



## ADMINISTRATIVE CENTER

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## GOVERNING BOARD

Patty Kennedy, President ▪ Pam Reicks, Clerk  
Patti Hussey ▪ Susan Maland ▪ Andrew  
Pulcipher

## SUPERINTENDENT

Brian Capistran

### **Governing Board Study Session Administrative Center/Board Room January 28, 2017**

In compliance with ARS 38-431.01, and consistent with the requirement set forth in ARS 38-431.02, notices of this two-day study session held in public were appropriately posted.

#### **Call to Order**

President Kennedy called the study session to order at 8:06 am. President Kennedy expressed appreciation for giving up their Saturday to update the Board.

**Governing Board Present:** Patty Kennedy, President; Pam Reicks, Clerk; members Patti Hussey, Susan Maland and Andrew Pulcipher.

**Also Present:** Brian Capistran, Superintendent; Matt Belden, Assistant Superintendent of Operations and Resources; Allison Mattingly, Assistant Superintendent of Human Resources; Craig Mussi, Assistant Superintendent of Curriculum and Instruction; Ed Barnes, Administrator of Academic Support and School Safety; Kim Mesquita, Administrator of Community Relations; Lou Wiegand, Chief Financial Officer; and Joie Eddings, Administrative Assistant to the Governing Board.

#### **Welcome/Overview**

Mr. Capistran welcomed everyone and expressed appreciation for the opportunity to update the Board. He continued by giving an overview of the agenda for the day.

#### **Governing Board Protocols**

Current protocols were distributed. President Kennedy reviewed each protocol allowing an opportunity for questions and/or discussion. President Kennedy requested an addition to Governing Board Protocol 7. The Superintendent will communicate requests for information to the Board president and all other Board members as appropriate. The amount of time required to fulfill the request, intended use of the information and the workload of the person/department fulfilling request will be considered. *The Board agreed to add* – Any Board member's request for information from Cabinet or other District employees be directed to the Superintendent.

President Kennedy reviewed and asked the Board to compare the ASBA Code of Ethics to our Governing Board Policy - BCA Board Member Ethics. President Kennedy suggested a revision of our current Board Member Ethics policy by adopting the ASBA Code of Ethics. Board Member Maland expressed support of current policy. This discussion resulted in this item will be on the agenda at the summer study session.

#### **Vision/Leadership Development**

Mr. Capistran reviewed his vision with a power-point presentation to the Board updating them in the areas of student success, organizational health/performance and community involvement partnerships.

*Empowering All Students for the Choices and Challenges of the Twenty-First Century*

### **Critical Work Activities**

Mr. Capistran distributed the critical work activities developed by Curriculum & Instruction; Community Relations; Federal Programs; Human Resources; Finance; School Safety and Operations, Athletics & Transportation.

### **Title I – Title II**

Mr. Barnes explained the areas of focus for Title I is serving students who struggle academically, freshman transition, parent involvement and school-wide intervention programs. Title I funding is spent on extended learning opportunities in math and reading, learning center labs, instructional assistants, on-site coordinators, literacy coaches, math intervention specialists, instructional technology specialist, technology trainers, parent liaison and campus technology. Title II focuses on professional development.

### **School Safety**

Mr. Barnes explained that we provide professional development and leadership opportunities for Assistant Principals of Discipline and Attendance, Social Workers and Nurses throughout the year to assist with maintaining safe and orderly campuses.

*School Resource Officers* - Independence, Glendale, Greenway, Moon Valley, Sunnyslope and Washington. We will be reapplying for the renewal of this grant as we are at completing the third year. Will continue to seek funds for all nine campuses.

*T.A.P.P. – (Tell an Adult, Parent or Police)*

Mr. Barnes explained that this a program that was developed by our Social Workers. Implemented on the campuses through Assistant Principals, Social Workers, School Resource Officers and Nurses.

### **Academic Achievement**

Mr. Mussi did a snapshot overview of the many areas of student academic achievement:

*District and State Assessments -*

AzMERIT – (Arizona’s Measurement of Educational Readiness to Inform Teaching):

Reviewed data for 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> grade students as compared to State in English Language Arts, Algebra 1, Geography and Algebra II.

AIMs Science – (Arizona’s Instrument to Measure Standards): Aligned our district assessment to the skill level necessary, incorporated a diagnostic

Civics – This is our first senior class that must pass to graduate. Our current percentage success rate is at 99%.

AZELLA Testing in ELL – (Arizona English Language Learners Assessment) State continues to increase the percentage needed to meet the standard. We have met the standards each year.

Advanced Placement – Course analysis of successful exam percentages was distributed.

PSAT/SAT/ACT – Provided an entrance exam timeline for grade levels 9-12.

District Assessments – Longitudinal data, SAI (student achievement index) information and individual school success rates (passed all of their classes) were distributed.

*Professional Development* – We use a system-wide approach with coordinators, principals, department chairs, Professional Learning Committee team leads, teachers and specialists

*Information & Technology* – Highlighted the three general areas of network systems, support, training and IT specialists. They are involved in network and cabling upgrades, installing wi-fi across the district, computer upgrades, support, training and integration.

