



NOTICE OF PUBLIC MEETING

TOLLESON UNION HIGH SCHOOL DISTRICT #214 GOVERNING BOARD AGENDA FOR REGULAR MEETING AND EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Tolleson Union High School District Governing Board and the general public that the Governing Board will hold a public meeting open to the public as follows:

DATE: January 12, 2016

TIME: 6:00 p.m.

PLACE: District Administrative Center, 9801 West Van Buren Street, Tolleson, AZ 85353

The agenda for this meeting is provided below. However, the Governing Board reserves the right to change the order of items on the Agenda with the exception of public hearings set for a specific time. One or more members of the Governing Board may participate in the meeting by telephonic communication.

Pursuant to A.R.S. §38-431.03 A.3, the Governing Board may vote to convene an executive session, which will not be open to the public, for discussion or consultation for legal advice with the Governing Board's attorney on any matter listed on the Agenda.

A copy of background material for an agenda item provided to Governing Board members (with the exception of materials relating to executive sessions) is available for public inspection at the District Administrative Center, 9801 W. Van Buren Street, Tolleson, AZ 85353, at least twenty-four (24) hours prior to the Governing Board meeting. Please contact Karyn Morse Eubanks, the Governing Board's Executive Assistant, at 623-478-4001 for more information.

Persons with a disability may request reasonable accommodations by contacting Ms. Eubanks. Accommodations should be requested at least two (2) working days prior to a public meeting to allow time for the District to arrange for the accommodation.

Posted: January 7, 2016 By: Karyn Morse Eubanks, Executive Assistant to the Governing Board

A complete copy of the meeting agenda can be found on the TUHSD website: www.tuhsd.org

REGULAR MEETING

1. Call to Order and Roll Call

The meeting was called to order by _____ at _____.

Mr. Chapman ☐ Mr. Del Palacio ☐ Ms. Madruga ☐ Mr. Villalon ☐ Mr. Moreno ☐

2. Pledge of Allegiance

3. Approval of the Regular Agenda

Recommendation: It is recommended that the Governing Board approve the Regular Agenda.

Motion made by _____; seconded by _____

Mr. Chapman ☐ Mr. Del Palacio ☐ Ms. Madruga ☐ Mr. Villalon ☐ Mr. Moreno ☐

4. Celebrations

A. 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 December 2015 Athletes of the Month will be recognized:

Copper Canyon High School

Brittany Lopez (Basketball) and Terry Gates (Basketball)

La Joya Community High School

Ely Gonzalez (Soccer) and Quincy Smith (Basketball)

Sierra Linda High School

Briana “Lupita” Bautista (Basketball) and Jorge Acuna (Basketball)

Tolleson Union High School

Vanessa Veloz (Basketball) and Eustacio “Tito” Banda (Wrestling)

Westview High School

Rose Chaidez (Basketball) and Andre Rodriguez (Wrestling)

B. Employees of the Month

The following December 2015 Employees of the Month will be recognized for their contributions to the District.

Copper Canyon High School

Becky Macias, Little Aztec Learning Center Director Designee

La Joya Community High School

Maryann Muller, Math Teacher/Department Chair

Sierra Linda High School

Crystal Ingram, In School Support Specialist

Westview High School

Sam Olderbak, Math Teacher/Department Chair

5. Organization of the Governing Board for 2016

In accordance with A.R.S. §15-321 and Governing Board Policy BDA, the organization of the Governing Board shall take place during the first meeting of the new calendar year; such meeting shall be held between January 1 and January 15.

Election of the President and Vice President

Motion made by _____ to elect _____ as President and _____ as Vice President of the Governing Board for 2016; seconded by _____

Mr. Chapman ☐ Mr. Del Palacio ☐ Ms. Madruga ☐ Mr. Moreno ☐ Mr. Villalon ☐

6. Public Participation

The Governing Board is committed to providing regular opportunities for the public to address the Governing Board. To that end, the public is invited to address the Governing Board on any issue within its jurisdiction, subject to reasonable time, place, and manner restrictions.

Members of the public who wish to address the Governing Board are to complete a public participation form and provide it to Karyn Morse Eubanks, the Governing Board's Executive Assistant, prior to the beginning of the meeting.

Governing Board members are not permitted to discuss or take legal action on matters raised during the open call to the public unless the matters are properly noticed for discussion and legal action. However, the law permits Governing Board members to do the following at the conclusion of the open call to the public: (a) respond to criticism made by those who have addressed the Governing Board; (b) ask staff to review a matter; or (c) ask that a matter be put on a future agenda.

During public participation, the Governing Board shall not hear personal complaints against school personnel or any other person connected with the District. Persons with complaints/concerns regarding District matters are referred to Governing Board Policies KE, KEB, KEC, and KED.

7. Summary of Current Events

The Superintendent and/or Governing Board members may present a brief summary of current events. The Governing Board will not propose, discuss, deliberate, or take legal action at the meeting on any matter in the summary unless the specific matter is properly noticed for legal action.

8. Approval of the Consent Agenda

It is recommended that the Governing Board approve the Consent Agenda.

Motion made by _____; seconded by _____

Mr. Chapman ☐ Mr. Del Palacio ☐ Ms. Madruga ☐ Mr. Moreno ☐ Mr. Villalon ☐

9. Discussion/Action of Items(s) _____ Previously Removed From the Consent Agenda

Motion made by _____; seconded by _____

Mr. Chapman ☐ Mr. Del Palacio ☐ Ms. Madruga ☐ Mr. Moreno ☐ Mr. Villalon ☐

CONSENT AGENDA* ITEMS

Items marked with an asterisk (*) are designated as Consent Agenda Items. These items will be considered without discussion. Consent Agenda items may be removed for discussion by any member of the Governing Board by notifying the Governing Board President or the Superintendent twenty-four hours before the regular Governing Board meeting or by a majority of the Governing Board members present at the Governing Board meeting.

	PDF PAGE #
*1. Human Resources	
A. Personnel Items	8-10
Personnel items include recommendations and ratifications for various actions including employment, contract assignments and revisions, stipends, extra duty assignments, position changes, leaves of absence, retirements, resignations, and terminations.	
*2. Financial Services	
A. Vouchers	11-12
Prior to ratification at each Governing Board meeting, Governing Board members review vouchers and/or journal entries. Vouchers represent orders for payment of material, equipment, salaries, and services.	
*3. Superintendent's Office	
A. Travel Requests	13-14
Requests have been received from La Joya Community High School, Sierra Linda High School, and Westview High School.	
B. Minutes – December 8, 2015 Regular Meeting	15-26
All Governing Board members were present.	
C. Second Reading - Policies AC (Nondiscrimination/Equal Opportunity); GBA (Equal Employment Opportunity), and JB (Equal Educational Opportunities)	27-37
The first reading occurred on December 8, 2015.	
D. Resolution of Breach of Contract – Richard Hoban	38-40
Mr. Hoban signed a certified employment contract for the 2015-2016 school year. Mr. Hoban's name was listed on the November 10, 2015 Governing Board meeting agenda, under the Human Resources, Personnel listing as "Retirement (Liquidated Damages Apply)" heading. Mr. Hoban was notified in writing on November 16, 2015 that he did not meet the requirements in which liquidated damages could be waived and he had thirty days from the date of the letter in which to make payment or his name would be taken to the Governing Board following the expiration of the thirty day period for breach of contract and subsequent reporting to the Arizona Department of Education. Mr. Hoban did not pay the liquidated damages fee within the thirty day period and has not been released from his 2015-2016 teaching contract.	

INFORMATION/DISCUSSION ITEMS

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1. **Engineering Projects in Community Services (EPICS) Program at Arizona State University's Ira A. Fulton Schools of Engineering** 41-45
Hope Parker, Associate Director of K-12 Engineering Education and Outreach for Arizona State University's Ira A. Fulton Schools of Engineering, will provide an overview of the Engineering Projects in Community Service (EPICS) Program.

ACTION/DISCUSSION ITEMS

1. **Student Discipline Data** 46-47
Governing Board Member Corina Madruga previously requested a student discipline data report, broken down into specific categories. Subsequent to the discussion during the December 8 meeting, Administration seeks Governing Board direction on what data categories to include on a student discipline report and identify how often the report should be generated.

Recommendation: It is recommended that the Governing Board provide direction to the Superintendent on specific data to include in a student discipline report and how often the report is to be disseminated to Governing Board members.

Motion made by _____; seconded by _____

Mr. Chapman ☐ Mr. Del Palacio ☐ Ms. Madruga ☐ Mr. Moreno ☐ Mr. Villalon ☐

CALL FOR EXECUTIVE SESSION

Pursuant to A.R.S. § 38-431.03.A.1

A.1 – Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting.

Recommendation: It is recommended that the Governing Board approve a motion to move into Executive Session.

Motion made by _____; seconded by _____

Mr. Chapman ☐ Mr. Del Palacio ☐ Ms. Madruga ☐ Mr. Moreno ☐ Mr. Villalon ☐

RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION

The Regular Meeting recessed at ____ p.m.

EXECUTIVE SESSION

1. Call to Order and Roll Call of Governing Board Members

The Executive Session was called to order by _____ at _____ p.m.

Mr. Chapman ☐ Mr. Del Palacio ☐ Ms. Madruga ☐ Mr. Moreno ☐ Mr. Villalon ☐

2. Reading of Confidentiality Statement

3. Performance Evaluation – Dr. Lexi Cunningham

A.R.S. §38-431.03.A.1 – Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee, or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee, or employee to determine whether the discussion or consideration should occur at a public meeting.

