

M-I-N-U-T-E-S
CRANE ELEMENTARY SCHOOL DISTRICT
REGULAR MEETING
January 8, 2019

The Governing Board of the Crane Elementary School District met in a regular meeting on Tuesday, January 8, 2019, at the Crane Board Room, 930 S. Avenue C., Yuma, Arizona. The meeting was called to order by Board President Brenna Paulin at 4:00 p.m.

MEMBERS PRESENT: Mrs. Brenna Paulin, Board President; Mrs. Sarah Claridge, Board Clerk; Mr. Jim Colby; Mrs. Terre Catanzaro; and Mr. Dan Farar

OTHERS PRESENT: Laurie Doering, Superintendent; Mike Hoffman, Assistant Superintendent; Dale Ponder, Chief of Finance and Operations; Lupe Lewis, Human Resource Director; Jennifer Bosch, Finance Director; Ozzy Hernandez, Director of Facilities and Maintenance; Mercedes Villafana, Procurement Manager; Connie Jerpseth, Director of ESS; Ryan Tyree, Principal of Crane Middle School; Cindy Hookstra, Principal of Rancho Viejo Elementary; Karen Burns, Principal of Mesquite Elementary; Tom Fletcher, Principal of Ronald Reagan Elementary; Ana Noriega, Principal of Valley Horizon Elementary; Tamy Durham, Assistant Principal of Centennial Middle School; Bobbie Henry, Principal of Pueblo Elementary; Sheila Mendoza, Principal of Salida Del Sol Elementary; Norine Bowers, Federal Programs Director; Fernanda De Anda; Kaleen Drake; Allyson Seale; and Katherine Kaste.

Work Session

Item B-1: Work Session on Fiscal Priorities: The Governing Board and Executive Administration held a work session to review the fiscal priorities of the district for the 2018-2019 fiscal year as an unrecognized budget capacity exists resulting from stable enrollment for this fiscal year when a reduction was anticipated. The unrecognized budget capacity is in excess of \$1.6 million. The executive leadership team has had many conversations about proposed uses of the funds and together with feedback from the management team members, the following are the priorities identified by the group in no particular order:

- One-time stipend for all employees
- Middle school classroom furnishings for cooperative learning
- Digital marquees at all schools

- Update multi-purpose room at HLS/GSA
- General facilities improvements and beautification

The administration proposed splitting the funds evenly (\$800,000 each) to address compensation and capital needs. They proposed a one-time \$1,000.00 stipend for all full-time eligible employees and prorated for part-time employees according to the hours worked per day. The remaining funds to address the capital needs that were not a part of the override election. These items will be brought to the board and voted on during the regular February Governing Board meeting.

Board President Brenna Paulin called for a recess at 4:33 p.m. with the regular meeting to follow.

Item C-3: Presentation by Mesquite Elementary School: Mrs. Burns, Principal of Mesquite Elementary school presented the members of Mesquite’s First Lego League team The Stingers. The members who were present at the meeting were: Hope Ramsook, Carl Ekman, Spencer Holt, Martin Hernandez, Cadyn Johnson, Samantha Mercado, Sebastian Cid, Paul De Anda, Jasmin Ortega, and Allin Zamora along with their coaches Mrs. Deann Best and Ms. Shawnee Strachan. The students presented the project that got them qualified for state. Their presentation was based on helping astronauts cope with isolation, boredom and stress.



Item C-4: Presentation by Ronald Reagan Elementary School: Mr. Fletcher introduced Ms. Allyson Seale who spoke to the board and the audience about the Unified Sports Program. Ms. Seale explained about partnering the self-contained classroom with the general ed classroom for Special Olympics at the event in November.



Item D-1: Oath of Office to Elected Board Members: Mr. Tom Tyree, Yuma County Schools Superintendent delivered the Oath of Office to elected board members Mr. Dan Farar and Mrs. Sarah Claridge. Mrs. Paulin congratulated Mr. Farar and Mrs. Claridge and stated that the elected members make a good team.



Item D-2: Election of Governing Board President: A president must be elected by the members of the Governing Board for 2019. Annually the Governing Board must elect a president for the calendar year. The election must be held January 1 and January 15 each year. Mr. Farar nominated Mrs. Brenna Paulin for the position of Board President and Mrs. Catanzaro seconded the motion. Mr. Colby moved to close the nomination and Mr. Farar seconded. The motion carried with a vote of 5-0 with the votes being as follows: Paulin – aye; Claridge – aye; Colby – aye; Catanzaro – aye; and Farar – aye.

Item D-3: Election of Governing Board Clerk: A clerk must be elected by the members of the Governing Board for 2019. Annually the Governing Board must elect a clerk for the calendar year. The election is on the same schedule as that for the governing board president. The board clerk acts as the governing board president in the absence of the president. There is, however, no legal requirement for this position. Mrs. Paulin nominated Mrs. Sarah Claridge for the position of Board Clerk and Mr. Colby seconded the motion. Mr. Colby moved to close the nomination and Mr. Farar seconded. The motion carried with a vote of 5-0 with the votes being as follows: Paulin – aye; Claridge – aye; Colby – aye; Catanzaro – aye; and Farar – aye.

