



TOLLESON UNION HIGH SCHOOL DISTRICT NO. 214

GOVERNING BOARD **UNOFFICIAL MINUTES
REGULAR MEETING**

TUESDAY, APRIL 12, 2016

DISTRICT ADMINISTRATIVE CENTER
9801 W. VAN BUREN STREET
TOLLESON, ARIZONA

The Tolleson Union High School District No. 214 Governing Board Meeting was called to order at 6:02 p.m. by Governing Board President Mr. Steven Chapman with the following members present: Mr. Devin Del Palacio, Ms. Corina Madruga (by telephone periodically throughout the meeting), and Mr. Vincent Moreno. Mr. Freddie Villalon was excused.

Pledge of Allegiance

Mr. Chapman led the Pledge of Allegiance.

Approval of the Regular Agenda

Mr. Del Palacio moved to approve the Regular Agenda; seconded by Mr. Moreno. In a roll call vote, the motion carried 3-0.

Celebrations

A. Employees of the Month

The Employee of the Month recognition is bestowed upon employees who have exemplified the mission, vision, and purpose of the Tolleson Union High School District. These employees have made a positive impact on student achievement and serve as an inspiration to others by showing a commitment to providing excellent customer service. The following March 2016 Employees of the Month were recognized for their contributions to the District.

Sierra Linda High School

Angela Richards, Special Education Teacher

James A. Green Continuing Education Academy

Maggie Aguilar, Teacher

Lighthouse Academy

AeDee Latten II, Teacher

Leigh Virgil, Teacher

Westview High School

Randy Camacho, Social Studies Teacher/Department Chair

John Irish, Literacy Teacher

B. Athletes of the Month

The Athlete of the Month Program recognizes student athletes who exhibit exemplary sportsmanship, performance, leadership, and work ethic, both in the classroom and in a competitive environment. The following March 2016 Athletes of the Month were recognized.

Copper Canyon High School

Candee Soto (Softball) and Sem Cano (Baseball)

La Joya Community High School

Destiny Garcia (Softball) and Ivan Valdivia (Baseball)

Sierra Linda High School

Jennifer Dominguez (Tennis) and Javier Avila (Track)

Tolleson Union High School

Kyli Alvarez (Track) and Leonard Walker (Baseball)

Westview High School

Jasmine Brown (Softball) and Gabriel Joya (Baseball)

Public Participation

There were four requests to address the Governing Board.

- Alex Stevanov, Copper Canyon High School teacher – classroom staffing and open classrooms.
- Esai Chavez, Copper Canyon High School student – lack of math teachers and concern about the outcome of taking tests/assessments.
- Matt Unsworth, Copper Canyon High School teacher – teacher shortage and classroom situation.
- Gary Husk, attorney representing Copper Canyon High School teacher Amy Rodas – personnel matter. (Note: Mr. Husk did not submit a public participation form prior to the beginning of the meeting and pursuant to Policy BEDH. Contrary to policy, Mr. Chapman allowed Mr. Husk to address the Governing Board).

Summary of Current Events

Superintendent – Dr. Cunningham

- Congratulations were extended to the Finance Department for receiving a Certificate of Achievement for Excellence in Financial Report for FY15 from the Government Finance Officers Association. TUHSD received this recognition for its comprehensive annual financial report.
- Dr. Cunningham thanked everyone on the TUHSD crisis teams for supporting students, staff, and schools in need throughout the District.
- More than 400 students attended the Sierra Linda High School prom held at the Phoenix Zoo. This is one of the largest proms that SLHS has hosted.
- Over 30 Copper Canyon High School students attended an ACT practice exam session. The Aztecs are helping their 11th graders prepare for the upcoming ACT.
- Westview High School's Class of 2016 is currently up to \$5.4 million in scholarship offers with more coming in. Dr. Wilson challenges each year's senior class to bring in more scholarship money than the previous year's graduates.
- La Joya Community High School earned a bronze medal at the FBLA state conference.
- A Tolleson Union High School student was selected at the FBLA state conference to serve as a FBLA state officer. Eight FBLA students from TUHS will attend the national conference this summer.
- A University High School student is a finalist for a Dorrance Scholarship which supports students who are interested in attending Arizona State University, Northern Arizona University, or the University of Arizona.
- Twenty-two Food and Nutrition Services employees had perfect attendance for the third quarter and thirteen employees have perfect attendance to date.
- With the deadline to donate to the tax credit program extended to April 15, the amount of donations has increased. Additional tax credit funding means more AP test takers will be supported.

Governing Board

- Mr. Chapman acknowledged the presence of Mr. Lupe Contreras from Legislative District 19. Mr. Chapman also stated that the professional development opportunities afforded by the National School Boards Association allows the Governing Board to observe best practices when serving community and students. Lastly, Mr. Chapman extended his appreciation to the District's Crisis Team for assisting the schools when necessary.
- Mr. Moreno stated that he will be representing the Governing Board as the April guest writer for the District's website. Mr. Moreno further expressed his pleasure with Copper Canyon High School's video news, Sierra Linda High School's Bulldog news, and La Joya Community High School's online news.
- Mr. Del Palacio stated that he attended the Tolleson Boys and Girls Club's Stars Event celebrating the youth of the year. Copper Canyon High School senior Brianna Inda was chosen Youth of the Year.
- Ms. Madruga stated that the Arizona Latino School Board Association is hosting a professional development opportunity with David Garcia from Arizona State University who will speak on Arizona school funding inequities. The meeting will take place on April 13 at 6:00 p.m. at the Maryvale Community Center.

