

Mobile Elementary School District No. 86
42798 South 99th Ave
Maricopa AZ 85139

**BOARD OF TRUSTEES REGULAR MEETING
MINUTES**

DATE: Thursday, February 10, 2015
TIME: 3:40 PM
LOCATION: Mobile Elementary School Cafeteria

CALL TO ORDER: Mrs. Brown called the meeting to order.

The Pledge of Allegiance was said by Mrs. Pat Blair

ROLL CALL BY Mrs. Pat Blair

Mr. Derek Jacobson	Not Present
Mrs. Pat Blair	Present
Mrs. Delores Brown	Present
Dr. Kit Wood	Present

Agenda Items Discussed

- ❖ Audience: no public
- ❖ Mrs. Brown moved that the Governing Board approve the agenda as presented. Mrs. Blair seconded the motion, all in favor, motion carried.
- ❖ Governing Board Report: Mrs. Blair states that her and Mrs. Brown attended the BOLTS Conference and learned a significant amount of information. Some of what they learned was about the roles of Board Secretary, the roles of the Board President and Superintendent Evaluations.
- ❖ Dr. Wood presented the Superintendent's report:
(Dr. Wood)-"I wanted to let you know about the projects I am working on right now. There are a lot of due dates in January and February so I'm really working either alone or with Agustina to accomplish those. Monday and Tuesday of this week we finished a huge task which was our Student Teacher Course Connection. We needed to do that for the upcoming AzMerit testing, the new testing for Math and Language Arts. We finished that and Agustina really did a nice job on that. Next thing we have to do is called the Technology Readiness Report and that again is quite involved and in-depth. We are continuing really in-depth in our Wednesday Professional Development sessions to look at the AzMerit Test and actually look at samples from that test and work through those examples to see how it could and will influence our teaching so that students are better able to learn and there better prepared to take those tests also.

There are a couple other things I want to share with you. There are some upcoming events. The Legal Webinars we are registering you for and those begin two weeks from now February 25th. They mentioned a conference when we were at the BOLTS Conference and

it's the first year ASBA is hosting this conference. It's called The Equity Event and it is April 9th and 10th at the Hyatt Regency. If you would like to attend, we need to know so we can get you registered. It might be something to look at. I think they might talk a lot about the Gap and closing the achievement Gap for students so that all students truly are learning and there's not a huge gap based on socio-economic status, ethnicity and racial backgrounds, so that all students have the opportunity to learn. This completes my report."

- ❖ Item 8 which is a motion by exception. Mrs. Brown moved the Governing Board approve the recommended actions of 8A , 8B, 8C and 8D including attachments as presented, Mrs. Blair seconded the motion, it was moved and seconded, all in favor, motion carried.
- ❖ Item 9A: Mrs. Brown moves that the Governing Board approve the Mobile ESD instructional calendar for the 2015-2016 school year, as presented. Mrs. Blair seconded the motion.
- ❖ Discussion: (Dr. Wood)-"The instructional calendar that is being presented is very similar to the one we have this year. It has a 180 instructional days. There are Early Release Days on most Wednesdays. There are seven full day Professional Development Days for staff during the year. The proposed calendar shows school starting the same time as this year, basically. This year we started July 14th and next year it would be July 13th. It is basically 10 weeks on and 3 weeks off with about a 5 week break in the summer. The breaks align to the schools in Maricopa (Legacy, Sequoia Pathway and Maricopa Unified). I didn't make a lot of changes but there certainly can be changes if proposed by the Governing Board or others."

Mrs. Brown states that it has been moved and seconded the Governing Board approve the Mobile ESD instructional calendar for the 2015-2016 school year as presented. All those in favor, motion carried.

- ❖ Item 9B: Mrs. Brown moves that the Governing Board approve the Mobile ESD Employee Calendar for the 2015-2016 school year as presented. Mrs. Blair seconded the motion.

Discussion: (Dr. Wood)-"This calendar will tell you when the employees will be working and it also outlines their holidays and their paid days off. The employee calendar starts with July 2015 and goes through June 2016. It also has all the state and national holidays identified as well as the professional developments day and early release days.

Mrs. Brown states that it has been moved and seconded the Governing Board approve the Mobile ESD Employee Calendar for the 2015-2016 school year as presented. All those in favor, motion carried.

- ❖ Item 9C: Mrs. Brown moves that Governing Board approve the income tax credit donation for the 2014-2015 school year as presented. Mrs. Blair seconded the motion.

Discussion: (Dr. Wood) "It's required by law that the Governing Board accept donations to the district. The income tax credit donations for last year are part of those donations and we completed a report and submitted it to the state. Agustina completed that. For last year we received a total of \$2,360.00 of income tax credit donations. It was not as much as we received in the past. We were several hundred dollars short, but it was still substantial and certainly is helpful. We use those monies primarily to fund student field trips."

Mrs. Brown states that it has been moved and seconded the Governing Board approve the income tax credit donation for the 2014-2015 school year as presented. All those in favor, motion carried.

