

**MINUTES OF THE REGULAR MEETING
OF THE
WINSLOW UNIFIED SCHOOL DISTRICT NO. 1
GOVERNING BOARD**

CALL TO ORDER: The regular meeting of the Governing Board of Winslow Unified School District No. 1 was called to order by Mrs. Sharon Greenwood, President, at 7:00 a.m. June 20, 2019, in the District Board Room, 800 Apache Avenue, Second Floor, in Winslow.

PRESENT: Mrs. Sharon Greenwood
Mr. Joey Hartnett
Mrs. Josephine Montoya
Mr. Allen Leonard
Mrs. Marilee Ervien (by telephone)

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was said.

APPROVAL OF THE AGENDA: Mr. Leonard made a motion to approve the agenda. This motion was seconded by Mr. Hartnett and carried with a vote of "aye" from all members present.

AWARDS, RECOGNITIONS AND PRESENTATIONS: None at this time.

APPROVAL OF MINUTES: Mr. Hartnett made a motion to approve the minutes of Regular Meeting held June 6, 2019. The motion was seconded by Mrs. Montoya. All members present voted "aye" and the motion carried.

CALL TO PUBLIC: Mrs. Greenwood invited public comments on any listed items on the agenda at this time. She requested that anyone speaking should state their full name for the record and confine their remarks to three minutes or less. She stated that no action will be taken as a result of public comments. She reminded the public that the Board expects citizens who address the Board to present concerns regarding the activities in question rather than make personal attacks upon board members, staff or others present or absent according to Governing Board Policy BEDH. In addition, questions or comments on matters that are currently under legal review will not be accepted per Board Policy BEDH, Public Participation at Board

Meetings. Anyone wishing to discuss an issue with the Governing Board that is not on the agenda should complete form WPS 511 located on the entrance table. Copies will be distributed to all board members for their consideration.

There were no comments from the public at this time.

OLD BUSINESS: None at this time

NEW BUSINESS: A. Mrs. Cyndie Mattox, Superintendent, requested that the Board ratify the vouchers on Ratification List No. 833. This is a routine procedure to allow the District to conduct business between board meetings. Mr. Leonard made a motion to approve Ratification List No. 833. Mr. Hartnett seconded the motion. All members present voted "aye" and the motion carried.

B. Mrs. Mattox recommended that the Governing Board approve the hiring of the following personnel:

- Maria Alvarado – Classroom Aide – Jr. High
- Alayah Brito – Emergency Substitute Teacher – District
- Shanae Canales – Classroom Aide – Jr. High
- Matt Carpenter – Math Teacher – Jr. High
- Sean Duffy – Science Teacher – High School
- Melissa John – Special Education Teacher – High School
- Therese Kolomitz – Emergency Substitute Teacher – District
- Benjamin McDonald – Assistant Principal – High School
- Darrin Mitchell – Classroom Aide – Jr. High
- Audra Claire Seel – English (ELA) Teacher – Jr. High
- Cliff Wells – Bus Driver – District
- Stephanie Westover – Emergency Substitute Teacher - District

Mrs. Mattox recommended that the Governing Board approve the transfer of the following personnel:

- Kyle Decker from part-time District Food Service Administrative Assistant/Washington part-time aide to full time bus driver

Mrs. Mattox recommended that the Governing Board approve the resignation or retirement of the following personnel:

- Carly Stefano – 5th Grade Teacher – Washington

Mr. Hartnett asked if Mrs. Mattox could tell the Board about Mr. Benjamin McDonald, the newly hired Assistant Principal at the High School. Mrs. Mattox shared that he is a teacher at Flagstaff High School and is preparing to take the second test for his principal certification. He will complete that prior to July 1. He has worked with the PBIS classes and he is "all in." The interview committee noticed that Mr. McDonald is a positive light.

Mr. Leonard asked how staffing was going throughout the district. Mrs. Mattox stated we should be at 100% staffing. Mr. Leonard indicated he would like to have some type of meet and greet with the current staff and new staff. Mrs. Mattox stated that we will talk about that in July.

