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**Governing Board  
Executive Session, Public Hearing and Regular Public Meeting Minutes  
December 8, 2016**

- I. CALL TO ORDER OF EXECUTIVE SESSION:** The meeting was called to order by Mr. Sunn, Board President at 4:25 p.m.

Roll Call: Mr. Delson Sunn, and Mrs. Stacy Marchelli were in attendance. Mrs. Nubia Briceno absent.

- A. Superintendents Evaluation.

- II. ADJOURNMENT OF THE EXECUTIVE SESSION**

Motion by Mrs. Marchelli, seconded by Mr. Sunn to adjourn the executive session at 5:02 p.m. Vote was unanimous. Motion carried.

- III. CALL TO ORDER OF PUBLIC HEARING:** The meeting was called to order by Mr. Sunn, Board President at 5:35 p.m.

Roll Call: Mr. Delson Sunn, and Mrs. Stacy Marchelli were in attendance. Mrs. Nubia Briceno absent.

- A. Presentation by Mrs. Susan O’Rielly, Executive Director of Business Services, first revision of the Fiscal Year 2016-2017 District Expenditure Budget.

- IV. ADJOURNMENT OF THE PUBLIC HEARING**

Motion by Mr. Sunn, seconded by Mrs. Marchelli to adjourn the public hearing at 5:43 p.m. Vote was unanimous. Motion carried.

- V. CALL TO ORDER OF REGUALR PUBLIC MEETING:** The meeting was called to order by Mr. Sunn at 5:43 p.m. Vote was unanimous. Motion carried.

Roll Call: Mr. Delson Sunn, and Mrs. Stacy Marchelli were in attendance. Mrs. Nubia Briceno absent

Administration Present:

*Lorah Neville, Superintendent  
Norma Pacheco, Director of Human Resources  
Susan O’Rielly, Executive Director of Business Services  
Melanie Block, Director of Academic Services  
Carrie Brandon, Director of Student Services  
Michael Welsh, Principal, Union Elementary  
Dudley Butts, Principal Hurley Ranch Elementary  
Robb Begazo, Network Administrator*

**VI. ADOPTION OF AGENDA**

Motion by Mr. Sunn, seconded by Mrs. Marchelli to adopt the agenda. Vote was unanimous.  
Motion carried.

**VII. PLEDEGE OF ALLIGIANCE**

**VIII. SUPERINTENDENT TOP HAPPENINGS**

Ms. Lorah Neville, Superintendent, presented the Governing Board with the top happenings around the district.

**From Dos Rios**

So far this season, our Boys and Girls Basketball teams are undefeated! We host Hurley Ranch tonight at the launching pad! We had our student of the month assemblies on Friday December 2. Our 1st graders from Ms. Atkins room are learning how to tell time, while our dance and cheer squad are preparing for the winter concert scheduled for December 14. Hope to see you there!

**From Hurley Ranch**

We have a lot going on at Hurley!

- HR student council is partnering with Zwide Elementary School in Swaziland, Africa to build and supply books for their library. The project is through African Library Project. The students will be packing up 1000 books and sending to the school. The students will then exchange emails with the students to become aware of their country and culture.
- Grades 3,4,5, and 6 choirs will be performing for the public Tuesday, December 13th at 6:00 PM.
- Students are designing and implementing holiday door decorations. The winning door will receive a prize.
- Students are getting ready for the annual spelling bee. First round competition will be completed by the winter break.
- Requirements and guidelines for the annual science fair are being distributed. All students are eligible to participate.
- 8th graders have participated in the Future Frosh night at Tolleson High School. THS guidance staff visited the HR campus and have begun the registration process.
- Committees are working on the 8th grade end of year activities.

**From Union**

On Wednesday, Union Elementary teachers participated in a professional development about maximizing instructional time. The essential question of the day was: How will maximizing instructional time improve my practice and increase my students' achievement? Teachers reflected on "time traps" within their lessons and shared/gained strategies on: proactive management strategies to maximize instructional time, allotting time to each element of the lesson/utilizing timers to increase student productivity and better pace lessons, and ensuring the teacher, the objective, and the standard drive the planning and the lesson, not the resource. Teachers selected three strategies to implement in their classrooms to better maximize instructional time and one strategy they would like to learn more about in a future professional development.

**From Academic Services**

**Math 20/20 Saturday, December 10, 2016**

This Saturday we have our 4th Math 20/20 day for Kindergarten math standards. We look forward to more learning about how to take a procedural thought process to the conceptual and help our students know why they perform the varied math tasks. We look forward to letting you know how this goes in next week's board update.

### **Site-Based Professional Development on December 7, 2016**

Each school leader determined the need at their school site and established professional developments to address areas that teachers need more support in to help our students. The topics are listed below by school:

- Dos Rios – Workshop and Small Group Instruction
- Hurley Ranch – Positive School Culture
- Union – Maximizing Instructional Time (See attached PowerPoint)

Kudos to the school leaders for their timely and focused professional development.

#### **DIBELS Next/Aims Web MOY Testing**

Next week we will begin Middle of Year testing for students with our diagnostic reading tools. This data will be used to analyze student progress and overall district programs. We will use this data to exit or enter students in our Reading Intervention program district wide. We will share these results with you at our February Board meeting.

