

FINAL

**AMPHITHEATER PUBLIC SCHOOLS
Tucson, Arizona**

MINUTES OF SPECIAL PUBLIC MEETING OF THE GOVERNING BOARD

Place, Date and Time of Meeting

Wetmore Center, 701 West Wetmore Road, June 23, 2015 at 5:00 PM

Board Members Present

Deanna M. Day, President
Jo Grant, Vice President
Dr. Kent Paul Barrabee, Member
Julie Cozad, Member
Scott A. Leska, Member

Central Administrators Present

Patrick Nelson, Superintendent
Todd A. Jaeger, J.D., Associate to the Superintendent and General Counsel
Scott Little, Chief Financial Officer

Call to Order and Signing of Visitor's Register

Ms. Day

Ms. Day called the meeting to order at 5:00 PM and invited any visitors who had not already signed the register to do so.

Pledge of Allegiance

Mr. Nelson

Ms. Day asked for point of privilege for the Board to offer farewell wishes to Ms. Cathy Eiting, Executive Director of Student Services. Ms. Eiting is retiring and this is the last Board Meeting she will be attending. Board Members and Mr. Nelson thanked her for her years of service to the District noting her expert knowledge and innovative initiatives.

Announcement of Date and Place of Next Regular Governing Board Meeting:

Ms. Day announced the next Regular Meeting of the Governing Board: Tuesday, July 7, 2015, 6:00 PM, at the Wetmore Center, 701 W. Wetmore Road.

PUBLIC COMMENT

There was no public comment.

1. CONSENT AGENDA

Ms. Day asked if there were Board Member requests to have any items addressed separately. Mr. Leska requested that Item 1.F. be set aside for further discussion. A motion was made by Ms. Grant to approve Consent Agenda items A-E and G-J. The motion was seconded by Dr. Barrabee and passed unanimously 5-0. Appointment of personnel is effective provided all district, state, and federal requirements are met.

A. Approval of Appointment of Personnel

Certified and classified personnel were appointed, as listed in Exhibit 1.

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50159853>, Item 1.A.]

B. Approval of Personnel Changes

Certified and classified personnel were appointed as listed in Exhibit 2.

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50159853>, Item 1.B.]

C. Addendum to Approval of Separation(s) and Termination(s)

Certified and classified personnel separations were approved as listed in Exhibit 3.

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50159853>, Item 1.C.]

D. Approval of Vouchers Totaling and Not Exceeding Approximately \$895,174.53 (Final Total)

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

FY 14-15

Voucher #143	\$241,619.32	Voucher #144	\$130,206.74	Voucher #145	\$122,824.64
Voucher #146	\$16,403.22	Voucher #147	\$187,300.65	Voucher #148	\$196,819.96

E. Approval of Student Fee Rates Charged Pursuant to Governing Board Policy JQ, A.R.S. §15-342 (24), and A.R.S. § 15-1142

The 2015-2016 Student Fee Rates were approved as submitted.

Board Book Information: *Arizona Revised Statutes 15-342 sets forth the permissive powers of the Governing Board. Among other things, the provision allows the Governing Board to assess reasonable fees for optional extracurricular activities and programs conducted when schools are not in session. For the purposes of this provision, "extracurricular activity" means any optional, noncredit, educational or recreational activity which supplements the education program of the school, whether offered before, during or after regular school hours.*

For high schools, the law also allows governing boards to assess fees for fine arts and vocational education courses and for optional services, equipment and materials offered to students beyond those required to successfully complete the basic requirements of any other course. No fees may ever be charged for access to or use of computers or related materials.

Fees must be adopted at a public meeting after notice has been given to all parents of students and cannot exceed the actual costs of the activities, programs, services, equipment or materials. The governing board must also authorize principals to waive the assessment of all or part of a fee assessed pursuant to this provision of law if it creates an economic hardship for a pupil.

Attached is a list of proposed District fees for the 2015-2016 school year. This list has been displayed on the Amphitheater District website for thirty days.