Approval of the Consent Agenda

Mr. Moreno moved to approve the Consent Agenda; seconded by Mr. Del Palacio. In a roll call vote, the motion carried 4-0.

Discussion/Action of Item(s) Previously Removed from the Consent Agenda

No items were removed.

CONSENT AGENDA * ITEMS

Human Resources *

A. Personnel Items

PROFESSIONAL SERVICES STAFF

Employment of Personnel

Martinez, Gabriel	CCHS	Plant Manager
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CERTIFIED STAFF

Employment of Personnel

Riley, Jewel	DO	Prevention/Intervention Specialist
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Grant, Elisha	TUHS	Credit Recovery
Kemp, Kristine	TUHS	Physical Education

Employment of Personnel for the 2016-2017 School Year

Green, Jessica	CCHS	Science – Integrated
McBride, Melynda	CCHS	English
Parks, Loyd	CCHS	Mathematics
Stuebaker, Zana	CCHS	Special Services – Life Skills
Pena, Katherine	LJCHS	Special Services – Co-Teacher
Solares, Jacob	LJCHS	Science – Chemistry

Employment of Personnel for the 2016-2017 School Year (Continued)

Vargas Gutierrez, Magdaly	SLHS	Special Services – Co-Teacher
Aasen, Jolene	TUHS	Special Services – Life Skills
Joshi, Ruchi	TUHS	Mathematics
Logan, Lakenya	TUHS	Special Services – Co-Teacher
Martinez, Samantha	TUHS	English
Nelson, Cory	TUHS	Social Studies – History
Cady, David	UHS	Social Studies – History
Carter, Gabriel	WHS	Guidance Advisor
Chang, Cecily	WHS	Guidance Advisor

Re-employment of Personnel for the 2016-2017 School Year

Thomas, Larry	CCHS	CTE
Fayson, Shirleeah	TUHS	CTE

Spring Coach

Ross, Larry	WHS	Assistant Baseball Coach
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Resignations at End of 2015-2016 School Year

Lamothe, Brian	CCHS	Guidance Advisor
Macias, Catarina	CCHS	Science – Integrated
Stagliano, Joseph	CCHS	Special Services – Co-Teacher
Unsworth, Matthew	CCHS	Social Studies – History
Beachy, Nathan	LJCHS	English
Buchignani, Cassandra	LJCHS	English
Hauss, Christopher	LJCHS	Science – Biology
Meza, Carlos	LJCHS	Social Studies – History
Bihn, William	SLHS	Mathematics
Deibert, Alysha	SLHS	Science – Biology
Figueroa, Breezy	SLHS	Special Services
Maguire, Shelby	SLHS	Science – Biology
Arpaia, Mary	TUHS	Foreign Language – Spanish
Garry, Dennis	TUHS	CTE & Science – Chemistry
Langan, Sean	TUHS	Mathematics
Minton, Tyler	TUHS	Science – Chemistry/Physics
Keith, Huntington	WHS	Science – Earth
Mangan, Patrick	WHS	Social Studies – History

Resignations (Liquidated Damages Do Not Apply)

Jenkins, Nicholas	LA	Instructor
Howard, Lonnie	LJCHS	Special Services – Life Skills

Retirements at End of 2015-2016 School Year

Mader, Dennis	CEA	English
Shelkin-Hill, Judith	SLHS	CTE – Business & Marketing

CLASSIFIED STAFF

Employment of Personnel

Soto, Daniela	CCHS	Cafeteria Cashier
Sechrist, Garet	DO	Substitute Bus Driver
Rodriguez, Jose	LJCHS	Instructional Assistant II – SPED
Valencia, Jacqueline	LJCHS	Instructional Assistant II – SPED
Arias Ortez, Maribel	SLHS	Cafeteria Cashier
Dominguez, Graciela	TUHS	Cafeteria Cashier
Ghoston, Kalyn	WHS	Instructional Assistant I – SPED
Peralta, Mayra	WHS	Cafeteria Cashier

Spring Coaches

Tejeda, Angelica	LJCHS	Assistant Softball Coach
Moreno, Ruben	WHS	Assistant Baseball Coach

Resignations

Helm, Richard	DO	Buyer
Hoover, Arleen	DO	Bus Driver
Umstadd, John	DO	Bus Driver
Mendoza, Nelida	LJCHS	Cafeteria Cook

VOLUNTEERS

Volunteers

Barrios, Conniecarmen	CCHS	Chaperone
Suniga, Albert	LJCHS	Assistant Baseball Coach
Kallmes, Christopher	WHS	Chaperone

B. Contract and Notice of Employment Language – 2016-2017

The following 2016-2017 employee contracts/notice of employment language was approved.

- Certified Administrator or Professional Services Employment Contract
- Returning Retiree Certified Administrator or Professional Services Employment Contract
- Professional Staff Non-certificated Employment Contract
- Returning Retiree Professional Staff Non-certificated Employment Contract
- Teacher’s Employment Contract
- Returning Retiree Teacher Employment Contract
- Certified Term Contract and Notice of Nonrenewal
- Guidance Advisor’s Employment Contract
- Guidance Advisor Department Chair’s Employment Contract
- Librarian’s Employment Contract
- School Psychologist’s Employment Contract
- Social Worker’s Employment Contract
- Nurse’s Employment Contract
- Marine Junior Reserve Officer Training Corps Instructor’s Employment Contract
- Notice of Employment (At-Will Employment)
- Returning Retiree Notice of Employment (At-Will Employment)

Financial Services *

A. Vouchers

Prior to ratification at the Governing Board meeting, Governing Board President, or his designee, reviews and signs vouchers. Vouchers represent orders for payment of material, equipment, salaries, and services.

