. Shearer:

You are doing great job. I do have some concern about opening the town hall for computer usage. We need to make sure we have limited group size, and that everything is sanitized between groups.

Board Member Ms. Morris:

Ms. Morris explained that Matthew Vandzura was facilitating the community Incident management team at the park.

Dr. Bria:

I am on daily 1:00 p.m. meetings being run by park Deputy Supervisor, Brian Drapeaux. In today's meeting, the chief of Tusayan fire department gave kudos to Matt for riding on school buss to handout lunches. He was impressed that the principal cared enough to hand out food.

I also heard comments from two people in the park that they were impressed by the buss honking at delivery stops, kind of Good Humor ice-cream style announcement.

Ms. Beckerleg:

Dr. Bria and I have verified we had enough cash on hand to cover at least the next 2 payrolls. We are planned to pay all staff regular hours, including teachers and aids. The only people who will need time sheets are maintenance

We are trying to keep track of all COVID 19 expenses, food, labor.

The reports concluded with praise from the Board on actions so far regarding the challenging times we find ourselves in.

A. Executive Session

Motion by Mr. Kevin Hartigan at 6:58 p.m.

Motion: Enter into executive session for the purpose of for consultation or discussion for legal advice with the District’s attorney, regarding the District’s emergency preparedness plan.

Note: Because this meeting was virtual, the executive session took place by Board members hanging up the open session phone conference, which remained open, and dialing into a separate private teleconference session.

Discussion:

Mr. Hartigan requested amending the motion to include the following additional staff members join the executive session:

Ms. Judi Beckerleg

Dr. Karen Lehman

Mr. Thomas O’Connor

Mr. Matt Yost

Ms. Tosca Henry, JD, Legal Council

Second: Mr. Pete Shearer

Vote Tally:

Board Member	Yes	No	Abstain	NA
Kevin Hartigan	X			
SuZan Pearce	X			
Joe Rabon	X			
Pete Shearer	X			
Kathryn Morris	X			

The Board entered Executive session after a five minute 7:07 p.m.

4. Reconvene to Regular Session

The Board Reconvened to regular session at 8:02.

A. Reconvene to Regular Session and possibly take action

Mr. Hartigan read the contents of resolution 2020-003 in its entirety. There was discussion between Board Members, and Ms. Henry (District Attorney).

Motion by Mr. Kevin Hartigan at 8:25 p.m.

Motion: Approve Resolution 2020-003 as read.

Second: Ms. Kathryn Morris

Vote Tally:

Board Member	Yes	No	Abstain	NA
Kevin Hartigan	X			
SuZan Pearce	X			
Joe Rabon	X			
Pete Shearer	X			
Kathryn Morris	X			

5. Adjournment

Motion by Mr. Pete Shearer at 8:27 p.m.

Motion: Adjourn.

Second: Mr. Kevin Hartigan

Vote Tally:

Board Member	Yes	No	Abstain	NA
Kevin Hartigan	X			
SuZan Pearce	X			

Joe Rabon	X			
Pete Shearer	X			
Kathryn Morris	X			

Meeting adjourned at 8:27 p.m.

Respectfully submitted by, _____
Board Secretary

Date _____

Kevin Hartigan
Board President

Pete Shearer
Board Member

Joe Rabon
Board Clerk/Vice President

Kathryn Morris
Board Member

SuZan Pearce
Board Member

Attachments:

1. Resolution 2020-003