



## NOTICE OF PUBLIC MEETING

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

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:** September 9, 2014

**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: September 4, 2014 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](http://www.tuhsd.org)**

#### **REGULAR MEETING**

##### **1. Call to Order and Roll Call**

The meeting was called to order by \_\_\_\_\_ at \_\_\_\_\_.

Mr. Chapman  Mrs. Hackett  Mr. Moreno  Mrs. Sornsin  Mr. Villalon

##### **2. Pledge of Allegiance**

**3. Approval of the Regular Agenda**

Recommendation: That the Governing Board approve the Regular Agenda.

Motion made by \_\_\_\_\_; seconded by \_\_\_\_\_

Mr. Chapman  Mrs. Hackett  Mrs. Sornsin  Mr. Villalon  Mr. Moreno

**4. 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 invited 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.

**5. 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.

**6. Approval of the Consent Agenda**

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

Motion made by \_\_\_\_\_; seconded by \_\_\_\_\_

Mr. Chapman  Mrs. Hackett  Mrs. Sornsin  Mr. Villalon  Mr. Moreno

**7. Discussion/Action of Items(s) \_\_\_\_\_ Previously Removed From the Consent Agenda**

Motion made by \_\_\_\_\_; seconded by \_\_\_\_\_

Mr. Chapman  Mrs. Hackett  Mrs. Sornsin  Mr. Villalon  Mr. Moreno

## 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 #
<b>*1. Human Resources</b>	
<b>A. Personnel Items</b>	<b>6-10</b>
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.	
<b>*2. Financial Services</b>	
<b>A. Vouchers</b>	<b>11-12</b>
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.	
<b>B. Donation</b>	<b>13-15</b>
The following donation was received:	
▪ Body Song Dance Company – \$525.83 – Dance costumes for Sierra Linda High School Dance Program.	
<b>*3. Purchasing</b>	
<b>A. Contract Extension and Renewals: RFP 10-058-106-14, Online Applicant Screening and Assessment, and RFP 11-002-15, Professional Training and Consulting Services</b>	<b>16-18</b>
The multi-year contracts for Online Applicant Screening and Assessment and Professional Training and Consulting Services require approval in order to extend for an additional one-year period or portion thereof.	
<b>*4. Superintendent’s Office</b>	
<b>A. Travel Request</b>	<b>19-22</b>
The following travel request was received:	
▪ Sierra Linda High School Performing Arts Department Chair Antonio Lozano, Math Teacher Christina Arvisu, Government Teacher Andrew Encisco, Band Teacher Stephen Aiton, and members of the Bulldog Marching Band wish to participate in Northern Arizona University’s Band Day activities on October 17-18, 2014 in Flagstaff, AZ.	

- B. Memorandum of Understanding with Touchstone Behavioral Health** 23-25  
Touchstone Behavioral Health is currently examining youth substance abuse issues in Avondale and surrounding areas. The purpose of the Memorandum of Understanding is to document the commitment of Tolleson Union High School District to serve as a collaborator on a proposed project to combat youth substance abuse to be developed and submitted in 2015 by Touchstone Behavioral Health for possible funding from Mercy Maricopa Integrated Care.
- C. Agreement for Transportation Services – Arts Academy of Estrella Mountain for 2014-2015 School Year** 26-28  
Under the terms of the Transportation Services Agreement, the District will provide transportation for Arts Academy of Estrella Mountain students for field and extracurricular trips.

### INFORMATION/DISCUSSION ITEMS

- 1. ISTE Conference Update** 29  
Dr. Bianca Lochner, Director of Information Technology, will provide an update on the International Society for Technology in Education’s annual conference held June 28–July 1, 2014 in Atlanta, Georgia and attended by District Technology Committee members Dr. Lochner, Tara Suggs, Thomas Junk, Judi Shelkin, Jimmy Hernandez, and Bo Oxford.

### ACTION/DISCUSSION ITEMS

- 1. Resolution of Breach of Contract – John Jacobs** 30-32  
Mr. Jacobs signed a certified employment contract for the 2014-2015 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.”
- The paragraph continues with “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 ESI, smartschoolsplus or a similar “return to teaching 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 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 2014-2015 teacher’s employment contract language, it was agreed that the existence of one or more of three extenuating circumstances would preclude a teacher from having to pay the liquidated damages –

(1) a promotional opportunity (e.g., from a teaching position to an administrative position); (2) a teacher's health issue(s) that would not allow him/her to fulfill the duties as a teacher; and (3) the relocation of a spouse – and that specific and verifiable information would be included in the teacher's resignation letter.

Mr. Jacobs' name was listed on the July 22, 2014 Governing Board meeting agenda, under the Human Resources Personnel listing, as "Resignation/Release from Employment Contract (Pending Payment of Liquidated Damages)".

Following the July 22 Governing Board meeting, a letter of notification was sent to Mr. Jacobs stating that the Governing Board had accepted his resignation 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. Jacobs did not pay the liquidated damages fee within the thirty day period and has not been released from his teaching contract.

*Recommendation:* That the Governing Board approve the resolution for breach of contract by Mr. John Jacobs and that said resolution is sent to the Arizona Department of Education.

Motion made by \_\_\_\_\_; seconded by \_\_\_\_\_

Mr. Chapman  Mrs. Hackett  Mrs. Sornsin  Mr. Villalon  Mr. Moreno

**2. Minutes – August 26, 2014 Regular Meeting**

**33-39**

Mrs. Sornsin was excused from the meeting.

*Recommendation:* That the Governing Board approve the August 26, 2014 Governing Board Regular Meeting minutes.

Motion made by \_\_\_\_\_; seconded by \_\_\_\_\_

Mr. Chapman  Mrs. Hackett  Mr. Moreno  Mrs. Sornsin  Mr. Villalon

**ADJOURNMENT**

Motion made by \_\_\_\_\_; seconded by \_\_\_\_\_

The meeting was adjourned at \_\_\_\_\_.

## SUMMARY OF AGENDA ITEM

DATE: September 9, 2014  
TO: Dr. Lexi Cunningham and Governing Board Members  
SUBJECT: Personnel Items

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**PURPOSE:**

Administration seeks Governing Board approval of personnel actions.

**BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:**

The Governing Board has sole responsibility for personnel actions including, but not limited to, new hires, re-employment, contract revisions, position changes, leaves of absence, 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 recommendations.