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50159853>, Item 1.E. atch] (Exhibit 4)

F. Approval of the Amphitheater Counselor Evaluation System for the 2015-2016 School Year

The Amphitheater Counselor Evaluation System for the 2015-2016 School Year was approved as submitted. A scrivener's error in numbering was noted and a corrected, final copy was posted on the June 23, 2015 Board Book on June 25, 2015.

Board Book Information: *Over the past several years, we have worked toward revising, rewriting or developing evaluation instruments that align with the specific job duties of each employee group. This year we examined the current evaluation instrument for counselors which is over eight years old and is no longer in alignment with national standards and State laws relevant to this position. A committee made up of counselors and administrators met to rewrite the Amphitheater Counselor Evaluation System. In addition to committee participation, all counselors were given a draft copy of the evaluation instrument at their meeting*

on April 9, 2015 and were asked to provide feedback. Comments from counselors who were not on the committee were taken into consideration before preparing the final document. A copy of the instrument is attached for review. Staff members participating on the committee were:

Michelle Barcanic, Canyon del Oro High School

Michael Bejarano, Chief Academic Officer Secondary Education

Julie Cota, Canyon del Oro High School

Jennifer DeMello, Amphitheater High School

Marva Jeffers, Ironwood Ridge High School

Roseanne Lopez, Ed.D., Chief Academic Officer Elementary Education (Facilitator)

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50159853>, Item 1.F. attch] (Exhibit 5)

G. Approval of School Facilities Board (SFB) Grant Terms and Conditions - Ironwood Ridge High School Cooling Tower Refurbishment, Project # 100210280-9999-005BRG

The Board approved the SFB Building Renewal Grant and executed the Terms and Conditions.

Board Book Information: *Ironwood Ridge High School has three cooling towers that serve the campus and are in need of refurbishment. The fill material is heavily scaled and deteriorated to the point that they are blocking airflow. The fill support structures are rusted and failing. Scale and debris are impacting performance of check valves and pumps. Drift eliminator sheets are in need of replacement. Check valves and condenser pumps need to be replaced or rebuilt. This equipment is original to the school and is 14 years old. The District submitted a request to the SFB for a Building Renewal Grant and on June 3, 2015 the School Facilities Board approved the grant request in the amount of \$86,000. To accept the Building Renewal Grant, the District's Governing Board must approve and execute the attached Terms and Conditions. These Terms and Conditions apply to the distribution of funding by the SFB from Building Renewal Grant Fund pursuant to Arizona Revised Statutes, §15-2032.*

Project Information: Ironwood Ridge High School

Project Number: 100210280-9999-005BRG

Project Scope: Cooling Tower Refurbishment

SFB Funding: \$71,000

SFB Additional / A/E Design Funding: \$8,000

SFB Contingency: \$7,000

District Funding: \$0.00

Total SFB Funding: \$86,000

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50159853>, Item 1.G. attch] (Exhibit 6)

H. Approval of Intergovernmental Agreement with the Pima County Joint Technological Education District No. 11

The Intergovernmental Agreement with JTED was approved for renewal.

Board Book Information: *On November 7, 2006, District voters approved Proposition 400 which permitted Amphitheater's participation in the formation of a Joint Technological Education District ("JTED") with other local school districts, pursuant to A.R.S. §15-591, et seq. On May 13, 2008, the Governing Board first approved an intergovernmental agreement ("IGA") between the District and the JTED. The IGA coordinates and governs the joint exercise of joint and common powers between the JTED and Amphitheater. The IGA is renewed annually, and the current IGA is set to expire on June 30, 2015. A new document has been prepared for approval by both districts' governing boards. The new IGA is presented by this item. If approved, this IGA becomes effective on July 1, 2015 and remains in effect for a period of time not to exceed one (1) year, unless terminated sooner. Counsel has reviewed the agreement and has determined that it is within the power and authority of the Amphitheater Governing Board to enter into the agreement. This same general form of agreement will also be entered into by each of the other school districts which formed the JTED.*

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50159853>, Item 1.H. attch] (Exhibit 7)

I. Addendum to Approval Out of State Travel

Out of state travel was approved for students and/or staff (source of funding indicated).

