DYSART UNIFIED SCHOOL DISTRICT #89

MINUTES: GOVERNING BOARD - REGULAR MEETING

2009-2010 February 10, 2010 Location:
Nathaniel Dysart Education Center

1. REGULAR MEETING - GENERAL FUNCTION

1. Ms. Jennifer Tanner, Governing Board President, called the regular meeting to order at 6:00 p.m. Governing Board members constituting a quorum were present; Ms. Jennifer Tanner, Ms. Christine Pritchard, Mrs. April Allen, and Mrs. Bonnie Schroader. Appointment to fill the vacancy is pending.

3. Dysart High School JROTC presented colors and Ms. Jennifer Tanner led the Pledge of Allegiance.

4. A motion by Tanner/Pritchard was entered to approve the Regular Agenda Form and Consent Agenda Form and amended and temporarily suspend any Governing Board Policy with which the agenda may be inconsistent; information item #13 was moved to precede the action/discussion items. UNANIMOUS

6. Summary of Current Events
   • Superintendent
     • The West Point Choir performed led by Instructor Cindy Larson.
     • The combined Thompson Ranch and West Point bands performed led by Instructor Karen Martin.
     • Classroom Spotlight - A short video was shown spotlighting problem based learning in the Shadow Ridge High School Career and Technical Education Architecture Program. Teacher Scott Thomas reported the program is the only one of its kind in the state.
     • The Surprise Regional Chamber of Commerce recognized Dr. Gail Pletnick for her leadership of the Dysart Unified School District by naming her Educator of the Year at its annual Copper Awards Ceremony. Dr. Pletnick graciously acknowledged the award was made possible through the hard work and collaboration of the Governing Board, administrators, teachers, staff and community.
     • Dr. Pletnick reported on her upcoming attendance and work at the American Association of School Administrators Governing Board meetings and conference this week. Channel 12, Kim Covington’s School Solutions Team will feature the District iPAL program in an upcoming report. In the feature, the District is referenced as leaders as it relates to Race to the Top. In addition it was reported that recent articles in the newspaper contained inaccurate information about the District. Administration will follow up and make certain we use every avenue at our disposal to get factual documentary evidence out to correct the false information. The District will work with the newspaper to get the inaccuracies corrected; we are sure the newspaper would want to be certain they are acting ethically and reporting facts in an accurate and fair way.
   • Governing Board
     • Ms. Jennifer Tanner reported on her attendance at “Dysart Rocks” a Dysart High School performance. She shared it was a great evening where very talented students performed. Ms. Tanner also reported that a newspaper article was published with many false statements, also known as lies. Anyone seeking the truth regarding the comments made in the newspaper article may contact her for the factual information.
• Ms. Christine Pritchard reported on the misinformation published in the article printed in the Arizona Republic. Ms. Pritchard shared that as a board member, she will continue to act to uphold the quality of a child’s education despite the pressures of political posturing and personal agendas; including not agreeing to terms of a contract that result in supplementing city programs with district funds.

7. Audience with Individuals or Groups
Ms. Heather Cathey-Richter, Countryside parent and PTO member, thanked Board members and Dr. Pletnick for coming out to the Countryside community picnic and shared some of the things PTO parents are doing to support the override.

**ACTION/CONSENT**

A motion by Tanner/Pritchard was entered to approve the Consent Agenda items as amended; information item #13 was moved to precede the action/discussion items. UNANIMOUS

1. Addendum to the Intergovernmental Agreement (IGA) with the North Valley Educational Consortium (NVEC) to Add Higley Unified School District as a NVEC Member
   Approved UNANIMOUS

2. Recommendation to Approve Personnel Action Items for the Period of January 28, 2010 through February 10, 2010
   Approved. Appendix A UNANIMOUS

3. Approval of the Minutes of the Governing Board Meetings Held January 27, 2010
   Approved UNANIMOUS

4. Hearing Officer’s Recommendation(s) for Expulsion
   Accepted the Hearing Officer’s recommendation to expel student(s) in the matter of Student Discipline Hearing HOR0910-047. UNANIMOUS

5. Hearing Officer’s Recommendation(s) for Long Term Suspension
   Accepted the Hearing Officers recommendation to long term suspend student(s) in the matter of Student Discipline Hearing(s) HOR0910-052, HOR0910-053, HOR0910-054, HOR0910-055, HOR0910-056 and HOR0910-057. UNANIMOUS

6. Overnight Travel for Up to Fifty Willow Canyon High School (DECA) Distributive Education Club of America Students, Two Advisors and Two Parent Chaperones to Attend the Arizona State Conference in Phoenix, AZ, March 1-2, 2010
   Approved UNANIMOUS

7. Out of State Travel for One Career and Technical Education Teacher from Shadow Ridge High School to Attend the 2010 American Design Drafting Association’s National Technical Conference in Louisville, KY, April 13-16, 2010
   Approved UNANIMOUS
8. Recommendation for Approval to Disposal of Surplus Property
   Approved
   UNANIMOUS

9. Approval/Ratification of Expense Vouchers 1038, 1039 and 1040 in the Amount of
   $2,166,311.85
   Approved
   UNANIMOUS

10. Approval/Ratification of Payroll Vouchers 34 and 7364 in the Amount of
    $4,705,130.83
    Approved
    UNANIMOUS

**ACTION/DISCUSSION**

11. Recommendation for Formal Recognition of the Dysart District Administrators
    Association (DDAA)
    After discussion, a motion by Tanner/Allen was entered to formally recognize the
    Dysart District Administrators Association as a second administrators group and
    allow them to call for, if they so desire, a referendum to vote on which
    administrative professional employee group would represent administrators for
    UNANIMOUS
    meet and confer.