- Payroll Vouchers – \$ 3,910,309.94 (#30 - #34)
- Expense Vouchers – \$ 2,207,642.37 (#8106 - #8120)

B. Donations

The following donations were received by the District.

- AZ Heat Camps donated \$3,680 to the Copper Canyon High School Spiritline. Money will be used for registration fees for the 2016 Nationals.
- Copper Canyon High School Dance Club donated \$1,949.06 to the Copper Canyon High School dance program. Money will be used to purchase costumes.
- La Joya Community High School Baseball Club donated \$609.29 to the La Joya Community High School baseball team. Money will be used to purchase catchers' equipment.
- La Joya Community High School's Senior Class of 2016 donated \$1,688.32 to La Joya Community High School's student government and administration. Money to be used to purchase audio-visual equipment.
- Tolleson Dance donated \$1,436.43 to the Tolleson Union High School dance program. Money will be used to purchase dance costumes.
- Westview High School Dance Club donated \$3,012.95 to Westview High School's dance program. Money will be used to purchase dance costumes and supplies.

Purchasing *

A. Award of Contract – RFP #76-003-22, Contracted Custodial Services, to Olympus Building Services, Inc.

The Governing Board awarded the contract for custodial services to Olympus Building Services, Inc.

B. Authorization for Disposal #928, Technology Equipment; #929, EMV Readers; and #930, Washer/Dryer Combination

The District received authorization to dispose of technology equipment, EMV readers, and a combination washer/dryer.

Superintendent's Office *

A. Services Agreement with the Arizona Board of Regents, Acting for and on Behalf of Arizona State University – American Dream Academy-Realizing the American Dream and Future Sun Devil Families

Arizona State University will provide training, known as the American Dream Academy – Realizing the American Dream and Future Sun Devil Families, intended to help adults influential in the life of a student acquire the tools and knowledge necessary to help their students increase their academic achievement. The training is designed to develop skills and techniques which will enable parents to address the educational needs of their school-aged children.

B. Agreement for Employee Staffing Services – Education Services, Inc.

For many years, the District has utilized a Phased Retirement Employment Program, which has enabled the District to retain experienced employees who choose to retire but want to continue working. Employees wishing to retire and immediately return to the District must return under the Phased Retirement Employment Program. The District determines the salary that will be paid to employees participating in the Phased Retirement Employment Program; employees are responsible for payment of the alternate contribution rate (ACR) assessed to the District.

C. Educational Professional Services Agreement – Teach for America

Teach for America will provide teacher candidates in areas deemed hard to fill. The term of the Agreement will cover the 2016 cohort of teachers for the 2016-2017 and 2017-2018 academic years and will also cover the 2017 cohort of teachers for the 2017-2018 and 2018-2019 academic years. Although the Agreement will expire on April 1, 2018, all provisions applicable to the 2017 cohort of teachers will remain in effect through the conclusion of the 2018-2019 academic year.

D. Travel

The following travel requests were approved:

- Westview High School teachers Misty Wylie, Larry Wonner, and Justin Lamb, along with students in the Anthropology Club, will visit Native American archaeological sites in and around Camp Verde, Clarkdale, and Flagstaff, AZ on April 29-May 1, 2016.
- Westview High School English teachers Cristine Petruncola, Steven Arenas, and Andrina Moses will participate in the National Council of Teachers of English – Early Career Educator of Color Leadership Award Program in Atlanta, GA on November 19-22, 2016.
- West-MEC Central Program students from Copper Canyon High School, La Joya Community High School, Sierra Linda High School, Tolleson Union High School, University High School, and/or Westview High School who are enrolled in FBLA-aligned courses through West-MEC and who qualified via state level competition will attend the Annual SkillsUSA National Conference in Louisville, KY on June 20-25, 2016.
- West-MEC Central Program students from Copper Canyon High School, La Joya Community High School, Sierra Linda High School, Tolleson Union High School, University High School, and/or Westview High School who are enrolled in HOSA-aligned courses through West-MEC and who qualified via state level competition will attend the Annual HOSA National Conference in Nashville, TN on June 22-26, 2016.
- West-MEC Central Program students from Copper Canyon High School, La Joya Community High School, Sierra Linda High School, Tolleson Union High School, University High School, and/or Westview High School who are enrolled in FBLA-aligned courses through West-MEC and who qualified via state level competition will attend the Annual FBLA National Leadership Conference in Atlanta, GA on June 27-July 3, 2016.

E. Resolution of Breach of Contract – Kristy Kosterman

Ms. Kosterman breached her 2015-2016 employment contract by resigning subsequent to signing the contract and not paying the liquidated damages fee. A formal resolution will be sent to the Arizona Department of Education stating that Ms. Kosterman has not fulfilled the terms of her contract and is still employed by the District.

F. Resolution of Breach of Contract – Angelica White

Ms. White breached her 2015-2016 employment contract by resigning subsequent to signing the contract and not paying the liquidated damages fee. A formal resolution will be sent to the Arizona Department of Education stating that Ms. White has not fulfilled the terms of her contract and is still employed by the District.

G. Minutes – March 8, 2016 Regular Meeting and Executive Session

The Governing Board approved the March 8, 2016 Regular Governing Board Meeting and Executive Session minutes.

H. Second Reading – Policy BEDB; Agenda

The second reading of Policy BEDB; Agenda was approved.

