

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

**BOARD OF TRUSTEES REGULAR MEETING
MINUTES**

DATE: Thursday, January 9, 2014
TIME: 5:30 PM
LOCATION: Mobile Elementary School Multipurpose Room

CALL TO ORDER: Mrs. Brown called the meeting to order.
The Pledge of Allegiance was said by Bianca Schrader

ROLL CALL BY Mr. Derek Jacobson
Mrs. Delores Brown
Mrs. Bianca Schrader
Dr. Kit Wood

Agenda Items Discussed

- ❖ The call to the public was presented; Pat Blair, Pam Schrader and Amy Sexton were in the audience.
- ❖ Mrs. Brown moved the agenda be approved as presented. Mr. Jacobson seconded the motion, all in favor, motion carried.
- ❖ Governing Board Reports: Mr. Jacobson called APS about the solar panels. The panels were installed in 2012. Only the main structural buildings are connected to the solar panels, which are the 100, 200 and 300 buildings. There was a substantial difference in the bills from 2011 to 2012. In 2011 about 6 APS bills were over \$1,300 and in 2013, only 3 APS bills were over \$1,200. A new AC unit was installed around the same time as the solar panels which could have contributed to the lower bills, and since the panels were installed one more AC unit has been installed. The modular units and the well are on separate APS bills and are not using the solar panels. The representative from APS did say that the solar panels should have a production meter on the panel itself. The meter should show the usage and production in kilowatt hours. The panels should be producing 4,000 kilowatt hours per month. There will be slightly less production in winter because there will be less sunlight. If we are not getting the 4,000 kilowatt hours per month, then something is not functioning correctly and we need to further investigate that. Credits are showing on our monthly APS bills and Ms. Pam Schrader put together a spreadsheet to show how the bills have changed since the solar panels were installed. Mr. Jacobson did say that the main thing is to keep checking the production meter to make sure we are getting our bang for the buck. The representative from APS said that the amount we are saving in our monthly bill for the main structures of the school should just about pay for the bills for the modular building. Dr. Wood thought that there was an online way to monitor the meter. Ms. Pam Schrader said that we had software installed at one point on the office laptop but it has been re-imaged. She did call to get help re-installing the software, but the man never called back.

Mrs. Brown went to the ASBA Annual Conference and has a binder of information that anyone on the board can review if they are interested. She stated that it was a good conference.