4. Adjournment of Executive Session

Motion made by _____; seconded by _____

The Executive Session adjourned at _____ p.m.

RECONVENING OF REGULAR MEETING

The Regular Meeting reconvened at _____ p.m.

ACTION/DISCUSSION ITEMS

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2. Superintendent's Performance Based Pay

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Pursuant to the Superintendent's Employment Agreement, Dr. Cunningham is entitled to performance based pay. The Superintendent shall have earned her performance based pay if a majority of the Board members who were present and who conducted the performance assessment (evaluation) on January 12, 2016 agree that the Superintendent earned an overall rating of proficient or exceptional in the categories of Educational Leadership, District Management, and Board and Community Relations.

Recommendation: It is recommended that the Governing Board authorize the payment of performance based pay for the period of July 1, 2015 through December 31, 2015.

Motion made by _____; seconded by _____

Mr. Chapman ☐ Mr. Del Palacio ☐ Ms. Madruga ☐ Mr. Moreno ☐ Mr. Villalon ☐

AGENDA ITEMS FOR FUTURE MEETING(S)

- January 26
- February 9
- February 23

ADJOURNMENT

Motion made by _____; seconded by _____

The meeting was adjourned at _____.

SUMMARY OF AGENDA ITEM

MEETING DATE: January 12, 2016

AGENDA SUBJECT: Personnel Items

PURPOSE:

Administration seeks Governing Board approval/ratification of personnel actions.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

The Governing Board has sole responsibility for personnel actions including new hires, re-employment, resignations, retirements, and terminations.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

The personnel action recommendations are in the best interest of the District and those that it serves.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve/ratify the personnel action recommendations.

Submitted by: Michael Stewart
Director, Human Resources Date: December 28, 2015

Reviewed by: Dr. Lexi Cunningham
Superintendent Date: December 28, 2015

TUHSD HUMAN RESOURCES

To: Karyn Eubanks, Executive Assistant to the Superintendent and Governing Board
From: Michael Stewart, Human Resources Director
Date: 12/18/2015
Re: Personnel Items, Governing Board Meeting, 1/12/2016

Please submit the following recommendations and ratifications for Governing Board approval.

CERTIFIED STAFF

Employment of Personnel

Lopez, Rebecca	CCHS	English
Cady, David	DO	Guest Teacher
Davis, Christopher	DO	Guest Teacher
Van de Wille, Philip	DO	Guest Teacher
Stewart, Todd	WHS	English
Valeva, Katia	WHS	Chemistry

Winter Coaches

Alvarez, Francisco	TUHS	Varsity Girls Soccer Coach
Andronic, Benjamin	TUHS	Varsity Boys Soccer Coach
Anwar, Girmar	TUHS	Assistant Boys Basketball Coach
Castro, Ashlee	TUHS	Athletic Trainer
Fayson, Shirleeah	TUHS	Athletic Trainer
Fedina, Tabitha	TUHS	Assistant Girls Soccer Coach
Galindo, Miguel	TUHS	Assistant Wrestling Coach
Hurley, Ashley	TUHS	Assistant Girls Basketball Coach
Lee, Joseph	TUHS	Varsity Girls Basketball Coach
Mager, Jeremy	TUHS	Assistant Girls Basketball Coach
Mascuilli, Sabrina	TUHS	Assistant Girls Basketball Coach
Minton, Tyler	TUHS	Assistant Boys Basketball Coach
Padilla, John	TUHS	Varsity Wrestling Coach
Rhoades, Tallyn	TUHS	Assistant Wrestling Coach
Trigg, Leonard	TUHS	Assistant Boys Basketball Coach
Wilbur, Jeffery	TUHS	Varsity Boys Basketball Coach
Wilke, Jason	TUHS	Weight Room Coordinator

Resignations/Releases From Contract (Liquidated Damages Do Not Apply)

Echeverria, Erendira	CCHS	Prevention/Intervention Specialist
Brady, Sondra	SLHS	CTE – Early Childhood/Fashion
Allomov, Katherine	WHS	English

Resignation/Release From Contract (Liquidated Damages Apply)

Crow, Ross	SLHS	Social Studies Teacher
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Fall Coach Resignation

Crow, Ross	SLHS	Varsity Football Coach
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Co-curricular Sponsors

Owen, Alicia	TUHS	Speech and Debate
Bush, Elizabeth	TUHS	Speech and Debate

CLASSIFIED STAFF**Employment of Personnel**

Osuna, Delfina	DO	Substitute Bus Driver
Colmenares, Arleth	SLHS	Student Information Systems Manager
Andrus, Diana	TUHS	Clerical Support II – Attendance Clerk

Winter Coaches

Armenta, Guillermo	TUHS	Assistant Boys Soccer Coach
Fimbres, Richard	TUHS	Assistant Wrestling Coach
Lopez, Rodrigo	TUHS	Assistant Boys Soccer Coach

Resignations

Reyes, Angela	DO	Student Information Systems Technician
Sechrist, Kimberly	DO	Bus Driver

Retirement

Graff, Linda	TUHS	Administrative Assistant IV – Guidance
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Job Abandonment

Arreola, Clementina	DO	Bus Monitor
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VOLUNTEERS**Winter Coaches**

Spears, Harold	CCHS	Assistant Boys Basketball Coach
Pedro Vicente, Yesenia	TUHS	Assistant Girls Soccer Coach

SUMMARY OF AGENDA ITEM

MEETING DATE: January 12, 2016

AGENDA SUBJECT: Vouchers

PURPOSE:

Administration seeks Governing Board ratification of payroll and expense vouchers.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Pursuant to A.R.S. §15-321(G), "An order on a county school superintendent for a salary or other expense shall be signed by a majority of the governing board. An order for salary or other expense may be signed between board meetings if a resolution to that effect has been passed prior to the signing at the regular or special meeting of the governing board and the order is ratified by the board at the next regular or special meeting of the governing board."

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

Ratification of vouchers and/or journal entries ensures that timely payment of material, equipment, salaries, and services are made.

BUDGET IMPACT AND COSTS:


Payroll Vouchers: \$ 1,891,497.11 (#17)
Expense Vouchers: \$ 1,952,968.39 (#8063-8072)

RECOMMENDATION:

It is recommended that the Governing Board ratify payroll voucher #17 and expense vouchers #8063-8072.

Submitted by: Tracy McLaughlin
Director, Financial Services

Date: January 4, 2016

Reviewed by: 
Dr. Lexi Cunningham
Superintendent

Date: January 4, 2016

APPROVAL OF PAYROLL/EXPENSES VOUCHERS

RATIFY PAYROLL VOUCHERS:

Voucher	17	\$	1,891,497.11
TOTAL			<u>\$ 1,891,497.11</u>

RATIFY EXPENSE VOUCHERS:

Voucher	8063	\$	472,896.60
Voucher	8064		194,825.28
Voucher	8065		121,591.87
Voucher	8066		159,408.54
Voucher	8067		123.14
Voucher	8068		149,984.00
Voucher	8069		76,147.61
Voucher	8070		1,459.40
Voucher	8071		758,374.41
Voucher	8072		18,157.54
TOTAL			<u>\$ 1,952,968.39</u>

SUMMARY OF AGENDA ITEM

MEETING DATE: January 12, 2016

AGENDA SUBJECT: Travel Requests

PURPOSE:

Administration seeks Governing Board approval of travel requests.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Staff and students travel throughout the school year for professional development (staff) and educational enrichment (students) opportunities.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

As described on the attachment.

BUDGET IMPACT AND COSTS:


N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the travel requests from La Joya Community High School, Sierra Linda High School, and Westview High School.

Submitted by: Karyn Morse Eubanks
Executive Assistant

Date: January 4, 2016

Reviewed by: 
Dr. Lexi Cunningham
Superintendent

Date: January 4, 2016

TRAVEL REQUESTS

January 12, 2016

SCHOOL/DO	WHO	WHAT/WHEN/ WHERE	PURPOSE
LJCHS/SLHS	John Rosenberger, Student Government Advisor (LJCHS) Christina Arviso, Student Government Advisor (SLHS) Student Government Members (LJCHS and SLHS)	Arizona Association of Student Councils State Convention 2016 02/04/16 – 02/06/16 Coconino High School Flagstaff, AZ	Participate in convention workshops.
WHS	Lori Dixon, Choral Director Volunteers Philip Dixon and Sherena McMurdie Choir Students	NAU Jazz and Madrigal Festival 02/11/16 – 02/12/16 Flagstaff, AZ	Participate in festival.

SUMMARY OF AGENDA ITEM

MEETING DATE: January 12, 2016

AGENDA SUBJECT: Minutes – December 8, 2015 Regular Meeting

PURPOSE:

Administration seeks Governing Board approval of the December 8, 2015 Governing Board Regular Meeting minutes.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Governing Board Policy BEDG states that the “Board will take action at a subsequent meeting to amend and/or approve ...” minutes.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

In accordance with open meeting laws, Governing Board meetings are recorded and transcribed for the benefit of the public who have an interest in the discussions and actions taken by Governing Board members at scheduled Governing Board meetings.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the December 8, 2015 Governing Board Regular Meeting minutes.