INFORMATION/DISCUSSION ITEMS

1. **Arizona School Boards Association's Equity Event 2016 Report**
Governing Board President Steven Chapman and Member Corina Madruga attended the Arizona School Boards Association's Equity Event 2016 on March 10-11, 2016 in Phoenix. Mr. Chapman provided a brief report on the conference.
2. **Meet and Confer Committee Report; Recommendations for 2016-2017 (Attachment #1)**
The Meet and Confer Committee presented information to the Governing Board relative to the Meet and Confer process, discussed their salary and benefits recommendations for 2016-2017, provided a recommendation on how future monies possibly received by the District could be allocated to staff, and shared next steps.

ACTION/DISCUSSION ITEMS

1. **Employee Salary Increase and Salary Schedules – 2016-2017**
All staff returning for the 2016-2017 school year will receive a 1.5 % salary increase. A 0.5% increase has been added to the base amounts in the following initial placement salary schedules.
 - Administrative/Professional Services Initial Placement Salary Schedule
 - Principal Initial Placement Salary Schedule
 - Assistant Principal Initial Placement Salary Schedule
 - Academic Dean Initial Placement Salary Schedule
 - Certified Initial Placement Salary Schedule
 - School Psychologist Initial Placement Salary Schedule
 - Support Staff Salary Schedule
 - Support Staff – Information Technology Salary Schedule
 - Support Staff – Licensed Practical Nurse (LPN) Salary Schedule
 - Extracurricular Salary and Club, Class, Extra Duty, Other, and Travel Schedules

Mr. Chapman moved to approve a 1.5% salary increase for all staff and a .5% increase to all base amounts on the initial placement salary schedules for 2016-2017; seconded by Mr. Del Palacio. In a roll call vote, the motion carried 3-0.
2. **2016-2017 Insurance Rates, Plan Benefits, District Contribution Amounts, and Employee Costs (Attachment #2)**
Dr. Cunningham presented the proposed insurance rates, plan benefits, District contribution amounts, and employee costs for 2016-2017.

Mr. Chapman moved to approve the (1) rates and utilization of contracts awarded through Valley School Employee Benefits Trust for the purchase of major medical, dental, vision, life, accidental death and dismemberment, voluntary short term disability insurance, Flexible Spending Account, and COBRA administration services; (2) District contribution amounts; and (3) employee cost for the 2016-2017 insurance plan; seconded by Mr. Moreno. In a roll call vote, the motion carried 3-0.

3. First Reading – Multiple Policies (BEC, BEDA, BEHD, FCB, GBI, GCCA, GCCH, GCQF, GDQA, IKE, IKF, JFAB, JFABC, JK, and JLIA)

The first reading of multiple policy revisions based upon changes to law and/or District recommendations took place.

Mr. Chapman moved to approve the first reading of Policies BEC (Executive Sessions/Open Meetings), BEDA (Notification of Board Meetings), BEDH (Public Participation at Board Meetings), FCB (Retirement of Facilities), GBI (Staff Participation in Political Activities), GCCA (Professional/Support Staff Discretionary and Accrued Sick Leave), GCCH (Professional/Support Staff Bereavement Leave), GCQF (Discipline, Suspension and Dismissal of Professional Staff Member), GDQA (Support Staff Reduction in Force), IKE (Promotion and Retention of Students), IKF (Graduation Requirements), JFAB (Tuition/Admission of Nonresident Students), JFABC (Admission of Transfer Students [Academic Credit Transfer]), JK (Student Discipline), and JLIA (Supervision of Students); seconded by Mr. Moreno. In a roll call vote, the motion carried 3-0.

4. Notice of Governing Board’s Intent to Dismiss, Statement of Charges, and Placement on Administrative Leave of Absence – Amy Rodas

Dr. Cunningham presented the Governing Board with a Statement of Charges against teacher Amy Rodas and requested that the Governing Board take the following actions relative to the Statement of Charges:

- That the Governing Board conclude, after having reviewed the Statement of Charges, that the District has sufficient cause to dismiss Amy Rodas, if the allegations are true;
- That the Governing Board vote to provide Amy Rodas with notice of its intent to terminate her if the Governing Board makes the determination that her alleged conduct is cause for dismissal;
- That the Governing Board vote to place Amy Rodas on administrative leave of absence with pay, in accordance with A.R.S. §15-540, pending the outcome of the dismissal proceeding or other resolution of this matter; and
- That the Governing Board designate a hearing officer to hold the hearing, hear the evidence, prepare a record, and issue a recommendation to the Governing Board for action.

Mr. Chapman stated that the Governing Board was not to determine during the meeting whether the allegations are true or false, nor were they to delve into the details of the case. Rather, the Governing Board members were only to decide during the meeting whether the District has sufficient cause to dismiss the teacher if the allegations are true.

Mr. Chapman further stated that Dr. Cunningham was requesting that the Governing Board provide Ms. Rodas with notice of its intent to terminate if the Governing Board makes the determination that her alleged conduct is cause for dismissal. Further, Mr. Chapman stated that should the Governing Board vote to give the notice of intent to terminate, Ms. Rodas will have ten (10) calendar days from the date she is served with the notice in which to request a hearing and that the filing of a timely request shall suspend the imposition of a dismissal pending completion of the hearing.

Mr. Chapman moved that the allegations presented in the Statement of Charges presented by the Administration constitutes good cause for the dismissal of teacher Amy Rodas, if true; seconded by Mr. Moreno. In a roll call vote, the motion carried 3-0.

Mr. Chapman moved that the Governing Board authorize the Superintendent to provide teacher Amy Rodas with written notice of the Board's intention to dismiss her from her employment with the District at the conclusion of ten (10) calendar days after service of the Notice, unless she requests a hearing within ten (10) calendar days of the date she is served with the Notice; seconded by Mr. Moreno. In a roll call vote, the motion carried 3-0.

