

**NADABURG UNIFIED SCHOOL DISTRICT No. 81**  
**"Quality Education: Every Student! Every Day!"**

Our *Vision* is to provide a quality education to every student, every day.

Our *Mission* is to graduate all students with the knowledge, skills, attitudes and ethics necessary to succeed in the colleges & careers of their choice.

**MINUTES OF THE  
PUBLIC HEARING and REGULAR BUSINESS MEETING  
OF THE GOVERNING BOARD  
*Pending Governing Board Approval*  
WEDNESDAY JULY 13, 2016  
6:30 p.m.**

***Meeting was moved back to Governing Board Room***

**ADMINISTRATION**

Mr. Rick Stephen, Superintendent  
Mrs. Kerre Laabs, Director of Business Services  
Mrs. Angie Mason, DOES Principal  
Mr. Curtis McCandlish, NES Principal  
Mr. James Scott, Director of Educational Services

**MEMBERS OF THE BOARD**

Mrs. Sue Dolphin, President  
Mr. Matt Varitek, Clerk  
Mrs. Ann Brown, Member  
Mrs. Sandy Jordan, Member  
Mrs. Valarie Serrano, Member

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Additional information or documentation regarding Public Agenda Items may be available for the public to review in the Office of the Superintendent. The Governing Board reserves the right to move into executive session for legal advice with its attorneys for any item listed on the agenda, in person or by telephone, pursuant to A.R.S. §38-431.03.A.3

The District endeavors to make all public meetings accessible to persons with disabilities. With 48 hours advance notice, special assistance can also be provided for sight and/or hearing impaired persons at public meetings. Please call 623-388-2121 to request an accommodation. A Spanish translation is available upon request.

Members of the Governing Board will attend either in person or by telephone conference call. The Board reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specific time.

**MINUTES- *Pending Board Approval***

**1. CALL TO ORDER, ROLL CALL and PLEDGE-**Mrs. Dolphin called the meeting to order at 6:30 p.m. Members present: Ann Brown, Valarie Serrano, Sue Dolphin and Matt Varitek; Sandy Jordan was absent.

**PUBLIC HEARING**

**Pursuant to A.R.S. –** The Nadaburg Unified School District Governing Board will be conducting a public hearing to receive comments from the public on the District's expenditure budget for 2016-17.

**1. OPEN PUBLIC HEARING-**Mrs. Dolphin opened the public hearing at 6:31 p.m.

**2. PUBLIC COMMENTS -** The Public Hearing is being held to receive comments from the public on the proposed 2016-2017 Expenditure Budget. There were no comments.

**3. CLOSE PUBLIC HEARING –** Mrs. Dolphin closed the public hearing at 6:32 pm.

**2. SPECIAL ACKNOWLEDGEMENTS BY SUPERINTENDENT STEPHEN-**Mr. Stephen welcomed and introduced Mr. and Mrs. Link, new employees at NUSD.

**3. CALL TO FILL OUT FORMS FOR UNSCHEDULED PUBLIC APPEARANCES/ADDRESS AGENDA ITEMS-**Mrs. Dolphin asked any members of the public wishing to speak to submit the form located at the front door.

**4. FORMAL ADOPTION OF THE AGENDA (*the Board may change the order of agenda items*)** Dolphin/Serrano motion. Approved. UNANIMOUS

**5. SUPERINTENDENT'S REPORT-**Mr. Stephen addressed the Board and reviewed the events and activities in the District. He gave an update on the status of the DOES driveway, the meetings he had attended for on-going projects. He informed them that the only two third graders slated to repeat third grade under the Move on When Reading program, had attended summer school and passed their assessment to promote to fourth grade.

**6. PRESIDENT'S REPORT - BOARD COMMENTS-**Mrs. Dolphin noted that it had been a quiet summer; Mr. Varitek worked all summer and Mrs. Serrano had been on a family vacation. She informed Mr. Stephen that she had information regarding Clean Air AZ and the possibility of grants.

**7. CALL TO THE PUBLIC** – No members of the public wished to speak.

Unscheduled Public Appearances – *According to A.R.S. §38-431.01(H), Governing Board members may not discuss or take legal action on matters raised during an "open call to the public". The only allowable responses a Governing Board member may make are: 1) board member may respond if there is direct criticism of the board member; 2) board member may direct staff to look into a matter; or 3) board member can ask to have this item placed on a future agenda). Speakers need to be mindful of what they say when presenting to the Board. Inappropriate comments could be considered slanderous; therefore personnel matters may only be addressed through Board Policies KE, KEB, KEC and KED.*

**8. CONSENT** (All items listed hereunder are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the consent agenda and will be discussed separately). **Mrs. Dolphin pulled item 8.3.7 for discussion and consideration prior to the consent agenda.\***

Dolphin/Serrano motion to approve the Consent Agenda. Approved.

