

**J.O. COMBS UNIFIED SCHOOL DISTRICT NO. 44
MINUTES OF THE REGULAR BOARD MEETING
WEDNESDAY, OCTOBER 1, 2014**

A public meeting of the J.O. Combs Unified School District #44 Governing Board convened on Wednesday, October 1, 2014 at 6:00 p.m. in the Multi-Purpose Room at the J.O. Combs Middle School. Members of the Governing Board present were Shelly Hargis, President; Kathy Bourgeois, Clerk (absent); Pat Pinckard, Member; Rhett Homan (arrived at 6:15 p.m.), Member; Dr. Gary Kemp, Member; Marcus Berkshire, Tammy Stimatze, Ames Singley, Bradley Shepstead, Sue Kruse, Mark Mauro, Brenda Mayberry, Shannon Weber, Jack Wallbrecht, Santa Dunker, Kelly Guerra, Karla Slovitsky, Dr. Patty Rogers, Assistant Superintendent, Dr. Gayle Blanchard, Superintendent, and MaryLou Martinez, Administrative Assistant.

Call to Order – Governing Board President Mrs. Shelly Hargis called the meeting to order at 6:00 p.m. Mrs. Kathy Bourgeois is absent. Mr. Rhett Homan arrived at 6:15 p.m.

Approval of Meeting Agenda – Dr. Kemp made a motion to approve the meeting agenda as presented, seconded by Mrs. Pinckard, and the motion carried 3-0.

Welcoming of Guests

Pledge of Allegiance

Superintendent's Report – Dr. Blanchard presented regarding the many activities taking place around the district and community. She shared items from the Superintendent's Update.

Student of the Month – Mrs. Holly Rindone, Medical Imaging Director, from Banner Ironwood Medical Center (BIMC) was present to assist with the Student of the Month recognition. Mrs. Rindone shared BIMC is currently underway with their flu vaccine campaign in an effort to protect employees and patients. As of October 1, Banner Health has implemented visitor restrictions at all of its facilities as a proactive measure.

The J.O. Combs District continues to partner with BIMC recognizing one student every month from each of the schools where students are recognized for the various pillars of character, which include Responsibility, Trustworthiness, Citizenship, Caring, Respect, and Fairness. Dr. Patty Rogers, Assistant Superintendent read a brief paragraph about each student and presented certificates to all recipients and they then had a photo taken with Superintendent Blanchard, the Governing Board, and Mrs. Holly Rindone from Banner Ironwood Medical Center.

Focus on Students – Mr. Ames Singley, Principal of Harmon Elementary showcased a new academic pilot program called *Write from the Beginning*. He introduced Harmon's Reading Coach Mrs. Trinette Johnson and two 6th grade students, Macynn Gunnels and Anthony Robaudo. The students gave an oral presentation about the program and explained the use of thinking maps, circle maps and flow maps and how they are used in the writing process. The students also explained the use of color coding their story structure in an effort to better understand and develop their writing skills.

Staff Recognition – Principal Singley recognized Mrs. Kristen Rayburn who works as a paraprofessional and is very deserving of this recognition. Principal Singley commented that Mrs. Rayburn helps substitute teachers understand the students' daily schedule and service plan. In addition, she helps teachers with the different instructional plans for the student as well as ensuring the student's Individual Education Plan (IEP) goals are being met. Mrs. Rayburn often provides instructional support in an inclusion setting.

Volunteer of the Month – Principal Singley recognized volunteer Mrs. Bridget Neuhaus, who was not in attendance. He shared that she does what she can to support the 6th grade team as well as the 1st/2nd grade team. Principal Singley stated that Mrs. Neuhaus comes in every week to find out if there are any additional things that need to be done for the 6th grade team and spends every Thursday helping the 1st/2nd grade team make copies. Her efforts are greatly appreciated since it helps lighten the teams' load.

Citizen's Comments – None

The Governing Board invites the viewpoints of citizens throughout the District under guidelines as presented in Policy BEDH. (Policy BEDH—Public Participation at Board Meetings is posted in the Governing Board Room or available at the District Office.) State statutes prohibit the Governing Board from discussing an item that is not on the agenda, but they do listen to compliments / concerns and request that staff follow up on any questions.

Approval of Consent Agenda Action Items – Dr. Kemp made a motion to approve the Consent Agenda as presented, seconded by Mr. Homan, and the motion carried 4-0.