Item D-4: Schedule of 2019 Governing Board Meeting: Members of the Governing Board need to set a day and time for the regular monthly meeting. They may set a day and time for a monthly special meeting. The meetings will continue to be held the second Tuesday of every month at 5:00 p.m. with work sessions scheduled as necessary. Mr. Colby moved keep the meetings as presented. Mrs. Catanzaro seconded, and the motion carried with a vote of 5-0 with the votes being as follows: Paulin – aye; Claridge – aye; Colby – aye; Catanzaro – aye; and Farar – aye.

Item E-1: Adoption of Regular/Special Meeting Minutes of the Governing Board: The President offered to entertain a motion to adopt the minutes of the regular meeting on December 11, 2018. Mrs. Claridge so moved, and Mrs. Catanzaro seconded. The motion carried with a vote of 5-0 with the votes being as follows: Paulin – aye; Claridge – aye; Colby – aye; Catanzaro – aye; and Farar – aye.

Item E-2: Adoption of Executive Session Meeting Minutes of the Governing Board: The President offered to entertain a motion to adopt the minutes of the executive sessions on December 11, 2018. Mr. Farar so moved, and Mr. Colby seconded. The motion carried with a vote of 5-0 with the votes being as follows: Paulin – aye; Claridge – aye; Colby – aye; Catanzaro – aye; and Farar – aye.

Item F-1: Superintendent's Current Events Summary: Mrs. Doering began her Superintendent's Report by sharing that three Rancho Viejo students and one student from Ronald Reagan were selected to attend the Arizona Cardinals Kids Combine on December 4th at the Cardinals Stadium. These students were nominated by their physical education teachers along with an essay of why they should be selected. Congratulations

to Mateo Heras, Anthony Rodriguez, Anthony Vargas, and Angelina Moreno for being selected. Angelina was also one of two students interviewed by FOX10 News.

Reagan 5th grade students had the opportunity to skype with the author of "The Most Beautiful Roof in the World" a book about the rainforest, scientist Dr. Meg Lowman. The students had the opportunity to ask her questions and get some valuable information from a biologist. The students also did a penny drive and raised \$75.50 to provide books for kids in Ethiopia to help educate them about the importance of the rainforest.

The following Centennial Middle School students were selected to participate in the Yuma County Jr. High Honor Band: Britton Clark, Danixia Diaz, Montserrat Renteria, Ruby Rubio, Heiramis Munoz, Kaylee Woods, Yazmine Miles, Isaac Smith, Alyssa Brown, Travis Gaines, Jesus Torres, Alejandro Barbosa, Dylan Birchall, Anna Herrera and Jamie Bails. The following students were selected to participate in the All-State Band: Britton Clark and Ruby Rubio. Congratulations to these talented young musicians.

All schools and the District Office will be closed on Monday, January 21st in celebration of Martin Luther King Jr.'s birthday.

Item G-1: Report on Governing Board Member Conference/Workshop Attendance: Mr. Colby began the report by sharing that in December he was able to attend the ASBA Annual Conference and was the delegate for the district. He shared that the most interesting thing was that there was proposed amendment that if right now someone has a bylaw change once they bring it up if it doesn't pass, they have to wait three years to bring it back. They tried to change that, but they needed to have over 2/3 of the schools in Arizona respond to the question and they didn't have that. He said he found that to be disappointing because every school district in Arizona got that and he remembers that our board voted on it. He also shared another thing that was interesting to him was the change in demographics in school boundaries.

Mrs. Claridge shared that she had the opportunity to attend the Mesquite primary grades choir concert. Ms. Tromm does a great job with those kids they were wonderful. She also shared she was thrilled to hear on the Chamber Chatter that Mrs. Doering and Mr. Ponder were talking to John Curtis about what district is doing. Good job reaching out to the community and putting on a good face for us.

Item G-2: Board Discussion/Action on Legislative Issues: Mr. Ponder shared that the Governor will issue his state of the state address on Monday, January 14th. He shared he does not know yet what it would look like for education related budget as there are a few education related bills that have been proposed. The legislative session will also begin on Monday, we will see what happens.

Item H-1: Call to the Public: No one wished to speak.

Item H-2: Acknowledgment of Public Request to Speak: No one wished to speak.

Item I-1: Consent Agenda: The President asked if anyone wished to pull any items on the consent agenda. Mrs. Claridge pulled agenda item I-4, Personnel Report. Mrs. Claridge moved to adopt the consent agenda except item I-4, Personnel Report. Mrs. Catanzaro seconded, and the motion carried with a vote of 5-1 with the votes being as follows: Paulin – aye; Claridge – aye; Colby – aye; Catanzaro – aye; and Farar – aye. Mrs. Claridge shared that she pulled the item to express her appreciation of Mrs. Delia Winkelman who will be retiring in December 2019. She is a great registrar and she will be missed. Mrs. Claridge moved to adopt agenda item I-4, Personnel Report as presented, Mrs. Catanzaro seconded. The motion carried with a vote of 5-0 with the votes being as follows: Paulin – aye; Claridge – aye; Colby – aye; Catanzaro – aye; and Farar – aye.