Mr. Chapman moved that the Governing Board place teacher Amy Rodas on Administrative Leave of Absence with pay effective on April 13, 2016 if she requests that a dismissal hearing be held and/or until this matter is resolved through the hearing process or otherwise; seconded by Mr. Moreno. In a roll call vote, the motion carried 3-0.

Mr. Chapman moved that if a hearing officer is not selected by mutual consent of the parties, that the Governing Board designate Ben Hufford, Esq. to be the hearing officer in this matter; if Mr. Hufford is not available, that the Governing Board designate Prudence Lee, Esq. to be the hearing officer in this matter; if Mr. Hufford nor Ms. Lee are available, that the Governing Board designate Harold Merkow, Esq. to be the hearing officer in this matter; seconded by Mr. Moreno. In a roll call vote, the motion carried 3-0.

AGENDA ITEMS FOR FUTURE MEETINGS

The following agenda items were requested:

- Copper Canyon High School senior Brianna Inda, chosen as Youth of the Year by the Tolleson branch of the Boys and Girls Club (Mr. Del Palacio)
- Tolleson Crisis Team (Mr. Del Palacio)
- Proposed Tolleson Solutions Committee (Mr. Del Palacio)
- Information from ACT, including percentage of those who could and did take the test (Mr. Moreno)

FORMAL ADJOURNMENT OF REGULAR MEETING

Mr. Del Palacio moved to adjourn the Regular Meeting; seconded by Mr. Mr. Moreno. Mr. Chapman called the Regular Meeting of the Tolleson Union High School District Governing Board adjourned at 7:50 p.m.

Steven Chapman, Governing Board President

ATTACHMENT #1

2016 TUHSD MEET AND CONFER RECOMMENDATIONS

APRIL 12, 2016



INTRODUCTION OF MEET AND CONFER TEAM

Certified	Classified	Administrative	DO Support
Terry Caruso	Angie Bryant	Wendy Barrie	Lexi Cunningham
Michael Conner	Joyce Council	Brandi Haskins	Katelyn Eubanks
Daniel Hopper	Richard Helm	Richard Oros	Debbie McKintosh
Patty Lopez-Vejar	James Piper	Richard Stinnett	Tracy McLaughlin
Antonio Lozano	Cameron Smith	Michele Wilson	Michael Stewart

A special thanks to Lynn Munier, our facilitator.

POLICY HA

- Policy approved by TUHSD Governing Board on October 27, 2015.
- Meet and Confer Committee includes three teams representing administrators, certified staff, and classified staff.
- Policy states - *The Meet and Confer Committee shall meet to discuss salary and benefits for all employees, which may include:*
 - *Personal Leave Time*
 - *Longevity Incentives*
 - *Credits for Professional Growth*
 - *Extra Duty Compensation*
 - *Work Place Conditions.*
- *The Meet and Confer Committee is authorized to forward its recommendations to the Governing Board for the Governing Board's review and consideration prior to the Governing Board's vote on salary and benefits.*

MEET AND CONFER PROCESS OVERVIEW

- Key components of Meet and Confer –
 - Separate people from the problem
 - Focus on interests, not position
 - Identify options for mutual gains
 - Insist on using objective criteria
- 4 elements of every negotiation
 - People
 - Interests
 - Options
 - Criteria
- Consensus
 - Enhanced and improved working relationships
 - A sense of partnership
 - Positive growth and change

MEET AND CONFER NON-NEGOTIABLES

- Start and end on time
- Notify, in advance, if absent
- Watch airtime
- Respect confidentiality
- Listen first
- All people are equal
- Work on facts and be open to other's opinions
- Be prepared to explain position
- Disagree with ideas, not the person
- Each person is critical to the success of the group
- Disagreements end at the door
- The minutes are the team's joint communication

MEET AND CONFER CONSIDERATIONS

- Fair, equitable, and equally applied to all employee groups
- Recruit and retain quality employees
- Value all employees
- Competitive compensation
- Commitment to the District and our community

EMPLOYEE SURVEY RESULTS – PRIORITIZED LIST

1. Salary increase
2. Insurance/Benefits
3. Differentiated salary increase based upon years of service in TUHSD
4. Class size
5. Longevity stipend increase
6. Discretionary / Sick days being changed to “personal” days
7. Teacher class coverage compensation increase
8. M & O used to fund performance plan for classified and administrators
9. Hard-to-fill salary increase
10. Work day
11. Professional growth credits
12. Extra section stipend increase
13. Extracurricular / Athletic salary increase
14. Caseloads
15. Faculty meetings
16. Employee transfer procedures
17. Guest teacher pay increase
18. CTE class size

INSURANCE AND BENEFITS RECOMMENDATION

- No increase to medical benefits for any employees. Slight increase to dental and other benefits such as vision, short-term disability, etc.
- Medical – TUHSD contribution will be \$4,552.80 for all employees; High Deductible Health Plan I (HDHP I) employees will be eligible for a \$700 HSA contribution.
- Dental – TUHSD will cover employee only cost for Delta Dental and employee will see a slight increase to cover family/spouse/children. TUHSD will continue to cover 100% of Total Dental Administrators Health Plan for employee plus family.
- Other Benefits – TUHSD will pay 100% of life insurance. Employee can purchase additional benefits, such as vision, short-term disability, etc., and might see a slight increase in the cost.

INSURANCE COMMITTEE – FY17

- Formation of an Insurance and Benefits Committee to review current insurance and examine options.
- Committee will be charged with surveying employees on satisfaction, determining needs of TUHSD, researching options, and possibly beginning the procurement process.
- Committee will consist of TUHSD employees from all employee groups and a variety of sites/departments.