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50159853>, Item 1.I. attch] (Exhibit 8)

J. Approval of Third Amendment to Intergovernmental Agreement with the Arizona Department of Economic Security for the Funding of Services to District Resident Refugee Students

The amended IGA with AZ DEA was approved as submitted.

Board Book Information: *The Arizona Department of Economic Security (DES) receives funding from the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Refugee Resettlement, Refugee School Impact Grant. Through this Grant by way of an Intergovernmental Agreement (IGA), DES reimburses the district for services provided to those student refugees placed within the district's attendance boundaries. DES has submitted an IGA amendment for the August 15, 2014 - August 14, 2016 contract year which would set the reimbursement ceiling for this contract period at \$23,000; and increase the cumulative contract reimbursement ceiling amount from \$64,833.10 to \$97,493.10.*

[<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50159853>, Item 1.J. attch] (Exhibit 9)

For Item 1.F. Mr. Leska asked what had changed on the Counselor Evaluation instrument and form from the previous version. Mr. Nelson asked Dr. Rosanne Lopez to explain. Dr. Lopez said that generally changes were made to align it with the national School Counselors standards and to state laws relevant to the position as well as with their specific job duties. Ms. Day asked if there was any further discussion. There was none. Mr. Leska motioned to approve Item 1.F, Ms. Cozad seconded the motion; motion passed 5-0.

2. STUDY/ACTION

A. Study and Approval of the Proposed Expenditure Budget for Fiscal Year 2015-2016

The Board approved the 2015-2016 Expenditure Budget as submitted to be presented at a Public Hearing on July 7, 2015 prior to adoption by the Board.

Board Book Information: *The State of Arizona requires governing boards to formally approve and adopt a proposed operating budget for the school district. The final enrollment numbers from the Arizona Department of Education have not been issued. The District anticipates that the Average Daily Membership (ADM) will drop by 320 students from 13,494 to 13,174. Therefore, the proposed budget represents an estimate and the budget may require a revision in September. The significant changes in budget are listed below:*

New funding to be received in FY 2016		Funding losses to be felt in FY 2016	
Prop 301 New Inflation	+ \$1,079,000	Increased Cut of District Additional Assistance	- \$1,670,600
One time 301 "back pay"	+ \$979,000	Cut of Student Success Funding	- \$271,000
		Final Cut of Career Ladder	- \$680,000
		Cut of Override Capacity	- \$68,000
Total new funds for next yr.	+ \$2,058,000	Decreased Enrollment	- \$1,418,000
		Increasing Special Ed. Costs	- \$1,350,000
		Total Cuts/Unfunded Costs	-\$5,457,600

Cover Page

The property tax rates have declined to reflect the increase in property values and the elimination of the Career Ladder program. The exact impact to individual property owners will be determined by how their property values changed relative to the state average. Overall, most tax payers should see a decrease in their property tax bill.

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Overall, the Maintenance and Operations budget has increased by \$289,641. Individual lines changes are the result of many factors. The first item is staffing changes associated with the staffing reorganization undertaken as part of the Reduction in Force plan. An example includes the elimination of one Assistant Principal at each K-8 school and the replacement of the position with an Instructional Support Assistant. These changes cause an increase in one function code and a decrease in another function code. Increased wage and benefit costs would have increased each accounting function code by approximately 2% prior to any staffing changes. In addition, increasing leave payouts for retirement and benefit participants have been anticipated in the budget. The Office of the Auditor General has mandated some accounting code changes for the 2015-2016 school year which will also cause some shifting in expenses between function codes. It is anticipated that additional staff will be identified over the coming months that will need accounting code changes that will require a future budget revision.