Submitted by: Karyn Morse Eubanks
Executive Assistant

Date: December 9, 2015

Reviewed by: Dr. Lexi Cunningham
Superintendent

Date: December 9, 2015



TOLLESON UNION HIGH SCHOOL DISTRICT NO. 214

GOVERNING BOARD MINUTES

REGULAR MEETING

TUESDAY, DECEMBER 8, 2015

**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 5:32 p.m. by Governing Board President Mr. Steven Chapman with the following members present: Mr. Devin Del Palacio, Ms. Corina Madruga, Mr. Vincent Moreno, and Mr. Freddie Villalon.

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 Ms. Madruga. In a roll call vote, the motion carried 5-0.

Celebrations

A. Legislator's Recognition

The following legislators who have represented the best interests of students, staff, and families were recognized.

- Representative Doug Coleman, District #16
- Representative Diego Espinoza, District #19
- Representative Richard C. Andrade, District #29
- Representative Jay Lawrence, District #23

Recess of Regular Meeting – The meeting recessed at 5:39 p.m.

Reconvening of Regular Meeting – The meeting reconvened at 6:03 p.m.

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 October and November 2015 Athletes of the Month were recognized:

Copper Canyon High School

October – Jessica Mora (Volleyball) and Miguel Garcia (Football)

November – Karla Uriarte (Golf) and Javier Chavez (Golf)

La Joya Community High School

October – Katherine Retana (Golf) and Joel Dongo (Cross Country)

November – Esmeralda Briones (Basketball) and Juan Silva (Soccer)

Sierra Linda High School

October – Valeria Hernandez (Cross Country) and Ahmire Gaines (Basketball)

November – Bryana Hernandez (Basketball) and Ricky Barela (Basketball)

Tolleson Union High School

October – Alyssa Huston (Volleyball) and Brandon Frost (Football)

November – Lesly Perez (Soccer) and Luis Uribe (Soccer)

Westview High School

October – Elena Santa Cruz (Volleyball) and Jacob Jenkins (Swim)

November – Taylor Smith (Swim) and Dillon Thompson (Swim)

Recess of Regular Meeting – The meeting recessed at 6:24 p.m.

Reconvening of Regular Meeting – The meeting reconvened at 6:46 p.m.

C. 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 serve as an inspiration to others by showing a commitment to providing excellent customer service and who have made a positive impact on student achievement. The following October 2015 Employees of the Month were recognized for their contributions to the District.

Copper Canyon High School

Grace Luetmer, Financial Algebra Teacher

Westview High School

Amy Fierros, Reading Teacher

Marti Richardson, English Teacher

District Office – Information Technology Department

Mark Esones, Technology Support Specialist

Public Participation

Mr. Trevor Degerman, Westview Math Teacher, addressed the Governing Board on the lack of math teachers and compensation.

Summary of Current Events

Superintendent – Dr. Cunningham

- La Joya Community High School was recently notified that two students have Questbridge matches. One student matched with Williams College in Massachusetts, while the second student matched with Washington and Lee University in Virginia. Each student could potentially receive \$250,000 for the total four years.
- Director of Alternative Education Travis Johnson and several students from Lighthouse Academy and the Continuing Education Academy visited P. H. Gonzalez Elementary School in the Tolleson Elementary School District where they connected with students by reading to several elementary classes.
- Sierra Linda High School's cafeteria received an "A" on their most recent Maricopa County health inspection.
- Sierra Linda High School has over 230 athletes participating in winter sports. Teams are off to a strong start with many teams participating in winter tournaments.
- Tolleson Union High School's dance team recently participated in a dance competition held in California. The Heat Dance Team finished in third place in their bracket.

- University High School is completing the registration process for the class of 2020 and will welcome a great group of students and parents next fall.
- The Westview High School thespians group competed in the State Thespian Conference and were named a Gold Medal Troupe for their one-act performances.
- Copper Canyon High School had a great turnout at their recent Future Frosh Night. Many clubs and current students helped with the event and made incoming students and parents feel welcome.

Governing Board

- All Governing Board members mentioned the large number of student volunteers who attended the Charles A. Landis Annual Thanksgiving Day Dinner and thanked the students and community members who volunteered their time for the annual event. A particular thank you was extended to Mr. Villalon for being a dedicated member of the Tolleson Service Committee, the organization responsible for the dinner.
- Mr. Moreno and Mr. Chapman spoke of the AZMerit test scores and stated that the results should not be a defining label of the District. There are great things happening in the District and students and staff are excelling in other ways. The scores are just a benchmark and will improve over time.
- Mr. Moreno extended his thanks to the District and, in particular, to University High School. Both of his sons who attended UHS will graduate from Arizona State University this year.
- Mr. Villalon expressed his appreciation of all District staff for their dedication to education. Stating that he has been a Governing Board member for many years, Mr. Villalon stressed that TUHSD is an amazing district.
- Having attended an Employee of the Month breakfast, Mr. Del Palacio expressed his appreciation of the District's Food and Nutrition staff who cater the event.
- Ms. Madruga spoke of her experiences while attending last month's NALEO meeting in San Antonio, Texas. Attendees visited schools in high poverty districts that are offering STEM programs. Ms. Madruga stated that she was particularly impressed with the Coachella School District who, at one time, was in receivership. The District successfully passed an override, which allowed them to purchase iPads for student use. As accessibility to the internet was not always possible in the students' homes, the District outfitted school buses with WiFi so students could do their homework on the way to and from school. In addition, the District parked the buses in the community so the public could also access the Internet.
- Ms. Madruga stated that the Arizona Latino School Board Association has found office space and will hold an open house on January 6.
- Ms. Madruga expressed her appreciation to the District for the assistance provided to her during her first year as a Governing Board member. Ms. Madruga and Mr. Chapman wished staff a safe and happy holiday season.

Approval of the Consent Agenda

Mr. Del Palacio moved to approve the Consent Agenda; seconded by Ms. Madruga. In a roll call vote, the motion carried 5-0.

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

No items were removed.

CONSENT AGENDA * ITEMS

Human Resources *

A. Personnel Items

ADMINISTRATIVE STAFF

Employment of Personnel

Gardner, Jennifer	DO	Instructional Leadership Coordinator, Literacy
Oxford, Alfred (Bo)	TUHS	Assistant Principal for Curriculum and Instruction

PROFESSIONAL SERVICES STAFF

Retirement (Return under Phased Retirement Program)

Reddin, Lovinna	DO	Director of Transportation
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CERTIFIED STAFF

Employment of Personnel

Carbone, Michael	DO	Guest Teacher
Mills, Benjamin	DO	Guest Teacher
Walton, Eric	DO	Guest Teacher
Solares, Jacob	LJCHS	Chemistry
Rhoney, Samantha	TUHS	English

Winter Coaches

Adrian, Kristen	CCHS	Assistant Girls Soccer Coach
Boeck, Christopher	CCHS	Assistant Boys Soccer Coach
Bruce, Marcus	CCHS	Assistant Boys Basketball Coach
Garrish, Rick	CCHS	Varsity Girls Soccer Coach
Glover, Sylvester	CCHS	Assistant Boys Basketball Coach
Heytens, Andrew	CCHS	Assistant Girls Basketball Coach
Klunk, Andrew	CCHS	Assistant Girls Soccer Coach
Lance, Sean	CCHS	Assistant Wrestling Coach
Lehman, Derick	CCHS	Athletic Trainer
Luetmer, Grace	CCHS	Assistant Girls Soccer Coach
Martinez, Edgar	CCHS	Assistant Girls Basketball Coach
Matthews, Kelly	CCHS	Athletic Trainer
Melde, Laura	CCHS	Assistant Girls Soccer Coach
Murphy, Paul	CCHS	Varsity Boys Basketball Coach
Reschke, Jason	CCHS	Varsity Girls Basketball Coach
TeNuyl, Henderika	CCHS	Assistant Girls Basketball Coach
Warren, Andrew	CCHS	Varsity Wrestling Coach
Wood, Mark	CCHS	Varsity Boys Soccer Coach
Ali, William	LJCHS	Varsity Girls Basketball Coach
Arismendez, Eli	LJCHS	Varsity Wrestling Coach

Winter Coaches (Continued)