- ❖ Superintendent's report: Dr. Wood received a phone call from Mrs. Heather Miller this morning saying that she was in the emergency room with kidney stones. She will be returning to school on Friday. Mobile Elementary is part of the REIL-TNG Grant and Dr. Wood shared a copy of a publication about the grant that Mobile Elementary will be featured in. A few more edits need to be made to the article before its release. At the time it was written we had 25 students and not 23. A final draft of the article was not available for the board meeting tonight. The article talks about what we are doing in the way of professional development for our teachers. The school and the governing board support the teachers seeking professional development whether it is attending classes or seminars or workshops. Mrs. Brown and Dr. Wood went to the ASBA Annual Conference where Mrs. Brown received her 4th cluster pin. Dr. Wood showed a photo of Mrs. Brown that was taken after she received her pin and we will frame it and give it to her. It is a great accomplishment and she should be congratulated. Our enrollment is now up to 27 students, as Tali and Leilani Tui have been re-enrolled. There are many changes this year in student attendance compared to last year at this time. Last year we had more students. This year, the student attendance is better. Students seem to be attending school every day. Once the students enroll they seem to stay in the district. Last year there was a lot of movement in and out of the school district. That has gone down quite significantly this year. We have also seen a change in the clientele as opposed to last year. The attendance also ties into the half year food service report. This report shows where we are at with costs, revenues and expenditures for the first half of the school year. At this time about 56% of the meals served are free or reduced. Last year that number was around 80%. Due to the drop in the number of students and the drop in the number of free and reduced lunches being served our revenues have also gone down as a lot of the revenue comes from state reimbursement which is based on the free/reduced numbers. The back of the sheet shows how many student breakfasts and lunches were served, how many adult lunches were served and how many visitor/special event lunches were served. Mr. Ron Graham and Dr. Wood are in the process of responding to the food service audit that was completed in August. It takes a while for the written report to be delivered to the school. Overall we got a good review and she gives the credit to Mr. Graham and his excellent program. Just a reminder to the board members that the City of Goodyear will be holding a meeting at Mobile Elementary on January 29, 2014 at 6pm regarding their 20 year plan.
- ❖ Item 8 which is a motion by exception. Mrs. Brown moved the Governing Board approve the recommended actions of 8A through 8E as presented with attachments, and Mr. Jacobson seconded the motion, it was moved and seconded, all in favor, motion carried.
- ❖ Item 9A: Mrs. Brown brought forward the action item; approve the Nomination and Election of Governing Board President. Mrs. Bianca Schrader nominated Mr. Jacobson for governing board president. Mr. Jacobson nominated Mrs. Brown for governing board president. Mr. Jacobson asked if they needed to elect a different president. Dr. Wood said that was up to the board and they needed to discuss that amongst themselves. The nominations were closed and the vote was taken. Mrs. Bianca Schrader voted for Mr. Jacobson. Mr. Jacobson voted for Mrs. Brown and Mrs. Brown voted for herself. The Aye's have it and Mrs. Brown is elected governing board president. Mrs. Brown moved that the governing board approve the Nomination and Election of Governing Board President, as

presented. Mrs. Bianca Schrader seconded the motion, it was moved and seconded, all in favor, motion carried.

- ❖ Item 9B: Mrs. Brown brought forward the action item; approve Business Manager/Administrative Assistant Resignation. Ms. Pam Schrader submitted her letter of resignation on January 2, 2014, which is why it is on the agenda today. We appreciate her expertise and skills in the areas of accounting, payroll and business. Mrs. Brown asked Ms. Pam Schrader if she had anything to say for public participation and she did not. Mrs. Brown moved that the governing board approve addenda for the Business Manager/Administrative Assistant Resignation, as presented. Mrs. Bianca Schrader seconded the motion, it was moved and seconded, all in favor, motion carried.
- ❖ Item 9C: Mrs. Brown brought forward the action item; approve agreement/contact with Henry and Horne, LLP, for Biennial Financial Audit for Mobile ESD for 2011-2012 and 2012-2013 school years. Mobile Elementary School District is required to complete a compliance audit and biennial financial audit by March 31, 2014 as it exceed an operating budget of \$700,000 for 2 years in a row. Email requests were sent out to 6 firms asking for proposals and we received responses from 2. At the board meeting in December, Dr. Wood brought forth Henry and Horne, LLP as the recommended firm to do the audit. The governing board approved moving forward with Henry and Horne, LLP and getting a contract in place. This afternoon Dr. Wood received the final contract that was approved by the auditor general's office. All contract's like this must be reviewed and approved by the auditor general's office prior to signing it. Dr. Wood will sign the agreement and as early as tomorrow Ms. Pam Schrader will be able to start sending the materials to the auditors in preparation for the audit. The contact states that they will do the work outlined in the contract for the amount of \$17,500. However, based on the time and effort required to complete the audit, the cost can increase. A copy of the contract was supplied to the board members to review. A copy of an email that Dr. Wood received from the auditor general's office was also supplied to the board members. The auditor general's office stated that the contract does comply with the audit standards and they did send their approval over to Henry and Horne, LLP. Mrs. Brown moved that the governing board approve the agreement/contract with Henry and Horne, LLP, for Biennial Financial Audit for Mobile ESD for 2011-2012 and 2012-2013 school years, as presented. Mrs. Bianca Schrader seconded the motion, it was moved and seconded, all in favor, motion carried.
- ❖ Item 9D: Mrs. Brown brought forward the action item, approve Lesson Planning Stipend for Grade 3-5 Classroom Teacher. This addenda is for Mr. Melvin Mitchell. Just like the other teachers, Mr. Mitchell is responsible for teaching multiple grade levels. With that comes extra time that needs to be taken for lesson planning. Since Mr. Mitchell will only be here for half the year, the most that he can earn for the lesson planning stipend is \$1,000.00. Mrs. Brown moved that the governing board approve addenda for Lesson Planning Stipend for Grade 3-5 Classroom Teacher, as presented. Mr. Jacobson seconded the motion, it was moved and seconded, all in favor, motion carried.
- ❖ Item 9E: Mrs. Brown brought forward the action item, approve Statement of Assurance: Teacher Evaluation. The Statement of Assurance is an annual requirement and must be signed and submitted by February 1, 2014. This statement affirms that our teacher evaluation process is in compliance with the law, which it is. Not only are we compliant, but since we are using the Learning Observation Instrument (LOI) for the evaluations, it surpasses the requirements for teacher evaluations. Mrs. Brown moved that the governing board approve

