



MINUTES OF A REGULAR MEETING OF THE WILLIAMS UNIFIED SCHOOL DISTRICT NO. 2 GOVERNING BOARD WEDNESDAY, APRIL 13, 2011

The vision of the Williams Unified School District is to place each child in the best position to succeed intellectually, academically, emotionally, physically, and socially

A **Regular Meeting** of the Williams Unified School District No. 2 Governing Board was held at 6:00 pm on the above date at the Williams High School Culinary Art Classroom. Roll call:

<u>Board Members:</u>	David Nenne, Present	<u>Administration:</u>	Steve Hudgens, Superintendent/WHS Principal
	Margaret Francis, Present		Gary Berger, Sp. Ed. Director and Fed/State Programs Director
	Kristi Fredrickson, Present	<u>District Staff:</u>	John Livingston, Business Manager
	Herman Nixon, Present		Rachel Savage, WEMS Principal
	Albert Parenteau, Present		Kathie Schulte, Board Secretary
		<u>Staff and Guests:</u>	8 staff member and 18 guests, including Ms. Beard, Williams Grand Canyon News

I. OPENING ITEMS

- Mr. Nenne called the meeting to order at 6:00 pm and led the audience in the Pledge of Allegiance.
- Motion by Mr. Parenteau to adopt the agenda as presented, second by Mrs. Francis.
- Motion approved 5-0.

II. BOARD HIGHLIGHTS

A. Student Recognition:

1. WEMS Students of the Month for **March 2011**:
 - Brayden Angell – Third Grade
 - Brayden is new to Williams this year. He has a great smile and gets along with the other students. He has shown great improvement in his work.
2. Williams Elementary School Students of the Month for **April 2011**:
 - Cordell Wilson – Third Grade
 - Ishani Patel – Fourth Grade
 - Cordell never strays off course. He is a good friend to other students. He is very conscientious and always works hard.
 - Ishani is a very caring person. She is patient and helpful to others. She is responsible and always turns in her work.
3. Williams Middle School Students of the Month for **April 2011**:
 - Alicia Wilson – Seventh Grade
 - Thomas Markham – Eighth Grade
 - Alicia loves to learn new things and always tries very hard to do her best. She is kind to others and enjoys participating in class.
 - Thomas is a polite and caring student. He likes to learn new things, so he works very hard in class.
4. Williams High School Students of the Month for **April 2011**:
 - Bayleigh Preston – Sophomore
 - Chase MacArthur – Senior
 - Chase was unable to attend the meeting because of work obligations, but did send a letter to the Board expressing his appreciation for the recognition.
 - Bayleigh is a very highly motivated student. She always has a grin on her face, enjoys school and has many friends. She volunteers with senior citizens and the disabled. She plans to pursue a nursing career.
 - Chase likes school and has many good friends. He has played football for four years and is a leader. He steps up when needed. He will join the Marine Corp with intent to become an officer. He wants to earn a degree in history and perhaps pursue a career in law enforcement.

III. REPORTS

A. Superintendent:

1. Summary of current issues
 - Mr. Hudgens stated that he will soon begin discussion with the Board about a possible bond election in November 2011. He reviewed information received at the recent community meeting in Flagstaff concerning the state of Arizona school financing. The picture is pretty bleak, but the

worst is not knowing exactly what is going to happen. However, one good point is that the steps the Board took over the last few years put the District in a much better financial situation than a lot of other districts. It could be three to five years before the economy starts to bounce back.

- Another area of concern is the new mandate for teacher evaluation. A select committee is working on an instrument that is based largely on student performance. He questions how a physical education or art teacher can be judged on performance when there is no state testing for these subjects. He suspects that boards will be presented with a state approved template and they will have to figure it out from there.
- Mr. Hudgens also reported that someone will be in the district on Thursday to look at a site at WEMS for the windmill project.
- Future public board meetings will include discussion about the bond issue, dating abuse policy and the windmill project.

B. Governing Board:

C. Other Reports:

1. Elementary/Middle School Principal
 - a. four-day week survey results
 - Mrs. Savage reported on the results of the 4 day school week survey. The survey was presented to students, parents, staff and community members. Questions ranged from effects on student and staff attendance, academic performance, student behavior, homework time, extra-curricular activities to the district budget. Students were asked to take the survey during school hours, so there were more responses from students than the other groups. By and large everyone seems to like the four day week and everything that goes with it.
2. High School Principal
3. Special Education - Federal/State Programs
4. Family/Community Outreach
5. District Technology
6. Community Learning Center
7. Prevention – Multicultural Focus
8. Safe Routes to School - Youth Specialist
9. 21st Century Program
10. District Nurse
11. Business Manager
 - a. four-day week status report
 - Mr. Livingston compared budget statistics for a 5 day calendar and the 4 day calendar. There is a noticeable decrease in operating expenses, teacher absence days and substitute costs and according to the survey information presented by Mrs. Savage, students, staff and parents like the four-day calendar.