- ❖ Item 9D: Mrs. Brown moves that the Governing Board approve the school start time as 8:00 a.m. and the school stop time as 3:00 p.m. for the 2015-2016 school year as presented. Mrs. Blair seconded the motion.

Discussion: (Dr. Wood)-“The times that are being proposed for next year as far as 8:00 start time and 3:00 end time have been in place for three years full years. A few years back we decided that we wanted to add another fifteen minutes to the school day. When we did that instead of starting at 8:15 we started at 8:00 and we’ve had our day from 8:00 to 3:00 since then. Since then I really haven’t heard a lot of feedback from people.”

Mrs. Blair states that maybe the school start time should start at 9:00 a.m. She thinks it may cut down on people being tardy and the kids being tired in the morning. She suggested that maybe a survey should be sent out to see who would be in favor of the idea. Dr. Wood said that she would send out a survey to parents after she spoke with the teachers to see if that would work for them first.

Mrs. Brown states that the schools start and stop time will be tabled for the next governing board meeting.

- ❖ Item 9E: Mrs. Brown moves that the Governing Board approve the student dress code for Mobile Elementary School District for the 2015-2016 school year as presented. Mrs. Blair seconded the motion.

Discussion: (Dr. Wood) - No discussion

Mrs. Brown states that it has been moved and seconded the Governing Board approve the student dress code for Mobile Elementary School District for the 2015-2016 school year as presented. All those in favor, motion carried.

- ❖ Item 9F: Mrs. Brown moves that the Governing Board approve the school bus transportation routes for the 2015-2016 school year, within the boundaries of Mobile Elementary School District and to the town of Maricopa, to pick up and drop off students in kindergarten through eighth grades, as presented. Mrs. Blair seconded the motion.

Discussion: (Dr. Wood)- “ The main reason to have the board to approve this now is so that we go into planning for next year with an understanding that we will be driving our bus into Maricopa to pick up students along 238 and also at the post office.”

Mrs. Brown states that it has been moved and seconded that the Governing Board approve the school bus transportation routes for the 2015-2016 school year within the boundaries of Mobile Elementary School District and to the town of Maricopa, to pick up and drop off students in kindergarten through eighth grades, as presented. All those in favor, motion carried.

- ❖ Item 9G: Mrs. Brown moves that the Governing Board approve the training, including costs thereof, and hire of a temporary, part-time bus driver/maintenance employee, as presented. Mrs. Blair seconded the motion.

Discussion: (Dr. Wood)-“Our current Facilities Manager is going to be on a leave of absence for several weeks and a number of those weeks will take place while school is in session, so we definitely need a fill-in bus driver. We advertised for a bus driver and spent \$450.00 and did not receive but one candidate who would even be considered for this position. Currently you know we have Todd Gale who is driving the bus in the mornings, two or three mornings a week, depending on his schedule. So he can continue to do that, but we really need another driver. So I spoke with the board to let you know that Randy Vanderpol was very interested in this position. We did go ahead and started his training. The training is costing us \$2400.00. There is about an additional two or \$300.00 fees for licenses, permits and reimbursements. He is on target to have his bus driving test Wednesday February 18th which is a week from tomorrow. He will be completed and fully certified and able to take over and assist with the bus driving after February 28th which is great because the leave for the current Facilities Manager begins March 2nd. We already have Todd’s schedule to drive March 2nd and 3rd, however it’s nice to know that Randy is on target and if something comes up he could also drive by the time Michael Westcott begins his leave. It is a steep fee, but I also know that Randy Vanderpol loves working at our school and he is committed to our students and the work he does here. So I fully support this motion to pay for his training as well as hiring him as a part time bus driver/ maintenance worker especially in Michael’s absence.

Mrs. Brown states that it has been moved and seconded that the Governing Board approve the training, including costs thereof, and hire of a temporary, part-time bus driver/maintenance employee, as presented. All those in favor, motion carried.

- ❖ Item 9H: Mrs. Brown moves that the Governing Board approve the reduction in work hours of Karin Helton, Food Service Manager, from 6.5 hours a day to 6.0 hours per day, effective February 2, 2015, to effectuate economies of the Mobile Elementary School District, as presented. Mrs. Blair seconded the motion.

Discussion: (Dr. Wood)-“I have met with Karin and she was very gracious and understanding in accepting this reduction in hours. She has been working on this reduced schedule for over a week and I don’t observe any difficulty in finishing her duties within that timeline.”

Mrs. Brown states that it has been moved and seconded that the Governing Board approve the reduction in work hours of Karin Helton, Food Service Manager, from 6.5 hours a day to 6.0 hours per day, effective February 2, 2015, to effectuate economies of the Mobile Elementary School District, as presented. All those in favor, motion carried.

- ❖ Item 10A: Budget Update 2014-2015 and Budget Planning 2015-2016

Mrs. Brown states that this is a discussion item to gather input and further information or direction from the governing board. Dr. Wood will you please review item Budget Update 2014-2015 and Budget Planning 2015-2016.