UNANIMOUS

8.1 Approval of Meeting Minutes- June 8, 2016 Regular Business Meeting

8.2 Governing Board Policy Revisions – IJOA-R; IKB-R (First Reading)

8.3 8.3.1 Approval of Certified New Hire(s):

- 1) Tracie Ervin – DOES 2<sup>nd</sup> Grade Teacher (BA/1)
- 2) Kelly Ayotte – DOES 3<sup>rd</sup> Grade Teacher (BA/7)
- 3) Mark Fledderjohn – Technology Teacher (MA18/12)
- 4) Aleshia Wiley – DOES 3<sup>rd</sup> Grade Teacher (MA/2)
- 5) Chris Satkowski – DOES 6<sup>th</sup> Grade Teacher (MA/1)

8.3.2 Receipt of Certified Personnel Action(s):

- 1) Dawn Greene– NES Chaperone Chief Science Officer Summer Institute
- 2) Julie Mackenzie – 21<sup>st</sup> Century Summer School Teacher
- 3) Matt Schreiner – 21<sup>st</sup> Century Weight Lifting Club
- 4) Stephanie Underwood - DOES Teacher Change to BA/5 from BA/4
- 5) Tom Friesen – NES Athletic Director
- 6) Dawn Greene- Science/STEM Club
- 7) Lori Noto – Robotics Club
- 8) Kevin Williams, Mark Fledderjohn, Donna Allsman, Aundrea Anderson, Tabby Band, Becky Bevan, Donna Bone, Erika Chapman, Kim Eberlein, Angie Evans, Tom Friesen, Angelina Geraci, Sandy Gouak, Dawn Greene, Martha Williams-Hayes, Patricia Miranda, Maureen Nead, Lori Noto, Ellen O'Loughlin, Nancy Petranovich, Shannon Rankin, Stephanie Savage, Mary Soto, Linda Straub, Tracy Suggs, Bruce Taylor, Holli Taylor, Melanie Watson – NES Afterschool Tutor-NES Afterschool Tutor
- 9) Patricia Miranda, Aundrea Anderson – Kiwanis K Kids
- 10) Kim Eberlein – Flight Lab
- 11) Angie Evans – Student Council

8.3.3 Approval of Classified New Hire(s):

- 1) Brianna Nead – DOES PS Aide (Level 1/Step 1)
- 2) Sherry Bateman – Food Service Substitute (Level 1/ Step 1)
- 3) James Link – Custodian and Substitute Bus Driver (Level 1/Level 3)
- 4) Shawna O'Reilly – Bus Aide (Level 1/Step 1)
- 5) Norma Link – Bus Aide (Level 1/Step 1)

8.3.4 Receipt of Classified Personnel Action(s):

- 1) Jennifer Carlson – 21<sup>st</sup> Century Program Summer Work
- 2) Barbara Staten – Community Ed. Admin Assistant Summer Work
- 3) Patricia Monreal – Summer School Paraprofessional
- 4) Patricia Delgado – Preschool Summer Work
- 5) Lori Dame – Back To School Clothing Event-Piper Foundation
- 6) Julie Hohn, Deb Patten, Tina Murray, Cynthia Ludovico– ASSETs Before/After School Aide
- 7) Cynthia Rocha, Julie Hohn, Lisa Pino, Tena Broyles, Deb Patten, Nidia Villanueva - FY17 Fridays 21<sup>st</sup> Century Aide
- 8) Kim Kehoe – Yearbook Club
- 9) Sonia Morais, Lindsay Dyer – NES Afterschool Tutor
- 10) Grover Huff, Nancy Montgomery, Steven Montgomery, Sherianna Morales, Kathy Quinn, Norma Smith, Lenora Spivey, Rose Stilwell, Laura Tharp, Donna Touvell, Gloria Loftis, Connie Rose, Frances Stockton, Julie Hohn, Adrianna

Odogui, Patricia Delgado, Debbie Patton, Hope Haynes, Brenda Moorhead and Christina Murray – Annual Classes/CPR First Aid

8.3.5 Approval of Separation(s) of Employment:

- 1) Joanne Haney, Preschool Aide – Resignation
- 2) Myra McQuillen, Bus Driver - Resignation

8.3.6 Approval of 2016-17 Certified and Classified Substitute(s)

**\*8.3.7 PULLED** Approval of Revised Director of Business Services/HR Director Job Description – Mr. Stephen explained to the Board the additional duties that the Business Services Director would have with the addition of the HR Director position, thus a revised job description. The HR Department requires a director level staff member to oversee all of the requirements for human resources. Dolphin/Serrano motion. Approved. UNANIMOUS

8.3.8 Approval of Reissuance of Contract to Incorporate HR Director Duties per Organizational Chart

8.4 Approval of Vouchers A/P #1128; 1129; 1133; 1134; 1137; 1139  
Payroll Vouchers # 41, 1116; 43, 1123; 1127; 49, 1132; 51, 1136