12. 2009-2010 IBA - Meet and Confer Standards of Measurement
    After discussion, a motion by Pritchard/Allen was entered to approve the Standards
    identified during the 2008-2009 Meet and Confer - IBA Process in the 2009-2010
    Meet and Confer - IBA Process. Appendix B
    UNANIMOUS
    Dr. Pletnick addressed concerns regarding the timeline for full implementation of
    Policy Governance “ends” by indicating the Strategic Plan approved by the Board
    establishes and prioritizes Board “ends” or goals. Meet and Confer options will be
    measured against the Board “standards” including Alignment to Strategic Plan.

**INFORMATION**

13. 2009-2010 Meet and Confer Process
    Dr. Pletnick provided information regarding the groups participating in the process, representatives
    for each group and meeting dates. Renae Costa, AEA consultant, will facilitate the process. Four
    teams representing the DEA, DSAA, DESP and District will compile a list of non-budgetary and
    budget interests. The meetings will not be posted and Board participation will be in the
    development of the “Standards” by which options will be measured. Board members acknowledged
    the Meet and Confer process will follow the concepts of policy governance. The Board has
    approved/established the “ends” or goals (Strategic Plan) and will not engage in the IBA process to
    identify Board interests. Dr. Pletnick addressed concerns regarding implementation of Policy
    Governance, prioritization of Strategic Plan goals and approval of Standards for the Meet and
    Confer IBA negotiations as it relates to policy governance. Appendix C
14. Nomination Procedures and Processes for Appointment of School Governing Board Members
Dr. Donald Covey, Maricopa County Superintendent of Schools, believes the appointment to a vacancy on a school board is a very important process. He writes, “One of the most significant forms of our American Government and Democracy is representative and formulated in the selection, appointment and election of School Governing Board Members. No other form of American Government provides such a direct and ongoing involvement of constituents.” Dr. Covey has implemented a process to directly involve the school community; Governing Board, Superintendent, administrators, teachers, support staff and parents in the appointment to a vacancy on the school board. Dr. Pletnick provided information regarding the District and County processes. Appendix D

15. Revision of Governing Board Policy BEDBA - Agenda Preparation and Dissemination - First Reading
Dr. Pletnick and Ms. Tanner indicated the recommendation for revising the policy is submitted to align the agenda setting processes to the Policy Governance concepts of transparency, accountability and the Board speaking with one voice. Dr. Pletnick reported legal counsel had reviewed the recommendation and had indicated there are no legal issues with the recommendation. In addition, Progress Education indicated the change, while not strictly Policy Governance, was aligned with the concept. The change presented would require Board members to submit, in writing, requests for items the individual would like on a subsequent meeting agenda. The request(s) would generate an agenda item so the Board, as an entity, could reflect on the request as it relates to Policy Governance concepts and take action regarding the placement of the item on a subsequent meeting agenda. Revision of the policy included a form for submitting the request in writing as well as a Board reflection matrix form.

Board members expressed concerns for the length of time it would take to process requests as well as a concern that the interests of minority board members would not be heard. The discussion resulted in a suggestion that the sentence, “The Board as a body will vote on the item to approve the inclusion of that item on a future agenda,”, not be included as part of the recommended revision. Individual Board members would submit items in writing. Dr. Pletnick shared that in this event, the Superintendent and Governing Board President would determine whether an item requested by an individual Board member would be placed on the agenda.

16. Strategic Plan Update – Goal 3.A.8 - Optimize Resources to Drive Student Achievement
In Theme 3, Exceeding Standards, Future Ready (Student Achievement), Goal A strives to optimize resources to drive student achievement. One of the objectives is to assess the implementation of permanent guest teacher positions at each school to determine if it is feasible and financially sound. Evaluation of the data revealed this goal is cost prohibitive. The cost to provide one full-time permanent Guest Teacher with benefits at each site exceeds the annual projected cost for Guest Teachers by nearly $400K. Administration is not recommending the option be considered. The current fill rate for teacher vacancies is 90-95 percent.

17. Discussion of Governing Board Policy BEDB - Agenda Related to Governing Board Reports
Governing Board President Jennifer Tanner suggested Governing Board Reports could be a stronger area; a time for each member to reflect in public on the good things happening in the District. Board members could report on district/school events, district awards, accomplishments, recognitions etc. Members suggested adding each Board Member’s name under the Governing Board Reports heading of the meeting agenda.
REQUESTS FOR FUTURE AGENDA ITEMS

- Ms. Pritchard asked for an Executive Session with legal counsel to receive legal advice on the IGA with the City of Surprise.
- Ms. Pritchard asked for an Executive Session to discuss the performance of the Governing Board Attorney. Dr. Pletnick indicated this service is provided to the District through the TRUST Pre-Paid Legal Services and is not considered an Executive Session topic. Dr. Pletnick will obtain additional information regarding pre-paid legal with the TRUST.