#### **Teacher Lap Top Distribution**

This week we distributed the procedures and provided training for our librarians to get the new teacher lap tops barcoded and loaded into our Destiny data system. Please see the attached Teacher Lap Top procedures for the exact document. We also updated our staff user agreement through the coordinated effort of the technology committee, Bright Bytes research firm and the district leadership team. Please see the attachment labeled staff user agreement for the exact document that all staff will sign. This is also being added to the new employee packet through Human Resources. Please note that this process has included ideas, meetings and committee work from many different people across the district making these documents truly a team effort and we thank all of those that were a part of the process.

#### **Bright Bytes Student and Teacher Survey Update**

This week and next week we are having both students and staff take surveys about their technology use and skills. Based on the results from these surveys we will work toward developing the comprehensive technology plan. The teacher survey will drive the professional development that we provide staff and the student responses will provide the baseline for technology integration. We will be surveying parents in March at Parent-Teacher conferences to ensure that we have all stakeholders accounted for in our comprehensive planning. We look forward to sharing all of these results in our April board meeting.

#### **PLC Mid-Year Teacher Survey**

Next week we will be completing our annual survey of teachers to monitor the PLC structure. We look forward to hearing from our staff to continue to monitor and adjust our professional learning communities and provide support to all of our teacher's district wide. Through the feedback we will be able to honor teacher time, thoughts and provide more information as requested to maximize student learning.

#### **From Student Services**

##### **GEIT Update**

We had a wonderful GEIT (General Education Intervention Team) team lead meeting at Dos Rios. Our staff is doing truly amazing things for kids. I want share the following celebrations from our meeting:

- 60% of the 28 K-2 students being supported by Ms. DeRosier have been successfully exited from the GEIT process.
- Ms. Cotton has successfully helped exit a second grader, fourth grader, and fifth grader and is currently providing support for a few fourth and fifth graders who still need the support of a GEIT team.
- Ms. Fellows is providing support to the one referred middle school student and will be getting additional support for this student from the Student Service team.

Overall, the Dos Rios GEIT team has done an outstanding job helping teachers find successful interventions for students and or ensuring that students receive the increased supports they need through other departments. Additionally, the Dos GEIT team at our December team lead meeting brainstormed more tools to help support teachers with academics and students with positive behavioral choices. I can't wait to share what they come up with next!

#### **IX. INFORMATION ONLY ITEMS**

- A. Presentation by Mrs. Carrie Vail 4<sup>th</sup> Grade Teacher at Dos Rios on the Grand Canyon trip for 28 students.
- B. Presentation by Norma Pacheco, Director of Human Resources and Malcom Massey, Transportation Supervisor regarding transportation updates for Union Elementary School District.

#### **X. PUBLIC COMMENTS – No public comments.**

#### **XI. ACTION ITEMS**

##### **1. Consent Agenda Items**

Motion by Mrs. Marchelli, seconded by Mr. Sunn to approve the consent items.

- A. Approval of Regular Public Meeting Minutes for November 10, 2016.
- B. Approval of Personnel Items as presented.
- C. Approval of Accounts Payable Vouchers
- D. Approval of Payroll Vouchers
- E. Approval of the Student Activities Transaction Report

Vote was unanimous. Motion carried

##### **2. New Business**

- A. Motion by Mrs. Marchelli, seconded by Mr. Sunn, to approve the emergency procurement for transportation with Royal Transportation. Vote was unanimous. Motion carried.
- B. Motion by Mr. Sunn, seconded by Mrs. Marchelli to approve the Intergovernmental agreement with Mesa Unified School District No.4 for the Mesa Distance Learning Program. Vote was unanimous. Motion carried.
- C. Motion by Mrs. Marchelli, seconded by Mr. Sunn to approve the first revision of the fiscal year 2016-2017 District Expenditure Budget. Vote was unanimous. Motion carried.
- D. Motion by Mr. Sunn, seconded by Mrs. Marchelli to approve the Gift and Donations to Union Elementary School District. Vote was unanimous. Motion carried.

- E. Motion by Mr. Sunn, seconded by Mrs. Marchelli to approve revised Intergovernmental agreement with Littleton Elementary School District No. 65 regarding maintenance services. Vote was unanimous. Motion carried.
- F. Motion by Mr. Sunn, seconded by Mrs. Marchelli to approve the revised classified salary placement schedule for the 2016-2017 school year to comply with the passing of proposition 206. Mrs. Susan O’Rielly answered questions from the board. Vote was unanimous. Motion carried.
- G. Motion by Mrs. Marchelli, seconded by Mr. Sunn to approve the Memorandum of Understanding with Touchstone Behavioral Health for the 2016-2020 school year. Vote was unanimous. Motion carried.
- H. Motion by Mrs. Marchelli, seconded by Mr. Sunn to approve the new position of a Lab Teacher for the 2016-2017 school year. Mrs. Lorah Neville answered questions from the board. Vote was unanimous. Motion carried.
- I. Motion by Mr. Sunn, seconded by Mrs. Marchelli to approve the new Coach Observation Evaluation tool for the 2016-2017 school year. Vote was unanimous. Motion carried.


**XII. INFORMATION AND DISCUSSION ITEMS – None**

**XIII. FUTURE INFORMATION ITEMS**

- A. Requests for future agenda items.

**XIV. ADJOURNMENT**

Motion by Mr. Sunn, seconded by Mrs. Marchelli, to adjourn the Regular Public Meeting at 6:26 p.m. Vote was unanimous. Motion carried.

  
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Mr. Delson Sunn, President of the Board

1/31/2017  
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Date