Submitted by: \_\_\_\_\_

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

# TUHSD HUMAN RESOURCES

**To:** Karyn Eubanks, Executive Assistant to the Superintendent and Governing Board  
**From:** Michael Stewart, Human Resources Director  
**Date:** August 29, 2014  
**Re:** Personnel Items, Governing Board Meeting, 09/09/2014

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

## CERTIFIED STAFF

### Employment of Personnel

Lewandowski, Lindsey	CCHS	Ceramics Teacher
Masciulli, Sabrina	CCHS/TUHS	Physical Education Teacher

### Coaches

Atkinson, Dacia	CCHS	Varsity Cross Country Coach
Basford, Jessica	CCHS	Assistant Volleyball Coach
Bloomquist, Kathryn	CCHS	Varsity Girls Golf Coach
Coffman, Carren	CCHS	Assistant Cross Country Coach
Farley, Kendrick	CCHS	Assistant Football Coach
Hellhake, Emily	CCHS	Assistant Spirit Line Coach
Heytens, Andrew	CCHS	Varsity Boys Golf Coach
Johnson, Curtis	CCHS	Athletic Trainer
Kemmer, Shawn	CCHS	Varsity Football Coach
Lasater, Bradley	CCHS	Assistant Football Coach
Matthews, Kelly	CCHS	Athletic Trainer
McGloin, Peter	CCHS	Varsity Volleyball Coach
Mitchell, Jason	CCHS	Varsity Spirit Line Coach
Sees, Jessica	CCHS	Assistant Volleyball Coach
Tenueyl, Henderika	CCHS	Assistant Volleyball Coach
Bealer, Eric	TUHS	Athletic Trainer
Carver, James	TUHS	Assistant Football Coach
Fedina, Tabitha	TUHS	Weight Room Coordinator and Assistant Cross Country Coach
Galindo, Miguel	TUHS	Assistant Football Coach
Gullick, Rose	TUHS	Varsity Volleyball Coach
Heinz, Matt	TUHS	Assistant Football Coach
Hopper, Daniel	TUHS	Assistant Football Coach
Howard, Kathryn	TUHS	Varsity Spirit Line Coach
Jordan, Freddie	TUHS	Assistant Volleyball Coach
Langan, Sean	TUHS	Assistant Football Coach
Larm, Luke	TUHS	Varsity Boys Golf Coach
Lee, Joseph	TUHS	Assistant Football Coach
Mager, Jeremy	TUHS	Assistant Football Coach
Medrano, Mark	TUHS	Varsity Girls Golf Coach
Padilla, John	TUHS	Assistant Football Coach
Phillips, Brandi	TUHS	Athletic Trainer
Richardson, James	TUHS	Assistant Football Coach
Riley, Pat	TUHS	Varsity Cross Country Coach
Rodriguez, Amira	TUHS	Assistant Swim Coach
Shields, Jim	TUHS	Assistant Football Coach

Sinor, Mike	TUHS	Assistant Football Coach
Soto, Portia	TUHS	Assistant Volleyball Coach
Stuart, Tacara	TUHS	Varsity Swim Coach
VanKirk, Michael	TUHS	Assistant Football Coach
Wilbur, Jeffery	TUHS	Weight Room Coordinator
Wilke, Jason	TUHS	Varsity Football Coach
Bower, Steven	WHS	Assistant Cross Country Coach
Burgess, George	WHS	Assistant Football Coach
Carroll, John	WHS	Assistant Football Coach
Clemente, Kevin	WHS	Assistant Football Coach
Crooks, Lee	WHS	Assistant Football Coach
Degerman, Trevor	WHS	Varsity Boys Golf Coach
Delgado, Jesse	WHS	Assistant Football Coach
DeVogelaere, Scott	WHS	Assistant Volleyball Coach
Hairston, Brian	WHS	Assistant Football Coach
Harris, Ben	WHS	Assistant Football Coach
Kallmes, Lisa	WHS	Varsity Spirit Line Coach
Martel, Charles	WHS	Assistant Football Coach
Moses, Adrina	WHS	Assistant Volleyball Coach
Neel, Abbye	WHS	Assistant Swim Coach
Nicoloff, Sarah	WHS	Assistant Swim Coach
Oglesby, Krystal	WHS	Assistant Spirit Line Coach
Parker, Joseph	WHS	Varsity Football Coach
Price, Angela	WHS	Varsity Swim Coach
Rice, Trevor	WHS	Athletic Trainer
Schultz, Stephanie	WHS	Assistant Volleyball Coach
Silva, Sienna	WHS	Varsity Volleyball Coach
Soto, Steve	WHS	Varsity Cross Country Coach
Webb, Jerolyn	WHS	Varsity Dive Coach
Wonner, Larry	WHS	Varsity Girls Golf Coach
Yasui, Sayaka	WHS	Athletic Trainer

### **Return from Medical Leave of Absence**

Baumgart, Nicole	DO	Instructional Leadership Coordinator, English and Social Studies
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### **Resignation, Release from 2014-2015 Employment Contract Contingent Upon Payment of Liquidated Damages**

Worl, Scott	WHS	Physical Education/Wellness Teacher
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## **CLASSIFIED STAFF**

### **Employment of Personnel**

Gonzalez, Claudia	CCHS	Instructional Assistant II
Maldonado, Sylvia	CCHS	Instructional Assistant I
Mbainamoundou, Tongarem	CCHS	Instructional Assistant I
Barrett, Waynetta	DO	Substitute Bus Monitor
Duran, Stephanie	DO	Substitute Bus Driver
Guerrero, Armando	DO	Skilled Maintenance, HVAC
Sanchez, Olga	LJCHS	Attendance Clerk



Hill, Martha	TUHS	Instructional Assistant II
Peeples, Chanel	TUHS	Instructional Assistant II
Bustamante, Hector	WHS	Instructional Assistant I

**Position Changes**

Lively, Pamela	LJCHS	Instructional Assistant I to Instructional Assistant II
Harris, Julia	TUHS	Instructional Assistant II to In School Support Specialist
Odle, Nathan	TUHS	Instructional Assistant I to Security Guard

**Coaches**

Baxter, Dane	CCHS	Assistant Football Coach
Bozman, Mark	CCHS	Assistant Volleyball Coach
Brown, Trey	CCHS	Assistant Football Coach
Castillo, Hector	CCHS	Assistant Football Coach
Idris, Anis	CCHS	Assistant Football Coach
Jimerson, Mario	CCHS	Assistant Football Coach
Lopez, Andrew	CCHS	Assistant Spirit Line Coach
Newell, Willie	CCHS	Assistant Football Coach
Taylor, Gale	CCHS	Assistant Football Coach
Thomas, Larry	CCHS	Assistant Football Coach
Yarbrough, Reggie	CCHS	Assistant Football Coach
Saldana, Monica	TUHS	Assistant Spirit Line Coach
Alcantara, Victor	WHS	Assistant Football Coach
Austin, Nathaniel	WHS	Assistant Football Coach
Donahue, Daryle	WHS	Assistant Football Coach
Fitch, Jason	WHS	Assistant Football Coach
Gutierrez, Antonio	WHS	Assistant Football Coach
Renteria, Mario	WHS	Assistant Football Coach
Schock, Matt	WHS	Assistant Football Coach
Vasko, Gary	WHS	Assistant Football Coach
Vasquez, Richard	WHS	Assistant Football Coach
Wolski, Bill	WHS	Assistant Football Coach