BOARD CORRESPONDENCE - NONE

ADJOURNMENT

On a motion entered by Tanner/Schroader and by a unanimous vote, the meeting ended at 7:52 p.m.

Signed: Date:

[Signature]

February 24, 2010
NEW HIRES

CERTIFIED STAFF

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<td>Taylor, Kristen</td>
<td>$32,384.00</td>
<td>Speech Language Pathologist Intern</td>
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GUEST TEACHERS

The following Guest Teachers will be paid by M&O per Board Policy.

Arnold, Aaron   Merola, Marie   Stanton, Howard
McMonigal, Elan Pulliam, Jacqueline

SUPPORT STAFF

<table>
<thead>
<tr>
<th>NAME</th>
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<td>Auricchio, Joseph</td>
<td>$9.00 per hour</td>
<td>Bus Aide</td>
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<td>(Grade 4/Step 1)</td>
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<td>Breit, Darlene</td>
<td>$14.04 per hour</td>
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<td>Morales, Elizabeth</td>
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<td>Richardson, Troy</td>
<td>$13.36 per hour</td>
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<td>Sapp, Kevin</td>
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SUPPORT STAFF SUBSTITUTES

The following Support Staff Substitutes will be paid by M&O per Board Policy.

Bailey, Kimberly   Juarez, Elizabeth   Silva, Lisa
Briones, Lynn      Shea, Sharon          Sutcliffe, Cindy
## CHANGE OF ASSIGNMENT

### CERTIFIED STAFF

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<tr>
<td>McNeese, Chantell</td>
<td>Teacher</td>
<td>.5 Teacher/.5 Instructional Coach</td>
<td>M&amp;O</td>
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<td>Vasquez, Veronica</td>
<td>Teacher</td>
<td>Instructional Coach</td>
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### SUPPORT STAFF

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<td>Musser-Mariano, Melissa</td>
<td>Crossing Guard</td>
<td>Crossing Guard and Instructional Assistant</td>
<td>M&amp;O</td>
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<tr>
<td>Sutliffe, Allison</td>
<td>Instructional Assistant</td>
<td>Crossing Guard and Instructional Assistant</td>
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## CHANGE OF FTE

### SUPPORT STAFF

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<td>Leslie, Priscilla</td>
<td>Instructional Assistant</td>
<td>0.75</td>
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<td>Yavicoli, Maria</td>
<td>Instructional Assistant</td>
<td>0.875</td>
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## REQUEST FOR EXTENDED LEAVE

### CERTIFIED STAFF

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<tr>
<td>Boser, Jennifer</td>
<td>SPED Teacher</td>
<td>01/22/2010 – 05/21/2010</td>
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<tr>
<td>Winn, Linda</td>
<td>2nd Grade Teacher</td>
<td>01/27/2010 – 04/23/2010</td>
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## RESIGNATIONS

### CERTIFIED STAFF

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<td>Chappelle, John</td>
<td>Mutually Agreed</td>
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<td>Manwaring, Jennifer</td>
<td>Personal</td>
<td>05/21/2010</td>
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<td>Ryan-Rojas, Jacqueline</td>
<td>Mutually Agreed</td>
<td>01/25/2010</td>
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<td>Sanchez, Frances</td>
<td>Retirement</td>
<td>05/21/2010</td>
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Woodhead, Rachel  Personal  01/22/2010

GUEST TEACHER

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<td>Carpenter, Julie</td>
<td>Personal</td>
<td>12/31/2010</td>
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<td>Rosen, Leonard</td>
<td>Personal</td>
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<td>Willey, Kimberly</td>
<td>Personal</td>
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SUPPORT STAFF

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<td>Jessen, Eileen</td>
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<td>Leak, Shakira</td>
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<td>Marin, Olivia</td>
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<td>Ramos, Sheresa</td>
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<td>Varju, Kristen</td>
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TERMINATIONS

GUEST TEACHER

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<tr>
<td>Mateescu, Marius</td>
<td>Inactivity</td>
<td>12/31/2010</td>
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SUPPLEMENTAL COMPENSATION

CERTIFIED STAFF 2009-2010

Staff will be paid per MOU for Grade Level Chair and Department Chair assignments.

Campbell, Barbara M
Clow, James C
Degroff, Barbara T
Hall, Starlah A

Staff will be paid per MOU through grants for teaching or tutoring.

Chamberlain, Bonnie A
Chaney, Jeffrey S
Cole, Terri L
Espinoza, Lesley M
Franco, Marcela
Gonzalez, Elena
Lundberg, Jeffrey E
Nieto, Norma
Odom, Mary E
Parker, Kelly
Smith, Dawn

Staff will be paid per MOU for K-8 Extended Day Activities.