IV. CALL TO THE PUBLIC

Visitors are provided time to make statements to the Board. Those wishing to do so please complete a “Request to Address the Board” form and return it to the Board President. Statements should be limited to no more than 5 minutes. Please keep in mind that the Board cannot take action on comments, questions, or concerns at this time.

V. *CONSENT AGENDA

- Motion by Mr. Nixon to approve the Consent Agenda with the Exception of D 1-a, second by Mrs. Francis.
- Motion approved 5-0.

A. *Approve Minutes: March 9, 2011 regular meeting

B. *Approve District Financial Reports:

1. March 2011:
 - a. District Expenditure Report
 - b. Payroll Voucher Summary
 - c. Expense Voucher Summary
 - d. Tax Credit Fees
 - WEMS
 - WHS
 - e. Lunch
2. Activity/Auxiliary Funds
 - WEMS Activity
 - WEMS Auxiliary
 - WHS Activity
 - WHS Auxiliary

C. *Consideration to Ratify Vouchers:

Payroll #19.....\$168,919.67	Expense #1131...\$66,144.91
Payroll #20.....\$161,242.93	Expense #1132... 47,473.78
	Expense #1133... 33,527.20

- D. *Consideration to approve personnel issues:
1. employment:
 - a. **EXCEPTION** Kathryn Christensen - K-5 Art Teacher
 2. resignations:
 - a. Keri Collins-Mooney – WEMS Math Intervention
 - b. Kim Tornquist – Second Grade Teacher
 3. change of status:
 - a. Christy Johnson from 5th grade paraprofessional to Accelerated Reading Facilitator at the beginning of the 2011-12 school year
 - b. Abelina Hernandez – add three (3) additional hours to current work schedule (to clean WEMS Auditorium after Community Movie Nights)

EXCEPTION

- D. *Consideration to approve personnel issues:
1. employment:
 - a. **EXCEPTION** Kathryn Christensen - K-5 Art Teacher
 - **Mrs. Savage reported that there was a large pool of candidates for the art teacher position. She, Mr. Berger and Mrs. Dent interviewed the top applicants and determined that Ms. Kathryn Christensen is the best candidate for the job. She introduced Ms. Christensen. She is from Sierra Vista and recently graduated from Northern Arizona University. Mrs. Savage is very impressed with Kathryn; her references are excellent.**
 - **Motion by Mr. Parenteau to approve employment, second by Mr. Nixon.**
 - **Motion approved 5-0.**

VI. ACTION ITEMS

A. Discussion and consideration to:

1. accept and acknowledge donations:
 - a. Tim Milner – Precision Measuring Tools for WHS class
 - b. Williams McDonalds – free breakfast for all 3-8 grade students on all four days of AIMS testing
 - **Motion by Mr. Parenteau to accept and acknowledge the donations, second by Mrs. Francis.**
 - **Motion approved 5-0.**
2. determine if the Board would like to submit proposals for the ASBA 2012 Political Agenda
 - **Motion by Mr. Nixon to not submit any proposals at this time, second by Mr. Parenteau.**
 - **Motion approved 5-0.**
3. elect delegate and alternate delegate to attend the ASBA Delegate Assembly on June 25, 2011 in Scottsdale, Arizona
 - **Motion by Mr. Parenteau to select Ms. Fredrickson as Delegate and Mrs. Francis as alternate, second by Mr. Nixon.**
 - **Motion approved 5-0.**
4. approve employment for certified teaching staff for 2011-12 school year

Chuck Brothers	Karen Macks	David Edgar
Maya Caldwell	Natalie Mann	Mike Fleishman
Jennifer Cardenas	Mary Mays	Jeanne Gillespie
Deniz Chavez	Chris Mills	Larry Gutshall
Gail Durnez	Mary O'Brien	Michael Harpst
Leslie East-Mitchell	Karen Oszust	Jessica Heisley
Bob Farrell	Cecelia Padilla	Tristan Heisley
Julie Grantham	Kathryn Roush	Denise Heiss
Jessica Guzman	Jessyka Wengreen	Naomi Konkel
Donna Huesman	Karyn White	John Livingston
Patti Jackson	Kris Williams	Ann Wells
Melinda Kearly	Dan Ayub	Sheldon White
Christin Kopicky	Kim Cosgriff	Rick Shipley
John Lechtenberger	Phil Echeverria	

- **Motion by Mr. Parenteau to employ certified staff as listed for next school year, second by Ms. Fredrickson.**
- **Motion approved 5-0.**