Fontes, Jonathan	LJCHS	Weight Room Coordinator
Hauss, Chris	LJCHS	Assistant Boys Basketball Coach
Ingram, Kylee	LJCHS	Assistant Girls Basketball Coach
Lefebvre, Roger	LJCHS	Varsity Boys Basketball Coach
Marrs, Larry	LJCHS	Varsity Boys Soccer Coach
Morris, Katherine	LJCHS	Varsity Girls Soccer Coach
Newell, Abe	LJCHS	Assistant Boys Basketball Coach
Rosenberger, Johnathan	LJCHS	Assistant Boys Soccer Coach
Steger, Jeffery	LJCHS	Assistant Boys Basketball Coach
Taylor, Mark	LJCHS	Assistant Boys Basketball Coach
Boydston, Chase	SLHS	Assistant Boys Basketball Coach
Carranza, Desirae	SLHS	Varsity Girls Basketball Coach
Ciesielczyk, Jacob	SLHS	Weight Room Coordinator
Diaz, Matias	SLHS	Varsity Girls Soccer Coach
Emelander, Tanya	SLHS	Assistant Girls Basketball Coach
Enciso, Andrew	SLHS	Assistant Boys Basketball Coach
Figueroa, Daniel	SLHS	Varsity Wrestling Coach
Furkert, Karen	SLHS	Assistant Girls Soccer Coach
Gordon, Samantha	SLHS	Athletic Trainer
Haagensen, Joshua	SLHS	Varsity Boys Basketball Coach
Hamilton, John	SLHS	Assistant Boys Basketball Coach
Marks, Ramon	SLHS	Assistant Girls Basketball Coach
Palange, Alfred	SLHS	Assistant Wrestling Coach
Ramirez, Daniel	SLHS	Varsity Boys Soccer Coach
Skousen, Elizabeth	SLHS	Assistant Girls Basketball Coach
Stout, Slate	SLHS	Assistant Wrestling Coach
Bower, Stephen	WHS	Varsity Boys Soccer Coach
Burgess, George	WHS	Varsity Wrestling Coach
Chaffee, William	WHS	Assistant Wrestling Coach
Contreras, Lisa	WHS	Varsity Girls Basketball Coach
Eccles, Thomas (Jeff)	WHS	Assistant Boys Basketball Coach
Hegewald, Perry	WHS	Assistant Boys Basketball Coach
Honne, Horacio	WHS	Assistant Wrestling Coach
Macias, Carlos	WHS	Varsity Girls Soccer Coach
Mason, Aaron	WHS	Assistant Boys Basketball Coach
McEvoy, Brendan	WHS	Varsity Boys Basketball Coach
Moses, Andrina	WHS	Assistant Girls Basketball Coach
Neal, Stephen	WHS	Assistant Girls Basketball Coach
Olderbak, Sam	WHS	Assistant Boys Basketball Coach
Parker, Joe	WHS	Weight Room Coordinator
Rice, Trevor	WHS	Athletic Trainer
Soto, Steve	WHS	Assistant Boys Soccer Coach

Resignations/Releases From Employment Contract (Liquidated Damages Do Not Apply)

Nottingham, Caroline	TUHS	English – effective 12/18/15
Goman, Daniel	UHS	Social Studies
Ghinea, Florin	WHS	Mathematics

CLASSIFIED STAFF

Employment of Personnel

Chavez, Reinaldo	DO	Groundskeeper
Escobedo, Jonathan	DO	Part-time Accounting Technician
Rocha, Desirae	DO	Parent and Community Engagement Coordinator
Sullivan, Robert	DO	Substitute Bus Driver
Deh, Anthony	LJCHS	Part-time Custodian II, Cafeteria
Smith, Ronald	WHS	Cafeteria Cashier
Tucker, Mae	WHS	Cafeteria Cashier

Fall Coach

Schultz, Stephanie	WHS	Varsity Volleyball Coach
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Winter Coaches

Kendrick, Felix	CCHS	Assistant Boys Basketball Coach
Edwards, Damien	LJCHS	Assistant Boys Basketball Coach
Ellis, Glenn	LJCHS	Assistant Boys Basketball Coach
Mulherin, Phillip	LJCHS	Assistant Girls Soccer Coach
Silva, Andrew	LJCHS	Assistant Wrestling Coach
Silva, Matthew	LJCHS	Assistant Wrestling Coach
Erickson, Cassandra	SLHS	Athletic Trainer
Haire, Wes	SLHS	Assistant Wrestling Coach
Pham, Phoung	SLHS	Assistant Girls Basketball Coach
Rivas, Jose	SLHS	Assistant Boys Soccer Coach
Wade, Robert	SLHS	Assistant Girls Basketball Coach
Esna Galvez, Carmen	WHS	Assistant Girls Soccer Coach
Ludwig, Gavin	WHS	Assistant Wrestling Coach
Mills, Michael	WHS	Assistant Boys Basketball Coach

Resignations

Soto, Daniela	CCHS	Cafeteria Cashier
Ramirez, Patricia	DO	Bus Driver
Peralto, Alyssa	LJCHS	Instructional Assistant I
Orozco Rodriguez, Brenda	TUHS	Cafeteria Cashier
Prince, Selena	WHS	Cafeteria Cashier

Job Abandonment

Rivas, Emily	LJCHS	Clerical Support II, Guidance Clerk
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VOLUNTEERS

Fall Coach

Trinidad, Joseph	CCHS	Football Coach
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Winter Coaches

Darren Hamilton	CCHS	Boys Basketball Coach
Allen, Aaron	LJCHS	Boys Soccer Coach
Carranza, Frank	SLHS	Girls Basketball Coach
Enciso, Mario	SLHS	Boys Basketball Coach
Contreras, Anthony	WHS	Girls Basketball Coach

Financial Services ***A. Vouchers**

Prior to ratification at the Governing Board meeting, Governing Board members reviewed vouchers. Vouchers represent orders for payment of material, equipment, salaries, and services.

- Payroll Vouchers – \$ 2,017,300.09
- Expense Vouchers – \$ 783,141.15

B. Donations

The following were received by the District.

- Guitar Center donated \$500 to La Joya Community High School for the band program.
- Rack Room Shoes donated \$1,510.23 to La Joya Community High School for the McKinney-Vento Homeless program.
- University of Arizona donated \$2,500.00 to Tolleson Union High School for the PBIS Program.
- University of Arizona donated \$2,500.00 to La Joya Community High School for the PBIS Program.
- University of Arizona donated \$2,500.00 to Sierra Linda High School for the PBIS Program.
- University of Arizona donated \$2,500.00 to Copper Canyon High School for the PBIS Program.
- University of Arizona donated \$2,500.00 to Westview High School for the PBIS Program.

Purchasing ***A. Authorization for Disposal #913**

The disposal of two (2) Apple iPads and a Lenovo ThinkPad from the District Office will ensure that the District continues to maintain technology that is safe to use and in good operating condition.

B. Authorization to Enter into a Cooperative Purchasing Agreement with The Cooperative Purchasing Network (TCPN)

The District will enter into a Cooperative Purchasing Agreement with The Cooperative Purchasing Network (TCPN) and utilize appropriate contracts determined advantageous to the District, including Progressive Roofing; Grainger, Inc.; Sunland Asphalt; Lowe's Company, Inc.; Buckeye Cleaning Center; Xerox Corporation; and HACI Service.

Superintendent's Office ***A. Travel Requests**

The following travel requests were approved:

- Copper Canyon High School Head Varsity Girls Basketball Coach Jason Reschke, Assistant Varsity Girls Basketball Coach Andrew Heytens, Junior Varsity Girls Basketball Coach Henderika TeNuyl, and members of the girls basketball team will participate in the Lady Badgers Basketball Winter Classic Tournament at Prescott High School in Prescott, AZ on December 27-29, 2015.

- Sierra Linda High School Head Wrestling Coach Daniel Figueroa, Assistant Wrestling Coaches Alfred Palange and Slate Stout, and members of the wrestling team will participate in the 45th Jefferson Wrestling Invitational Tournament in Jefferson City, AZ on January 8-9, 2016.
- Sierra Linda High School Head Wrestling Coach Daniel Figueroa, Assistant Wrestling Coaches Alfred Palange and Slate Stout, and members of the wrestling team will participate in the Payson Wrestling Invitational Tournament in Payson, AZ on January 22-23, 2016.
- Tolleson Union High School Head Wrestling Coach John Padilla, Assistant Wrestling Coach Richard Fimbres, and members of the wrestling team will participate in the Mile High Challenge Wrestling Tournament in Prescott Valley, AZ on February 4-6, 2016.
- Tolleson Union High School Assistant Principal Chad Doyle and Student Council Advisor Rosie Peacock will attend the AASC State Convention 2016 in Flagstaff, AZ on February 4-6, 2016.
- English Acquisition Program Coordinator Robin York and ELL teachers Amy Rodas (CCHS), Charles Gaucin (LJCHS), Eva Quezada and Victoria Roman (SLHS), Aaron Carlon and Daisy Hernandez (TUHS), and Carol Solomon (WHS) will attend the OELAS Annual Conference in Tucson, AZ on December 8-11, 2015.
- Assistant Superintendent John Speer, Director of Human Resources Michael Stewart, and Superintendent Dr. Lexi Cunningham (Alternate) will attend the Grand Valley State University Teachers Fair in Allendale, MI on March 6-8, 2016.
- Assistant Superintendent John Speer, Director of Human Resources Michael Stewart, and Superintendent Dr. Lexi Cunningham (Alternate) will attend the Pittsburgh Education Recruitment Consortium in Monroevilla, PA on March 29-30, 2016.
- Assistant Superintendent John Speer, Director of Human Resources Michael Stewart, and Superintendent Dr. Lexi Cunningham (Alternate) will attend the Northeastern Ohio Teacher Education Day in Akron, OH on April 4-6, 2016.
- Assistant Superintendent John Speer, Director of Human Resources Michael Stewart, and Superintendent Dr. Lexi Cunningham (Alternate) will attend the Central Michigan Recruitment Fair in Mount Pleasant, MI; the Michigan State University Teacher and Administrator Recruitment Fair in East Lansing, MI; the Western Michigan University Education Career Fair in Kalamazoo, MI; the University of Michigan Education Job Fair in Ann Arbor, MI; and the Eastern Michigan Teacher Job Fair in Ypsilanti, MI on April 11-15, 2016.
- Assistant Superintendent John Speer, Director of Human Resources Michael Stewart, and Superintendent Dr. Lexi Cunningham (Alternate) will attend the Minnesota Education Job Fair in Minneapolis, MN on April 17-18, 2016.