Brown, Vera B
Ferullo, Kisha L
Hojnicki, Brent K
Sauer, Sabrina M
Suber, Edith C
Staff will be paid per MOU for K-8 Activities.

Moore, Bridget E (Yearbook)  Seay, Ashley R (Yearbook)
Hitchcock, Melissa E (Yearbook)

Staff will be paid per MOU for School Improvement Planning.

Butler, Terrence  Nevarez, Mayra  Ubari, Virginia
Fredrickson, Ronni L  Richardson, Diana
Miller, Gail  Schiff, Emilie

Staff will be paid per MOU for Proctoring PSAT Test.

Bishop-Miller, Bethany  Green, Stacy  Melling, Mary
Breiding, Sandra  Hook, Monica  Miller, Brandy
Clark, Kendra K  Locken, Lynn  Pritts, Janelle
Daub, Melissa  McTague, Amy  Steele, Sarah
Gabrych, Shellee  Melbye, Jacob  Wargowsky, Carianne

Staff will be paid per MOU for Elementary Coaching assignments.

Altamirano, Annette (Cheer-Season A)  Hein, Jessica M (Cheer-Season A)
Arvizu, Darci R (Girls Basketball)  Hines, Rohna L (Volleyball)
Benicki, Amy Jo (Boys Basketball)  Juarez, Rudy M (Boys Basketball)
Braun, Jeff J (Boys Basketball)  Leblanc, Michael D (Boys Basketball)
Cameron, Jennifer (Girls Basketball)  Marinelli, Danea M (Girls Basketball)
Chavez, Kelly A (Cheer-Season A & B)  Moghina, Christian G (Boys Basketball)
Clark, Julie A (Girls Basketball)  Morais, Celeste M (Cheer-Season A)
Peters, Alberto (Boys Basketball)  Puryear, Ciara (Cheer-Season A)
Gallegos, Michael (Girls Basketball)  Schommer, Mark J (Boys Basketball)
Gilliat, Julia K (Cheer-Season A & B)  Sorge, Kristina Anne (Girls Basketball)
Gupton, Taylor L (Cheer-Season B)  Van Winkle, Errika L (Cheer-Season A & B)
Hancock, Jeff S (Flag Football)  

Staff will be paid per MOU for High School Coaching assignments.

Bird, Thomas L (Baseball Freshman)  Onyepunuka, Sabestine U (Track-Boys Asst
Bogue, Tabatha (Spirit JV)  Varsity)
Corley, Klint B (Baseball Head Varsity)  Ritter, Gary F (Softball Asst Varsity)
Ebel, Julia A (Spirit Head Varsity)  Soriano, Francisco A (Softball JV)
Elledge, Alex J (Tennis-Boys JV)  Tremble, Greg N (Track-Girls Asst Varsity)
Gainey, Katye (Spirit Freshmen)  Ulm, Mark A (Track-Boys JV)
Gonzalez, Carlos (Pom Head Varsity)  Villa, Francisco (Softball Head Varsity)
Kaylor, Sara N (Softball Freshman)  Walker, Willie A II (Track-Girls Asst Varsity)
Love, Michelle L (Tennis-Girls Varsity)  Wilke, Jason W (Track-Boys Varsity)
Milobar, Rebecca W (Track-Girls Varsity)  Wright, Cassandra L (Tennis-Girls JV)
Nelson, Candice L (Tennis-Boys Varsity)  

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Staff will be paid per MOU for Curriculum Writing.

Babiar, Marilyn
Barrio, Estela
Brown, Vera
Buchmann, Jacinda
Champie, Morgan
Chang, Cecily
Corson, Ann Marie
Cramer, Kimberly

DiNello, Jennifer
Fellow, Jan
Fitzgerald, Shannon J
Hart, Mary Louise
Hubbert-Philpott, Elizabeth
Koenig, Janice
Linderman, Laura
Livingston, Wendy

Peckover, Lydia
Renyer, Jeri L
Scaife, Richard R.
Seese, Ruthann
Skelly, Greta
Vitacco, Alicia
Whittaker, Rochelle

The following staff will be paid per MOU for Game Supervisor.

Bjerkestrand, Derek J
Brachmann, Adam B

Church, Michael P
Kujawa, Kara J

The following staff will be paid per 2009-2010 School Psychologist Pay Schedule for NCSP Certification.

Zens, Heather J

SUPPORT STAFF 2009-2010

Staff will be paid their regular rate through Community Ed for Martin Luther King Camp.