**Medical Leave of Absence Requests**

Torres, Angela	CCHS	Instructional Assistant II
Villegas, Santiago	CCHS	Instructional Assistant II
Glasser, David	DO	Bus Driver

**Return from Medical Leaves of Absence**

Villegas, Santiago	CCHS	Instructional Assistant II
Chancey, Melissa	DO	Budget Analyst
Glasser, David	DO	Bus Driver
Davis, Antoinette	SLHS	Cashier

**Resignations**

Romo Merchant, Tammy	DO	Bus Driver
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Beltran, Blanca	LJCHS	Cashier
Enox, Justinne	LJCHS	Cashier
Serrata, Elisa	LJCHS	Instructional Assistant II
Vaughn, Linda	TUHS	Cashier
<b><u>Termination</u></b>		
Ayala, Mirna	SLHS	Cashier

# SUMMARY OF AGENDA ITEM

DATE: September 9, 2014  
TO: Dr. Lexi Cunningham and Governing Board Members  
SUBJECT: Vouchers

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**PURPOSE:**

Administration seeks Governing Board ratification of payroll vouchers 55 and 4-5 and expense vouchers 6138-6142 and 7011-7016.

**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: \$ 4,262,706.59  
Expense Vouchers: \$ 1,484,876.03

**RECOMMENDATION:**

It is recommended that the Governing Board ratify payroll vouchers 55 and 4-5 and expense vouchers 6138-6142 and 7011-7016.

Submitted by:  Date: 8/25/14  
Approved by:  Date: 8-27-14

**APPROVAL OF PAYROLL/EXPENSES VOUCHERS**

**RATIFY PAYROLL VOUCHERS:**

Voucher	55	\$	3,800.38
Voucher	4		7,245.70
Voucher	5		4,251,660.51
<b>TOTAL</b>			<b><u>\$ 4,262,706.59</u></b>

**RATIFY EXPENSE VOUCHERS:**

Voucher	6138	\$	777,564.01
Voucher	6139		13,486.10
Voucher	6140		3,750.35
Voucher	6141		4,986.72
Voucher	6142		8,151.38
Voucher	7011		77,672.67
Voucher	7012		263,423.61
Voucher	7013		7,176.59
Voucher	7014		41.16
Voucher	7015		202,528.43
Voucher	7016		126,095.01
<b>TOTAL</b>			<b><u>\$ 1,484,876.03</u></b>

# SUMMARY OF AGENDA ITEM

DATE: September 9, 2014  
TO: Dr. Lexi Cunningham and Governing Board Members  
SUBJECT: Donation

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**PURPOSE:**

Administration seeks Governing Board acceptance of a donation.

**BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:**

Various donations are presented to the Governing Board for review and official acceptance throughout the school year.

**STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:**


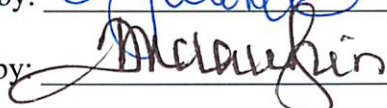
Donations assist the schools in providing services and incentives to its teachers and students.

**BUDGET IMPACT AND COSTS:**

Donation totaling \$525.83.

**RECOMMENDATION:**

It is recommended that the Governing Board accept the donation from the Body Song Dance Company.

Submitted by:  Date: 9-3-14  
Approved by:  Date: 9.4.14

**DONATIONS**  
As of 09/09/14

<b>DONOR</b>	<b>SCHOOL/PROGRAM</b>	<b>DONATION</b>	<b>VALUE (\$)</b>
Body Song Dance Company	SLHS/Dance Program	Dance costumes	525.83
		<b>Total</b>	<b>525.83</b>



TOLLESON UNION HIGH SCHOOL DISTRICT NO 214  
REQUEST FOR APPROVAL OF GIFT/DONATION

- TOLLESON    LA JOYA    WESTVIEW    COPPER CANYON  
 UNIVERSITY HIGH SCHOOL    CONTINUING EDUCATION ACADEMY  
 SIERRA LINDA    LIGHTHOUSE ACADEMY

DATE: 7-24-14

DESCRIPTION OF DONATION

CHECK \_\_\_\_\_ CASH \_\_\_\_\_ OR

ITEM: costume

DONOR NAME: Rudy Song Dance Co.

ADDRESS: 3134 S 67th Ave

CITY: Phoenix STATE: AZ ZIP CODE: 85043

SCHOOL OR SITE DONATED TO: Sierra Linda High School

PROGRAM: Dance

DONATION VALUE: \$525.83 HOW DETERMINED: cost of costume

HOW WILL ITEM OR FUNDS BE USED? for costumes

SIGNATURE OF BUILDING/DEPARTMENT ADMINISTRATOR:

[Signature] DATE: 7/24/14

NOTE: A request for approval of gift and donation form is required for all gifts and donations. Gifts and Donations over \$500 (actual or estimated value) must be approved by the TUHSD Governing Board at a regularly scheduled governing board meeting. Please submit your request to your site building principal. The Building Principal will submit all correspondence including this form and the funds to the Director of Finance for approval. The site will be notified when the funds are available.

## SUMMARY OF AGENDA ITEM

DATE: September 9, 2014

TO: Dr. Lexi Cunningham and Governing Board Members

SUBJECT: Contract Extension and Renewals: RFP 10-058-106-14, Online Applicant Screening and Assessment, and RFP 11-002-15, Professional Training and Consulting Services

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### **PURPOSE:**

Administration seeks approval of the annual contract extensions and renewals for Online Applicant Screening and Assessment and Professional Training and Consulting Services.

### **BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:**

The multi-year contracts require approval in order to extend for an additional one-year period or portion thereof. Since performance under these contracts has been satisfactory, extension of the contracts is recommended.

### **STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:**

The estimated requirements cover the period of the contracts and are reasonable and continuing. A multi-term contract encourages effective competition and promotes economies in school district procurement.

### **BUDGET IMPACT AND COSTS:**

Estimated annual expenditure of \$182,238.00.

### **RECOMMENDATION:**

It is recommended that the Governing Board approve the annual contract extensions and renewals for Online Applicant Screening and Assessment and Professional Training and Consulting Services to the vendors listed on the next page.

