

**Minutes of the Special Governing Board Meeting  
Amphitheater Public Schools  
Tuesday, June 23, 2020**

---

A Special public meeting of the Governing Board of the Amphitheater Public Schools was held on Tuesday, June 23, 2020, beginning at 5:30 p.m. at the Wetmore Center, 701 W. Wetmore Road, Tucson, AZ in the Leadership & Professional Development Center. The meeting was held under COVID-19 pandemic related conditions.

**Governing Board Members Present**

*(Members who attended telephonically are in italics)*

Ms. Deanna M. Day, M.Ed., President

*Ms. Vicki Cox Golder, Vice President*

*Dr. Scott K. Baker, Member*

*Mr. Matthew A. Kopec, Member*

Ms. Susan Zibrat, Member

**Superintendent's Cabinet Members Present**

*(Members who attended via WebEx live streaming are in italics)*

Mr. Todd A. Jaeger, J.D., Superintendent

Dr. Roseanne Lopez, Associate Superintendent for Elementary Education

Mr. Michael Bejarano, Associate Superintendent for Secondary Education

Ms. Michelle H. Tong, J.D., Associate to the Superintendent and General Counsel

Mr. Scott Little, Chief Financial Officer

Ms. Kristin McGraw, Director of Student Services

Ms. Tassi Call, Director of 21<sup>st</sup> Century Education

*Mr. James Burns, Executive Manager of Operational Support*

Ms. Michelle Valenzuela, Director of Communications

*Dr. Shannon McKinney, Director of Curriculum and Assessment*

**CALL TO ORDER AND SIGNING OF THE VISITOR'S REGISTER**

President Day called the meeting to order at 5:30 p.m. and invited members of the audience to sign the visitors' register.

*President Day reviewed directives regarding Arizona Governor Ducey's announcement that all Arizona businesses should take necessary precautions when holding public meetings due to the COVID-19 health crisis. She noted that Arizona law permits Board members to attend meetings by videoconference or telephone. In addition, she requested that all persons present exercise safe social distancing for this Board meeting.*

*There was a quorum at this meeting. Some Board members attended this meeting telephonically. This meeting was streamed live for the public.*

**PLEDGE OF ALLEGIANCE**

President Day asked Ms. Tassi Call to lead the Pledge.

## **ANNOUNCEMENT OF DATE AND PLACE OF THE NEXT REGULAR GOVERNING BOARD MEETING**

President Day announced that the next Regular Governing Board meeting would be held on Tuesday, July 14, 2020 at 6:00 p.m. at the Wetmore Center, 701 W. Wetmore Road, Tucson, AZ in the Leadership & Professional Development Center.

### **PUBLIC COMMENT<sup>1</sup>**

President Day reminded the speakers of the Call to the Audience procedures.

Ms. Nina Godlweski, teacher at Canyon del Oro High School, thanked the school board, the Administration, District teachers, and parents for serving on the Blue Ribbon Task Force, charged with the mission of the safe opening of the schools in the fall. She said that teachers are worried about the health and welfare of the students and anxious about delivering a rigorous curriculum. She also said that the ability to monitor and adjust will be needed more going into this school year than ever before. Her hope is that the recommendation to open will allow for the ownership of their classroom spaces (whatever that may look like), while keeping the safety of all staff members in mind. Ms. Godlweski acknowledged the proactive purchase of technology by the district to be used by the students during these unprecedented times, which will allow the teachers to be able to be flexible and creative in the fall. She said the teachers of Amphi are ready for the challenges.