B. Minutes – November 10, 2015 Regular Meeting

All Governing Board members were present.

C. Resolution of Breach of Contract – Hailey Sanders

Ms. Sanders 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. Sanders has not fulfilled the terms of her contract and is still employed by the District.

INFORMATION/DISCUSSION ITEMS

1. Career and Technical Education Internship Program

Mrs. Debbie McKintosh, Director of Career and Technical Education, provided an overview on the history of the Internship Program; spoke of the current, robust program; and shared the plan for future expansion.

ACTION/DISCUSSION ITEMS

1. Formal Recognition of Classified Staff for the Meet and Confer Process

Policy HA states, "The Governing Board may recognize an employee group association for purposes of the meet and confer process. In order to be recognized, the employee group must provide documentation that 30%, or more, of the employees in the group want to be represented by the organization seeking recognition." Pledges gathered subsequent to adoption of Policy HA resulted in 53% of classified staff authorizing the Tolleson Classified Association to negotiate on their behalf in the meet and confer process.

Mr. Chapman moved to formally recognize the Tolleson Classified Association purposes of the meet and confer process; seconded by Ms. Madruga. In a roll call vote, the motion carried 5-0.

2. Performance Pay Portion (Bucket #2) of the Proposition 301 Plan – 2015-2016 School Year

In accordance with A.R.S. §15-977(E), the Governing Board is asked each year to approve the District's performance pay portion (Bucket #2) of the Proposition 301 Plan, the primary focus of which is to increase student achievement and graduation rate and decrease the dropout rate.

The Proposition 301 Plan was first written by a committee of teachers from each site. A 70% or better approval rating of all certified staff eligible to receive Prop 301 monies was necessary in order for the Plan to be finalized. In 2009, a Plan revision was made that changed the compensation payment from projected revenue to actual revenue received. The Plan has not been revised since 2009. In order for the Plan to be revised, a committee of members from each site would need to be established. Any revision would require the same 70% or better approval rating of all certified eligible to receive Prop 301 monies, and a recommendation would be presented to the Governing Board for approval.

It was noted that Prop 301 monies are paid not only on cash on hand, but only for actual days worked. Pursuant to contract language and Arizona state statutes, the amount of money to be received is prorated for late arrival teachers, early departure teachers, and teachers on an unpaid leave. To avoid confusion on eligibility to receive Prop 301 funds, a checklist will be developed and implemented for the 2016-2017 school year.

Last year, eligible certified staff received approximately \$5,200. Most years' payout averages between \$5,000 and \$7,000. To receive Prop 301 funds, an eligible certified staff member must fulfill very specific individual goals and the site must have met their site goals.

Following discussion, Mr. Chapman moved to approve the District's performance pay portion (Bucket #2) of the Proposition 301 Plan for the 2015-2016 school year; seconded by Mr. Moreno. In a roll call vote, the motion carried 5-0.

3. Student Discipline Data

Governing Board Member Corina Madruga had requested the Governing Board members discuss receiving a monthly student discipline data report disaggregated by school, gender, ethnicity, regular education or special needs, violation, and level of discipline in order to better assess the District's ability to meet the Men of Color resolution as well as other efforts to minimize the pipeline to prison effect.

When the request for information was first made, Dr. Cunningham provided the Governing Board with a sample report layout. Not all information requested was included in the report because of the time it would have taken to disaggregate the remaining data. Dr. Cunningham stated that should the Governing Board members wish to receive the requested data on a monthly basis, it will be necessary to add additional staff at some sites as it will be a very labor intensive report to generate.

In response to a request for how soon the Governing Board could expect to receive the information, Dr. Cunningham stated that a report could be provided at one of the January meetings for discussion and feedback.

Ms. Madruga moved to adopt a monthly discipline report; seconded by Mr. Villalon. In a roll call vote, the motion carried 5-0.

4. Resolution in Support of High School Voter Registration and Civic Engagement

The Governing Board discussed the proposed Resolution during the November 10, 2015 meeting and requested a few changes to the wording. Ms. Madruga stated that she was pleased that the District would have an opportunity to partner with nonprofit, nonpartisan organizations that can provide pathways for voter registration and civic engagement opportunities.

Ms. Madruga moved to approve the High School Voter Registration and Civic Engagement Resolution; seconded by Mr. Del Palacio. In a roll call vote, the motion carried 5-0.

5. First Reading - Policies AC (Nondiscrimination/Equal Opportunity); GBA (Equal Employment Opportunity), and JB (Equal Educational Opportunities)

The Governing Board discussed the proposed changes to the policies during the November 10, 2015 meeting.

There being no further requested changes, Mr. Del Palacio moved to approve the first reading of Policies AC; Nondiscrimination/Equal Opportunity; GBA (Equal Employment Opportunity), and JB (Equal Educational Opportunities); seconded by Ms. Madruga. In a roll call vote, the motion carried 5-0.

AGENDA ITEMS FOR FUTURE MEETINGS

- January 12 – Representatives from Arizona State University will report on the EPIC program.
- January 26 – Mr. Paul Luna of the Helios Foundation will discuss their collaboration with the District.
- Mrs. Madruga requested the establishment of a date for a Governing Board retreat to review their Commitment, Expectations, and Goals statements.

FORMAL ADJOURNMENT OF REGULAR MEETING

Ms. Madruga moved to adjourn the Regular Meeting; seconded by Mr. Moreno. Mr. Chapman called the Regular Meeting of the Tolleson Union High School District Governing Board adjourned at 7:43 p.m.

Governing Board President

SUMMARY OF AGENDA ITEM

MEETING DATE: January 12, 2015

AGENDA SUBJECT: Second Reading - Policies AC (Nondiscrimination/Equal Opportunity); GBA (Equal Employment Opportunity), and JB (Equal Educational Opportunities)

PURPOSE:

Governing Board Vice President Devin Del Palacio requests the second reading of proposed changes to Policies AC; Nondiscrimination/Equal Opportunity; GBA (Equal Employment Opportunity), and JB (Equal Educational Opportunities).

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

New or revised policy language is normally proposed by the Arizona School Boards Association, based on changes to law. However, Policy BG states that “suggestions regarding the content of policies may originate with a member of the Board, the Superintendent, a staff member, a parent, a student, a consultant, a civic group, or any resident of the District.”

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

Mr. Del Palacio has stated that “updating these policies would allow the District to protect more of the diversity of our schools and community. Specifically, many of our students identify as transgender. Transgender students have significantly higher rates of dropout, drug abuse, homelessness, and suicide. This is because they often become isolated from their family, friends, and community. Making sure that our district is as open and welcoming as possible will help make sure these students have a successful student career and are prepared for college, career, and life.”

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the second reading of Policies AC; Nondiscrimination/ Equal Opportunity; GBA (Equal Employment Opportunity), and JB (Equal Educational Opportunities).

Submitted by: Devin Del Palacio
Governing Board Vice President Date: December 17, 2015

Reviewed by: 
Dr. Lexi Cunningham
Superintendent Date: December 17, 2015

NONDISCRIMINATION / EQUAL OPPORTUNITY

The Board is committed to a policy of nondiscrimination in relation to race, color, religion, sex, age, national origin, and disability, sexual orientation, gender identity, or gender expression. This policy will prevail in all matters concerning staff members, students, the public, educational programs and services, and individuals with whom the Board does business.

Interpreter and Translator Support Services for Students and Parents/Guardians

Tolleson Union High School District ("TUHSD") will take reasonable steps to ensure that applicants, students and parents/guardians with Limited English Proficiency (LEP) have meaningful access and an equal opportunity to participate in TUHSD's educational programs, services, activities and other benefits of the District. TUHSD will make interpreters available to provide oral interpreting and/or written translation of documents as provided herein.

All interpreters, translators and other aids needed to comply with this policy shall be provided without cost to the person being served, and applicants, parents, students and others will be informed of the availability of such assistance free of charge.

Language assistance will be provided through use of competent bilingual staff, staff interpreters, contracts or arrangements with local organizations providing interpretation or translation services, or technology and telephonic interpretation services. All staff will be provided notice of this policy and procedure and staff that may have direct contact with LEP individuals will be trained in effective communication techniques, including the effective use of an interpreter.

TUHSD will conduct periodic review of the language access needs of its student and parent/guardian population, as well as update and monitor the implementation of this policy and related procedures.

Definitions:

- *Interpreter* is a person who is fluent in at least two (2) languages and can facilitate accurate communication between two (2) or more individuals who do not speak in the same language.

- *Translator* is a person who provides a written communication in a second language having the same meaning as the written communication in a first language.
- *LEP (Limited English Proficient)* is a person who, as a result of national origin, is limited in his or her English proficiency.
- *Predominant language* is any language other than English or Spanish where one hundred (100) or more speakers of that language are currently enrolled in TUHSD. The number of speakers is determined by a review and response to completed Primary Home Language Other Than English (PHLOTE) home language survey forms.
- *Support services* is any service not related to regular classroom instruction, i.e., lockers, individualized education program (IEP), Section 504, parent/teacher conferences, student discipline, free and reduced lunch, health/medical services, etc.
- *LEP list* is a list that TUHSD maintains and continuously updates on a database that contains the names of all currently enrolled LEP students or their parents/guardians. This list is used to identify individuals in need of reasonable interpreter/translation services necessary to gain access to support services.
- *Bilingual/English Language Learner (ELL) Director.* This position is presently held by Lisette Widmaier. She can be contacted by telephone at (623) 478-4025 or e-mail at lisette.widmaier@tuhsd.org. The Bilingual/ELL Director coordinates and ensures program effectiveness through state and federal ELL regulations and TUHSD's policies to achieve identified needs of TUHSD's LEP population.