Submitted by: Cheryl Beert Date: 9/3/14

Approved by: Lexi Cunningham Date: 9-4-14



**Annual Contract Renewals for the 2014-2015 School Year  
September 9, 2014**

The following multi-term contracts are recommended for renewal for one year:

<b>CONTRACT TITLE</b>	<b>VENDOR NAME</b>	<b>IFB/RFP NUMBER</b>	<b>AWARD/ EXTENSION</b>	<b>NO. OF YRS. CONTRACT</b>	<b>ESTIMATED EXPENDITURES</b>	<b>FUNDING SOURCE</b>
Online Applicant Screening and Assessment	Gallup, Inc.	10-058-016-14	07/01/14	5 Years 02/15/15 Final Year	\$17,238.00	E-Rate
Professional Training and Consulting Services	<p><u>Category 1: Administrative Consultants for District Business Office Related Services</u></p> <ul style="list-style-type: none"> <li>▪ Cathy Elliott</li> <li>▪ Heinfeld, Meech &amp; Co.</li> <li>▪ Management Partnership</li> <li>▪ Nicely Done</li> <li>▪ Professional Group Public Consultant Sharon Bates Enterprises</li> </ul> <p><u>Category 2: Administrative Team Development</u></p> <ul style="list-style-type: none"> <li>▪ Arizona Ed. Cadre, LLC.</li> <li>▪ Center for Teacher Success</li> <li>▪ Educational Training</li> <li>▪ Excel</li> <li>▪ HR Service Solutions</li> <li>▪ Larry Deignan</li> <li>▪ Lead Team</li> <li>▪ Leadership and Learning Center</li> <li>▪ Omega Education</li> <li>▪ Solution Tree</li> <li>▪ Storm</li> <li>▪ Upslope</li> <li>▪ WestED</li> </ul> <p><u>Category 3: Teacher Staff Development</u></p> <ul style="list-style-type: none"> <li>▪ Adaptive Curriculum</li> <li>▪ AHA Process</li> <li>▪ Arizona Ed. Cadre LLC</li> </ul>	11-002-15	09/28/14	5 Years 09/27/15	\$165,000.00	M&O

CONTRACT TITLE	VENDOR NAME	IFB/RFP NUMBER	AWARD/ EXTENSION	NO. OF YRS. CONTRACT	ESTIMATED EXPENDITURES	FUNDING SOURCE
	<ul style="list-style-type: none"> <li>▪ Center for Teacher Success</li> <li>▪ Educational Training</li> <li>▪ Excel</li> <li>▪ HR Service Solutions</li> <li>▪ Independence Behavioral Coaching Larry Deignan</li> <li>▪ Leadership and Learning Center</li> <li>▪ Level 3AV</li> <li>▪ Omega Education</li> <li>▪ P &amp; K Consultants</li> <li>▪ K-12 Pearson</li> <li>▪ P2 Professional Development</li> <li>▪ Storm</li> <li>▪ Traaen &amp; Associates</li> <li>▪ WestEd</li> </ul> <p data-bbox="434 655 795 711"><u>Category 4: School Improvement Program</u></p> <ul style="list-style-type: none"> <li>▪ Center for Teacher Success</li> <li>▪ HR Service Solutions</li> <li>▪ Larry Deignan</li> <li>▪ Lead Team</li> <li>▪ Omega Education</li> <li>▪ Peak Learning System</li> <li>▪ K-12 Pearson</li> <li>▪ Solution Tree</li> <li>▪ Storm</li> <li>▪ Upslope</li> <li>▪ WestEd</li> </ul> <p data-bbox="434 1082 719 1107"><u>Category 5: Grant Writing</u></p> <ul style="list-style-type: none"> <li>▪ HR Service</li> <li>▪ Sharon Bates Enterprises</li> <li>▪ Traaen &amp; Associates</li> </ul> <p data-bbox="434 1235 863 1260"><u>Category 6: E-Rate Consulting Services</u></p> <ul style="list-style-type: none"> <li>▪ Nicely Done</li> <li>▪ Sharon Bates Enterprises</li> </ul>					

# SUMMARY OF AGENDA ITEM

DATE: September 9, 2014  
TO: Dr. Lexi Cunningham and Governing Board Members  
SUBJECT: Travel Request

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**PURPOSE:**

Administration seeks Governing Board approval of a travel request.

**BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:**

The Governing Board is responsible for approving out-of-state (staff and students) and in-state overnight (student) travel.

**STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:**

As described on attachment.

**BUDGET IMPACT AND COSTS:**

As described on attachment.

**RECOMMENDATION:**

It is recommended that the Governing Board approve the travel request from Sierra Linda High School.

Submitted by: Karen Marie Eubanks Date: 9-3-14  
Approved by: Lexi Cunningham Date: 9-4-14

**TRAVEL REQUESTS**  
**September 9, 2014**

<b>SCHOOL</b>	<b>WHO</b>	<b>WHAT/WHEN/ WHERE</b>	<b>PURPOSE</b>	<b>TRAVEL EXPENSES PAID BY</b>	<b>SUBSTITUTE COVERAGE</b>
Sierra Linda High School	Antonio Lozano, Performing Arts Department Chair; Christina Arviso, Math Teacher; Andrew Encisco, Government Teacher; Stephen Aiton, Band Teacher; and members of the Bulldog Marching Band	Northern Arizona University Band Day  10/17/14 – 10/18/14 Flagstaff, AZ	Compete in a band day performance; NAU campus tour	Band Club funds and student self-payment	N/A

# Sierra Linda High School



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**Dream - Believe - Strive - Achieve**

Tolleson Union High School Governing Board  
Re: Sierra Linda High School "Bulldog" Marching Band  
Travel Date: October 17<sup>th</sup> 2014 – October 18<sup>th</sup>, 2014  
Department: Performing Arts Department

Dear Governing Board,

I am writing this letter to grant my approval for the Sierra Linda High School "Bulldog" Marching Band to attend NAU Band Day and stay overnight in Flagstaff, AZ. I am in support of this travel as it is filled with educational activities and experiences that our students may never receive outside of this opportunity. Mr. Lozano has submitted all the required paperwork and is supporting this trip through his program and there will be no cost to the district whatsoever.

Sincerely,

Tim Madrid  
Principal  
Sierra Linda High School  
3434 S. 67<sup>th</sup> Ave.  
Phoenix, AZ 85043  
623-474-7703

APPROVED:

Dr. Lexi Cunningham, Superintendent

DATE:

8-29-14

## **Sierra Linda High School**



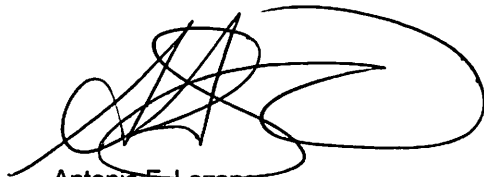
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*Dream - Believe - Strive - Achieve*

Tolleson Union High School Governing Board  
Re: Sierra Linda High School "Bulldog" Marching Band  
Travel Date: October 17th, 2014 through October 18<sup>th</sup>, 2014  
Department: Performing Arts Department