5. approve service providers for the 2011-12 school year:
 - Carter Oil – year 3 of 5
 - Larsen Allen (Auditing Services) – year 3 or 5
 - Northland Therapy (physical/occupational therapy)– year 5 of 5
 - Dr. Ron Johnson (psychological testing) – year 4 of 5
 - Pearson (milk) – year 5 of 5
 - Lauren Gross (speech/language therapy) – year 2 of 5
 - Mohave Ed. Services co./ASPIN Mohave: cooperative purchases, including pre-bid and pre-awarded services, including food services
 - **Motion by Mr. Parenteau to approve service providers as listed, second by Mrs. Francis.**
 - **Motion approved 5-0.**
6. approve renewal of contract for worker’s compensation coverage with State Compensation Fund for year 3 of 5 (2011-12 school year)
 - **Motion by Mr. Nixon to approve worker’s compensation coverage, second by Mrs. Francis.**
 - **Motion approved 5-0.**
7. approve Letter of Declaration for renewing the FY12 line of credit with Wells Fargo Bank
 - **Motion by Mr. Nixon to approve Letter of Declaration, second by Mrs. Francis.**
 - **Motion approved 5-0.**
8. approve contract with the Arizona School Boards Association (ASBAIT) to provide health insurance for staff for the 2011-12 school year
 - **Motion by Mr. Parenteau to approve contract for health insurance, second by Ms. Fredrickson.**
 - **Motion approved 5-0.**
9. approve school calendar for 2011-12 school year
 - **Motion by Mr. Parenteau to approve 2011-12 school calendar, second by Mr. Nixon.**
 - **Motion approved 5-0.**
10. approve 2010-11 WHS Golf Schedule
 - **Motion by Mr. Parenteau to approve Golf Schedule, second by Mr. Nixon.**
 - **Motion approved 5-0.**
11. approve schedule for WEMS Summer School and extended assignments for certified teaching staff as follows:

<u>Title I:</u>	Karyn White	Jennifer Cardenas	<u>Title II:</u>	Anna Torrez
	Karen Macks	Gail Durnez		Cecilia Padilla
	Julie Grantham	Leslie Mitchell	<u>SRSA:</u>	Tristan Heisley
			<u>IDEA Basic:</u>	Jessica Guzman

 - **Motion by Mr. Nixon to approve Summer School schedule and staff, second by Ms. Fredrickson.**
 - **Motion approved 5-0.**
12. approve additional work days for Chris Sanders and Bobette Rohanna during the month of June 2011 to prepare meals for Summer School students and the 21st Century Summer Program participants
 - **Motion by Mr. Nixon to approve additional work days, second by Ms. Fredrickson.**
 - **Motion approved 5-0.**
13. approve employment of up to three current school year employees to work in the custodial/maintenance department during the month of June 2011
 - **Motion by Mr. Parenteau to employ three current employees during the month of June to work with the custodial/maintenance department, second by Mr. Nixon.**
 - **Motion approved 5-0.**
14. approve employment of Danielle Fowler and Dolores Overbo to provide services during the month of June 2011 for two severely disabled children enrolled in the Williams District
 - **Mr. Nenne asked that the name of Mona Martinez be substituted for Dolores Overbo.**
 - **Motion by Mr. Nixon to employ Ms. Fowler and Ms. Martinez for the month of June, second by Mrs. Francis.**
 - **Motion approved 5-0.**