SALARY RECOMMENDATIONS

- TUHSD is committed to retaining and hiring good employees. Must continue to offer a competitive compensation package.
- Recommendation for salary increase is made assuming current funding resources
 - M & O - \$57,441,427
 - DAA - \$23,974,432
- Recommend –
 - .5% to base of salary placement guides
 - 1.5% increase to all certified, classified, and administrative employees
- Will decrease carryforward to 3%.

HISTORICAL PERSPECTIVE

Range
11.25% +
\$1,800 to
13% +
\$1,800

Year	Increase	Insurance Contribution by Employee
2012	3% to all employees & base	
2013	\$600 stipend	2500 & 1500 Plans \$0 Base Plan \$2,400
2014	2% to all employees & base plus two \$600 stipends	2500 & 1500 Plans \$0 Base Plan \$2,400
2015	1.5% to all employees & base	2600 & 1500 Plans \$0 Base Plan \$2,473.55
2016	3.25%, 4.25%, or 5% depending upon band	2600 & 1500 Plans \$0 Base Plan \$2,473.55
2017	.5% to base and 1.5% to all current employees	No increase to medical insurance; slight increase to dental (expanded coverage)

DISCRETIONARY/SICK DAY POLICY RECOMMENDATION

- Eligible TUHSD employees earn sick and discretionary days to use throughout the year.
- The current policy requires that an employee use all of their discretionary leave before they use their sick leave.
- The Meet and Confer Team is recommending that the policy be revised and that all discretionary/sick time be converted to personal leave time. Employees then have the right to use their personal leave time as they see fit.

CLASSIFIED PROFESSIONAL GROWTH CREDIT POLICY REVIEW AND REVISION

- Classified employees are encouraged to participate in professional growth activities but have not been compensated in a manner that is consistent with how certified staff are compensated.
- The Meet and Confer team recommends that administration work with classified employees to review and revise the current policy to compensate classified employees, who are working to improve, at a level that is more aligned to certified employees.
- This work will take place this summer.

PROP 123 DISCUSSION AND RECOMMENDATIONS

- Understanding was reached as to additional projected funds that may become available from the school funding lawsuit settlement if Prop123 passes for TUHSD would be: .
 - \$1 million will be allocated in a percentage stipend to 2015-2016 TUHSD employees returning for the 2016-2017 school year. This will be a one-time payment paid on 9/30/16. The payment is projected to be approximately 2% of their FY16/17 salary. The actual percentage will be calculated after the number of returning TUHSD employees is determined.
 - Remaining Prop 123 funds will be equally allocated in a stipend to all 2016-2017 eligible employees employed as of 12/09/16. This will be a one-time payment paid on 01/06/17. All eligible TUHSD employees, regardless of FTE, will receive the same stipend. The projected payment is estimated to be \$1,000. The total dollar amount will be calculated after the number of eligible employees is determined.

PROP 123 DISTRICT COMPARISON

District	Prop 123 Passes	Prop 123 Fails
AFUHSD	2%	2%
Alhambra	2%	0
Cartwright	4-6%	0
Dysart	Stipend to be determined	1%
Fowler	4% stipend; 3% to contracts	1%
Fountain Hills	1%	0
Liberty	2%	0
PVUSD	6%	3%
Pendergast	Up to 10%	1.1%
Phoenix Elem	\$1,000 for returning teachers	0
TUHSD	2 stipends (approximately 4.5%)	.5% to base & 1.5% to all employees
Union	2%	0

EXTRA DUTY/EXTRACURRICULAR SALARY SCHEDULE

- The extra duty/extracurricular placement guide is linked to the TUHSD certified placement guide. The base of the extra duty/extracurricular placement guide will be increased by .5% due to the link to the certified placement guide.
- If Prop 123 passes, coaches/sponsors who receive extra duty/extracurricular compensation will receive a 1.5% increase.
- During FY17, the Meet and Confer Team will complete an extra duty/extracurricular compensation study to determine if adjustments need to be made to compensation guides.

POSSIBLE OVERRIDE ELECTION

- An override may be called for November 2016 to maintain current level of M & O support.
- If override passes, Meet and Confer Team will make a recommendation on how to allocate the additional \$2,386,820 that will be available.
- Recommendations might include compensation of employees, program development, staffing considerations, and academic support.

NEXT STEPS

- The Meet and Confer Team will reconvene in September 2016 to –
 - Plan for the results of the potential November 2016 override election
 - Begin the FY18 budget process by surveying staff and revisiting items not covered in FY17 budget
 - Review the status of Prop 123 payments (if passes)
 - Receive an update on the Insurance/Benefits Committee

PROPOSED COMMUNICATION PLAN

- Communication
 - Email all staff with results from meeting
 - Visit sites and departments to answer questions
- Contracts
 - Certified – Contracts issued on April 18th (15 business days to return)
 - Classified – Notices of Wage issued on April 25th (5 business days to return)
 - Administrators – Contracts issued on April 25th (15 business days to return; principals have 30 business days to return)