Identifying Limited English Proficient (LEP) Parents

Individuals are identified as LEP in TUHSD by:

- TUHSD identifies parents/guardians with LEP through its PHLOTE home language survey form. A completed PHLOTE home language survey form is obtained from each parent or guardian who enrolls a new student in TUHSD. The PHLOTE home language survey form can be requested from a parent or guardian by the Bilingual/ELL Director, a teacher or other school personnel.
- *Self-identification.* Each parent/guardian who enrolls a new student in TUHSD will be asked; 1) what primary language is used in the home regardless of the language spoken by the student; 2) what language is most often spoken by the student; and 3) what language the student first acquired.

- *School Personnel Identification.* As school personnel meet and work with parents/guardians they may identify them as LEP and request that a parent or guardian complete a PHLOTE form or ask a principal to place the student or parents/guardians on the LEP list.
- The completed PHLOTE home language survey forms will be maintained in the relevant student's records. School personnel are responsible for creating and maintaining an LEP list in a central database. The language information obtained through the PHLOTE home language survey form will be available to relevant staff, including teachers, counselors, administrators, registrars, and office staff, who all have access to student records.

Notice to Parents/Guardians

All schools and departments which provide or may provide services to LEP parents/guardians must:

- Provide notice to all LEP students and parents/guardians that interpreter services are available to them at no cost. The notice will include TUHSD's point of contact for answering any questions regarding this policy.
- Offer an initial interview opportunity to all identified LEP families to inform them of all support services available pursuant to this policy.
- Post and maintain, in a prominent public place, a multi-lingual sign informing students, parents/guardians and family members that interpreter services are available to them at no cost. These signs will provide the required notice in all predominate languages. All parents/guardians who are speakers of non-predominate languages will be notified of the availability of interpreter services by phone, written notices or other means deemed to provide reasonable notice to such parents/guardians. The form of notice provided to speakers of non-predominate languages will be documented.
- Have available during registration and at all other times a multi-lingual sheet that allows individuals to identify themselves as a speaker of a language other than English.

Request for Interpreter/Translator Services

Requests for a Predominant Language Interpreter must be made so as to give TUHSD reasonably adequate time to provide the Interpreter. What is reasonably adequate is dependent on the circumstances of the request. Requests for a Non-Predominant Language Interpreter must be made to a teacher or staff person at least seventy-two (72) hours before the event for which the Interpreter is requested.

Requests for translation of documents into non-predominant languages must be made in writing by downloading the Translation Request Form from the TUHSD website. The requester must complete the request form and attach an electronic copy of the document to be translated. The request must be submitted to the Bilingual/ELL Director. The requested translation will be completed within ten (10) working days.

Provision of Interpreter/Translator Services

Interpreter Services. TUHSD will provide interpreters for LEP parents/guardians who are speakers of predominant languages. TUHSD will provide interpreters for LEP parents/guardians who are speakers of non-predominant languages where one is available, and where it is reasonable to do so. Reasonableness, for purpose of this policy, include consideration of: 1) the number or proportion of LEP individuals likely to encounter the program; 2) the frequency with which LEP individuals come in contact with the program; 3) the nature and importance of the services provided by the program; and 4) District resources. An LEP parent/guardian may elect to provide his or her own adult translator, other than the student at issue, as long as the parent/guardian confirms in writing with TUHSD staff that he or she has been notified that TUHSD will attempt to obtain an interpreter on his or her behalf and that the parent/guardian declined such service. If LEP parent/guardian chooses to use his or her own adult interpreter, issues of competency of interpretation, confidentiality, privacy, and conflict of interest will be considered. If the adult interpreter is not competent or appropriate for any of these reasons, competent interpreter services will be provided to the LEP parent/guardian. If the LEP parent/guardian does not provide a translator, teachers and other staff who communicate with LEP parents/guardians are responsible for securing an interpreter.

Interpreter Services may include, but are not limited to, the following events.

Academic	Administrative	Legal
Teacher Conferences	Attendance Issues	IEP Team Meetings/ Assessment
Counselor Meetings	Registration	504 Assessment
GATES Assessment	Extracurricular Activities	Student Discipline Hearings
Advanced Placement	Public Meetings	Law Enforcement/ Child Protective Services
Tutoring and Supple- mental Services	Social Service Programs	Free and Reduced Meals
Summer School	Policies and Procedures	Alternative Language Education Placement

Any Transportation Events	Grades and Report Cards	Health or Medical Emergency
		Discrimination Complaints
		Student Manifestation Hearing

- *Translation Services for Predominant Languages.* TUHSD will translate, to the extent reasonable, those TUHSD-wide communications that are routinely sent to parents/guardians in English into the predominant foreign language(s) in the District. Translation requests from parents/guardians will be granted for other documents that relate to discipline, educational programs or extracurricular programs or activities.
- *Translation Services for Non-Predominant Languages.* TUHSD will provide translated documents in non-predominant languages to parents or guardians in cases involving special education, Section 504, and disciplinary proceedings.
- *Documentation of Interpreter/Translator Services.* TUHSD will record all interpreter/translation services provided to students and their families in a central database.
 - Interpreters/translators shall record every TUHSD interpreter/translation event on a Record of Event Form.
 - The school office manager or department support staff is responsible for ensuring that TUHSD interpreter/translation events are entered into the central database.

Obtaining a Qualified Interpreter

The Bilingual/ELL Director is responsible for:

- Developing and maintaining an interpreter resource list of persons who are proficient in English, Spanish and other languages if necessary. The list will include the interpreter's contact information and availability and the procedure for obtaining interpreter services.
- Coordinating with an appropriate bilingual staff member to interpret, in the event that an interpreter is needed.
- Obtaining an outside interpreter if an appropriate bilingual staff member is not available to interpret.

All inquiries concerning interpreting and translating services shall be directed to:

~~Lisette Widmaier~~ Robin York

English Acquisition Program Coordinator

Tolleson Union High School District No. 214

Telephone: (623) 478-4025

E-mail: [~~lisette.widmaier@tuhsd.org~~](mailto:lisette.widmaier@tuhsd.org) robin.york@tuhsd.org

District Staff Training

- All relevant administrative, certificated, and support staff employees will be trained at least every other year regarding their responsibilities to identify, notify, provide and document services to LEP parents/guardians.
- TUHSD will approve interpreters/translators through testing, training or evaluation.

Monitoring Language Needs and Implementation

- TUHSD will periodically assess changes in demographics, types of services or other needs that may require reevaluation of this policy and its procedures.
- TUHSD will periodically assess the efficacy of these procedures.
- TUHSD will develop a record keeping system of translator and interpreter services requested by LEP parents/guardians. The system will include information on the translator and interpreter services requested, the primary language of the parent/guardian, the parent's/guardian's name, the date of the request, the date services were provided, the source and name of the translator or interpreter used and the reason for the request.

Complaint/Dispute Resolution

Parents/legal guardians who believe they are not receiving interpreter/translation services as provided for by this policy may request a meeting with a school principal or appropriate staff person to present their concerns. An interpreter will be provided for this meeting. Every attempt will be made by TUHSD to resolve the parent's/legal guardian's concern.

If the issues/concerns are not resolved through this conference, parents/legal guardians may request a meeting with a designated representative of the Superintendent for further review.

The designated representative of the Superintendent will make the final decision and notify the parents/legal guardians of that decision.

All LEP parents/guardians will be notified of this complaint resolution procedure at the beginning of every school year.

Service Contract

For translations and interpretations for non-predominant languages, TUHSD will contract with a third party contractor to obtain translators and interpreters as needed. Interpretation and translation services for non-predominant languages will be provided when reasonable.

Multilingual Notices

Multilingual notices are available in the following languages:

Albanian	Persian
Arabic	Polish
Bosnian	Russian
Chinese	Samoan
Croatian	Serbian
English	Somali
Filipino	Spanish
Greek	Tamil
Italian	Tongan
Khmer	Turkish
Macedonian	Vietnamese

Contact

Please direct all queries concerning interpreting and translating services to:

Lisette Widmaier **Robin York**
Bilingual/ELL Director **English Acquisition Program Coordinator**
Tolleson Union High School District No. 214
Telephone: (623) 478-4025
E-mail: lisette.widmaier@tuhsd.org robin.york@tuhsd.org

Adopted: June 25, 2013

LEGAL REF.: A.R.S. 23-341
41-1463
20 U.S.C. 1400 *et seq.*, Individuals with Disabilities
Education Act

20 U.S.C. 1681, Education Amendments of 1972, Title IX
20 U.S.C. 1703, Equal Employment Opportunity Act of 1972
29 U.S.C. 794, Rehabilitation Act of 1973, (Section 504)
42 U.S.C. 2000, Civil Rights Act of 1964, Titles VI and VII
42 U.S.C. 12101 *et seq.*, Americans with Disabilities Act
Arizona Constitution, Ordinance Art. XX, Par. Seventh

CROSS REF.: ACA - Sexual Harassment
GBA - Equal Employment Opportunity
IHBA - Special Instructional Programs and
Accommodations for Disabled Students
JB - Equal Educational Opportunities
KED - Public Concerns/Complaints about Facilities or
Services

EQUAL EMPLOYMENT OPPORTUNITY

Discrimination against an otherwise qualified individual with a disability or any individual by reason of race, color, religion, sex, age, ~~or~~ national origin, sexual orientation, gender identity, or gender expression is prohibited. Efforts will be made in recruitment and employment to ensure equal opportunity in employment for all qualified persons.