15. approve FY2011 revised expenditure budget (2nd revision)
 - **Motion by Ms. Fredrickson to approve 2nd revision of FY11 expenditure budget, second by Mr. Nixon.**
 - **Discussion: Mr. Livingston stated that this revision brings the District budget into direct alignment with state figures.**
 - **Motion approved 5-0.**
16. approve overnight travel for Mr. Livingston and FBLA members to attend the State Leadership Conference in Tucson on April 18-20, 2011
 - **Motion by Mr. Parenteau to approve overnight travel, second by Mr. Nixon.**
 - **Motion approved 5-0.**
 - **Members asked that Mr. Livingston and FBLA students attend the May 11 meeting to report on their trip.**
17. approve overnight travel to Phoenix on April 19-21, 2011 for Mr. White and students to attend the Skill USA Construction Competitions and State Conference
 - **Motion by Mr. Nixon to approve overnight travel, second by Mrs. Francis.**
 - **Motion approved 5-0.**
 - **Mr. White and students are invited to attend May 11 meeting to discuss their trip.**
18. approve out of state travel for Mr. Gutshall and BattleBots Club to the National Robotics League National Competition on May 21-22, 2011 in Indianapolis, IN
 - **Motion by Mr. Parenteau to approve out of state travel, second by Ms. Fredrickson.**
 - **Motion approved 5-0.**
 - **Mr. Gutshall and students invited to attend May 11 meeting, with video.**
19. approve overnight travel for Deniz Chavez, Patti Jackson and Special Olympians to the Summer Games in Phoenix on April 28-30, 2011
 - **Motion by Ms. Fredrickson to approve overnight travel, second by Mr. Parenteau.**
 - **Motion approved 5-0.**
 - **Sponsors and students invited to attend May 11 meeting, with video.**
20. approve selection of investment banking firm Hutchison, Shockey, Erley and Co. to provide assistance to the District in the event the Governing Board approves a 'Call for Election' to place a bond question on the ballot for a November 2011 election
 - **Motion by Mr. Nixon to approve HSE for investment banking, second by Ms. Fredrickson.**
 - **Discussion: Mr. Hudgens introduced HSE representative Michael Vaughn.**
 - **Mr. Vaughn gave a brief presentation on the services his company can provide to the District if the Board determines they do want to approve a 'Call for Election' for a bond issue on the November 2011 ballot.**
 - **Mr. Vaughn will work with district staff on a timeline for preparing for an election. He will also assist any individual in the community who come forward to form a committee to help promote the election.**
 - **Motion approved 5-0.**
21. approve Gust Rosenfeld to provide bond financial services in preparation for the Governing Board to determine if they want to approve a 'Call for Election' to place a bond issue on the ballot for a November 2011 election.
 - **Motion by Mr. Parenteau to approve Gust Rosenfeld, second by Mr. Nixon.**
 - **Discussion: Mr. Livingston explained that he has just learned that this company does have a \$6500 fee even if the bond does not pass. He would like to secure information from other companies before the Board makes a decision.**
 - **Motion failed 0-5.**
22. adopt Board Resolution authorizing the filing of Form 471 for E-Rate Funding for school year 2011-12 in the amount of \$317,556.45
 - **Motion by Mr. Parenteau to approve Resolution authorizing filing of Form 471 for E-Rate Funding, second by Mrs. Francis.**
 - **Motion approved 5-0.**
23. approve 60 day public display of reading curriculum for grades K-5: McGraw Hill – *Treasures*
 - **Motion by Mr. Parenteau to approve 60 day public display of proposed K-5 reading curriculum, second by Mrs. Francis.**

- **Discussion:** Mrs. Savage explained that staff met several times to review reading materials. Three publishers made presentations and consensus of staff is that the McGraw Hill series best meets the needs of K-5 grade levels. The current series is outdated and not in compliance with common core of standards. The publisher will provide several training sessions for staff prior to the start of school
 - **Motion approved 5-0.**
 - **Sample text will be on public display for the next 60 days at the Williams District Business Office, located at 802 S. 6th Street, Williams**
24. approve contract addendum for Michael Harpst, WHS math teacher, to teach during his prep period, from February 14, 2011 through the end of the school year
- **Motion by Mr. Nixon to approve addendum, second by Mr. Parenteau.**
 - **Discussion:** Ms. Fredrickson asked why this addendum is being offered.
 - **Mr. Hudgens responded that one of the math classes is overcrowded and several of the students are struggling. He added an additional class to better serve student needs.**
 - **Motion approved 5-0.**
25. approve contract with Northern Arizona Council of Governments (NACOG) for WUSD to provide meals and snacks for Head Start students for the 2011-12 school year
- **Motion by Mrs. Francis to approve contract with NACOG, second by Ms. Fredrickson.**
 - **Motion approved 5-0.**
26. determine if there should be a Special Meeting/Work Session on Tuesday, April 26, 2011 at 5:30 pm
- **Motion by Mr. Parenteau to schedule a Special Meeting/Work Session on Tuesday, April 26, second by Ms. Fredrickson.**
 - **Motion approved 5-0.**

VII. MEETING SUMMARY

- **Invite FBLA, Skills USA Team, BattleBot Team, and Special Olympians to the May 11 meeting to report on their respective travels and competitions.**

VIII. ANNOUNCEMENTS

A. **Next Regular Meeting is May 11, 2011 at 6:00 pm at WHS**

B. Upcoming Events:

April 11	WEMS PTSA – 4:00 pm	April 18-21	WEMS AIMS testing
April 12-14	WEMS AIMS testing	April 18	WEMS Site Council – 4:00 pm
April 16	WHS Prom	April 26	Blood Drive 8:00 am- 6:00 pm WHS Gym
		April 28	WEMS Family Reading Night

IX. ADJOURNMENT

- **Motion by Mr. Parenteau to adjourn the meeting, second by Mr. Nixon.**
- **Motion approved 5-0.**
- **Meeting adjourned at 7:38 pm.**