Dear Governing Board,

We are asking for permission to travel out of Maricopa County, to Coconino County to attend the Northern Arizona University Band Day in Flagstaff, AZ. We are hoping to take the Sierra Linda High School "Bulldog" Marching Band to go and compete in a band day performance, as well as, take a campus tour of NAU. The Sierra Linda High School "Bulldog" Marching Band will be staying overnight in Flagstaff, AZ. The hotel that the students and chaperones will be staying in is called the Embassy Suites Hotel. The decision to attend this field trip and spend the night in Flagstaff, AZ, was strictly made by the band student body, after discussing the cost of this trip with their parents. The students understand that each student has to pay a portion of the cost to travel to NAU Band Day for Hotel and transportation. There is no cost to the district nor the school. This trip will be funded by the students and monies that have been rolled over from last fiscal year, which last year's band council have deemed permissible through their club minutes. This will be an amazing educational opportunity for our students because they will get exposure to a post-secondary educational establishment and see what a college campus looks like and perhaps what college life looks like. We also want to open their minds to what possibilities there are in the music and arts industry and that when they reach that important year of deciding what to do with their college careers that this is a valid and noble option. It is our hope to give our students an opportunity to see other things in life that they just might never get a chance to see on their own. It is our duty to show them with hard work and discipline they can receive great rewards. We thank you for your time and support of our Fine Arts Department.



Antonio F. Lozano  
Director of Performing Arts  
Department Chair  
Sierra Linda High School  
3434 S. 67<sup>th</sup> Ave.  
Phoenix, AZ 85043  
623-474-7801

# SUMMARY OF AGENDA ITEM

DATE: September 9, 2014  
TO: Dr. Lexi Cunningham and Governing Board Members  
SUBJECT: Memorandum of Understanding with Touchstone Behavioral Health

---

**PURPOSE:**

Administration seeks Governing Board approval of the Memorandum of Understanding with Touchstone Behavioral Health.

**BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:**

Touchstone Behavioral Health is currently examining youth substance abuse issues in Avondale and surrounding areas. The purpose of the Memorandum of Understanding is to document the commitment of Tolleson Union High School District to serve as a collaborator on a proposed project to be developed and submitted by Touchstone Behavioral Health in 2015. If the proposal is successful, prevention funding from Mercy Maricopa Integrated Care will be granted.

**STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:**

Tolleson Union High School District and Touchstone Behavioral Health will engage in a variety of activities necessary to identify youth substance issues in Avondale and to engage in planning to develop a strategic plan to apply for funding. At no time will the District provide identifying student information.

**BUDGET IMPACT AND COSTS:**

N/A

**RECOMMENDATION:**

It is recommended that the Governing Board approve the Memorandum of Understanding with Touchstone Behavioral Health.

Submitted by: Karyn Marie Eubanks Date: 9-3-14  
Approved by: Lexi Cunningham Date: 9-4-14



## **Memorandum of Understanding**

Between

Touchstone Behavioral Health

and

Tolleson Union High School District

This Memorandum of Understanding (MOU) sets for the terms and understanding between Touchstone Behavioral Health (Touchstone) and the Tolleson Union High School District (TUHSD) to collaborate in order to gather needs assessments and engage in strategic planning to help address youth substance abuse issues.

### **Background**

This MOU serves as documentation of TUHSD's commitment to serve as a collaborator on the proposed project to be developed and submitted by Touchstone Behavioral Health in 2015. The proposal is for prevention funding from Mercy Maricopa Integrated Care (MMIC) for the community of Avondale, Arizona and surrounding areas. Touchstone Behavioral Health is currently examining youth substance abuse issues in the identified area.

### **Purpose**

This MOU will outline the activities necessary to identify youth substance abuse issues in Avondale and furthermore to engage in planning to develop a strategic plan to apply for funding to address the identified issues.

The above goals will be accomplished by undertaking the following activities:

- TUHSD will share local school data on youth substance abuse issues (YRBS, and other sources) before August 31, 2014. TUHSD will ensure that no identifying information for youth will be revealed.
- TUHSD will provide between 6-12 school staff (i.e. counselors, prevention/intervention specialists, administration, teachers, etc.) participants for a focus group in before August 15, 2014.
- Touchstone will conduct the focus group with TUHSD participants before August 15, 2014.
- Touchstone will share final needs assessments outcomes with TUHSD before January 1, 2015.



- TUHSD will be invited to help develop a strategic plan to address the identified youth substance abuse issues between September 2014-February 2015. The plan will be included in the proposal for MMIC in the spring of 2015.

**Duration**

This MOU is at-will and may be modified by mutual consent of authorized officials from TUHSD and Touchstone. This MOU shall become effective upon signature by the authorized officials from the TUHSD and Touchstone and will remain in effect until modified or terminated by any one of the partners by mutual consent, or until August 31, 2015, whichever is sooner. Either party may terminate this MOU immediately upon written notice to the other party. For the project proposal, an additional letter of commitment and/or MOU would be signed by the district once the plan has been completed and if TUHSD agrees to the proposed project.

**Contact Information**

Vernon Powell, M.Ed.  
Business Development Director  
Touchstone Behavioral Health  
8607 North 59<sup>th</sup> Ave, Suite D-1  
Glendale, AZ 85301

Dr. Lexi Cunningham  
Superintendent  
Tolleson Union High School District  
9801 West Van Buren Ave  
Tolleson, AZ 85353

\_\_\_\_\_  
Vernon Powell, M.Ed.  
Business Development Director  
Touchstone Behavioral Health

Date: \_\_\_\_\_

\_\_\_\_\_  
Dr. Lexi Cunningham  
Superintendent  
Tolleson Union High School District

Date: \_\_\_\_\_

# SUMMARY OF AGENDA ITEM

DATE: September 9, 2014

TO: Dr. Lexi Cunningham and Governing Board Members

SUBJECT: Agreement for Transportation Services – Arts Academy of Estrella Mountain for 2014-2015 School Year

---

**PURPOSE:**

Administration seeks Governing Board approval of a transportation agreement with Arts Academy of Estrella Mountain for the 2014-2015 school year.

**BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:**

Under the terms of the Transportation Services Agreement, the District will provide transportation for Arts Academy of Estrella Mountain students for field and extracurricular trips.

**STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:**

Both the District and the Arts Academy of Estrella Mountain will benefit from the Agreement.

**BUDGET IMPACT AND COSTS:**

The Arts Academy will pay the District \$6.21 per mile for transportation services, an increase of \$0.87 per mile from the 2013-2014 school year.

**RECOMMENDATION:**

It is recommended that the Governing Board approve the Agreement for Transportation Services with Arts Academy of Estrella Mountain for the 2014-2015 school year.

Submitted by: Karin Marie Eubanks Date: 9-3-14  
Approved by: Dr. Lexi Cunningham Date: 9-4-14



ADMINISTRATIVE CENTER  
9801 West Van Buren Street  
Tolleson, Arizona 85353  
(623) 478-4000  
(623) 936-5048 Fax  
Website: www.tuhsd.org

GOVERNING BOARD  
Vincent Moreno, President  
Steven Chapman, Vice President  
Terri Hackett, Member  
Sue Sornsin, Member  
Freddie Villalon, Member

SUPERINTENDENT  
Lexi Cunningham, Ed.D.

