



Approved by Governing Board
on March 9, 2011

MINUTES OF A REGULAR MEETING OF THE
WILLIAMS UNIFIED SCHOOL DISTRICT NO. 2 GOVERNING BOARD
WEDNESDAY, FEBRUARY 9, 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		Rachel Savage, WEMS Principal
	Kristi Fredrickson, Present		Gary Berger, Sp. Ed. Director and Fed/State Programs Director
	Herman Nixon, Present	<u>District Staff:</u>	John Livingston, Business Manager
	Albert Parenteau, Present		Kathie Schulte, Board Secretary
		<u>Staff and Guests:</u>	7 staff and 16 guests

I. OPENING ITEMS

- Mr. Nenne called the meeting to order at 6:03 pm and led the audience in the Pledge of Allegiance
- Motion by Mr. Parenteau to remove Action Item 4 and approve the Agenda, second by Mrs. Francis.
- Motion approved 5-0.

II. BOARD HIGHLIGHTS

A. Student Recognition:

1. Williams Elementary Middle School Students of the Month for **January 2011:**

Jazlyn Romero – Third Grade

Alessandra Rico - Fifth Grade

- Mrs. Savage presented Jazlyn Romero and Alessandra Rico, students of the Month for January 2011 and explained why they were chosen. Jazlyn is very hard working and doesn't get in trouble. She is respectful and her teacher enjoys having her in class. Alessandra always tries her best, is very hard working, kind, and helpful. Each student was presented with a Certificate of Achievement and congratulated by the Board members.

2. Williams Elementary School Students of the Month for **February 2011:**

Mary Murders – Third Grade

Cassidy Ellico – Fourth Grade

- Mrs. Savage explained why Mary and Cassidy were chosen as Students of the Month.
- Mary is very helpful. She works hard and likes to ask questions to help her improve her work every week. Her teacher enjoys having her in class.
- Cassidy always tries her best and is determined to improve every day. She has a bright and positive attitude. It is a pleasure to have her in class.
- Mr. Nenne gave each girl a Certificate of Achievement. They shook hands with the Board members.

3. Williams High School Students of the Month for **February 2011:**

Tasha Bowden – Senior

Trenton Lilly – Senior

- Mr. Hudgens introduced Tasha. She has a great work ethic as evidenced by her 3.80 grade point average. She is taking challenging courses to prepare for college and has exceeded on all three areas of the AIMS test. She plans to attend NAU in the dental hygiene field. She was crowned Homecoming Queen and believes that WHS is a great school. She can be friends with everyone and get involved in all activities.
- Trenton Lilly has a great sense of humor and is very polite. He is enrolled in metals and construction programs and would someday like to fabricate racecars. He is involved in the BattleBots Program, led by Mr. Gutshall
- A Certificate of Achievement was handed to each student as they passed by to shake hands with Board members.
- Members requested that the February Students of the Month not present this evening, be invited back for the March 9, 2011 meeting.

B. Student Presentation:

1. Third grade students will report on overnight field trip to the Phoenix Zoo

- Third grade teachers Patti Jackson and Deniz Chavez, along with parent/chaperone Melinda Kearly and three third grades students commented on their recent overnight trip to the Phoenix Zoo. There were 50 students and 14 volunteers on the trip. Everyone had a wonderful time and the students were all on their best behavior and received several compliments from zoo staff.

- Mrs. Kearly thanked the chaperones for being on task with their supervision. Mrs. Jackson and Ms. Chavez expressed their appreciation for the support from the Board members and administration. The students chimed in with a big Thank You.

III. REPORTS

A. Superintendent:

1. Summary of current events:

- Mr. Hudgens announced that the Viking basketball team will participate in the state playoff over the weekend, although he could not give a specific time.
- He thanked the City of Williams, LP Excavating and Tracey's Plumbing for their help with the fire line leak at WEMS right before the winter break, and also Tracey's Plumbing for fast response to frozen pipes at WEMS and WHS on January 2.

B. Governing Board:

1. Summary of current events:

C. Written Reports:

1. Elementary/Middle School Principal
2. High School Principal
3. Special Education Director/Federal/State Programs Coordinator
4. Family/Community Outreach
5. District Testing
6. Technology Director
7. District Data – Power School
8. Transportation Director/Athletic Director
9. Community Learning Center Director
10. Prevention Coordinator – Multicultural Focus
11. Safe Routes to School Coordinator - Youth Specialist
12. 21st Century Program Site Coordinator
13. School Nurse
14. Business Manager

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.