FINAL THOUGHTS

**Thank you to the
Meet and Confer Team!!**

ATTACHMENT #2

Medical Insurance Rates and Plan Benefits for 2016-2017

Tier	PPO Base Plan					HDHP I					HDHP II						
	# of Emp. Currently enrolled	FY16 Annual Cost*	FY16 Annual Cost*	Increase/Decrease	% Increase	# of Emp. Currently enrolled	FY16 Annual Cost*	FY16 Annual Cost*	Increase/Decrease	% Increase	# of Emp. Currently enrolled	FY16 Annual Cost*	FY16 Annual Cost*	Increase/Decrease	% Increase		
EE Only	47	\$ 2,473.55	\$ 2,473.55	\$ -	0%	340	\$ -	\$ -	\$ -	0%	158	\$ -	\$ -	\$ -	0%		
EE + Spouse	3	\$ 8,797.27	\$ 8,797.27	\$ -	0%	22	\$ 2,276.40	\$ 2,276.40	\$ -	0%	4	\$ 4,637.91	\$ 4,637.91	\$ -	0%		
EE+ Child(ren)	6	\$ 8,094.63	\$ 8,094.63	\$ -	0%	92	\$ 2,048.76	\$ 2,048.76	\$ -	0%	10	\$ 4,225.69	\$ 4,225.69	\$ -	0%		
EE+Family	2	\$ 15,120.99	\$ 15,120.99	\$ -	0%	12	\$ 8,485.92	\$ 8,485.92	\$ -	0%	14	\$ 8,451.29	\$ 8,451.29	\$ -	0%		
Benefit Highlights						Benefit Highlights						Benefit Highlights					
Deductible \$750/\$2,250						Deductible \$2,600/\$5,200						Deductible \$1,500/\$3,000					
Maximum out-of-pocket \$3,000/\$9,000						Maximum out-of-pocket \$4,500/\$9,000						Maximum out-of-pocket \$3,425/\$6,850					
Coinsurance 80%						Coinsurance 80%**						Coinsurance 80%**					
Doctor copay \$20/\$35						Doctor copay 80%**						Doctor copay 80%**					
Specialist copay \$40/\$55						Specialist copay 80%**						Specialist copay 80%**					
Urgent care copay \$50						Urgent care copay 80%**						Urgent care copay 80%**					
ER copay \$500						ER copay 80%**						ER copay 80%**					
Pharmacy (retail) \$0/\$30/\$50						Pharmacy (retail) \$0/\$30/\$50						Pharmacy (retail) \$0/\$30/\$50					

* Annual cost does not include District contribution.

** After deductible is met.

Items highlighted reflect changes to plans for 2016-2017 school year.

Employee and Employer Medical Cost for 2016 - 2017

New 2016 - 2017 Total District Contribution	\$3,814,613.60
Current 2015 -2016 Total District Contribution	\$ 3,470,488.00
Total District Contribution Increase for 2016 - 2017	\$344,125.60

This illustration shows the District Contribution ramed at \$4,552.80.

*District will deposit up to \$700.00 into the HDHP I employee only tier. \$350.00 will be preloaded into eligible accounts on effective date of coverage. To receive the additional \$350.00 eligible employees must complete three wellness activities. The additional \$350.00 will be contributed at the end of the plan year.

		2015 - 2016 Annual Cost per Employee	New 2016 - 2017 Annual Cost per Employee	New 2016 - 2017 Annual Increase per Employee (column D - C)	New 2016 - 2017 District Contribution per Employee	Total 2016 -2017 District Contribution Cost	New 2016 - 2017 Employee Cost	Emp Cost 26 pays	Emp Cost 21 pays	Emp cost 20 pays
PPO Base Plan										
# of Emp										
57	Employee	\$ 7,026.35	\$ 7,026.35	\$0.00	\$4,552.80	\$259,509.60	\$2,473.55	\$95.14	\$117.79	\$123.68
3	Employee + Spouse	\$13,350.07	\$ 13,350.07	\$0.00	\$4,552.80	\$13,658.40	\$8,797.27	\$338.36	\$418.92	\$439.86
5	Employee + Child(ren)	\$12,647.43	\$ 12,647.43	\$0.00	\$4,552.80	\$22,764.00	\$8,094.63	\$311.33	\$385.46	\$404.73
4	Employee + Family	\$19,673.79	\$ 19,673.79	\$0.00	\$4,552.80	\$18,211.20	\$15,120.99	\$581.58	\$720.05	\$756.05
69										
HDHP I w/HSA										
318	Employee	\$ 4,552.80	\$ 4,552.80	\$0.00	\$4,552.80	\$1,676,684.80	\$0.00	\$0.00	\$0.00	\$0.00
23	Employee + Spouse	\$ 6,829.20	\$ 6,829.20	\$0.00	\$4,552.80	\$104,714.40	\$2,276.40	\$87.55	\$108.40	\$113.82
95	Employee + Child(ren)	\$ 6,601.56	\$ 6,601.56	\$0.00	\$4,552.80	\$432,516.00	\$2,048.76	\$78.80	\$97.56	\$102.44
15	Employee + Family	\$13,038.72	\$ 13,038.72	\$0.00	\$4,552.80	\$68,292.00	\$8,485.92	\$326.38	\$404.09	\$424.30
449										
HDHP II										
190	Employee	\$ 4,552.80	\$ 4,552.80	\$0.00	\$4,552.80	\$865,032.00	\$0.00	\$0.00	\$0.00	\$0.00
3	Employee + Spouse	\$ 9,190.71	\$ 9,190.71	\$0.00	\$4,552.80	\$13,658.40	\$4,637.91	\$178.38	\$220.85	\$231.90
12	Employee + Child(ren)	\$ 8,778.49	\$ 8,778.49	\$0.00	\$4,552.80	\$54,633.60	\$4,225.69	\$162.53	\$201.22	\$211.28
14	Employee + Family	\$13,004.09	\$ 13,004.09	\$0.00	\$4,552.80	\$63,739.20	\$8,451.29	\$325.05	\$402.44	\$422.56
219										
Total District Contribution						\$3,593,413.60				

B. Employee and Employer Dental Cost for 2016-2017

The District will continue to pay 100% of the employee only cost. Dependent coverage is paid by the employee.