## AGREEMENT FOR TRANSPORTATION SERVICES

This Agreement for Transportation Services is entered into this 9<sup>th</sup> day of September, 2014, between Tolleson Union High School District No. 214 of Maricopa County, Arizona ("Tolleson") and Arts Academy of Estrella Mountain, a Maricopa County charter school (the "Academy") (collectively, the "Parties"). Tolleson is authorized to enter into the Agreement pursuant to A.R.S. §15-923(A). The parties hereby agree as follows.

1. Tolleson shall transport students of the Academy for field and extracurricular trips by mutual agreement of the Parties. To request transportation services, the Academy shall provide Tolleson with the information required at least two weeks prior to the field or extracurricular trip.
2. The Academy will pay Tolleson \$6.21 per mile for transportation services provided pursuant to this Agreement. Tolleson will submit invoices to the Academy on a monthly basis; payment is due within thirty (30) days.
3. The Academy agrees that its students shall adhere to Tolleson's code of conduct in connection with their transportation under this Agreement.
4. All transportation personnel providing services under this Agreement are employees of Tolleson and shall perform services only under the direction of Tolleson.
5. The Parties each represent and warrant to the other that it shall at all times retain insurance coverage in compliance with state laws and shall name the other Party as an additional insured.
6. This Agreement shall expire on June 30, 2015, unless renewed or terminated earlier. Either Party may cancel the Agreement prior to its expiration by giving thirty (30) days' notice to the other party. Tolleson shall be entitled to payment for any services provided prior to any expiration or termination of this agreement.
7. To the extent permitted by law, each Party (as "Indemnitor" agrees to indemnify, defend, and hold harmless the other Party (as "Indemnitee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney fees), hereinafter collectively referred to as "claims," arising out of bodily injury of any person (including death) or property damage, but only to the extent that such claims with result in vicarious/derivative liability to the Indemnitee, are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, agents, employees, or volunteers.

8. As required by A.R.S. §38-511, the parties acknowledge and agree that either party may, within three years after its execution, cancel this contract, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating the contract on behalf of either Party is, at any time while the contract or any extension of the contract is in effect, an employee or agent of any other party to the contract in any capacity or a consultant to any other party of the contract with respect to the subject matter of the contract.
  
9. This Agreement contains the entire understanding of the Parties. All prior and contemporaneous agreements, representations, and understandings of the Parties with respect to the subject matter hereof, oral or written, are superseded by this Agreement. Any amendment or modification of this Agreement shall be made only in writing and signed by the Parties. This Agreement shall be construed and enforced under the laws of the State of Arizona without regard to its conflict of law provisions.

**TOLLESON UNION HIGH SCHOOL DISTRICT NO. 214**

**ARTS ACADEMY OF ESTRELLA MOUNTAIN**

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# SUMMARY OF AGENDA ITEM

DATE: September 9, 2014  
TO: Dr. Lexi Cunningham and Governing Board Members  
SUBJECT: ISTE Conference Update

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**PURPOSE:**

Bianca Lochner, Director of Information Technology, will provide an update on the International Society for Technology in Education's (ISTE) Annual Conference.

**BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:**

District Technology Committee members Bianca Lochner, Tara Suggs, Thomas Junk, Judi Shelkin, Jimmy Hernandez, and Bo Oxford attended the International Society for Technology in Education's (ISTE) Annual Conference on June 28, 2014 – July 1, 2014. The Conference was held in Atlanta, Georgia.

**STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:**

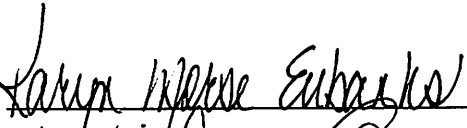
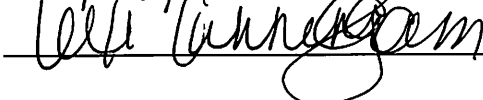
Dr. Lochner will describe how what was learned at the Conference will be integrated into the District.

**BUDGET IMPACT AND COSTS:**

N/A

**RECOMMENDATION:**

Information only. No Governing Board action is required.

Submitted by:  Date: 9-3-14  
Approved by:  Date: 9-4-14

# SUMMARY OF AGENDA ITEM

DATE: September 9, 2014

TO: Dr. Lexi Cunningham and Governing Board Members

SUBJECT: Resolution of Breach of Contract – John Jacobs

---

## **PURPOSE:**

Administration seeks a Governing Board approved resolution for the unethical behavior of La Joya Community High School teacher John Jacobs.

## **BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:**

Mr. Jacobs signed a certified employment contract for the 2014-2015 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 ESI, smartschoolsplus or a similar "return to teaching 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 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 2014-2015 teacher's employment contract language, it was agreed that the existence of one or more of three extenuating circumstances would preclude a teacher from having to pay the liquidated damages – (1) a promotional opportunity (e.g., from a teaching position to an administrative position); (2) a teacher's health issue(s) that would not allow him/her to fulfill the duties as a teacher; and (3) the relocation of a spouse – and that specific and verifiable information would be included in the teacher's resignation letter.

Mr. Jacobs' name was listed on the July 22, 2014 Governing Board meeting agenda, under the Human Resources, Personnel listing, as "Resignation/Release from Employment Contract (Pending Payment of Liquidated Damages)". Following the July 22 Governing Board meeting, a letter of notification was sent to Mr. Jacobs stating that the Governing Board had accepted his resignation **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. Jacobs 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. John Jacobs and that said resolution is sent to the Arizona Department of Education.

Submitted by: Karyn Marie Eschko Date: 9-3-14  
Approved by: Lori Cunningham Date: 9-4-14





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

**RESOLUTION  
BREACH OF CONTRACT – JOHN JACOBS, TEACHER**

WHEREAS, the 2014-2015 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 three extenuating circumstances would preclude a teacher from having to pay the liquidated damages – (1) a promotional opportunity (2) a teacher's health issue(s) that would not allow him/her to fulfill the duties as a teacher; and (3) the relocation of a spouse – 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 subsequent to signing said contract and does not meet one of the three 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. John Jacobs 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 September 9, 2014.

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

\_\_\_\_\_  
Steven Chapman, Member

\_\_\_\_\_  
Terri Hackett, Member

\_\_\_\_\_  
Vincent Moreno, Member

\_\_\_\_\_  
Sue Sornsins, Member

\_\_\_\_\_  
Freddie Villalon, Member



# SUMMARY OF AGENDA ITEM

DATE: September 9, 2014  
TO: Dr. Lexi Cunningham and Governing Board Members  
SUBJECT: Minutes – August 26, 2014 Regular Meeting

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**PURPOSE:**

Administration seeks Governing Board approval of the August 26, 2014 Governing Board Regular Meeting minutes. Mrs. Sue Sornsin was excused from the meeting.