Adopted: date of manual adoption

LEGAL REF.: A.R.S.13-904

41-1461

41-1463

41-1465

CROSS REF.: AC – Nondiscrimination

ACA – Sexual Harassment

IHBA – Special Instructional Programs and Accommodations for
Disabled Students

JB – Equal Educational Opportunities

KED – Public Concerns/Complaints about Facilities or Services

EQUAL EDUCATIONAL OPPORTUNITIES

The right of a student to participate fully in classroom instruction shall not be abridged or impaired because of race, color, religion, sex, age, national origin, **and** disability, **sexual orientation, gender identity, gender expression** or **any** other reasons not related to the student's individual capabilities.

The right of students to participate in extracurricular activities shall be dependent only upon their maintaining the minimum academic and behavioral standards established by the Board, and their individual ability in the extracurricular activity.

Adopted: date of manual adoption

LEGAL REF.: 20 U.S.C. 1400 *et seq.*, Individuals with Disabilities Education Act

20 U.S.C. 1681, Education Amendments of 1972, Title IX

20 U.S.C. 1703, Equal Educational Opportunities Act

29 U.S.C. 794, Rehabilitation Act of 1973 (Section 504)

42 U.S.C. 2000, Civil Rights Act of 1964, as amended in 1972,
Title VI, Title VII

42 U.S.C. 11301, McKinney-Vento Homeless Assistance Act of
2001

Arizona Constitution, Act XI, Sec. 6

CROSS REF.: AC – Nondiscrimination

ACA – Sexual Harassment

GBA – Equal Employment Opportunity

IHBA – Special Instructional Programs and Accommodations for
Disabled Students

KED – Public Concerns/Complaints about Facilities or Services

SUMMARY OF AGENDA ITEM

MEETING DATE: January 12, 2016

AGENDA SUBJECT: Resolution of Breach of Contract – Richard Hoban

PURPOSE:

Administration seeks a Governing Board resolution for the unprofessional behavior of Westview High School teacher Richard Hoban.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Mr. Hoban signed a certified employment contract for the 2015-2016 school year. Subsequent to signing a contract, he submitted a letter of resignation.

Paragraph 17 of the Teacher's Employment Contract states, "Teacher recognizes that the District will incur expenses of securing a replacement and possibly costs for a substitute in the event that Teacher does not fulfill the obligations under this Contract. Teacher and District agree that these expenses, added to the emotional expense to the students who will not have the stability of a single teacher, are difficult to determine, and therefore, that it is appropriate to assess an amount certain as liquidated damages. Teacher and District agree for the purposes of this paragraph, "resigning" and "resignation" shall include Teacher retiring during the school year unless the retired teacher remains in the classroom under a "return to work plan" which serves to retain Teacher in the classroom for the balance of the school year. Teacher and District agree that the liquidated damages which may be assessed against Teacher for resigning, with Governing Board approval, during the term of this Contract shall be in the amount of One Thousand Dollars (\$1,000.00)."

When the Governing Board approved the 2015-2016 teacher's employment contract language, it was agreed that the existence of one or more of four extenuating circumstances would preclude a teacher from having to pay the liquidated damages – (1) retirement into the Arizona State Retirement System with prior advance notice (during annual issuance of contracts) and with the agreement that the employee will complete the semester or year during which he/she is eligible to retire; (2) internal/external promotion to a position that involves supervision or advancement in title and movement to a new contract template (e.g., from a teaching position to an administrative position); (3) verified medical reasons that would not allow him/her to fulfill the duties as a teacher; and (4) a move out of county, state, or country beyond the employee's control – and that specific and verifiable information would be included in the teacher's resignation letter.

Mr. Hoban's name was listed on the November 10, 2015 Governing Board meeting agenda, under the Human Resources, Personnel listing, as "Retirement (Liquidated Damages Apply)". Following the November 10, 2015 Governing Board meeting, a letter of notification was sent to Mr. Hoban on November 16, 2015 stating that the Governing Board had accepted his retirement pending the payment of liquidated damages, and that he had thirty days from the date of the letter in which to make payment or his name would be taken to the Governing Board at the next scheduled meeting following the expiration of the thirty day period for breach of contract and subsequent reporting to the Arizona Department of Education. Mr. Hoban did not pay the liquidated damages fee within the thirty day period and has not been released from his teaching contract.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:


The teacher's employment contract language was drafted by the District's attorney and is a legal and binding document. Both the District and the teacher have an obligation to follow the requirements of the document.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the resolution for breach of contract by Mr. Richard Hoban and that said resolution is sent to the Arizona Department of Education.

Submitted by:	Karyn Morse Eubanks Executive Assistant	Date:	January 4, 2016
Reviewed by:	 Dr. Lexi Cunningham Superintendent	Date:	January 4, 2016



**GOVERNING BOARD
TOLLESON UNION HIGH SCHOOL DISTRICT #214
MARICOPA COUNTY, ARIZONA**

**RESOLUTION
BREACH OF CONTRACT – RICHARD HOBAN, TEACHER**

WHEREAS, the 2015-2016 Tolleson Union High School District Teacher's Employment Contract contains language requiring the payment of liquidated damages in the amount of \$1,000 and payable to Tolleson Union High School District in the event that a teacher signs a contract and subsequently resigns during the term of the contract.

WHEREAS, the existence of one or more of four extenuating circumstances would preclude a teacher from having to pay the liquidated damages – (1) retirement into the Arizona State Retirement System with prior advance notice (during annual issuance of contracts) and with the agreement that the employee will complete the semester or year during which he/she is eligible to retire; (2) internal/external promotion to a position that involves supervision or advancement in title and movement to a new contract template; (3) verified medical reasons that would not allow him/her to fulfill the duties as a teacher; and (4) a move out of county, state, or country beyond the employee's control – and that specific and verifiable information would be included in the teacher's resignation letter. Said employee would be released from the District pending Governing Board approval.

WHEREAS, a teacher who resigns or retires subsequent to signing said contract and does not meet one of the four exceptions will not be released from the Tolleson Union High School District until such time as the Governing Board has approved the resignation of said teacher and payment of liquidated damages has been made by said teacher within a specified thirty day period.

WHEREAS, if said employee does not pay the liquidated damages fee within the specified thirty day period, the employee's name will be taken to the Governing Board at the next scheduled meeting following the expiration of the thirty day period for breach of contract and subsequent reporting to the Arizona Department of Education.

NOW, THEREFORE, BE IT RESOLVED, Mr. Richard Hoban has not paid the liquidated damages fee within the specific thirty day period, has not been released from his teaching contract with the Tolleson Union High School District, and will be reported to the Arizona Department of Education for breach of contract.

This resolution was moved, seconded, and passed at a meeting of the Tolleson Union High School District #214 Governing Board on January 12, 2016.

GOVERNING BOARD
TOLLESON UNION HIGH SCHOOL DISTRICT #214
OF MARICOPA COUNTY, ARIZONA

Steven Chapman, Member

Vincent Moreno, Member

Devin Del Palacio, Member

Freddie Villalon, Member

Corina Madruga, Member

SUMMARY OF AGENDA ITEM

MEETING DATE: January 12, 2016

AGENDA SUBJECT: Engineering Projects in Community Service (EPICS) Program at Arizona State University's Ira A. Fulton Schools of Engineering

PURPOSE:

Hope Parker, Associate Director of K-12 Engineering Education and Outreach for Arizona State University's Ira A. Fulton Schools of Engineering will provide an overview of the Engineering Projects in Community Service (EPICS) Program.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Governing Board Vice President Devin Del Palacio requested an overview of the EPICS Program during the November 10, 2015 Governing Board meeting.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

As stated in the brochure, EPICS High@ASU "promotes an interdisciplinary approach, utilizing the creativity and expertise of students that are already interested in STEM fields, as well as students outside of engineering, to develop and implement solutions with a real impact."


BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

Information only. No Governing Board action is required.

Submitted by: Devin Del Palacio
Governing Board Vice President Date: January 4, 2016

Reviewed by: 
Dr. Lexi Cunningham
Superintendent Date: January 4, 2016



ENGINEERING PROJECTS IN COMMUNITY SERVICE



**Designing and delivering
solutions that make
a difference**



EPICS is a design-based service learning and social entrepreneurship program that incorporates the engineering and human-centered design processes—providing solutions to real world problems.

To identify and address these problems, EPICS High teams typically work closely with their schools or not-for-profit agencies.

EPICS High@ASU promotes an interdisciplinary approach, utilizing the creativity and expertise of students that are already interested in STEM fields, as well as students outside of engineering, to develop and implement solutions with a real impact. In doing so, students not only provide a needed philanthropic service, they also hone their skills as engineers and entrepreneurs.


The EPICS High program also engages students to instill in them the importance of service and to increase the pipeline of students interested in STEM pathways. The program has proven to be an engagement tool for developing a life-long appreciation for STEM and service learning.

One of the strengths of the EPICS High program is the scale of the broader impacts. These projects benefit parties across multiple levels. The most obvious group impacted are the students taking the EPICS courses as they experience measurable personal and professional development. Going beyond just the education and growth of the students involved, the projects are designed and developed to improve the quality of life for people locally and globally.