Statement of Assurance: Teacher Evaluation. Mrs. Bianca Schrader seconded the motion, it was moved and seconded, all in favor, motion carried.

❖ Discussion Items A: Budget Update 2013-2014

The school is operating within budget. There are some expenses that we did not budget for; one being the audit. The next meeting with Jim Hippel will be next week Thursday, which will be the last meeting that Ms. Pam Schrader will be attending. At that meeting we will make sure that we are on target and go from there.

❖ Discussion Items B: Facilities Update

Over fall break Mr. Westcott and Mr. Gale stripped and waxed the cafeteria floors. They had a few glitches in the process and decided to do it again over winter break. They also cleaned all the classrooms. There is a discount/rebate program being offered through APS and the school facilities board that will help us switch over from the T12 to the T8 fluorescent lighting. The T12 is being phased out. The cost to Mobile, after the rebates/discounts is \$2,116.00. The air compressor on the well needed to be replaced at a cost of \$2,155.00. On Monday, when we returned from winter break, the school had no water. Mr. Westcott was able to get some hoses hooked up so that we could have water; however we were without water for about 2 hours. Bloomquist Pump Company came out to the campus on Tuesday to take a look at the well. There was a part underground that had lost its functionality which is why it was not working. It was found that the part was redundant and Bloomquist just bypassed that part and hooked up to the one that was above ground. This fixed our water situation. They only charged us the trip charge and labor which totaled \$150.00. Dr. Wood stated that there are things that seem to be deteriorating due to age. She expects that more unexpected expenditures will arise as time passes. Mrs. Bianca Schrader asked what was the part that went out for the pump. Dr. Wood stated that Mr. Westcott could explain it much better and that she didn't quite understand it, but it was something easily bypassed and fixed.

❖ Discussion Items C: Impact of Solar Panels on APS bills. Mr. Jacobson did a great job of presenting his findings about the solar panels and what information he got from APS. Ms. Pam Schrader did put together a spreadsheet showing what our costs have been for our APS bills for the past year through this November. She confirmed that we are being billed separately for the well and for the modular building and that we are seeing credits for the solar panels on our main bill each month.

❖ Discussion Items D: Overview of Common Core Standards for English/Language Arts and Mathematics. At the last board meeting Mr. Jacobson was asking for more information regarding the Arizona Common Core Standards. Dr. Wood brought a copy of the grades 3-5 English/Language Arts Common Core Standards as a starting point to give Mr. Jacobson and the board more information on them. The Common Core Standards are required by law and have been since 2010. They phased it in with Kindergarten first and then the next year with 1st grade. Now all grades, K-12 are required to have the Common Core standards taught. These standards are research based and are aligned with college and work expectations. They are definitely more rigorous than other standards and have been internationally benchmarked. Although there are standards, they are not considered set in stone. They are supposed to be very fluid, and can be changed if a better way of doing something is discovered. In the example provided; the common core standards are: reading, writing, speaking, listening and language. Starting at grade 5, these standards are expanded into other content areas like social studies, science and technology based subject matter. They are changing the idea of what it means to be a "literate person" in the 21st century. The emphasize is on coherence, where everything is not separate instruction. Dr. Wood reviewed