- Natalie Mann, Williams Education Association President, thanked Mr. Hudgens and Mrs. Savage for being so supportive. They have hosted events and given tokens of appreciation to staff. They have helped to stabilize the District and are always looking for ways to improve compensation and working conditions.

V. *CONSENT AGENDA

Note: All or individual items may be pulled from the consent agenda and discussed individually.

- Motion by Mr. Parenteau to approve the Consent Agenda with the Exception of D-2 and D-5, second by Ms. Fredrickson.
- Motion approved 5-0.

A. *Approve Minutes: January 12, 2011 regular meeting

B. *District Financial Reports:

1. District Financial report for January 2011 month end
2. FY 11 Payroll and Accounts Payable Voucher Summary as of January 31, 2011
3. Tax Credit Fees report for January 2011 month end
4. Lunch report for January 2011 month end
5. WEMS Activity/Auxiliary Fund for December 2010 (reconciled)
6. WHS Activity/Auxiliary Fund for December 2010 (reconciled)

C. *Consideration to Ratify Vouchers:

Payroll #15.....\$154,013.75	Expense #1123...\$113,122.46	Expense #1125.....\$24,551.79
Payroll #16..... 163,308.59	Expense #1124.... 38,158.04	Expense #1126.... 68,011.75

D. *Consideration to approve personnel issues:

1. extended assignment:
 - Michael Harpst – grant funded AIMS math tutor at Williams High School
 - Anna Torrez – grant funded K-3 ELL tutor
 - Cecelia Padilla – grant funded K-3 ELL tutor
2. EXCEPTION employment:
 - Johnny Hatcher – Williams High School Junior Varsity baseball coach
 - Jennifer Carter - Williams Middle School volleyball coach

3. change of status:
 - Kelly McMenamin - add duties of substitute 21st Century instructional aide to current position of Special Education paraprofessional
4. extra-duty:
 - Sheldon White – Williams Middle School volleyball coach
 - Phil Echeverria – Williams High School Varsity baseball coach
 - Edgar Brown – Williams High School Varsity softball coach
 - Joyce McNelly – Williams High School Junior Varsity softball coach
5. **EXCEPTION** volunteers:
 - Katie Guthrie – Williams High School tutoring
 - Buddy Parenteau – Williams High School softball coach
 - Denis Kirkley – Williams High School golf coach

EXCEPTION

2. employment:
 - Johnny Hatcher – Williams High School Junior Varsity baseball coach
 - Jennifer Carter - Williams Middle School volleyball coach
 - **Motion by Ms. Fredrickson to approve employment, second by Mr. Parenteau.**
 - **Discussion: Ms. Fredrickson asked if all paperwork is complete. Paperwork is complete.**
 - **Motion approved 5-0.**

EXCEPTION

5. volunteers:
 - Katie Guthrie – Williams High School tutoring
 - Buddy Parenteau – Williams High School softball coach
 - Denis Kirkley – Williams High School golf coach
 - **Motion by Mr. Nixon to approve volunteers, second by Ms. Fredrickson.**
 - **Motion approved 4-0 with Mr. Parenteau abstaining.**

VI. ACTION ITEMS

A. Discussion and consideration to:

1. accept and acknowledge donations:
 - WEMS – McDonalds, Williams – four boxes of toys for use as student incentives and prizes for teachers’ treasure boxes in the classroom
 - WEMS Library – Kim Davis, two very large boxes of new and used books
Melissa Ellico, set of 29 hardback animal books
 - WEMS teachers – Williams Chamber of Commerce, several large boxes of school supplies
 - WHS students – Juanita McFarland, new coats and shirts
 - WHS journalism class – Kim Kadletz, Minolta 7000I camera
 - Williams USD – Kris Williams, \$25,000 to be used to expand the district science technology curriculum
 - Homeless/Needy Students – Young Life, ten bags with hygiene products (toothpaste, toothbrush, deodorant, sunscreen, crayons, book)
 - **Motion by Mr. Parenteau to accept and acknowledge the donations listed above, second by Mr. Nixon.**
 - **Discussion: Member asked for more information concerning the generous donation from Mrs. Williams.**
 - **Mrs. Savage explained that Mrs. Williams received an inheritance from her Uncle who was a physician by profession. He had a deep love and concern for proper education, especially science and technology, for children. In order to honor him and continue his passion, she made a \$25,000 donation this year and will make a similar one next school year. Mrs. Savage and our science and technology teachers have been meeting with Mrs. Williams to determine the best use of the funds.**
 - **Mr. Nenne asked that the Board be allowed to sign the Thank You letter to Mrs. Williams. The letter will be available for the members at the February 22 meeting.**
 - **Motion approved 5-0.**
2. determine if the Board wishes to continue to judicially challenge, through litigation, the state school finance system by approving an Intergovernmental Agreement (IGA) entitled State School Finance System Challenge and if so, approve a Resolution to that affect
 - **Motion by Mr. Parenteau to continue the challenge and approve the Resolution, second by Mr. Nixon.**
 - **Discussion: Mr. Hudgens recommend that the Board withdraw from this suit in light of the fact that the SFB has helped the Williams District during the last several years.**
 - **Mr. Parenteau noted that the suit is to try to improve the state school finance system and was started as a result of Students First. The state was not following the guidelines and several**

