

**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 3:30 p.m., September 20, 2018, in the District Board Room, 800 Apache Avenue, Second Floor, in Winslow.

**PRESENT:** Mrs. Sharon Greenwood  
Mr. Joseph Hartnett  
Mrs. Marilee Ervien  
Mrs. Dodie Montoya  
Mr. Allen Leonard

**ABSENT:**

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was said.

**APPROVAL OF THE AGENDA:** Mr. Leonard made a motion to approve the agenda, and Mrs. Ervien seconded it. A vote was taken and all members voted "aye". Motion carried.

**APPROVAL OF MINUTES:** Mrs. Montoya made a motion to approve the minutes of the regular meeting held August 16, 2018. The motion was seconded by Mrs. Ervien. All members 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

**NEW BUSINESS:**

- A. Mrs. Mattox addressed the Board and the audience about recognizing outstanding employees of the District. She is happy to reinstate Employees of the Month and received a lot of nominations for the honor. A new component will be Administrator of the Quarter and all honorees will receive plaques.

The Classified Employee of the Month for August is Valerie Huerta, Bookkeeper at Winslow High School. Leslie Powers, 5<sup>th</sup> Grade Teacher at Washington School, was named as the Certified Employee for August. The first administrator to be recognized this year is Sal Hernandez, Principal of Washington Elementary School.

Congratulations and thanks to these employees.

- B. Request ratification of expense and payroll vouchers per Ratification List No. 817 totaling \$1,794,058.04. This is a routine procedure to allow the District to submit vouchers to the County School Superintendent between board meetings.

Mrs. Montoya made a motion to approve all vouchers on Ratification List No. 817. Mr. Hartnett seconded the motion. All members voted "aye" and the motion carried.

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

- Fallon Howard – Substitute Teacher – District
- Maggie Sanchez – Emergency Substitute Teacher – District
- Donna Ybarra – Substitute Teacher – District
- Wrestling, Volleyball and Basketball Coaches on attached list – Junior High
- Extra duty stipends for various sponsors on attached list – High School

Mrs. Mattox recommended that the Governing Board approve the following volunteers:

- Volunteers for various sports on attached list – Junior High

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

- Samantha Cox – High Needs Aide – Jefferson School – Effective 10-26-18
- Jean Glenn – Biology Teacher – High School – Effective 9-7-18
- Eric Leonard – Sports Medicine Teacher – High School – Effective 9-28-18
- Lisa MacLean – Secretary – Special Education Department – District – Effect. 9-10-18

Mr. Leonard asked questions about the biology vacancy at the high school, and Ms. Deana McKinney, Acting Principal, provided information about the recruitment and hiring processes.

The Board discussed matters concerning volunteers, such as orientation, background checks, etc.

Mr. Leonard made a motion, which was seconded by Mrs. Ervien, to approve the hiring, volunteers and resignation of personnel as recommended. All members voted in the affirmative and the motion carried.

- D. Mrs. Mattox requested that the Governing Board accept the first donation of the year, which is \$74.47 to Jefferson School from SW Karma for Sonic Night.

Mr. Hartnett made a motion to accept the donation, and Mr. Leonard seconded the motion. All members voted “aye” and the motion carried.

- E. At this time, Mrs. Mattox asked the Governing Board to approve Mr. Greg Schalow as the hearing officer for this year. She said Mr. Schalow has been handling student discipline hearings for the District for a couple of years and he has done a very good job.

Mrs. Ervien said he is thorough and fair, and Mrs. Greenwood agreed.

A motion to approve Mr. Schalow as the hearing officer as recommended was made by Mr. Leonard and seconded by Mrs. Ervien. All members voted “aye” and the motion carried.

- F. Mrs. Mattox reminded the Board that Policy GCO requires the Board to annually designate qualified evaluators. She presented a list of those trained and authorized to evaluate employees.

Mrs. Ervien made a motion, which was seconded by Mr. Leonard, to approve the evaluators as requested. A vote was taken, with all members voting in the affirmative. Motion carried.

- G. First reading of the following Arizona School Boards Association Policy Services Advisories.

No. 625	Policy BCB – Board Member Conflict of Interest Exhibit BCB-E
No. 626	Policy BE – School Board Meetings
No. 627	Policy BEDF – Voting Method
No. 628	Regulation BEDG-R – Minutes
No. 629	Policy DICA – Budget Forms
No. 630	Policy DIE – Audits/Financial Monitoring
No. 631	Policy DJ – Purchasing
No. 632	Policy DN – School Properties Disposition
No. 633	Policy FCB – Retirement of Facilities
No. 634	Policy GCO – Evaluation of Professional Staff Members

Mrs. Mattox reviewed each advisory, and said that the advised changes may stem from the recent legislative session or from the actions of other districts. She said that the rest of the group of advisories will be read at a future meeting, with a second reading and recommendation to come later.

**REPORTS:**

A. District Financial Reports for August, 2018.

Mrs. Lomeli reported that 17% of the year had been completed at the end of August and actual expenditures were at 10.29%.

B. Mrs. Mattox asked Mrs. Lomeli to present the annual report on the status of existing bonds and debts of the District.

Mrs. Lomeli reported the following;

- Impact aid bonds passed by the voters in 2008 with an initial amount of \$2,860,000 now have a current debt of \$1,405,000 and will expire in 2024. She provided information on the renovations and improvements funded.
- School improvement bonds passed by the voters in 2002 were refinanced in 2013 to get a lower interest rate. The initial debt was \$3,950,000 and the debt was paid in full this year.
- The budget override currently in effect was passed by the voters in 2014 and is scheduled to be resubmitted to the voters in 2019. The current amount is \$1,459,081 and the funds are used to maintain programs, maintain class sizes and provide competitive salaries for staff.

The Governing Board discussed the information provided, with an emphasis on the budget override.

C. Mrs. Mattox reported on other matters.

- She attended a meeting of the Navapache Superintendents' Association today and there was a presentation by Aztec Municipal School District of New Mexico. There was a school shooting at Aztec High School last year. The presentation was very interesting and practical.
- She recently attended the Arizona Rural Schools Association Conference and the presentations on parent engagement were very good.
- Taylor Bradley, 6<sup>th</sup> Grade Teacher at Washington School, sponsors Girls on the Run, a running club. There are now 54 girls participating.
- Jefferson School was chosen by Flagstaff Mall to participate in a fundraiser whereby they could earn up to \$3,500.

D. Board President's Reports

Mrs. Greenwood said that the recent Arizona School Boards Association Law Conference was very good. She urged the members of the Board who didn't attend to review the presentations. Mrs. Mattox can load the material on their flash drives. The keynote speaker's message concentrated on treating all others with dignity and respect.

**BOARD  
COMMENTS:**

Mrs. Ervien said she would like to see a category added to Employees of the Month for the recognition of volunteers.

Mr. Leonard asked how to get a flash drive with the law conference materials, and Mrs. Mattox said she would load it if he will bring in the flash drive she previously gave him. Mr. Leonard spoke about school safety, stating that sometimes when he visits a school there is no one to greet him. Either the office is empty or he has accessed the building through a door other than the main one. He also said that if someone knocks on the door, often students will open it. He urged the principals to educate the students about safety practices.

Mrs. Montoya said she feels that the junior high and Washington School have good security.

**ADJOURNMENT:**

At 4:17 p.m., Mr. Hartnett made a motion, which was seconded by Mr. Leonard, to adjourn the meeting. All members voted "aye" and the motion carried.

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President

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Vice-President

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Clerk

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Member

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Member

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Cyndie Mattox, Superintendent