Ms. Lisa Millerd, Amphitheater Education Association (AEA) President, spoke in regards to her role as the Amphi EA President. Ms. Millerd told the Board that she was invited to participate in an Arizona Department of Education (ADE) Virtual Teacher Table with State Superintendent Kathy Hoffman, her staff, and educators from around the state. Topics discussed included guidelines for social and emotional learning, retention and recruitment, the importance of relationships, and mentoring of support staff. Also discussed were curriculum and instruction, and trainings for parents and students for online learning. Another topic discussed was the hiring and support of statewide educators in underrepresented populations under the concept of race, diversity, and equity. Ms. Millerd then gave an update on “Invest in Ed” signatures. In the city of Tucson, over 4,000 signatures were collected. AEA will be hosting events to acquire more signatures. She reported, (subject to change) an approximate \$7,810,000.00 for compensation and retention of staff if this initiative is approved in November.

Ms. Smith, Executive Assistant to the Superintendent and Governing Board, read the following public comments that were sent in to be read at the Board meeting.

Ms. Sonya Gauna, Social Studies Department Chair at Canyon del Oro High School (CDO), asked for teachers and staff to be considered in the reopening plan and for staff and students to be provided with a safe and healthy work environment. She had some questions concerning teachers, staff, and family members who are at high risk or immune compromised. She also asked for clarification if a staff or a student tests positive for COVID-19 and wondered if there would be substitutes to cover all staffing needs. Ms. Guana noted that she left voicemails with Governor Ducey and sent emails to legislators asking for a special session to allow for discussion regarding a change in funding for this school year.

Ms. Eileen Althouse, Bookkeeper II in the Finance and Accounting office, asked for clarification regarding the guidelines for COVID-19 in the workplace. She stated that the

Communications Department sent out an e-mail stating that due to the Pima County guidelines we need to wear masks on a continuous basis if we cannot maintain proper social distance. She said that certainly is not happening at Wetmore. She wanted to know who is going to make that decision and who decides if your department has proper social distancing? Who decides if we need to wear masks on a continuous basis? She said that she had heard that there are some sites/departments that have supervisors/managers that leave it up to the discretion of the employees. Ms. Althouse wanted to know who makes the decisions as to what is safe, and how it is enforced and that everyone should be following the same rules. She also wanted to know about traveling by air and returning to work, wondering if she will be quarantined for a period of time once returning from a trip.

Ms. Tong asked President Day for permission to speak to clarify information from the Public Comment that was just read. President Day so granted. Ms. Tong reminded the Board that while the Board may not respond to public comment, clarification on incorrect information is advised. Ms. Tong said that clear guidance had been sent out to all current employees which included the Wetmore District offices. Amphitheater employees have been directed to follow the Center for Disease Control (CDC) guidelines; everyone needs to be physically distanced and if an employee cannot be at least six feet from a coworker or member of the public then a mask is required. Information was also sent out to all employees letting them know that if they have concerns regarding work space safety measures they may fill out a form to request safety measures be implemented. A committee will review the area to determine if accommodations are required for physical distancing. The committee is made of the following staff members: James Burns, Executive Manager of Operational Support; David Rucker, Equity & Safety Compliance Officer; and Joseph Murieta, Benefits Manager. Ms. Tong wanted to clarify for the Board that provisions have been made to accommodate staff when needed and multiple communications have gone out with this information as well as expectations and guidelines while at work. Employees should go through their supervisor for clarification to these communications.

## 1. CONSENT AGENDA<sup>3</sup>

*Details of agenda items, supporting documents, and presentations are available in the electronic BoardBook by clicking on the hyperlink below.*

<https://v3.boardbook.org/Public/PublicHome.aspx?ak=1000433>

*President Day asked if there were any Items that should be pulled for further discussion. Superintendent Jaeger asked for Consent Agenda Item 1.A. be pulled for his recommendation. President Day approved.*

*Superintendent Jaeger introduced the recommended candidate, Mr. Robert Wolf, for the position of Assistant Director of Student Services. Superintendent Jaeger spoke of Mr. Wolf's ethics, education, and work experience both in the Amphi School District and out of District as listed in Exhibit 1a.*