Arizmendez, Yolanda R
Avitia, Adelaida
Dempsey, Melissa N
Diaz, Emelinda
Dowd, Lisa A

Gonzales, Charlene M
Higginbotham, Timi I
Laborin, Helen C
Lomeli, Mary I
Luzzi, Mandy L

Ly, Helen
Mortier-Arnaiz, Jill M
Sandoval, Yesenia P
Valle, Sandra C
MEET AND CONFER  
2009-2010  
STANDARDS  
Board Adopted February 10, 2010

- Legal
- Affordable
- Alignment to Strategic Plan
- Sustainable
- Viability
- Efficiency
- Necessity (Need vs. Want)
- Equitable
- Judicious
IBA TRAINING  
FEBRUARY 2-3, 2010  
9:00 - 3:00 PM

Appendix C

**DSAA**

**Representatives**
- Joel Knorr
- Jean Meier
- Karen Winterstein
- Emily Dean
- Tammy Hall
- Tony Capuano

**Alternates**
- April Castillo
- Carin Garton

**DEA**

**Representatives**
- Nikki Frye
- Christina Garcia
- Justean Palmer
- Todd Simonson
- Kathy Schooler
- Julie Halleck

**DESP**

**Representatives**
- Truman Dawn
- Marie Payne
- Miriam Groh
- Cathy Feldt - Tentative
- Julie Bath
- Johnny Pino - Tentative

**DISTRICT**

**Representatives**
- Quinn Kellis
- Cyndi Miller
- Bill Roach
- Adriel Grieshaber
- Jim Dean
- Sarah Cox

**Alternates**
- Anita McLemore
- Kathy Hill
The following Procedures and Processes with associated responsibilities of the School District; Collaboration Team; Nominee; and Maricopa County Superintendent provide viable guidelines to ensure that each local school board vacancy appointment is in the best interest of the local community, the children and students, and educators. The timelines and processes outlined are based on the guidelines provided to districts in a document entitled, “Nomination Procedures and Processes for Appointment of School Governing Board Members” provided by Maricopa County Superintendent of Schools, Dr. Donald D. Covey. The document can be found at http://www.maricopa.gov/Schools/Pdf/Elections/se_elect_appointment_process.pdf.

1.0 School District

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<thead>
<tr>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 29, 2010</td>
<td>Declares Vacancy and Notifies County Superintendent of Schools</td>
</tr>
<tr>
<td>January 29, 2010</td>
<td>Publishes Notices of Vacancy</td>
</tr>
<tr>
<td>February 15, 2010</td>
<td>Deadline to declare interest in being nominee</td>
</tr>
<tr>
<td></td>
<td>Notify Board President, Jennifer Tanner at <a href="mailto:jennifer.tanner@dysart.org">jennifer.tanner@dysart.org</a></td>
</tr>
</tbody>
</table>

2.0 Collaboration Team

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 5, 2010</td>
<td>*In addition to the Dysart Education Association, the Dysart Governing Board has formally voted to recognize other employee groups and parent groups. To honor the spirit of collaboration established in working with stakeholder groups, approval was sought and approved by the Maricopa County Superintendent of Schools to add to the Collaboration Team a representative from DESP and DDSA representing those employee groups and from a parent group that represents at present several PTA groups within Dysart.</td>
</tr>
<tr>
<td>Collaboration Team Established (Required as per County Supt guidelines)</td>
<td></td>
</tr>
<tr>
<td>• Chair - Governing Board President: Jennifer Tanner</td>
<td></td>
</tr>
<tr>
<td>• Member - Superintendent: Dr. Gail Pletnick</td>
<td></td>
</tr>
<tr>
<td>• Member - Dysart Education Association President: Nikki Frye</td>
<td></td>
</tr>
<tr>
<td>*Additional Team Members (Approved by Maricopa County Superintendent of Schools.):</td>
<td></td>
</tr>
<tr>
<td>• Member - Dysart Administrators Association</td>
<td></td>
</tr>
<tr>
<td>• Member - Dysart Support Educational Professionals</td>
<td></td>
</tr>
<tr>
<td>• Member - El Mirage-Surprise PTA President</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>District Orientation - Three Options (Attend One)</th>
<th>Information Presented on:</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 22, 2010 9:00 - 11:00 AM</td>
<td>• Vision, Mission, Goals, Objectives and Plans of Action, which result with increased student academic achievement and success; evaluation data depicting accomplishments and challenges</td>
</tr>
<tr>
<td>February 23, 2010 3:00 - 5:00 PM</td>
<td>• Three Years of Student Assessment Data depicting Student Academic Progress, Achievement and Success.</td>
</tr>
<tr>
<td>February 25, 2010 6:00 - 8:00 PM</td>
<td>• Three Year Fiscal Budgets depicting the past fiscal year, the current fiscal year; and the proposed ensuing fiscal year.</td>
</tr>
<tr>
<td></td>
<td>• Learning and Working Conditions for all students and staff</td>
</tr>
</tbody>
</table>
### 3.0 Nominee Provides