Mrs. Montoya made a motion, which was seconded by Mr. Leonard, to approve the hiring, transfer, and resignations of personnel as recommended. A vote was taken, with all members present voting "aye". The motion carried.

C. First reading of the following Arizona School Boards Association Policy Services Advisories:

No. 646	Policy DIE – Audits/Financial Monitoring
No. 647	Regulation IHAMB-R – Family Life Education
No. 648	Policy JFAA –Admissions of Resident Students Exhibits – JFAA-EA, JFAA-EB
No. 649	Policy JFAB – Admission of Nonresident Students Exhibits – JFAB-EA, JFAB-E
No. 650	Regulation KDB-R – Public Right to Know/Freedom of Information

Mrs. Mattox explained that Advisory No. 646 allows us to continue using our current auditors instead of changing after three years. This is a relief, as Arizona does not have many auditing firms from which to choose. Advisory No. 647, Family Life Education, is one that Superintendent Kathy Hoffman is overseeing. Advisory Nos. 648 and 649 are regarding open enrollment. Advisory No. 650 relates to the Public Right to Know and that some districts were not making information easily accessible as they should have been.

Mrs. Mattox said this is the latest group of advisories received from Arizona School Boards Association. She reviewed each advisory, and said that the second reading and a request for adoption will be made at a meeting in the near future.

D. Mrs. Mattox requested that the Governing Board approve the early release/delayed start schedules for 2019-2020 school year as attached.

Mrs. Mattox indicated that talks are under way to find a better way for PLC time in the years to come. She stated that she would like Dr. Donner to be a part of any changes to come. There are already some great ideas that are being presented to her that could work in the future.

Mr. Leonard added that he has heard that the delayed start was not working well from a community perspective.

A motion was made by Mrs. Montoya, seconded by Mr. Hartnett to approve the early release/delayed start schedule for the 2019-2020 school year. A vote was taken with all members present voting "aye." The motion carried

- E. Mrs. Mattox requested that the Governing Board approve to hold a public hearing at 6:50 a.m. on July 11, 2019, prior to the regular meeting in order to adopt the 2019-2020 proposed expenditure budget.

Mrs. Lomeli, Business Manager, apologized for having this meeting even earlier, but it will be necessary to adopt the budget at a public hearing.

Mr. Leonard made a motion to approve the public hearing to be held at 6:50 a.m. in order to approve the 2019-2020 budget. Mrs. Montoya seconded the motion. All present voted "aye" and the motion carried.

- F. Mrs. Mattox requested that the Governing Board authorize the publication of the summary of the proposed 2019-2020 Annual Expenditure Budget on the Arizona Department of Education (ADE) website, and to set July 11, 2019, as the date to consider the adoption of said budget.

Mrs. Lomeli stated it has to be posted on the ADE and school website for public access. She briefly explained information within the budget.

Mr. Leonard made a motion to publicize the summary of the proposed 2019-2020 budget on the Arizona Department of Education website. Mr. Hartnett seconded the motion. All present voted "aye" and the motion carried.

- G. Mrs. Mattox requested that the Governing Board issue a resolution authorizing the execution of warrants between Governing Board meetings for the 2019-2020 fiscal year. This is a routine, annual financial procedure.

A motion to issue a resolution authorizing the execution of warrants between Governing Board meetings for the 2019-2020 fiscal year was made by Mr. Leonard and seconded by Mr. Hartnett. All present voted "aye" and the motion carried.

- H. Mrs. Mattox requested that the Governing Board authorize the establishment of checking and savings accounts with Wells Fargo Bank, and authorize signers for Student Activities and Auxiliary Operations accounts per the list attached, for the 2019-2020 year. This is a routine, annual financial procedure.

A motion was made by Mr. Hartnett to authorize the establishment of said accounts at Wells Fargo Bank, along with the authorized signers. Mr. Montoya seconded the motion. All present voted "aye" and the motion carried.

- I. Mrs. Mattox requested that the Governing Board authorize the establishment of checking and savings accounts at Bank of the West, and authorize the signers as per the attached list, for the Revolving Fund, Miscellaneous Receipts/Withholding Clearing Accounts, and Employee Insurance Accounts for the 2019-2020 year. This is a routine, annual financial procedure.