Item J-1: Gifts from the Public: Mrs. Paulin shared how excited she was to see that the total for donations for this month was for over \$1M dollars. This is due to Apple donating over 7,000 Beats headphones to the district worth \$988,000.00. This is also thanks to Yuma Fort Rotary who donated a kindergarten playground for HLS and GSA. Mrs. Paulin also thanked Dr. Judy Bishop who worked as an administrator for the district for many years for her donation. Mrs. Paulin stated that she doesn't know what they are doing right to receive so many gifts and donations for the public and she is so grateful to everyone who donates. Mrs. Paulin offered to entertain a motion to adopt the Gifts from the Public as presented. Mrs. Claridge so moved with the board's gratitude, and Mrs. Catanzaro seconded. The motion carried with a vote of 5-0 with the votes being as follows: Paulin – aye; Claridge – aye; Colby – aye; Catanzaro – aye; and Farar – aye.

Item J-2: Decision on the use of a Hearing Officer for discipline proceedings for CAPP students: At a previous Governing Board Work Session, it was determined the Board would preside at discipline hearings for CAPP students; however, after piloting this protocol for a significant period revision to the CAPP discipline hearing protocols are needed. Mrs. Claridge moved to reserve for the board to hear only expulsion hearings and directed to Mrs. Doering to have the hearing officer lean toward more details in their finding of facts reports. Mr. Farar seconded, motion carried with a vote of 5-0 with the votes being as follows: Paulin – aye; Claridge – aye; Colby – aye; Catanzaro – aye; and Farar – aye.

Item K-1: Approval to Release Staff Member from Contract without Assessing Damages: Board approval is needed to release a staff member from contract without assessing damages. The president entertained a motion to release Mrs. Flor Medina Leal from her contract effective January 18, 2019 without assessing damages. Mrs. Claridge so moved, and Mr. Colby seconded. The motion carried with a vote of 5-0 with the votes being as follows: Paulin – aye; Claridge – aye; Colby – aye; Catanzaro – aye; and Farar – aye.

Item K-2: Approval to Release Staff Member from Contract without Assessing Damages: Board approval is needed to release a staff member from contract without assessing damages. The president entertained a motion to release Mrs. Julianna Gunby from her contract effective January 18, 2019 without assessing damages. Mr. Farar so moved, and Mrs. Catanzaro seconded. Mrs. Claridge abstained from voting. The motion carried with a vote of 4 with one abstention, the votes being as follows: Paulin – aye; Claridge – abstained; Colby – aye; Catanzaro – aye; and Farar – aye.

Item L-1: Presentation and Possible Discussion of the District's Emergency

Preparedness: Governing Board Policy EBC, *Emergencies* requires that the Superintendent present the district's emergency preparedness to the Governing Board, annually. Governing Board Policy EBC, *Emergencies* is necessary due to the provision in A.R.S. 15-341 that "the Governing Board shall, in conjunction with local law enforcement agencies and local medical facilities, develop an emergency response plan for each school in the school district in accordance with minimum standards developed jointly by the department of education and the division of emergency management within the department of emergency and military affairs."

Each district's emergency response plan information is uniquely developed, maintained, modified and evaluated. In recognition of the importance of using caution in the dissemination of the specifics of the emergency response plan information, only broad information will be presented to the Governing Board.

Item M: Adjournment: Mrs. Paulin called for a motion to adjourn. Mrs. Claridge so moved, Mr. Colby seconded, and the meeting was adjourned at 6:05 p.m.

Sarah Claridge
Governing Board Clerk

Minnie Encinas
Governing Board Secretary

| School | Donor | Item(s) Donated | Approx. Value | Purpose |
|-------------------------------|------------------|---|----------------|--------------------------------------|
| Gary A. Knox Elementary | Donorschoose | Project funded: "Making Math Reachable" | \$420.95 | Mrs. Grable's students |
| Rancho Viejo Elementary | Donorschoose | Project funded: "Listening..Speaking.. Creating Oh My!" | \$141.07 | Mrs. Navarro's students |
| Crane Schools | Apple | Beats Headphones | \$988,269.75 | For all district students |
| H.L.Suverkrup & Gowan Science | Fort Yuma Rotary | Kindergarten Playground | \$26,307.46 | Kindergarten students at HLS and GSA |
| Crane Schools | Judy Bishop | Cash Donation | \$400.00 | Greatest Need District Wide |
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| | | Total for this month | \$1,015,539.23 | |
| | | FY 2018-2019 Year to Date: | \$1,109,531.93 | |
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