<table>
<thead>
<tr>
<th>March 5, 2010</th>
<th>Deadline to submit written data to District Governing Board President. Nominee must submit the following information:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Personal Data</strong></td>
</tr>
<tr>
<td></td>
<td>- Name, address, home and work numbers, proof of at least one year living in the District, proof of current</td>
</tr>
<tr>
<td></td>
<td>Arizona Voter Registration, notarized affidavit attesting to qualification (residency and registration)</td>
</tr>
<tr>
<td></td>
<td>- Career and Education</td>
</tr>
<tr>
<td></td>
<td>- Home and Family</td>
</tr>
<tr>
<td></td>
<td>- Hobbies and Recreation</td>
</tr>
<tr>
<td></td>
<td><strong>Insight into Nominees Knowledge and Experiences</strong></td>
</tr>
<tr>
<td></td>
<td>- Describe how each of the areas listed above would assist the District to accomplish its Vision, Mission</td>
</tr>
<tr>
<td></td>
<td>and Goals for increasing Student Academic Progress, Achievement and Success.</td>
</tr>
<tr>
<td></td>
<td><strong>Skills and Experiences</strong></td>
</tr>
<tr>
<td></td>
<td>- Provide examples of Personal and Professional skills and experiences that would ensure positive learning</td>
</tr>
<tr>
<td></td>
<td>and working conditions within the District.</td>
</tr>
<tr>
<td></td>
<td><strong>Board Member Operation</strong></td>
</tr>
<tr>
<td></td>
<td>- Describe how a positive Governing Board Member performs</td>
</tr>
<tr>
<td></td>
<td>- Describe how a negative Governing Board Member performs</td>
</tr>
<tr>
<td></td>
<td>- Describe why you believe you would be the best Nominee to be appointed to the Governing Board</td>
</tr>
</tbody>
</table>

### NOMINEE MUST ATTEND

<table>
<thead>
<tr>
<th>See dates in Section 2.0</th>
<th>- District Orientation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 day between March 8 - 26, 2010</td>
<td>- District Vetting Meeting</td>
</tr>
<tr>
<td>TBA - April 2010, 10:00 AM to 3:00 PM</td>
<td>- Maricopa County Superintendent Nominee Seminar</td>
</tr>
<tr>
<td>Nominee Seminar</td>
<td>Information presented on the following topics by local education related organizations:</td>
</tr>
<tr>
<td>-----------------------------------------</td>
<td>---------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>April 2010 - TBD - 10:00 AM to 3:00 PM</td>
<td>• ASBA - Governing Board Policies, Legislation, Community Vision and Goals and Financial Resources</td>
</tr>
<tr>
<td>County School Offices</td>
<td>• ASA - District Vision, Mission, Goals for Increasing Student Academic Progress and Achievement; Administrative Operations and Fiscal Stewardship</td>
</tr>
<tr>
<td></td>
<td>• AEA/AFT - Positive Learning and Working Environments for Increasing Student Academic Progress and Achievement</td>
</tr>
<tr>
<td></td>
<td>• AASBO - Effective, Efficient and Accountable Fiscal Management</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date of April Seminar to one (1) week after Seminar</th>
<th>• Nominee observed by County Superintendent</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Scored on “An Appointment to Governing Board Rubric” by County Superintendent to accept or reject the recommendations of the Collaboration Team. If not accepted, notifies District the reasons for rejection.</td>
</tr>
<tr>
<td></td>
<td>• Finalize “Appointment to Governing Board” within five (5) work days following the Nominee Seminar</td>
</tr>
<tr>
<td></td>
<td>• Communicate appointment of the Nominee to the President of the Governing Board and District Superintendent</td>
</tr>
<tr>
<td></td>
<td>• Issue Certificate of Appointment to be signed by the Collaboration Team and the County Superintendent of Schools</td>
</tr>
<tr>
<td></td>
<td>• Issue Official Oath of Office</td>
</tr>
<tr>
<td></td>
<td>• Schedule Swearing In Ceremony to be officiated by the County Superintendent of Schools</td>
</tr>
<tr>
<td></td>
<td>• Issue Press Release to Interested Parties</td>
</tr>
<tr>
<td></td>
<td>• School District Superintendent/Public Information Officer</td>
</tr>
<tr>
<td></td>
<td>• MCSOS Website</td>
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<tr>
<td></td>
<td>• County Website</td>
</tr>
<tr>
<td></td>
<td>• Media</td>
</tr>
<tr>
<td></td>
<td>• Others, by request</td>
</tr>
<tr>
<td></td>
<td>• Follow up</td>
</tr>
<tr>
<td></td>
<td>• Observe Board Meeting; Obtain Written “Appointee Feedback” from District Superintendent, Board President and Teachers’ Association or Federation</td>
</tr>
<tr>
<td></td>
<td>• Observe Board Meeting; Obtain Written “Appointee Feedback” from District Superintendent, Board President and Teachers’ Association or Federation</td>
</tr>
</tbody>
</table>

| 90 Days in Office | |
| 180 Days in Office | |
MARICOPA COUNTY SCHOOL GOVERNING BOARD VACANCIES

NOMINATION PROCEDURES AND PROCESSES

FOR

APPOINTMENT OF SCHOOL GOVERNING BOARD MEMBERS BY
MARICOPA COUNTY SUPERINTENDENT OF SCHOOLS
DR. DONALD D. COVEY

Contact Official:

Ms. Hope Olguín, Elections Specialist
4041 N. Central Ave., Suite 1100
Phoenix, AZ 85012
Phone: (602) 506-3978 • Email: holgui@schools.maricopa.gov • Fax: (602) 506-3753

January 2009

Updated 9/23/09
Foreword

This Collaborative Nomination Procedures and Processes for Appointment of School Governing Board Members by Maricopa County Superintendent of Schools would not have been accomplished without the advice, experience, and wisdom from the following organizations and individuals:

Arizona School Boards Association (ASBA)
   Panfilo Contreras, Executive Director
   Suzanne Schweiger-Nitchals, Past President of ASBA &
   Governing Board Member of the Creighton Elementary School District
   Karen Beckvar, Leadership Development Specialist

Arizona School Administrators (ASA)
   Dr. Roger Short, Executive Director

Arizona Education Association (AEA)
   John Wright, President
   Jennifer Loredo, Government Relations

Arizona Association of School Business Officials (AASBO)
   John Fung, Executive Director
   Chuck Essigs, Director of Governmental Relations

Maricopa County Superintendent of Schools (MCSOS)
   Hope Olguin, Elections Specialist

My gratitude is extended to each of these organizations and individuals for his/her dedication to ensure the success of this Collaborative Nomination Procedures and Processes for Appointment of Governing Board Members.

Dr. Donald D. Covey
   Maricopa County
   Superintendent of Schools
NOMINATION, PROCEDURES AND PROCESSES
FOR
APPOINTMENT OF SCHOOL GOVERNING BOARD MEMBERS
BY MARICOPA COUNTY SUPERINTENDENT OF SCHOOLS

Overview:

One of the most significant forms of our American Government and Democracy is representative and formulated in the selection, appointment, and election of School Governing Board Members. No other form of American Government provides such a direct and ongoing involvement of constituents. What forces produced the social entities we call School Governing Boards - so varied and yet united with one purpose: increase academic and success for all students - No Exceptions!

From the time the Pilgrims landed in Massachusetts, and for over 200 years thereafter, the people in the colonies and in the original states struggled to find ways to provide schooling for their children. It wasn't until the mid-1800s and the work of Horace Mann that public schools came into existence. It wasn't until after the Civil War that we finally established, if not perfected, a workable process for the governing of schools - the school board.

Many years have passed since the first creation of the school district and governing boards. Our economic systems have changed drastically since the Civil War and preparing school-aged youth for a worldwide economy and competition for ensuring economic freedom and security is a high priority for our schools of today.

The Arizona School Boards Association states:

"Local school boards are a uniquely American institution and at the heart of this country's public education system. A board's existence is based on the belief that lay control of public education makes schools flexible and responsive to the needs of the local community."

"Serving as a member of a local school board is one of the most challenging and rewarding jobs you will ever undertake. It also is an enormous responsibility. As a board member, the decisions you make will affect children and their parents, the livelihood of the school system employees and the economic well-being of your community. Service to a school board requires time, energy, expertise and a passion for a public education system committed to providing the best and most appropriate education for all children entrusted to its care."

The current incumbent serving as the Maricopa County Superintendent of Schools takes the appointment of vacancies very seriously. Dr. Covey believes we must continue to attract and retain community members to serve on the local school board. An appointment to a vacancy on a school board is a very important process. Procedures must ensure that all appointments advocate increasing student academic achievement and success while maintaining positive learning and working environments.

The decision making process for appointments to vacancies on a school board will not be the exclusive right and responsibility of the County Superintendent of Schools. A collaboration of the local School District Governing Board President, the School District Superintendent and the President of the local Association or Federation of Teachers utilizing a “Consensus Decision Making Process” will be empowered to conduct an appropriate “Vetting Process” for all Nominee
Candidates. Employing best practices for appointments, it is envisioned that positive and close working relationships between the Maricopa County Superintendent of Schools and Representatives of the Arizona School Boards Association (ASBA); Arizona School Administrators (ASA); Arizona Education Association (AEA); Arizona Association of School Business Officials (AASBO); and Arizona Federation of Teachers (AFT) will ensure that the best nominees are appointed to governing boards.

The following Procedures and Processes with associated responsibilities of the School District; Collaboration Team; Nominee; and Maricopa County Superintendent provide viable guidelines to ensure that each local school board vacancy appointment is in the best interest of the local community, the children and students, and educators.

**Procedures and Process:**

1.0 *School District Responsibilities:*

1.1 Declares the vacancy on the District's Governing Board and notifies the Maricopa County Superintendent of Schools.

1.2 Publishes Notice of Governing Board Vacancy in a Community Newspaper of General Circulation, District Newsletters and Web Site.

1.3 Encourages residents of the Community who are interested in becoming a Nominee, as a Governing Board Member, to notify the President of the Governing Board by a specific deadline date.

2.0 *Collaboration Team Responsibilities:*

2.1 A Collaboration Team consisting of the President of the Governing Board (who will serve as Chairperson,) the District's Superintendent, and the President of the local Association or Federation of Teachers will be utilized for the "Vetting Process" for each Nominee desiring to be appointed to the Governing Board by the Maricopa County Superintendent of Schools.

2.2 Provide each Nominee a District Orientation including but not limited to:

2.2.1 Vision, Mission, Goals, Objectives and Plans of Action, which result with increased student academic achievement and success; evaluation data depicting accomplishments and challenges.

2.2.2 Three Years of Student Assessment Data depicting Student Academic Progress, Achievement and Success.

2.2.3 Three Year Fiscal Budgets depicting the past fiscal year, the current fiscal year, and the proposed ensuing fiscal year.