*Vice President Cox Golder moved for Consent Agenda Items A. – O. be approved as presented. Ms. Zibrat seconded the motion. Roll call vote in favor - 5: President Day, Vice President Cox Golder, Dr. Baker, Mr. Kopec, and Ms. Zibrat. Roll call vote opposed - 0. Consent Agenda Items A.-O. passed.*

**A. Approval of Appointment of Administrative Personnel**

*Administrative personnel appointments were approved as listed in Exhibit 1a.*

**B. Approval of Personnel Changes**

*Certified and classified personnel changes were approved as listed in Exhibit 2.*

**C. Approval of Leave(s) of Absence**

*Leaves of absence were approved as listed in Exhibit 3.*

**D. Approval of Appointment of Non-Administrative Personnel**

*Non-administrative personnel appointments were approved as listed in Exhibit 1b.*

**E. Approval of Separation(s) and Termination(s)**

*Separations and terminations were approved as listed in Exhibit 4.*

**F. Approval of Vouchers Totaling and Not Exceeding Approximately \$2,128,616.42**

*A copy of vouchers for goods and services received by the Amphitheater Public Schools and recommended for payment has been provided to the Governing Board. The following vouchers were approved as presented and payment authorized as listed in Exhibit 5.*

Voucher #	Amount	Voucher #	Amount	Voucher #	Amount
1333	\$202,736.38	1334	\$83,858.00	1335	\$340,832.22
1336	\$32,441.59	1337	\$168,092.43	1338	\$245,473.17
1339	\$121,707.75	1341	\$39,534.24	1342	\$10,791.69
1343	\$167,702.82	1344	\$94,309.64	1345	\$22,439.94
1346	\$158,280.24	1347	\$440,416.31		

**G. Receipt of Monthly Status Report for the Fiscal Year 2019-2020**

*The Governing Board approved the Monthly Status Report for the Fiscal Year 2019-2020 as listed in Exhibit 6.*

**H. Acceptance of Gifts**

*Gifts were accepted by the Governing Board as listed in Exhibit 7.*

**I. Annual Approval of All Authorized Signatories on District Checking Accounts for the 2020-2021 Fiscal Year**

*The Governing Board approved the annual approval of all authorized signatories on District checking accounts for the 2020-2021 Fiscal Year as listed in Exhibit 8.*

**J. Approval of Out of State Travel**

*The Governing Board approved the out of state travel requests as listed in Exhibit 9.*

**K. Award of Contracts for Elementary Science and/or Elementary Engineering Curriculum and Materials Based Upon Responses to Request for Bid (RFB) 04-14-2020**

*The Governing Board approved the Award of Contracts for Elementary Science and/or Elementary Engineering Curriculum and materials based upon responses to request for bid (RFB) 04-14-2020 as presented in Exhibit 10.*

**L. Award of Contract for Rillito Center Roof Replacement Based Upon Responses to Request for Bid (RFB) 05-29-2020**

*The Governing Board approved the Award of Contract for Rillito Center roof replacement based upon responses to request for bid (RFB) 05-29-2020 as presented in Exhibit 11.*

**M. Award of Contract for New and Replacement Window Glass Based Upon Responses to Request for Bid (RFB) 06-03-2020**

*The Governing Board approved the Award of Contract for new and replacement window glass based upon responses to request for bid (RFB) 06-03-2020 as presented in Exhibit 12.*

**N. Approval of One-Time Permission for Employees to Carry-Forward and/or Sell Back Unused Vacation Days from FY 2019-2020 for Employees Unable to Take Vacation Time Due to Work Obligations Related to the COVID-19 Pandemic**

*The Governing Board approved the Approval of One-Time Permission for Employees to Carry-Forward and/or Sell Back Unused Vacation Days from FY 2019-2020 for employees unable to take vacation time due to work obligations related to the COVID-19 pandemic 2020 as presented in Exhibit 13.*

**O. Approval of Revisions to Governing Board Policy JFAA (Admissions of Resident Students) with Accompanying Exhibits and Policy JFAB (Admissions of Nonresident Students) with Accompanying Exhibits**

*The Governing Board approved the Approval of Revisions to Governing Board Policy JFAA (Admissions of Resident Students) with Accompanying Exhibits and Policy JFAB (Admissions of Nonresident Students) with Accompanying Exhibits as presented in Exhibit 14.*

**2. STUDY/ACTION**

**A. Study and Approval of the Proposed Expenditure Budget for Fiscal Year 2020-2021**  
Superintendent Jaeger asked Mr. Little to review the proposed expenditure budget for the next school year.