Approval of Consent Agenda Action Items – Discussion / Motion

A. Approval of Minutes

- i. Regular Meeting September 10, 2014

B. Business and Finance

- i. Student Activities Financial Statement September 2014

ii. Expense Vouchers	#	6011	\$	195,961.50	#	6013	\$	128,142.34
	#	6012	\$	279,706.87	#	6014	\$	275.78
iii. Payroll Vouchers	#	14	\$	259,313.20	#	17	\$	523,784.90
	#	15	\$	507,425.88	#	18	\$	255,614.09
	#	16	\$	70,105.39				

iv. Intergovernmental Agreements

- a. None

v. Bid Request(s)

- a. None

vi. Bid Approval(s)

- a. None

vii. Purchase(s)

- a. Recommendation to Ratify Sole Source Purchase of Online Software for Food Service Department

viii. Grants, Gifts and Donations

- a. Donation of school supplies from Encanterra community residents valued at \$600
- b. Donation of \$4,000 grant from the Greater Valley Area Health Education Center to the Combs High School Medical Professions program

ix. Overnight and/or Out-of-State Travel Request

- a. None

C. Personnel

(A.R.S. §38-431.03 (A)(1) the Governing Board may go into Executive Session for the purpose of discussing personnel matters.)

i. Job Descriptions

- a. None

ii. Administrative Staff: Resignation, Termination, Transfer, Leave of Absence, Employment

iii. Certificated Staff: Resignation, Termination, Transfer, Leave of Absence, Employment

iv. Support Staff: Resignation, Termination, Transfer, Leave of Absence, Employment

v. Substitute Staff: Resignation, Termination, Transfer, Leave of Absence, Employment

Policy Second Read – Dr. Blanchard reminded the Board that these policies were brought before the Board last month for review. She explained that the policies are recommended by ASBA and are based on compliance with state law.

BCB	Board Member Conflict of Interest
BDB	Board Officers
BEC	Executive Sessions/Open Meetings
BEDBA	Agenda Preparation and Dissemination
ECB	Building and Grounds Maintenance
GDF	Support Staff Hiring
GDFA	Support Staff Qualifications and Requirements

GDQA	Support Staff Reduction in Force
IKE, IKE-RB	Promotion and Retention of Students
IKF	Graduation Requirements
JFAB	Tuition/Admission of Non-resident Students
JLCB-E	Immunization of Students
JQ	Student Fees, Fines, and Charges
KDB-R	Public's Right to Know/Freedom of Information
KF, KF-EA	Community Use of School Facilities
JKE	Expulsion of Students

Mrs. Pinckard made a motion to approve the policies as presented, seconded by Dr. Kemp, and the motion carried 4-0.

Governing Board Approval of J.O. Combs Unified School District's Parent Organizations for the 2014-2015 School Year – Dr. Blanchard presented the parent organization applications for Combs Traditional Academy, Harmon Elementary, Simonton Elementary, and J.O. Combs Middle School. She explained that the District needs formal and official approval for these groups for insurance coverage through the Arizona Risk Retention Trust. The remaining parent organization applications will be brought to the board next month for approval. Mrs. Slovitsky provided training to all groups by reviewing rules and regulations and offering guidance and assistance.

President Hargis requested clarification about Harmon Elementary's application in reference to a notation concerning a second page. Mrs. Slovitsky commented that the back of the application was not copied.

Mr. Homan made a motion to approve the J.O. Combs Unified School District's Parent Organizations for 2014-2015 School Year as listed: Combs Traditional Academy, Harmon Elementary, Simonton Elementary, and J.O. Combs Middle School, seconded by Mrs. Pinckard, and the motion carried 4-0.

Accountability, Achievement and Department Goals – Coordinators, Directors, and Assistant Superintendent presented with a PowerPoint discussing their action plans that support the District's student achievement goal.

Ms. Dunker provided an update on the District's student achievement goals. She stated that the assessment results of pretest scores from Galileo were provided to the Board by Dr. Blanchard after the September meeting.

President Hargis asked if all school sites had received the Thinking Maps training. Ms. Dunker explained only the elementary and middle school has and by next year the high school will receive their training.

Mrs. Sue Kruse, provided an update of Ranch Elementary action steps focusing on the Math Masters Program, afterschool tutoring and the Response to Intervention (RTI) program.

Before discussing J.O. Combs Middle School action plan, Mr. Mark Mauro spoke about the *Beat the Odds* program that he and Principal Kruse had recently attended. He mentioned that it is a neat program and it gave principals an opportunity to talk to other principals within the Phoenix metropolitan area. The program focuses on principles for student achievement. Principal Mauro then shared an update on the middle school action steps focusing on the partnership with Pinal County, use of Academic Coaches and formative assessments.

Mrs. Slovitsky provided a brief overview of the Business Services goals and action steps focusing on the process for purchasing instructional materials.

Dr. Blanchard explained to the Board that Coordinators and Directors are discussing their PowerPoint slide (Goal #1) that supports student achievement and will verbally provide a brief statement that supports their other two goals.

Mrs. Kelly Guerra discussed the Migrant Education program since it falls under the umbrella of Community Education. She explained the guidelines of the migrant program and that it is federally funded on a per person basis. Mrs. Elizabeth Kloehr, Migrant Liaison, is responsible for explaining student assessments to the parents often times translating for them in Spanish.