A motion to authorize the establishment of said accounts at Bank of the West, along with the authorized signers, was made by Mr. Leonard and seconded by Mrs. Montoya. All present voted "aye" and the motion carried.

- J. Mrs. Mattox requested that the Governing Board authorize the Wells Fargo corporate credit card usage and setting of credit limits as attached for 2019-2020 year. This is a routine, annual financial procedure.

A motion authorizing the Wells Fargo credit card usage and credit limits for the 2019-2020 fiscal year was made by Mr. Leonard and seconded by Mrs. Montoya. All present voted "aye" and the motion carried.

- K. Mrs. Mattox requested that the Governing Board approve the sole source providers as per the attached list for the 2019-2020 year. This is a routine, annual procedure.

A motion to approve the sole source providers for the 2019-2020 year per the attached list was made by Mr. Leonard, and seconded by Mr. Hartnet. All present voted "aye" and the motion carried.

- L. Mr. Leonard made a motion, which was seconded by Mr. Hartnett, to enter into executive session pursuant to A.R.S. 38-431.03(A)(1) for discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of the public body.

A vote was taken and all members voted "aye." The motion carried at 7:35 a.m.

A motion was made by Mr. Leonard and seconded by Mr. Hartnett to come out of executive session. A vote was taken and all members voted "aye." The motion carried at 7:50 a.m.

- M. A request was made to the Governing Board to approve the request to retire and return to work submitted by Mrs. Cyndie Mattox, Superintendent, effective 08-31-19. Mrs. Greenwood asked the Governing Board if they had any questions. Mr. Leonard asked Mrs. Mattox how many years she'd been working, and she replied 23 years. She started teaching first grade. Mr. Leonard thanked her for her years of service.

Mr. Hartnett made a motion to approve the retire and return to work of Mrs. Cyndie Mattox. Mr. Allen seconded the motion. A vote was taken and all present voted "aye" and the motion carried.

REPORTS:

- A. District financial reports for May, 2019

Mrs. Shirley Lomeli, Business Manager, reported that we are at the end of May, 92% of the year has been completed and actual expenditures are at 92.32%.

- B. Superintendent's Report:

Mrs. Mattox had shared with the Governing Board that she along with administrators and academic coaches were trained in the Danielson framework. She stated it was six hours of nonstop learning on both days. We can revamp our current tool with the Danielson framework. The academic achievement down from 33% to 20%. This passed in the legislature. This instrument will be brought before the board for review.

The Tucson ASA Conference was amazing. They learned much through administrative level meetings. It was beneficial to get away as a team and learn processes of other districts. Their goals are aligning with the Board goals. She believes we are gearing up to have a great school year.

Polo shirts that say "WUSD All In" are being order for all staff members and Board members to show a united district.

- C. Board President's Report:

Mrs. Greenwood shared her gratitude for everyone that works so hard.

**BOARD
COMMENTS:**

Mr. Leonard expressed he is pleased that the district seems to be filling positions quickly. He inquired if as a district we can have a gathering at the beginning of school so the staff and Board members can meet new staff and welcome back returning staff. He again thanked Mrs. Mattox for her years of service.

Mrs. Montoya wanted to thank Mrs. Shirley Lomeli, Business Manager, for all her hard work on the budget process. Mrs. Montoya also shared that the district office staff is awesome.

Mr. Hartnett referenced a point of sale system for student activities and auxiliary operations in order to keep track of that money better. He was hopeful we were looking for that type of program for the next year. He thanked Mrs. Lomeli for her hard work and congratulated Mrs. Mattox on her retirement. He is looking forward to a positive year.

Mrs. Ervien welcomed Benjamin McDonald, newly hired High School Assistant Principal, along with all the new employees. She agreed that the district needs to have some type of get together for everyone. She also congratulated Mrs. Mattox on her retirement.

ADJOURNMENT:

At 7:59 a.m., Mr. Hartnett made a motion to adjourn and Mrs. Montoya seconded it. All members present voted "aye" and the motion carried.

President

Vice-President

Clerk

Member

Member

Cyndie Mattox, Superintendent