Mr. Little explained that school districts are required to adopt a proposed budget annually and displayed for public review for at least ten days before their formal adoption of the budget. The proposed budget was presented, and the adopted budget will be presented at the July 14, 2020 Governing Board meeting. He noted that this year's budget is more challenging than in previous years and was built assuming that a declining enrollment trend continues and all students will be in a classroom building environment. Mr. Little presented significant changes to the budget as presented in Exhibit 15.

- **Cover Page:** The property tax rates have been adjusted to reflect assessed valuation changes and the passage of the new override. The exact impact to individual property owners will be determined by how their property values changed relative to the state average. Overall, most home owners will see a slight increase in their property tax bill associated with the new K-3 override.

- Page 1 of 8: Overall, the Maintenance and Operations budget has increased by \$2,954,044 from the 2019-2020 budget revision number 2. This increase in the total budget is the result of inflation funding and the increased override amount.
- Page 3 of 8: Slight decrease to Proposition 301 revenues is projected. This budget anticipates collections of \$6,384,591 in 2020-2021, which is significantly lower than the peak collection of \$7,754,546 in fiscal year 2007-2008. Hopefully, the sale tax increases will continue into future years.
- Page 4 of 8: The Unrestricted Capital budget assumes a \$920,427 budget reduction from the Legislature. The actual number will not be finalized until May of 2021. It is important to note that the Unrestricted Capital funding formula should provide \$6,052,199 in funding rather than the \$5,131,752 that is available with the Legislative reduction.

Mr. Little noted that there will be an increase to the federal funding lines for the potential CARES money as it is distributed.

Mr. Little offered to answer any questions the Board may have.

President Day asked Mr. Little to explain the percentage changes in the general administration expenditures on page one of eleven from Exhibit 15. Mr. Little explained that the increase is largely due to the anticipated cost of the November election. They may be higher if the county goes to mail-in ballots, which the county may require this year. Mail-in ballots are considerably more costly than the traditional polling place. Increases are also due to staffing changes, including employees that have been moved between funding sources. Also factored in is the anticipation of leave pay-outs and unemployment as potential outcomes resulting from the closures. Lastly, there are costs for anticipated trainings.

*President Day moved to accept the proposed expenditure budget for fiscal year 2020-2021. Ms. Zibrat seconded the motion. Roll call vote in favor - 5: President Day, Vice President Cox Golder, Dr. Baker, Mr. Kopec, and Ms. Zibrat. Roll call vote opposed - 0. The proposed expenditure budget for fiscal year 2020-2021 was approved as presented in Exhibit 15.*

### **3. EXECUTIVE SESSION**

*President Day asked for a motion to hold Executive Session. Ms. Zibrat moved to recess the Open Meeting to hold an Executive Session for discussions regarding Agenda Item 3.A.1. regarding student discipline matters. Mr. Kopec seconded the motion. Roll call vote in favor 5: President Day, Vice President Cox Golder, Dr. Baker, Mr. Kopec, and Ms. Zibrat. Opposed - 0. President Day proclaimed they were in Executive Session at 6:16 p.m.*

#### **A. Motion to Recess Open Meeting and Hold an Executive Session for:**

##### **1. Consideration and Decision Upon Expulsion Hearing Officer's Recommendations, Pursuant to A.R.S. §15-843(F)(2), Regarding:**

- a. Student #30058956**
- b. Student #30025460**
- c. Student #30026326**