**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 of 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 August 26, 2014 Governing Board Regular Meeting minutes.

Submitted by:  Date: 9-3-14  
Approved by:  Date: 9-4-14



## TOLLESON UNION HIGH SCHOOL DISTRICT NO. 214

### GOVERNING BOARD MINUTES

#### REGULAR MEETING

TUESDAY, AUGUST 26, 2014

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 6:03 p.m. by Governing Board President Mr. Vincent Moreno with the following members present: Mr. Steven Chapman, Mrs. Terri Hackett, and Mr. Freddie Villalon. Mrs. Sue Sornsin was excused from the meeting.

#### **Pledge of Allegiance**

Mr. Moreno led in reciting the Pledge of Allegiance.

#### **Approval of the Regular Agenda**

Mrs. Hackett moved to approve the Regular Agenda; seconded by Mr. Chapman. In a roll call vote, the motion carried 4-0.

#### **Public Participation**

In accordance with Governing Board Policy BEDH, the Governing Board President recognizes citizens who wish to address the Governing Board members. Ms. Laurie Lewallen spoke regarding her resignation from the District, the payment of liquidated damages, and the nonpayment for training that she provided to the District at the beginning of summer break. Mr. Kim Baker addressed the Governing Board on a situation at La Joya Community High School that involved his daughter and cheerleading tryouts.

#### **Summary of Current Events**

The Superintendent and/or Governing Board members presented a brief summary of current events. Unless the specific matter was properly noticed for legal action, the Governing Board did not propose, discuss, deliberate, or take legal action at the meeting on any matter in the summary.

#### **Superintendent – Dr. Cunningham**

- . District staff conducted Measuring What Matters training on August 25 and 26 to ensure new administrators, plus a group of teacher leaders, have received training. This is the first training the District team has solely conducted. Administrators should do four (4) MWM visits each week, while teacher leaders are required to do one (1) visit each week.
- . With the help of Tolleson Union High School students, Guidance Advisor Stephanie Finch has formed a College and Career Ready Club, the goal of which is to help students focus on post-secondary options. Ms. Finch and club members hope to take a few field trips this year to local colleges and universities.
- . University High School had a little more than 75 students take the Accuplacer test for dual enrollment. Academic Dean Susan Thompson is preparing to send out the first parent newsletter of the year.
- . La Joya Community High School has over 275 student athletes participating in fall sports. More than 200 parents attend the open house last week. La Joya will host another parent night after first quarter grades are posted.

- Both Copper Canyon High School and Sierra Linda High School received an “A” on their recent health inspections.
- Larry Ross, Sierra Linda High School CTE teacher, has been selected to receive a Hon Kachina Volunteer Award for his work with the Omega Youth Leadership Academy. Mr. Ross and Principal Tim Madrid will attend the celebration banquet where Mr. Ross will be recognized for his volunteering efforts.
- On Friday, August 29, the Westview High School football team will host and play Westview High School from California. This is the second year of the WHS vs. WHS game.

**Governing Board**

Stating that Mr. Chapman was undertaking a challenge that many young adults his age do not, that of running for an elected office, Mr. Moreno extended his best wishes for a successful outcome in the primary election.

**Approval of the Consent Agenda**

Mr. Chapman moved to approve the Consent Agenda; seconded by Mr. Villalon. 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**

**CERTIFIED STAFF**

**Extra Duty Assignments for Department Chairs**

Adrian, Kristen	CCHS	Professional Development
Atkinson, Dacia	CCHS	Professional Development
Brown, John	CCHS	Professional Development
Doherty, Maryse	CCHS	Professional Development
Goodsell, Jeremy	CCHS	Professional Development
Johnson, Geoffrey	CCHS	Professional Development
Malave, Joy	CCHS	Professional Development
Oxford, Bo	CCHS	Professional Development
Torres, Mike	CCHS	Professional Development
Trembly, Lynn	CCHS	Professional Development
Cruz, Joe	LJCHS	Professional Development
Garcia, Raquel	LJCHS	Professional Development
Hoffman, Dave	LJCHS	Professional Development
Hughes, Richard	LJCHS	Professional Development
Lauletta, Gwen	LJCHS	Professional Development
Lucca, Nate	LJCHS	Professional Development
Muller, MaryAnn	LJCHS	Professional Development
Nowbath, Stephen	LJCHS	Professional Development
Turnbaugh, Lynette	LJCHS	Professional Development
Arviso, Christina	SLHS	Professional Development
Carranza, Desirae	SLHS	Professional Development

**Extra Duty Assignments for Department Chairs (Continued)**

Figueroa, Daniel	SLHS	Professional Development
Franciotti, Deanna	SLHS	Professional Development
Fresquez, Lissa	SLHS	Professional Development
Lozano, Antonio	SLHS	Professional Development
Marshall, Tramane	SLHS	Professional Development
Ramirez, Amanda	SLHS	Professional Development
Schmidt, Christina	SLHS	Professional Development

Benson, Nicole	TUHS	Professional Development
Carlson, Aaron	TUHS	Professional Development
Carson, Joyce	TUHS	Professional Development
Hernandez, Alex	TUHS	Professional Development
Meana, Sara	TUHS	Professional Development
Peacock, Rosie	TUHS	Professional Development
Richardson, Scott	TUHS	Professional Development
Rodriguez, Amira	TUHS	Professional Development
Woodman, Diana	TUHS	Professional Development

Burns, Michelle	UHS	Professional Development
Goman, Daniel	UHS	Professional Development
Naylor, John	UHS	Professional Development
White, Natasha	UHS	Professional Development

Aronsohn, Liz	WHS	Professional Development
Camacho, Randy	WHS	Professional Development
Dixon, Lori	WHS	Professional Development
Lobo, Oscar	WHS	Professional Development
Macomber, Matthew	WHS	Professional Development
Mickadeit, Fritz	WHS	Professional Development
Mosco, Michele	WHS	Professional Development
Olderbak, Samuel	WHS	Professional Development
Williams, Darin	WHS	Professional Development

**Coaches**

Abel, Zeke	LJCHS	Assistant Football Coach
Davis, Christopher	LJCHS	Assistant Football Coach
Deleon, Molley	LJCHS	Assistant Football Coach
Dourisseau, Devin	LJCHS	Assistant Football Coach
Dyer, Andrew	LJCHS	Assistant Football Coach
Fontes, Jon	LJCHS	Assistant Football Coach
Furco, Timothy	LJCHS	Assistant Volleyball Coach
Gessner, Ches	LJCHS	Assistant Football Coach
Heller, Kirsten	LJCHS	Head Spirit Line Coach
Jacinto, Vanessa	LJCHS	Athletic Trainer
Kovach, Zak	LJCHS	Head Girls Golf Coach
Lambert, Jacob	LJCHS	Head Cross Country Coach
Loughran, Lindsey	LJCHS	Athletic Trainer
Marrs, Larry	LJCHS	Assistant Football Coach; Weight Room Coordinator
Meza, David	LJCHS	Assistant Football Coach
Mitchell, Joshua	LJCHS	Head Football Coach