The challenges addressed by EPICS High@ASU teams focus on the largest impact areas: Education, Accessibility, Community Development, and Sustainability. Collaborations with several local and international non-profits help enable those agencies to add further capacity or be able to help an increased number of vulnerable populations.

Learn more about EPICS High@ASU
epics.engineering.asu.edu/epics-high-school





be EPIC

ENGINEERING PROJECTS
IN COMMUNITY SERVICE

epicshigh@asu

**Real solutions to
community challenges,
brought to life by your students.**

Support EPICS or bring EPICS to your high school

EPICS High programs use innovative approaches to tackle today's problems. We do not take an off-the-shelf solution; we are looking for big-picture, breakthrough thinking. EPICS High School teams design, build and deploy systems to solve engineering-based problems for charities, schools and other not-for-profit organizations. Our students aren't waiting to go to college to make a difference—they are engaged in solving real-world problems today.

Interest in civic engagement and community service is growing rapidly among teenage students. EPICS High is a service-learning and social entrepreneurship program that engages students in engineering and technology concepts and connects them with organizations that need technical capacity. EPICS High enables students to gain valuable hands-on experience and see first-hand the impact that they can have on their community through engineering and design.

Contact us today! engineeringoutreach@asu.edu

epics.engineering.asu.edu/epics-high-school

Engage with EPICS

Annual EPICS Olympiad

This is an excellent kickoff to the school year for both teachers and students. The EPICS High Olympiad is intended to be a fun active workshop at ASU's Tempe campus. This program's objective is to get students to start thinking about how the EPICS High design model can help them impact the community and world around them, and provide opportunities for professional collaboration and networking, while introducing skills that will help students and teachers tackle some of the challenges ahead.

Student Pitch Funding Competition Fall Semester

This competition is an opportunity for students to submit their best five minute pitches on their EPICS High project as well as show off their budgeting, résumé and public speaking skills to the EPICS High Review Committee. Top teams are selected for funding grants to support their projects.

Spring Teacher Training

This one-day training is focused on current EPICS High teachers. Teachers share best practices and receive programming on additions to the curriculum and program.

Summer Teacher Training

This four-day training is focused on incoming EPICS High teachers. Teachers receive an in-depth training on the EPICS High Curriculum as well as a chance to meet current EPICS High teachers.

EPICS Mentors

Schools participating in EPICS High have an opportunity to host an EPICS university student mentor in their classroom to provide guidance on projects and serve as a role model.

EPICS High Roadshow

Twice a year EPICS High staff visits participating schools to learn more about the successes and challenges of the program and to see the students in action.

Annual EPICS High Showcase

The EPICS High Showcase is an end-of-the-school-year event to exhibit team projects and celebrate their success and impact on the communities around them.

Industry and sponsor partners, faculty and staff evaluate students on their five-minute pitch and top teams receive awards for their efforts.



SUMMARY OF AGENDA ITEM

MEETING DATE: January 12, 2016
AGENDA SUBJECT: Student Discipline Data

PURPOSE:

Administration seeks Governing Board direction on what data categories to include on a student discipline report and identify how often the report should be generated.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

As stated by Ms. Madruga in an email to Dr. Cunningham dated November 15, 2015, "I am respectfully requesting a monthly report of all discipline impose[d] for the district ... broken down by school, gender, ethnicity, special needs or not, violation, and level of discipline."

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

Ms. Madruga further states in the email that the request for information will provide an opportunity to "... better assess our district's ability to meet the Male of Color resolution and other efforts to minimize the pipeline to prison effect ..."


BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

It is recommended that the Governing Board provide direction to the Superintendent on specific data to be included in a student discipline report and how often the report is to be disseminated to Governing Board members.

Submitted by: Corina Madruga
Governing Board Member Date: January 4, 2016

Reviewed by: 
Dr. Lexi Cunningham
Superintendent Date: January 4, 2016

SAMPLE STUDENT DISCIPLINE REPORT

Incident Date/Time	Description	Violation	Grade	Gender	Disposition	School	Ethnicity	SPED	ELL
2015-09-01T08:20:00	Attendance Policy Violation	Unexcused Absence	11	M	Parent Notification; Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-01T08:30:00	Attendance Policy Violation	Tardy/Sweep	11	F	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-01T08:30:00	Attendance Policy Violation	Tardy/Sweep	10	M	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-01T08:30:00	Attendance Policy Violation	Tardy/Sweep	10	F	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-01T08:30:00	Attendance Policy Violation	Tardy/Sweep	9	F	ISS-ShortTerm With Services; Student Conference	CCHS			
2015-09-01T11:35:00	Attendance Policy Violation	Tardy/Sweep	9	M	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-01T12:30:00	Attendance Policy Violation	Tardy/Sweep	9	F	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-01T12:30:00	School Policies, Other Violations of	Disruption	11	F	Student Conference	CCHS			
2015-09-02T08:30:00	Attendance Policy Violation	Tardy/Sweep	10	M	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-02T08:30:00	Attendance Policy Violation	Tardy/Sweep	9	F	ISS-ShortTerm With Services; Student Conference	CCHS			
2015-09-02T10:35:00	Attendance Policy Violation	Tardy/Sweep	9	F	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-02T14:50:00	Attendance Policy Violation	Other Attendance Violation	11	M	ISS-ShortTerm With Services; Student Conference	CCHS			
2015-09-03T08:30:00	Attendance Policy Violation	Tardy/Sweep	12	F	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-03T08:30:00	Attendance Policy Violation	Tardy/Sweep	11	F	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-03T08:30:00	Attendance Policy Violation	Tardy/Sweep	11	F	ISS-ShortTerm With Services; Student Conference	CCHS			
2015-09-03T08:30:00	Attendance Policy Violation	Tardy/Sweep	10	F	ISS-ShortTerm With Services; Student Conference	CCHS			
2015-09-03T08:30:00	Attendance Policy Violation	Tardy/Sweep	9	M	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-03T08:30:00	Attendance Policy Violation	Tardy/Sweep	9	F	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-03T10:30:00	Attendance Policy Violation	Tardy/Sweep	11	F	ISS-ShortTerm With Services; Student Conference	CCHS			
2015-09-03T13:05:00	Attendance Policy Violation	Tardy/Sweep	9	M	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-03T13:05:00	Attendance Policy Violation	Tardy/Sweep	9	M	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-03T14:05:00	Attendance Policy Violation	Tardy/Sweep	9	M	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-03T15:15:00	Vandalism	Vandalism of school property	11	F	Parent Notification; Student Conference; OSS-ShortTerm With Services	CCHS			
2015-09-03T15:15:00	Vandalism	Vandalism of school property	11	F	Parent Notification; OSS-ShortTerm With Services; Student Conference	CCHS			
2015-09-03T15:15:00	Vandalism	Vandalism of school property	11	F	ISS-ShortTerm With Services; Parent Notification; Student Conference	CCHS			
2015-09-03T15:15:00	Vandalism	Vandalism of school property	11	M	Parent Notification; Student Conference; OSS-ShortTerm With Services	CCHS			
2015-09-03T20:00:00	Harassment/Intimidation	Threat or Intimidation	11	M	OSS-ShortTerm With Services; Student Conference; Parent Notification	CCHS			
2015-09-04T09:30:00	School Policies, Other Violations of	Defiance or Disrespect Towards Authority	11	M	Student Conference	CCHS			
2015-09-04T09:30:00	Attendance Policy Violation	Tardy/Sweep	9	M	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-04T09:30:00	Attendance Policy Violation	Tardy/Sweep	9	M	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-04T09:30:00	Attendance Policy Violation	Tardy/Sweep	9	M	Student Conference; ISS-ShortTerm With Services	CCHS			
2015-09-04T09:30:00	Attendance Policy Violation	Tardy/Sweep	9	M	ISS-ShortTerm With Services; Student Conference	CCHS			
2015-09-04T09:30:00	Attendance Policy Violation	Tardy/Sweep	9	M	Student Conference; ISS-ShortTerm With Services	CCHS			

SUMMARY OF AGENDA ITEM

MEETING DATE: January 12, 2016

AGENDA SUBJECT: Superintendent's Performance Based Pay

PURPOSE:

Administration seeks Governing Board approval of the Superintendent's performance for the period of July 1, 2015 through December 31, 2015.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Pursuant to the Superintendent's Employment Agreement (Paragraph 3, subsection 3.2), Dr. Cunningham is entitled to performance based pay (5% of Superintendent's annual salary). However, the performance based pay amount is payable only if and to the extent that Dr. Cunningham satisfies the criteria for an award of performance pay.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

The Superintendent shall have earned her performance based pay if a majority of the Board members agree that the Superintendent earned an overall rating of exceptional or proficient in the categories of Educational Leadership, District Management, and Board and Community Relations.

BUDGET IMPACT AND COSTS:

Upon a determination that the Superintendent has earned her performance based pay, the performance pay amount then owing shall be payable in the next regular pay period.

RECOMMENDATION:

It is recommended that the Governing Board authorize the payment of the Superintendent's performance based pay for the period of July 1, 2015 through December 31, 2015.

Submitted by: Karyn Eubanks
Executive Assistant

Date: January 4, 2016

Reviewed by: 
Dr. Lexi Cunningham
Superintendent

Date: January 4, 2016