districts joined together to try to legally persuade the Legislature to do the right thing. The suit does not specifically target the School Facilities Board, as there are other areas of concern. He feels that as long as it is not costing the District anything to stay in, the Board should not withdraw.

- **Motion approved 5-0.**
3. approve Memorandum of Understanding with Flagstaff YMCA to provide services to youth in Williams
 - **Motion by Mr. Parenteau to approve Memorandum with YMCA, second by Ms. Fredrickson.**
 - **Discussion: Mr. Nenne noted that District policy requires any group using school facilities to file a Request for Use of Facilities and a Facility Use Agreement. He asked that this paperwork be completed by the YMCA.**
 - **Mr. Parenteau revised his motion to include approval upon completion of all facilities use paperwork, second by Ms. Fredrickson.**
 - **Motion approved 5-0.**
 4. approve revision to Regulation for Policy IJOC – School Volunteers
 - **This item was removed from the Agenda by 5-0 vote during reorder/approval of agenda. It will be scheduled for action at the February 22, 2011 meeting**
 5. approve emergency procurement for Tracy’s Plumbing to repair frozen water pipes at WEMS and WHS and replace a broken back-flow valve at WHS
 - **Motion by Mr. Nixon to approve emergency procurement, second by Mrs. Francis.**
 - **Discussion: Funding will be from Forest Fees**
 - **Motion approved 5-0.**
 6. approve out of state travel on July 11-14 to San Diego California for Lora O’Leary and Theresa Johnson to attend PowerSchool University for training
 - **Motion by Mr. Parenteau to approve out of state travel, second by Mr. Nixon.**
 - **Motion approved 5-0.**
 7. approve overnight travel for Mr. Gutshall and four students to attend the National Tooling and Manufacturing Association Convention in Phoenix, AZ on March 4-5, 2011
 - **Motion by Mr. Parenteau to approve overnight travel, second by Mr. Nixon.**
 - **Motion approved 5-0.**
 8. approve 2010-11 high school basketball schedule
 - **Motion by Mr. Parenteau to approve basketball schedule, second by Ms. Fredrickson**
 - **Motion approved 5-0.**
 9. approve addition of Prudential Insurance as a provider for a 403(b) tax sheltered annuity
 - **Motion by Mr. Nixon to approve 403(b) provider, second by Mr. Parenteau.**
 - **Motion approved 5-0.**
 10. approve purchase of a 2011 Ford Explorer not to exceed \$27,000
 - **Motion by Mr. Parenteau to approve purchase of new vehicle not to exceed \$27,000, second by Mr. Nixon.**
 - **Discussion: Mr. Shipley noted that the District has not purchased a passenger vehicle in a long time. Except for the Fusion, the vehicles we currently own are not in very good condition. The latest model, the 2008 Ford Fusion, is out all the time. It is a good car, but we really need to add another vehicle.**
 - **Motion approved 5-0.**
 11. approve purchase of a 2011 Trip/Activity Bus not to exceed \$135,000
 - **Motion by Mr. Parenteau to purchase a trip bus not to exceed \$135,000, second by Ms. Fredrickson**
 - **Discussion: Both vehicles will be purchased with regular capital funds.**
 - **Mr. Shipley reviewed the current bus fleet, and thanked John Augenstein, former long-time Transportation Director, for having the inventory updated when he retired six years ago. During the ensuing six years, the District has purchased three buses and one vehicle. The routes buses are still in good shape, so a new travel bus is at the top of the list. The old white travel bus will be used for another year or so to run out the miles. He will trade in bus #3. One of the required features for the new bus will be air conditioning. It is not needed so much around Williams, but trips to the desert can be very uncomfortable without air. Mr. Shipley will get the best seats he can, but they will not be as comfortable as the ones in the current travel bus.**
 - **Motion approved 5-0.**