**Coaches (Continued)**

Nichols, Paige	LJCHS	Assistant Spirit Line Coach
Owen, Gregory	LJCHS	Head Volleyball Coach
Schwyhart, William	LJCHS	Assistant Football Coach
Sereno, Justin	LJCHS	Assistant Football Coach
Violette, Gerard	LJCHS	Head Boys Golf Coach
Wallace, Grace	LJCHS	Assistant Cross Country Coach
Axman, Reid	SLHS	Head Cross Country Coach
Baldinelli, John	SLHS	Assistant Football Coach
Bihn, William	SLHS	Head Boys Golf Coach
Chinchilla, Christopher	SLHS	Assistant Football Coach
Ciesielczyk, Jacob	SLHS	Assistant Football Coach
Crow, Ross	SLHS	Head Football Coach
Diaz, Matias	SLHS	Assistant Volleyball Coach
Figueroa, Daniel	SLHS	Assistant Volleyball Coach
Franciotti, Adelina	SLHS	Head Spirit Line Coach
Furkert, Karen	SLHS	Assistant Volleyball Coach
Gordon, Samantha	SLHS	Athletic Trainer
Haagensen, Josh	SLHS	Weight Room Coordinator
Love, Brandon	SLHS	Assistant Football Coach
Marks, Ramon	SLHS	Assistant Boys Golf Coach
Palange, Alfred	SLHS	Assistant Football Coach
Perez, Sushlya	SLHS	Assistant Spirit Line Coach
Reeser, Steve	SLHS	Assistant Football Coach
Sanders, Joely	SLHS	Head Girls Golf Coach
Stout, Slate	SLHS	Assistant Football Coach
Trischan, James	SLHS	Assistant Football Coach
Young, Bleshea	SLHS	Assistant Spirit Line Coach
Zmolek, Megan	SLHS	Assistant Cross Country Coach

**Medical Leave of Absence Requests**

Figueroa, Breezy	SLHS	SPED Teacher
Hernandez, Daisy	SLHS	Guidance Advisor
Wilkes, Heidi	TUHS	Dance Teacher

**Rejected Contract**

Petock, Jessica	SLHS	English Teacher
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**Resignations/Releases from 2014-2015 Employment Contract (Pending Payment of Liquidated Damages)**

Whalen, Scott	DO	District Mentor
Veloz, Joseph	WHS	Spanish Teacher

**CLASSIFIED STAFF**

**Employment of Personnel**

Keene, Brianna	DO	Substitute Bus Monitor
Keener, David	DO	Inventory and Property Control Specialist

**Employment of Personnel Continued)**

Pogue, Chelsea	LA	Behavioral Specialist
Avalos, Rosa	LJCHS	Cafeteria Cashier
Serrata, Elisa	LJCHS	Instructional Assistant II
Urrabazo, Pauline	LJCHS	Cafeteria Cashier
Harris, Tiona	SLHS	Cafeteria Cashier
Pacheco, Georgia	WHS	Instructional Assistant I

**Position/Location Change**

Cooley, Maria	DO	From Cafeteria Manager (LJCHS) to Cafeteria Floater
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**Position Changes**

Chapa, Julie	DO	From Substitute Bus Monitor to Bus Monitor
Devere, Chamberlain	DO	From Substitute Bus Monitor to Bus Monitor
Foster, Tiffany	DO	From Substitute Bus Monitor to Bus Monitor
Jimenez, Maria	DO	From Substitute Bus Monitor to Bus Monitor
Lockwood, Jimmy	DO	From Substitute Bus Driver to Bus Driver
Marquez, Sarah	DO	From Substitute Bus Monitor to Bus Monitor
Villareal, Alyssa	TUHS	From Instructional Assistant I to Security Guard
Calderone, Socorro	WHS	From Instructional Assistant I to Instructional Assistant II

**Medical Leave of Absence Requests**

Chancey, Melissa	DO	Budget Analyst
Davis, Antoinette	SLHS	Cashier
Quiñonez, Maria	TUHS	Baker

**Coaches**

Hightower, Davaren	LJCHS	Assistant Football Coach
Jones, Marcus	LJCHS	Assistant Football Coach
Carroll, Steven	SLHS	Assistant Football Coach
Erickson, Cassandra	SLHS	Athletic Trainer
Wade, Robert	SLHS	Assistant Football Coach
West, Heidi	SLHS	Assistant Volleyball Coach

**Resignations**

Fish, Valentina	CCHS	Instructional Assistant I
Martinez, Angelina	CCHS	Cafeteria Cashier
Negrete, Andrea	CCHS	Instructional Assistant I
Watson, Lolita	CCHS	Cafeteria Cashier
Munoz, Jonathan	DO	Warehouse Clerk
Espinoza, Jessie	LJCHS	Clerical Support II/Attendance Clerk

**Resignations (Continued)**

Aguayo, Dulce	SLHS	Instructional Assistant I
Coon, Teodora	SLHS	Cafeteria Manager
Carlos, Diana	TUHS	SIS Manager
Machado, Irene	TUHS	Security Guard
Zendejas, Eduardo	TUHS	Security Guard
Cleveland, Jaymond	WHS	Behavior Specialist
Pittman, Roderic	WHS	Security Guard
Rouse, Amy	WHS	Cafeteria Cashier

**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 – \$ 573,642.13
- Expense Vouchers – \$ 1,326,636.66

**B. Resolution – Signing of Vouchers**

The resolution allows for the signing of vouchers in between regular and special Governing Board meetings for the remainder of the 2014-2015 fiscal year. The recent change to the Governing Board presidency necessitated the need for a new resolution.

**Superintendent's Office \***

**A. College Readiness System Solutions Agreement for PSAT Exam**

The College Board's Early Participation Program is an initiative to support the involvement of all students in the college-going process at an earlier age and while there is still time to inform instruction and learning to increase students' readiness for college expectations. Earlier involvement in the PSAT program will expose students to a wealth of college planning and preparation tools to get and keep them actively involved in the process.

**A. Minutes – August 12, 2014 Regular Meeting**

All Governing Board members were present.

**FORMAL ADJORNMENT OF REGULAR MEETING**

Mr. Chapman moved to adjourn the Regular Meeting; seconded by Mrs. Hackett. Mr. Moreno called the Regular Meeting of the Tolleson Union High School District Governing Board adjourned at 6:17 p.m.

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Mr. Vincent Moreno, Governing Board President