*Special Programs* – Provided information and data regarding programs and course offerings for Online Learning, Career and Technology Education (CTE) and Special Education

### **Operations and Resources**

*Bond* – The bond funds from the 2011 election used to rebuild Thunderbird and Greenway are exhausted. The bond passed in 2015 will fund projects at each of our campuses. Mr. Belden reviewed the planned projects at each of our schools.

*Capital* – Each campus received an allocation of funds to spend on local needs. Some areas where funds were used were classroom furniture and equipment, maintenance equipment, tables, etc.. Other allocated funds to music programs, upgrading faculty/staff computers and district vehicles.

*Athletics* – Our sports' programs are in their first year of a two-year block. Mr. Belden reviewed the revised heat advisory guidelines implemented last summer.

*Transportation* – Mr. Belden explained that we have had an increase in demand on our transportation department for special education and McKinney Vento routes. He further shared that preliminary estimates show a 10% reduction in transportation costs per student due to cost-saving programs and planning.

*School Calendars* – Mr. Belden explained that we are at that time in our process to look at adopting the next set of calendars. We have typically adopted three years at a time. Mr. Belden proposed that we adopt a two-year block at this time. He will reach out to our two feeder districts for input. We will look to adopt at a board meeting in the spring.

### **Finance**

Mr. Wiegand had a power point presentation regarding funding for the following areas:

*Educational Spending* – Prop 123 was a settlement for legislative mandated funding that school districts' were not paid in prior years. He reviewed budget cuts that were not resolved by this proposition.

*Legislative* – Areas that affect education of heightened concern are Teacher Experience Index, Desegregation, Bonds & Overrides, Special Education, Empowerment Scholarships, Capital Funding, and Prop 301 Renewal.

*State Finances* – Overview of current and projected stated revenues including state fund balance.

*Average Daily Membership* – Previously this funding number was determined during the first 100 days of the school and remained throughout the school year. That has changed to real-time enrollment numbers.

*District Budgets* – Brief overview of past, current and projected longitudinal data. Highlighted information regarding the largest components of our maintenance and operations budget salary/benefits, special education, healthcare, utilities and transportation.

*Infinite Visions* – We are implementing new integrated financial and personnel management software specifically designed for schools that will update our software.

### **Community Relations**

Ms. Mesquita highlighted her department's areas of responsibility. Today focused on the following areas:

*Community Outreach* – Phoenix Council News, Board Study Sessions, Tax Credit Promotions, Community Newsletter, Community Meetings, News Media, Promotional Videos, Chamber of Commerce.

*Parent Engagement* – School communications, school councils, open house/future freshman night, ParentVue, parent email blasts and district events.

*Website* – Communication hub for the district and our schools. Continually working to ensure that the information is current and relevant. Redesigned online learning website, registration system, pilot system 2016-2017 and researching different marketing strategies. The GUHSD Video Project is progressing which will promote what makes us stand out as a District. To preview our videos on our district website, click on the link #WeAreGUHSD.

*Social Media* – Facebook (92% increase), Twitter (19% increase) and Instagram.

### **Human Resources**

Ms. Mattingly updated Board members in the following areas:

*Staffing* –

Certified – Three long-term substitutes who were our student teachers and wanted to continue in our district. We have 6/5ths positions equivalent to full-time science and math teaching position.

Classified – We are consistently seeking instructional assistants, cafeteria assistants and custodial positions.

*Evaluations* – Classified evaluations revised to a rubric format similar to our other evaluations.

*Recruitment* – An overview of job fairs and networking efforts. The GUHSD job fair will be on February 11 in the Greenway media center. New recruitment methods implemented are Prospective Teacher Meet and Greet, Student Teacher and Intern Orientation and aspiring teacher email database.

*Professional Development* –

Classified – Stage two of the Survey, Plan, Systemic Development, and Position Specific. Additionally, the professional growth committee oversees a small amount of funding for tuition reimbursement for classified employees who are pursuing teaching careers.

Certified – Instructional strategies, literacy, cooperative learning and technology are the current areas of focus.

Assistant Principal - Teacher evaluation, planning, communication and problem solving.

Aspiring Administrator Academy – Goal is to develop administrators/leaders within our district. Teachers who wish to develop as leaders on their campus are encouraged to attend as well.

**Calendars**

Mr. Capistran reviewed the calendar of Board meeting dates for the remainder of this school year and beginning of the 17-18 school year.

**Policy Updates**

Mr. Capistran reviewed the most recent policy services advisory from ASBA and discussed whether the current policy on sex education would need updating to pilot an opt-in, after-school, sex education seminar. Additionally, Mr. Capistran explained the process for a single read, three read and adoption of an updated or new policy.

**Electronic Board Documents**

Proposed and accepted all the enclosures and information regarding board meetings to be available electronically.

**Summary**

Mr. Capistran thanked Cabinet members for their presentations. He expressed his gratitude for the Governing Board’s support and commitment.

**Governing Board Comments**

Board members expressed their appreciation for the informative presentations, the opportunity to get to know each other better and commitment to what is best for our students.

**Adjournment**

President Kennedy adjourned the meeting at 3:10 pm.

**APPROVED:**

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Patty Kennedy, President

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Patti Hussey, Member

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Pam Reicks, Clerk

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Susan Maland, Member

\_\_\_\_\_  
Andrew Pulcipher, Member

Joie Eddings  
Administrative Assistant  
to the Governing Board