Dental Cost for 2016-2017

Delta Dental of Arizona

Recommendation: for the District to continue to pay 100% of the employee only cost.

	2015-2016 Participating Employees	2015-2016 Annual Cost	2016-2017 Annual Cost	Annual Increase	% of Decrease
Delta Dental					
EE	578	\$ 424.80	\$ 540.12	\$ 115.32	7.86%
EE+Spouse	79	\$ 870.72	\$ 1,080.36	\$ 209.64	8.06%
EE+Child(ren)	108	\$ 945.24	\$ 1,134.36	\$ 189.12	8.33%
EE+Family	105	\$ 1,456.44	\$ 1,620.48	\$ 164.04	8.99%
Total EE's enrolled	870				
Total Projected Annual Cost for 2015-2016		\$ 369,576.00			
Total Projected Annual Cost for 2016-2017		\$ 469,904.40			
Total Projected Increase for 2016-2017		\$ 100,328.40			

TDA

Recommendation: for the District to continue to pay 100% of any tier election.

	2015-2016 Participating Employees	2015-2016 Annual Cost	2016-2017 Annual Cost	Annual Increase	% of Decrease
TDA					
EE	22	\$ 117.72	\$ 121.20	\$ 3.48	0.00%
EE+Spouse	16	\$ 232.80	\$ 239.76	\$ 6.96	0.00%
EE+Child(ren)	17	\$ 260.88	\$ 268.68	\$ 7.80	0.00%
EE+Family	34	\$ 286.32	\$ 294.96	\$ 8.64	0.00%
Total EE's enrolled	89				
Total Projected Annual Cost for 2015-2016		\$ 10,477.08			
Total Projected Annual Cost for 2016-2017		\$ 10,786.80			
Total Projected Increase for 2016-2017		\$ 309.72			

Delta Dental Rates for 2016-2017

Dental-Delta Dental of Arizona

1. Continue four (4) tier options for 2016-2017.
2. Employee Only tier is paid fully by the District.

Dental Rates		FY16 Annual Cost	FY16 Annual Cost	% Increase/(Decrease)	
EE Only		\$ 424.80	\$ 540.12	0.79%	\$ 115.32
EE + Spouse		\$ 870.72	\$ 1,080.36	0.81%	\$ 209.64
EE + Child(ren)		\$ 988.44	\$ 1,134.36	0.87%	\$ 145.92
EE + Family		\$ 1,456.44	\$ 1,620.48	0.90%	\$ 164.04

Dental-Total Dental Administrators Health Plan, Inc. (TDA)

1. This is a four (4) tier option, prepaid dental plan.
2. There will be no increase or changes to this plan.

Dental Rates		FY16 Annual Cost	FY16 Annual Cost	% Increase/(Decrease)	
EE Only		\$ 117.72	\$ 121.20	0.97%	\$ 3.48
EE + Spouse		\$ 232.80	\$ 239.76	0.97%	\$ 6.96
EE + Child(ren)		\$ 260.88	\$ 268.68	0.97%	\$ 7.80
EE + Family		\$ 286.32	\$ 294.96	0.97%	\$ 8.64

Vision Insurance Rates for 2016-2017

Vision-Vision Service Plan (VSP)

1. Vision benefits are paid fully by the District.
2. Employees only pay for any dependent coverage.
3. There is an increase to the rate for each tier.

Vision Rates		FY16 Annual Cost	FY17 Annual Cost	% Increase/(Decrease)	
EE Only		\$ 77.52	\$ 82.20	0.94%	\$ 4.68
EE + one (1) dependent		\$ 147.36	\$ 156.24	0.94%	\$ 8.88
EE + two (2) or more dependents		\$ 216.36	\$ 229.32	0.94%	\$ 12.96

District Paid Life and Voluntary Optional Life Rates for 2016-2017

Basic Life/AD&D

1. There will be no change in rate for Basic Life or AD&D.
2. Basic Life/AD&D is fully paid by the District for the employee.
3. Basic Life/AD&D is one (1) times the employee's annual salary.

Life/AD&D Rates	FY16 Monthly Cost	FY17 Monthly Cost
EE Life	\$ 0.054	\$ 0.054
EE AD&D	\$ 0.015	\$ 0.015

Optional Life

1. There will be no change in rate for optional life insurance.
2. This is fully paid by the employee.

Voluntary Life	FY16	FY17
EE Monthly Rate	\$0.04-\$1.648 per \$1,000	\$0.04-\$1.648 per \$1,000
Maximum Benefit	\$300,00	\$300,00
Spouse Monthly Rate	\$0.04-\$1.016 per \$1,000	\$0.04-\$1.016 per \$1,000
Child Monthly Rate	\$0.53 per \$2,000	\$0.53 per \$2,000

Short Term Disability Rates for 2016-2017

Short Term Disability-Assurant

1. There is no increase from 2015-2016.
2. Short term disability is fully paid by the employee.

Short Term Disability	Monthly Coverage Min./Max.	Rates for 2016-2017
EE	\$300/\$5,000	\$2.02 per month per \$100 of monthly benefit.

Flexible Spending Account (FSA) and COBRA

FSA/Cafeteria Plan and COBRA-B.A.S.I.C. Western USA

1. There will be no change or increase to the flexible spending rates or fees.
3. The employee pays 100% of the FSA contribution.
4. Includes medical and dependent care reimbursements.

FSA & COBRA fees	FSA fees per participant for 2016-2017	COBRA fees per participant for 2016-2017
EE	\$0.00 (paid for by Valley Schools)	\$0.00 (paid for by Valley Schools)