2.2.4 Learning and Working Conditions for all students and staff.

2.3 Utilize a "Consensus Decision Making Process" and recommend its First Nominee; First Alternate Nominee and Second Alternate Nominee to the Maricopa County Superintendent of Schools for an appointment to the Governing Board.

2.3.1 Provide a "Consensus Statement" signed by each member of the Collaboration Team regarding the strengths and weaknesses for each Nominee and rationale for the Team's recommendations to the Maricopa County School Superintendent.

2.4 Ensure that at least two members of the Collaboration Team attend, along with its nominees, a Saturday "Nominee Seminar" from 10:00 am to 3:00 pm facilitated by the Maricopa County Superintendent of Schools and representatives of the Arizona School Boards Association (ASBA); Arizona School Administrators (ASA); Arizona Education Association (AEA); Arizona Association of School
Business Officials (AASBO); and Arizona Federation of Teachers (AFT).

2.4.1 Conduct a "Nominee Seminar" whereby the content focus will be as is listed below, presented by the following groups:

2.4.1.1 ASBA: Governing Board Policies, Legislation, Community Vision and Goals, and Financial Resources

2.4.1.2 ASA: District Vision, Mission, Goals for Increasing Student Academic Progress and Achievement; Administrative Operations and Fiscal Stewardship

2.4.1.3 AEA and AFT: Positive Learning and Working Environments for Increasing Student Academic Progress and Achievement

2.4.1.4 AASBO: Effective, Efficient, and Accountable Fiscal Management

3.0 Nominee Responsibilities:

3.1 Provide the President of the District Governing Board, by an established deadline date, the following written data:

3.1.1 Personal Data: name, address, home and work numbers, provide proof of at least one year living in the District, provide proof of current Voter Registration within Arizona; sign a notarized affidavit attesting to qualification (residency and registration,) etc.

3.1.2 Career and Education

3.1.3 Community and School Services

3.1.4 Home and Family

3.1.5 Hobbies and Recreation

3.2 Provide insight into nominees Knowledge, Skills and Experiences. Describe how each of the areas listed in 3.1.2 through 3.1.5 would assist the District to accomplish its Vision, Mission and Goals for increasing Student Academic Progress, Achievement and Success.

3.3 Provide examples of Personal and Professional skills and experiences that would ensure positive learning and working conditions within the District.

3.4 Describe how a positive Governing Board Member performs.

3.5 Describe how a negative Governing Board Member performs.

3.6 Describe how you would perform as a Governing Board Member.

3.7 Describe why you believe you would be the best Nominee to be appointed to the Governing Board.

3.8 Attend the required "Nominee Seminar" with the District's Collaboration Team. (See Seminar dates listed in 4.1.1)

4.0 Maricopa County Superintendent of Schools' Responsibilities:

4.1 Facilitate and conduct a Saturday "Nominee Seminar" to be held at the Maricopa County School Offices from 10:00 am to 3:00 pm for the top three (3) recommended Nominees and Collaboration Team Members. Representatives of the Arizona School Boards Association (ASBA); Arizona School Administrators (ASA); Arizona Education Association (AEA); Arizona Association of School Business Officials (AASBO); and Arizona Federation of Teachers (AFT) will assist with presentations and discussions on how to become an efficient and effective Governing Board Member. Seminars will be held quarterly.

4.1.1 The 2009 seminar schedule is as follows:
March 21st, May 16th, August 15th, and November 14th.

4.2 Review recommendations of the Collaboration Team and submitted data by each Nominee.
4.3 Observe each Nominee during the “Nominee Seminar.”
4.4 Utilize “An Appointment to Governing Board Rubric” to accept or not accept the recommendations of the Collaboration Team.
4.4.1 In the event that the Collaboration Team’s recommendations are not accepted, the Maricopa County Superintendent of Schools will inform the President of the Governing Board the reasons for not accepting the Team’s recommendations.
4.5 Finalize “Appointment to Governing Board” within five (5) work days following the “Nominee Seminar.”
4.6 Communicate Appointment of the Nominee to the President of the Governing Board and District Superintendent.
4.7 Issue Certificate of Appointment to be signed by the Collaboration Team and the County Superintendent of Schools.
4.8 Issue Official Oath of Office.
4.9 Schedule Swearing In Ceremony for the Newly Appointed Governing Board Member, to be officiated by the County Superintendent of Schools.
5.0 Issue a Press Release to Interested Parties:
   5.0.1 School District Superintendent/Public Information Officer
   5.0.2 MCSOS website
   5.0.3 County website
   5.0.4 Media
   5.0.5 Others, by request
5.1 Follow Up:
   5.1.1 90 days in office – Observe Board Meeting; Obtain Written “Appointee Feedback” from District Superintendent, Board President, and Teachers’ Association or Federation.
   5.1.2 180 days in office – Observe Board Meeting; Obtain Written “Appointee Feedback” from District Superintendent, Board President, and Teachers’ Association or Federation.

Accommodations and modifications to the appointment process may be made, on a case by case basis, as the Maricopa County Superintendent of Schools deems necessary.