8.5 Receipt of 2016-17 Bus Routes

8.6 Approval of NUSD REIL Evaluation Instrument

8.7 Approval of NUSD 2016-17 Qualified Evaluators and Peer Evaluators

8.8 Approval of Renewal of Dysart MOU and Transportation Agreement

8.9 Adoption of 2016-17 Expenditure Budget

8.10 Approval of Annual Resolutions

- 1) Maricopa County Education Service Agency as Statutory Agent for Wage Garnishments
- 2) Execution of Warrants between Board Meetings
- 3) Authorized Custodian/Signer for Bank Accounts

8.11 Approval of 2016-17 Performance Based Compensation Plan

8.12 Approval to Establish 2016-17 School Lunch Change Fund

8.13 Approval of Kerre Laabs as 2016-17 Student Activity Treasurer

8.14 Approval of Extra-Curricular Fee Schedule

8.15 Approval 2016-17 Schedule B Extra Curricular/Extra Duty Salary Schedule

8.16 Approval of Revised 2016-17 Classified Salary Schedule

8.17 Approval for Board Members to attend ASBA 40<sup>th</sup> Annual Law Conference, September 7-9, 2016

## 9. PRESENTATIONS/INFORMATION/REPORTS

9.1 Principals'/Director Reports

C. McCandlish/A. Mason/J. Scott

9.2 Business Services Report-Mrs. Laabs told the Board that she is looking at a new software for the preparation of the Governing Board meeting agendas and documents. She advised them of the planned carryover for the 16-17 budget.

## 10. DISCUSSION/ACTION ITEMS

10.1 Acceptance of Grants, Gifts and Donations- Mr. Stephen reviewed for the Board the donations of the previous month. The Board thanked our donors. Dolphin/Serrano motion. Approved. UNANIMOUS

1) Nancy Smith - Professional Development Materials - NUSD \$1900

2) Lord of Life Lutheran Church – NES \$50

3) Cindy Angarella – Teacher Manual and 6<sup>th</sup> Grade Class Set Journeys Literature Books

10.2 Approval of Renewal of MOU with Brighter Futures Arizona –Mr. Scott addressed the Board and explained that this is a renewal of the agreement. Dolphin/Varitek motion. Approved. UNANIMOUS

10.3 Approval of Special Education Services IGA- Mr. Scott reviewed the IGA and the Board's commitment to offering these services to neighboring districts. The District feels our program is prepared and ready now to offer our classroom and services to others. Brief discussion ensued regarding Mr. Goodman starting the program and the outstanding job the staff has done in making it a success for our students. Some of whom are going to be transitioning out of the program because of their gains. Dolphin/Serrano motion. Approved. UNANIMOUS

10.4 Approval of Special Education 2016-17 Service Rates-Mr. Scott addressed the Board and explained that these are the rates that we could offer other Districts wishing to avail themselves of our SpEd services under the IGA that the Board had just approved. General discussion regarding the excellent program available for students and the opportunity for savings to other districts. Mr. Scott indicated the suggested rates are well below those offered by contractors to districts requiring the services.

10.5 Approval of TIF 5 MOU with MCESA- Mr. Stephen explained to the Board that he had been approached by MCESA and asked if we would like to participate in the TIF-5 (Teacher Incentive Fund) grant, the next generation of REIL evaluation instrument grants. If so, we need to submit an MOU to MCESA stating our willingness to participate and they will attach that to their grant proposal when they submit it to the US Dept. of Education. He indicated that MCESA will continue to provide peer

evaluators to us for the 16-17 school year, even if we do not get the TIF-5 grant. Mrs. Dolphin noted that the first year with the REIL instrument was shaky for administration and for staff, lots of apprehension. After these five years, teachers are well trained and the comfort level is much, much better. General discussion regarding MCESA support of the program with training, evaluators and funds. The Board is happy to have the opportunity for continued training and improvement for our staff. Dolphin/Serrano motion. Approved. UNANIMOUS

10.6 Approval of Special Meeting Date/Time-Mr. Stephen noted that there may be some new employees to be hired and we would like to have them all in place and would request that if necessary, the Board agrees to a very brief meeting on Wednesday July 27 for a consent agenda of HR matters. It could be held telephonically and would take only a few minutes. General discussion regarding availability of a quorum and a convenient time. The Board will have a quorum and would like an 8:00 am meeting on July 27<sup>th</sup>. Dolphin/Serrano motion. Approved. UNANIMOUS

**11. UPCOMING AGENDA ITEMS**

- 2016-17 Student/Family Handbook
- 2016-17 Employee Handbook
- 2016-17 Classified Evaluation Instrument
- 2016-17 Discipline Plan
- Assessment Presentation
- School Facilities Board Annual Reports
- Declaration of Curriculum & Instructional Alignment to the AZ Academic Standards

**12. ADJOURNMENT** – Dolphin/Serrano motion to adjourn at 7:37 p.m. Approved. UNANIMOUS

**Next Regular Board Meeting August 10, 2016, 6:30 p.m.**

**Next Study Session Meeting, September 28, 2016 6:30 p.m.**

**Dated this 10<sup>th</sup> day of August, 2016.**

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President

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Clerk