Mrs. Pinckard asked how many students are currently in the migrant program. Mrs. Guerra answered 33 students which covers Pre-Kindergarten through high school. Mrs. Guerra shared that Combs Kidz staff will provide math practice and lessons and is increasing District's social media presence.

Dr. Rogers provided a brief overview of the Human Resources goals and action steps. She noted that the current challenge is in the area of substitutes. There is currently a pool of 30 certified substitutes and District is looking at ways to increase the number. Additionally, the Human Resources department will conduct a comprehensive salary review and ensure that all Highly Qualified information is entered in iVisions.

Dr. Rogers presented on Special Education as Dr. Jane Rupard was not in attendance. The student achievement goal focuses on Galileo pre & post-test results. President Hargis asked why the Special Education goal only references grades 2-6. Dr. Rogers explained that Special Education is focused on the area of most need. Dr. Blanchard added that District is using Galileo as the assessment tool that starts testing at grade 2.

Ms. Dunker spoke about Professional Development which focuses on support staff. She clarified that the goal for certified staff is embedded in the student achievement goal. President Hargis asked if this goal was in response to the end of the year staff survey. Ms. Dunker acknowledged that this is in response to the data collected from support staff employees.

Mrs. Shannon Weber discussed Food Services, Transportation, and Maintenance action plans as it relates to student achievement. She shared that since the start of the school year Food Services has increased participation by 1,000 meals as compared to this same time last year.

Mr. Jack Wallbrecht provided a brief update of the Technology goals and action steps. Major focus for this year will be to create a 3-5 year technology plan.

President Hargis asked for additional information regarding action step number 1 (contact 4-6 school districts regarding current technology plan). She specifically asked how easy it was to obtain the information or if other districts even have a technology plan. Mr. Wallbrecht stated that they are just beginning this process and is not sure how many districts have a written plan. President Hargis expressed an interest to know the outcome.

President Hargis thanked the Coordinators, Directors, and Assistant Principal for putting the information together and presenting to the Board so that they may better support Leadership's endeavors.

School Facilities Board Capital Plan – Mrs. Slovitsky presented a PowerPoint regarding the demographics and capital planning for the J.O. Combs Unified School District through 2023-2024. She noted that this is a yearly requirement. There was a discussion regarding homebuilding activity at Mills Run, Belcara and Pima Crossings subdivisions with Ironwood Crossing and Encanterra subdivisions having the most activity. Mrs. Slovitsky commented that it is difficult to determine how many more students come out of subdivisions due to the influence of the charter schools.

Mrs. Slovitsky mentioned that District prepared charts showing a configuration of K-6 for elementary and 7-8 for middle school. District is working with the School Facilities Board (SFB) to change the reporting configuration. SFB currently requires District to report it as a 6-8 configuration in their database. Based on current homebuilding in the district, Mrs. Slovitsky commented that she does not see a need for any more schools until 2024.

President Hargis made a motion to approve the Fiscal Year 2015 Capital Plan as presented, seconded by Mrs. Pinckard, and the motion carried 4-0.

Capital Bond and Maintenance and Operations Override Report – Mrs. Slovisky presented with a PowerPoint slide presentation. She noted that this is a yearly requirement per Arizona Revised Statutes and is an informational report. She provided an update of the progress of capital improvements financed through bonds as well as maintenance and operation override expense update. Mrs. Slovisky wants to use bond dollars to complete maintenance projects due to drainage related issues in the transportation area. She noted that there are no override dollars for fiscal year 2014-2015.

2013-2014 J.O. Combs Unified School District Annual Financial Report – Mrs. Slovisky shared a PowerPoint presentation on the Annual Financial Report. The report shows all revenues and expenditures for the 2013-2014 school year. The report requires Governing Board approval prior to October 15, 2014. Also included was a slide showing the opening day history for the past ten years and included the student ADM growth data.

President Hargis made a motion to approve the 2013-2014 J.O. Combs Unified School District Annual Financial Report as presented, seconded by Mr. Homan, and the motion carried 4-0.

Adjournment – Mrs. Pinckard made a motion to adjourn at 7:23 p.m., seconded by Mr. Homan and the motion carried 4-0.

One or more Governing Board members will / may participate by telephonic or video communications. The Governing Board reserves the right to change the order of items on the agenda, unless a specific time is listed on the agenda.

The Governing Board reserves the right to move into executive session for legal advice with its attorneys, in person or by telephone, for any item listed on the agenda, pursuant to A.R.S. §38-431.03(A)(3).

J.O. Combs Unified School District #44 endeavors to make all public meetings accessible to persons with disabilities. Please call (480) 987-5300 at least 48 hours in advance of the meeting to request an accommodation to attend or participate in the public meeting.

Governing Board Members

Shelly Hargis, President

Kathy Bourgeois, Clerk

Patricia J. Pinckard, Member

Rhett A. Homan, Member

Gary F. Kemp, Ed.D., Member

Respectfully Submitted by:
MaryLou Martinez
Administrative Assistant
Superintendent / Governing Board
October 1, 2014