

STUDY SESSION OF THE GOVERNING BOARD OF
BABOQUIVARI UNIFIED SCHOOL DISTRICT NO. 40

MEETING MINUTES

A Special Board Meeting has been scheduled of the Baboquivari Unified School District No. 40 Governing Board was held on Thursday, October 27, 2016, in the Board Room of the BUSD Administration Office, 111 Main Street, Sells, Arizona

BOARD MEETING *starts 9:13 am

1. Call to Order

Conducted meeting completed by Sara Mae Williams, Board President

2. Roll Call

Conducted by Recording Secretary

Present:	Sara Mae Williams	Board President
	Ella Mae Greasewood	Board Clerk
	Sylvia Hendricks	Board Member

Not present	Roy Sixkiller	Board Member
	Marlene Hughes	Board Member

3. Routine Business

a. Approval of the Study Session Agenda October 27, 2016.

**Ms. Greasewood – was there an item for discussion on per diem? Mr. Sabala – It was to be added for action on the November board meeting. We will add a Study Session before the November board meeting for discussion on per diem.*

Ella Mae Greasewood; 2nd Sylvia Hendricks; 3 Ayes, motion carries

4. Information Items

a. Discussion on Board Policies: GCA-Professional Staff Positions; GCF-Professional Staff Hiring;GCF-R - Professional Staff Hiring; GCF-EA - Professional Staff Hiring, Consent to Conduct Background Investigation and Release; GCF-EB - Professional Staff Hiring, Background Check Form;GCF-EC - Professional Staff Hiring, Affirmation of a Retired Employee upon Return to Employment; GCF-ED - Professional Staff Hiring, Procedures and Practices for Employment Authorization and Employment Eligibility Verification; GCFE - Professional/Support Staff Hiring Oath of Office; GCFE-E - Professional/Support Staff Hiring Oath of Office; GDF - Support Staff Hiring; GDF-R - Support Staff Hiring; GDF-EA - Support Staff Hiring Notice of Employment; GDF-EB - Support Staff Hiring Wage Notice; GDF-EC - Support Staff Hiring Consent to Conduct Background Investigation and Release; GDF-ED - Support Staff Hiring Background Check Form; GDF-EE - Support Staff Hiring Procedures and Practices for Employment Authorization and Employment Eligibility Verification; GDFA - Support Staff Qualifications and Requirements; GDFA-E - Support Staff Qualifications and Requirements; GDFE - Support Staff Hiring Oath of Office

Ms. Williams-I think that the concern is about district hiring practices, which I think are questionable hiring practices where family members are being hired. This information on

hiring got out to the community and as a board member I started receiving letters why a position went to a family member. How can we look at our hiring policies and make sure that they are fair to everyone? We as a district want transparency for the community. Mr. Kabuter – As far as your district policies on hiring practices, the steps the district has taken in hiring practices should be applauded. Having this meeting today shows the BUSD district is trying to be transparent. The district policies are all up to date along with GBAC Indian Hiring Preference. Dr. Morris – I don't believe we have that policy. Mr. Kabuter – I was mistaken, I thought it was in your district policy. Dr. Morris – To the board, we will add this as a one time add by bypassing a first reading to add to district policy. Ms. Williams – I have concerns about committees that are formed by the superintendent that they may be biased. Can we have board members on the hiring committee or community members? Mr. Kabuter – It is not recommended that board members be on the hiring committee, but it can be done along with a community member. Mrs. Mease – When a hiring committee is formed it is not by the superintendent; the hiring committee is done by the department director or the principal of the school. Dr. Morris – In the future we will create a list of community members that can participate on a hiring committee. We can possibly create the committee and bring the personal picked to the board. Mrs. Greasewood – I have concerns about the district posting job announcements in the community. Mrs. Mease – I currently had a flyer that our courier is now posting around Sells. Mrs. Hendricks – Are you posting at the Nations human resources office, what happens to people that do not have access to the Internet to fill out an application? Mrs. Mease – We are not posting at the Nations human resources office but we will add it to our list. I will speak with technology about setting up a kiosk here at district, when people come in for job opportunities they will be able to fill out an application on site. Mrs. Hendricks – We should contact Indian Country also to post job openings. Dr. Morris – We just contact them today about regarding membership, we will ask them once we receive a response.

b. Discussion on BUSD Hiring Procedures – Dr. Edna Morris

Ms. Williams – Well it looks like we went over the hiring procedures, do we just add them on? Dr. Morris – We will move forward with amending the hiring procedures, we will add GBAC policy for the November board meeting. We will move forward with the new practices on hiring committees, we will add a kiosk for job applications and have paper applications for the public, along with adding more job postings in the community.

5. Adjournment @11:13 am

**Motion: Ella Mae Greasewood; 2nd Sylvia Hendricks; 3 Ayes, motion carries*