what some of the standards are in English/Language Arts and how they are brought into the teaching lesson. She quoted a few passages from the document provided in the meeting. Mrs. Heather Miller put together a binder for read well for K-2 which Dr. Wood also shared with the board. Mr. Jacobson brought up the controversy surrounding the common core standards and that what he heard was that it was teaching children to follow suit with the government rather than with their parents. He stated that some of the tests and instruction were being taught to students telling them to follow the government, above parents and religion, and perhaps that is where some of the controversy is coming from. He did not realize that this is a national standard, not just an Arizona standard. Dr. Wood stated that maybe the way the test was made up or the way the lesson was taught very well could have been controversial, however the standards themselves are very straight forward. She noted that certain communities have gone from being a public school to being a charter school as a result of the common core standards. Last March through last June the topic was very heated. The Superintendent of Instruction came out with several presentations in order to properly explain the common core standards due to all of the controversy. It is the superintendent's job to make sure these standards are being taught and some superintendents have not had the full support of their governing boards. The PARCC test is an online test that is supposed to be coming out in about a year, which is also under scrutiny. She anticipates that changes will be made to that test before it comes out. The core standards are things that kids need to know to be successful in learning. Mrs. Brown said that since we are such a mobile society, where people are constantly on the move from district to district or even from state to state, this is to help put everyone on the same wavelength so that no matter what district they move into they can transition in easily. Mrs. Bianca Schrader went to a training class on the common core which was taught by teachers. They explained that instead of going a mile long on a subject matter they were going a mile deep. They are trying to create a deeper foundation on the subject matter so that the kids know the subject inside and out and that hopefully they will retain the subject matter, especially over summer and winter breaks. The common core also involves and engages the children more in the learning process. Mr. Jacobson will look further into the common core standards over the next month and see if he has any further questions about the subject. Dr. Wood said that if he did have more questions to bring them up and she will do her best to research the answers for him.

- ❖ Discussion Items E: Budget Planning 2014-2015. We are beginning to start working on the 2014-15 budget. Dr. Wood will have some information about staff positions which will be shared in the executive session. Mr. Jim Hippel will be here next week Thursday and this will be a topic of discussion. He has provided Dr. Wood with a starting number for the M&O to start working with. Since the last meeting, Dr. Wood has meet with Tanya Gabrick and 5 other people from MCEA as we are looking to implement a performance based pay structure for teachers for the next year. Just a reminder that the proposed budget for 2014-2015 needs to be approved in June and the adopted budget needs to be submitted by July 15.
- ❖ Next Governing Board Meeting Agenda items;
 - Common core
 - Solar panels production meter
 - Audit updates
- ❖ Executive Session: Mrs. Brown called the executive session to order at 6:24 p.m. and Mrs. Bianca Schrader seconded the motion. The discussion of employee positions including contracts, benefits, salary and employment was conducted and Mrs. Brown returned from executive session at 7:47p.m. Mrs. Brown came back from executive session and said that the governing board authorized Dr. Wood to work with MCEA for iterant business manager

support from now until the end of the school year. This was based on the information in the business manager support proposal. Mrs. Bianca Schrader seconded the motion, all in favor, motion carried.

- ❖ Mrs. Brown made a motion to adjourn the meeting at 7:50p.m. Mrs. Bianca Schrader seconded the motion, all in favor, motion carried. Meeting adjourned.

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Board President	Date
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Board Member	Date
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Board Member	Date
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Superintendent	Date