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A slight increase to Proposition 301 revenues is projected. This budget anticipates collections of \$4,945,338.49 in 2014-2015 and \$5,149,472 in 2015-2016 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.

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The Unrestricted Capital budget assumes a \$5,442,337 budget reduction from the Legislature. The actual number will not be finalized until May of 2016. It is important to note that the Unrestricted Capital funding formula should be \$6,440,635 rather than the \$998,298 available after the Legislative reduction.

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The Federal Grants budget has been lowered to reflect decreased budget carry forwards.

The Building Renewal Grant amount has been increased to reflect the potential funding from the School Facilities Board.

The Adjacent Ways Fund (Other Funds – Line 28) will continue the \$324,000 levy implemented in the 2010-2011 fiscal year. The net impact on the tax bill should be zero. However, this increase requires a Truth in Taxation Notice and Hearing. The Truth in Taxation Notice is scheduled to appear in the Arizona Daily Star on June 25th and the Truth in Taxation Hearing will be prior to the Budget Adoption on July 7th. [<https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000433&mk=50159853>, Item 2.A. atch] (Exhibit 10)

Mr. Nelson introduced the item. Mr. Little provided an overview. Arizona law requires that school districts adopt their budgets prior to July 15th. They further require that a school district adopt a proposed budget at least 10 days in advance of the adopted budget. So for us to meet those deadlines within our meetings, we are presenting our proposed budget. What this budget does is sets a mathematical number which we cannot exceed. This step sets a cap, calls for the setting of a date and time for the adoption and a public hearing, which we have set for Tuesday, July 7, 2015 at 6:00 PM. Mr. Little went through some of the changes that occurred in the budget. Provided in the narrative is a recap of what was going on with funding and cuts relative to what has been discussed many times over the last couple of months. Ultimately we are dealing with a little over \$2M worth of new funding, and other associated costs were budget reductions in excess of \$5.4M. In prior meetings we have addressed the reduction in force plan that addressed how we were going to balance the two to make them work. Stepping through some of the pages of the budget, on the first page the most important thing to note is property taxes. Based upon changes in assessed evaluation both at the state and local level, as well as changes within the funding formula, we are anticipating a property tax bill reduction or stable rate for virtually all tax payers. Ultimately it is hard to say “everyone always”, because if someone’s property changed in value by greater than state averages, there is a slight potential for them to have a property tax increase. It is not really

a function of what we have done with our tax rate, but more of a function of what happened with their property. Overall tax payers should see slight decrease in their property taxes for this. As we get into the budget one page one, overall the budget has increased \$289K with a lot of changes in individual lines. As we work to implement the reduction in force plan, it requires that we decrease some lines and increase others. For example, one of the big ones you can see is where we eliminated assistant principals at the K-8 schools and replaced them with an ISL. Those assistant principals existed on the school administration line and the Instructional Support Assistants (ISA) existed on the instructional support lines. So we see a decrease in one and an increase in another. Based upon the relative numbers within those budgets there may be equal or different percentage changes within each of those numbers. Had everything been the same, what we would have seen would have been an approximate wage and benefit cost change of approximately 2% across all lines, but there were a lot of movements and adjustments. We have made some accounting code changes that are reflected in this budget, but we know that there will be more. The Arizona Department of Education just released a Uniform System of Financial Recordkeeping (USFR) memorandum that required a change in how certain positions are coded in an attempt to better align the State's numbers with the Federal when it comes to recording keeping and how to compare expenses. Our anticipation is that it will actually have some slight changes within categories that are all under Administration. So some expenses may come out of central services and come into a school administration or general administration based upon new mandates that they have given in order to create some consistency with the Federal requirements. We will probably see more of that within future budget revisions. On page 3 we note that there has been a slight increase in Proposition 301 revenues. Unfortunately we are still significantly lower than the peak collections of 2007-008 which is noted in the agenda item. On page 4 within Unrestricted Capital it is a pretty profound set of numbers there, which is an unrestricted capital funding formula which should provide about \$6.4M; instead the District will only receive \$998K as a result of the legislative cuts. It is not possible to operate on that kind of money on a long term basis. Really with that there are some minor changes in other lines. The one significant thing to note is that on page 6 under the Adjacent Ways fund, we are continuing the \$324K levy that was implemented at the beginning of the bond project. Because of this levy, the District is required to have a Truth in Taxation Notice and Hearing. We will have a quarter page advertisement that will run in the Arizona Daily Star that indicates when we will have the public hearing. It requires that we list and show an increase of approximately \$3.00, but in fact there is no increase because the levy was there last year, and there is no change in the levy. However, the way the state formula and the forms require us to publish it shows a really tiny approximately \$3.00 tax increase on the average property. Mr. Little said he could answer any questions the Board might have and noted that at the budget adoption meeting on July 7th the truth in taxation item requires a roll call vote.