12. approve distribution of American Recovery and Reinvestment Act (ARRA – stimulus) grant funds to staff
 - **Motion by Mr. Nixon to approve distribution of ARRA funds, second by Mr. Parenteau.**
 - **Discussion: Mr. Hudgens explained that he has heard rumors recently that Governor Brewer may not distribute all of the stimulus funds to school districts as previously announced. Rather than put the district at risk, he recommends that only one-half of the expected funding be given out to staff. If all of the funding does materialize, the other half can be distributed at a later date.**
 - **Mr. Nenne asked to go on the record that he is very disappointed in our elected officials for playing games with student education funding. Educating children is very important and he does not believe there is any excuse for the behavior of the legislators when it comes to funding issues.**
 - **Mr. Nixon revised his motion to distribute one-half of the stimulus grant funds at this time, with the possibility of giving the other half at a later date, second by Mr. Parenteau.**
 - **Motion approved 5-0.**
13. approve new district bank account at National Bank for the Community Learning Center Program and appoint John Livingston as Treasurer and Stephen Hudgens as second signatory on the account
 - **Motion by Mr. Parenteau to approve new account for the Community Learning Center and approve John Livingston as the Treasurer and Stephen Hudgens as a second signatory on the account, second by Mrs. Francis.**
 - **Discussion: The account will be a clearing account for money collected for tuition for the afterschool program.**
 - **Motion approved 5-0.**
14. appoint John Livingston as Treasurer of the Federal Tax Clearing Account at National Bank and approve Stephen Hudgens as second signatory on the account
 - **Motion by Mr. Nixon to appoint Mr. Livingston as Treasurer of the Tax Account and Mr. Hudgens as a second signatory, second by Mrs. Francis.**
 - **Motion approved 5-0.**
15. approve dates and times of future meetings or revise date/time of previously scheduled meetings:
 1. Future Meetings
 - a. regular monthly meeting at 6:00 pm on Wednesday, March 9, 2011 at WHS
 - b. special meeting/work session, if needed, at 5:30 pm on Tuesday, March 22, 2011 at WHS
 2. Previously Scheduled Meeting
 - a. special meeting/work session, if needed, at 5:30 pm on Tuesday, February 22, 2011 at WHS
 - **Motion by Mr. Parenteau to approved meetings as listed above, with no change to the February 22 meeting, second by Ms. Fredrickson.**
 - **Motion approved 5-0.**

VII. DISCUSSION

- A. Mrs. Savage - First Annual Career Expo for middle and high school students
March 3, 2011, 1:00 – 4:00 pm

- **Mrs. Savage was available to answer any questions the Board might have about this opportunity for students. She is very excited about this first-time event. She will invite students from Ash Fork, Seligman, and Parks to attend along with our own students. There are numerous guest speakers set to participate. Several groups will set up booths.**
- **Members expressed support of this project sponsored by the Education Committee of the Chamber of Commerce and the school district.**

VIII. MEETING SUMMARY

- **February Students of the Month not present this evening will be invited to attend the March 9, 2011 meeting.**
- **Letter of Thanks for Mrs. Williams will be available at the February 22 meeting for board members to sign.**
- **Facilities Use paperwork will be sent to YMCA**
- **Mrs. Savage will present her proposed revision to the Regulation for Policy IJOC – School Volunteers at the February 22 meeting**

IX. ANNOUNCEMENTS

- | | |
|-----------------------|---------------------------------------|
| <u>February</u> 10-12 | High School Basketball State Playoffs |
| 17-19 | Basketball Finals |
| 14 | WEMS PTSA |
| 21 | President's Day (no school) |
| 24 | Family Reading Night and Art Show |

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- 28 WEMS Site Council meeting
- March 1 Chat with the Principal (WEMS)
- 3 Career Expo 1-4 pm WHS
- **Thursday, February 10, 2011 – Invention Convention at WEMS**

X. **ADJOURNMENT**

- **Motion by Mr. Parenteau to adjourn the meeting, second by Mr. Nixon.**
- **Motion approved 5-0.**
- **Meeting adjourned at 7:26 pm.**