Discussion: (Dr. Wood)-“I would like to reference our current year budget. We have budgeted \$723,000 in M&O. We know that we can’t spend all that money because we don’t have the cash in the bank to cover it without raising our taxes. Also it’s not good practice to keep spending up to your budget limit, especially when we know we will have 13 students as of two weeks from now. Talise Berry, our advisor, said we cannot spend all of our M&O even though it’s in the budget. Staff at Mobile had to start learning last fall to live on less and to do with less. I really think the staff understands now, that if we truly need something and there is a need for it, there is some money and yes we will buy needed items, but we are not going to have a lot of surplus on hand or buy things we really don’t need. So, we have that

practice in place and because of that I am going to share something with you. We have about \$80,000 or \$90,000 in this year's M&O that we haven't spent (as of this date) and that amount is also not encumbered. When we do a revised budget in May we will move that money over to capital. We desperately need a bus. I don't know how long we can hold off with this bus. I am really thinking that this money is great cushion to have because we are going to need a bus. So that's great! Last year we budgeted for three teachers and we've functioned with two most of the year. We budgeted for an aide and we have had an aide most of the year. When Todd, bus driver/maintenance, left we didn't replace his position. We are incorporating part time employees and temporary workers. There is no overtime. Also, the Food Service Manager is a 6 hour position instead of 8 and at a different wage. We are doing well, morale is good. People know if they truly need something it can be purchased, within reason. They're ok with how things are and thankful that they have positions and jobs.

If we have \$723,000 for M&O this year, then next year's M&O will be about \$70,000 less. A year ago our ADM was 23 or 24; this year it is about 12. I asked Mrs. Dominguez and Mrs. Miller to think about what they would need for next year knowing that we're losing three eighth graders and possible other changes. They're thinking their needs over, but they shared the reading, especially planning for that and meeting the different grade levels and student needs, was probably the most challenging in their lesson planning and daily instruction. So those are some things to think of. As you know next month I will start bringing positions to you for approval for next year so we can start our staffing. We know that our staff is $\frac{3}{4}$ of the budget 75-80%. Two things are really keeping us operational. One is we have a small schools adjustment which is \$430,000. The other is we have our transportation support level which is \$117,000. Those two are stable for now and will not change. So we will go forward with planning and I will bring much more information to you next month. This is a good picture. We saved our money this year so we have the potential savings for a bus. We have learned to live frugally, but the downside is for next year the funds are really going to be drastically reduced."

❖ Item 10B: Mobile ESD School Well Update

Mrs. Brown states that this is a discussion item to gather input and further information or direction from the governing board. Dr. Wood will you please review item School Well Update.

Discussion: (Dr. Wood)-"On February 4th the three of us (Mrs. Brown, Mrs. Blair, and Dr. Wood) attended the Schools Facilities Board Meeting and at that meeting it was approved for Mobile to get a new well. They approved \$399,283 with a contingency fund of \$35,000 in case it goes over that for any reason. This amount included digging a new well. They know they will need to go deeper than 500 feet because it's about 465 or so right now. It was mentioned to me that they don't know if they might have to go 1200 or 1500 feet down to get water. What they want is for the school to have a twenty year supply of water. They don't want to have to do this again until twenty years out. The \$399,000 amount would have been higher but they are going to use the existing equipment as much as possible, such as our tank and all the equipment that is above ground that is in good condition. What they can't use is the casing, etc. that's underground. They'll have a new location for the well and it will be deeper. It's anticipated as Dean Gray mentioned the well should be all done by the middle of this summer.

On another note about the well Michael and I contacted Bloomquist. There was a problem with the well about a week ago Monday. We arrived at school and there was no water. We didn't know what had happened. Michael contacted Bloomquist and was able to get the

water running again. Then Michael and I talked to the Fireman across the street. Later the Goodyear Fire Chief phoned me and he stated that the previous Saturday a transformer had blown and APS came out to repair it. It was the transformer that's located on the pole inside the well tank area. They turned off the electricity on the well and they didn't turn it back on. Originally we wondered if this had been vandalism, however it appears the power was turned off by APS. The people who were fixing the transformer turned off the power so they could safely work. We still scheduled Bloomquist to come out and work the next day for three purposes. 1.) There had been a problem with the sprinkler system so we wanted that looked at. 2.) We just wanted to make sure truly that we had everything back in working order. 3.) We wanted the pipe going out to the road stemmed off due to the decision that community members could not access the school's well water any longer. Dave completed all three of those things. That cost about \$250.00 we received the bill today. I saved the pipe that was cut off and the lock box because I felt that decades from now that could go on display or in a case somewhere as a little history.

The next task is to work on generating a cost for the well water for Goodyear. This completes what is going on with the well.

❖ Item 11. Discussion of items for next Governing Board Meeting

Mrs. Brown asks if there are any items needed to be brought forth at the next governing board meeting?

- School Start and Stop Times
- Budget Update
- Discussion on Staffing for next year
- Sub pay for next year

❖ Adjournment: Mrs. Brown moves that the Governing Board adjourn the meeting at 4:38pm. Mrs. Blair seconded the motion. Mrs. Brown states that it has been moved and seconded that the Governing Board adjourns the meeting. All those in favor, motion carried.

Board President	Date
Board Member	Date
Board Member	Date
Superintendent	Date