Mr. Leska asked about Unrestricted Capital, specifically where does the budget show we had \$6.4M before the legislative cuts. Mr. Little showed the notation of \$6.4M, reduced by \$5.4M to \$998K, on page 7 of the document. The next two columns indicated that of that amount we are putting \$600K into the M&O budget to balance, leaving us with \$398K in new capital for next year. Mr. Leska then asked for assistance in finding the deduction on the Agenda Item. Mr. Little explained the additional cut as shown on the item and that we have been cut since 2008 and referenced the PowerPoint presentation that is posted on the Amphitheater Website. Ms. Day asked if there was any further discussion, there was none. Mr. Leska moved to approve Item 2.A., Ms. Cozad seconded; motion passed 5-0.

1. EXECUTIVE SESSION

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

1. Determination of Whether to Hold an Expulsion Hearing and Designate a Hearing Officer to Hear Evidence, Prepare a Record and Bring a Recommendation to the Board, Pursuant to A.R.S. §15-843(F)(2), Regarding:

- a. Student # 30052738;
- b. Student # 30044557;
- c. Student # 30052869;
- d. Student # 30053295;

- e. Student # 30052180;
- f. Student # 30032207;
- g. Student # 30044554;
- h. Student # 30017461;
- i. Student # 30000301;
- j. Student # 30013952;
- k. Student # 30021938;
- l. Student # 30045767;
- m. Student # 30036150;
- n. Student # 30014010;
- o. Student # 30050459; and
- p. Student # 30049313.

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

- a. Student # 30027204;
- b. Student # 30051095;
- c. Student # 30034163;
- d. Student # 30033299;
- e. Student # 30034176;
- f. Student # 30014740;
- g. Student # 30046159;
- h. Student # 30052603;
- i. Student # 30052487;
- j. Student # 30040750;
- k. Student # 30041862;
- l. Student # 30018370;
- m. Student # 30005063;
- n. Student # 30037299;
- o. Student # 30013707;
- p. Student # 30013537;
- q. Student # 30026347; and
- r. Student # 30005962.

Ms. Day called for a motion to recess into Executive Session. Ms. Grant moved that the Board recess into Executive Session for Student Discipline. The motion was seconded by Ms. Cozad and passed unanimously 5-0. The time was 5:19 PM. Ms. Day declared the Board recessed into Executive Session in the East Conference Room.

B. Motion to Close Executive Session and Reconvene Open Meeting

Upon return to the Board Room, Ms. Day asked for a motion to close Executive Session and reconvene into Open Meeting. Dr. Barrabee made the motion and Mr. Leska seconded it. Motion passed 5-0. Ms. Day declared the meeting in open session at 7:49 PM.

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

Ms. Day asked the Board if there were any requests for future agenda items. There were no requests.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Dr. Barrabee moved that the meeting be adjourned and Ms. Grant seconded the motion. The motion passed 5-0. Ms. Day declared the meeting adjourned at 7:50 PM.

Karen S. Gardiner
Respectfully submitted,
Karen S. Gardiner

Deanna M. Day
Deanna M. Day, President

7/7/15
Date

Approved: 7/7/15