



NOTICE OF PUBLIC MEETING

**TOLLESON UNION HIGH SCHOOL DISTRICT #214
GOVERNING BOARD AGENDA
FOR REGULAR MEETING**

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Tolleson Union High School District Governing Board and the general public that the Governing Board will hold a public meeting open to the public as follows:

- DATE:** Tuesday, December 13, 2016
- TIME:** 6:00 p.m.
- PLACE:** District Administrative Center, Board Room, 9801 West Van Buren Street, Tolleson, AZ 85353

The agenda for this meeting is provided below. However, the Governing Board reserves the right to change the order of items on the Agenda with the exception of public hearings set for a specific time. One or more members of the Governing Board may participate in the meeting by telephonic communication.

Pursuant to A.R.S. §38-431.03 A.3, the Governing Board may vote to convene an executive session, which will not be open to the public, for discussion or consultation for legal advice with the Governing Board’s attorney on any matter listed on the Agenda.

A copy of background material for an agenda item provided to Governing Board members (with the exception of materials relating to executive sessions) is available for public inspection at the District Administrative Center, 9801 W. Van Buren Street, Tolleson, AZ 85353, at least twenty-four (24) hours prior to the Governing Board meeting. Please contact Mrs. Judith Jameson, the Governing Board’s Executive Assistant, at 623-478-4001 for more information.

Persons with a disability may request reasonable accommodations by contacting Mrs. Jameson. Accommodations should be requested at least two (2) working days prior to a public meeting to allow time for the District to arrange for the accommodation.

Posted: December 8, 2016 By: Judith Jameson, Executive Assistant to the Governing Board

A complete copy of the meeting agenda can be found on the TUHSD website: www.tuhsd.org

REGULAR MEETING

1. Call to Order and Roll Call

The meeting was called to order by _____ at _____ p.m.

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

2. Approval of the Regular Agenda

Recommendation: It is recommended that the Governing Board approve the Regular Agenda.

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Villalon Mr. Moreno

3. Summary of Current Events

The Superintendent and/or Governing Board members may present a brief summary of current events. The Governing Board will not propose, discuss, deliberate, or take legal action at the meeting on any matter in the summary unless the specific matter is properly noticed for legal action.

4. Celebrations/Recognitions

A. Superintendent Student Representative Council District-Wide Update

Westview High School students Monica Luna and Oscar Hernandez, representing the Superintendent Student Representative Council, will provide an update for each of the TUHSD schools.

B. Westview High School

Westview High School will be celebrated with a presentation highlighting academic achievement, a performance by the choir and recognition of staff and students of the year.

C. Recognition of Mayor of Tolleson, Adolfo F. Gámez

Adolfo F. Gámez, Mayor of Tolleson, will be recognized for over 28 years of service to the community and partnership with TUHSD.

D. December Graduates

December Graduates will be celebrated and recognized.

E. Governing Board Member Vincent Moreno and M&O Budget Override

Mr. Vincent Moreno will be recognized for his service to TUHSD and his leadership and for the M&O Budget Override.

5. Public Participation

The Governing Board is committed to providing regular opportunities for the public to address the Governing Board. To that end, the public is invited to address the Governing Board on any issue within its jurisdiction, subject to reasonable time, place, and manner restrictions.

Members of the public who wish to address the Governing Board are to complete a public participation form and provide it to Judith Jameson, the Governing Board's Executive Assistant, prior to the beginning of the meeting.

Governing Board members are not permitted to discuss or take legal action on matters raised during the open call to the public unless the matters are properly noticed for discussion and legal action. However, the law permits Governing Board members to do the following at the conclusion of the open call to the public: (a) respond to criticism made by those who have addressed the Governing Board; (b) ask staff to review a matter; or (c) ask that a matter be put on a future agenda.

Personal attacks upon Board members, staff personnel, or other persons in attendance or absent by individuals who address the Board are discouraged. Policies KE, KEB, KEC, and KED are provided by the Board for disposition of legitimate complaints, including those involving individuals.

6. Approval of the Consent Agenda

It is recommended that the Governing Board approve the Consent Agenda.

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

7. Discussion/Action of Item(s) _____ Previously Removed From the Consent Agenda

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

CONSENT AGENDA* ITEMS

Items marked with an asterisk (*) are designated as Consent Agenda Items. These items will be considered without discussion. Consent Agenda items may be removed for discussion by any member of the Governing Board by notifying the Governing Board President or the Superintendent twenty-four hours before the regular Governing Board meeting or by a majority of the Governing Board members present at the Governing Board meeting.

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*1. Human Resources	
A. Personnel Items	16-18
Personnel items include recommendations and ratifications for various actions including employment, contract assignments and revisions, stipends, extra duty assignments, position changes, leaves of absence, retirements, resignations, and terminations.	
*2. Financial Services	
A. Vouchers	19-20
Prior to ratification at each Governing Board meeting, Governing Board members review vouchers and/or journal entries. Vouchers represent orders for payment of material, equipment, salaries, and services.	
B. Donations	21-22
The following donations were received by the District:	
▪ TUHS Boys Soccer Club - \$2,026.88 – Twenty-five (25) Adidas Warm Ups for TUHS Boys Soccer Program	
▪ TUHS Boys Soccer Club - \$1,405.94 –Warm Up Shirts and Polos for TUHS Boys Soccer Program	
▪ CollegeBoard - \$500 – AP Rebte Check to be used for AP needs for UH AP Program	
▪ The Thunderbirds - \$500 – Check to be used for green fees, uniforms, food and beverages for SLHS Boys Golf	
▪ Guitar Center - \$500 – Store credit to purchase keyboard/musical instruments for CCHS Special Services Program	

	PDF PAGE #
C. Authorization for Disposal #952, SLHS Laminator All disposal arrangements will be made in accordance with USFR guidelines and the Arizona Administrative Code, Title 7, Education/Procurement, Section: Materials Management and Disposition.	23-24
*3. Superintendent’s Office	
A. Travel Requests Requests have been received from Copper Canyon High School, La Joya Community High School, Sierra Linda High School, Tolleson Union High School, Westview High School and District Office.	25-42
B. Minutes – November 8, 2016 Regular Meeting	43-53
C. Minutes – November 9, 2016 Special Meeting	54-56

INFORMATION/DISCUSSION ITEMS

9. Principal District-Wide Update Dr. Michele Wilson, Westview High School Principal, will provide the Principal’s update for each of the TUHSD schools.	57
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ACTION/DISCUSSION ITEMS

11. Governing Board Professional Development Administration seeks Governing Board approval of professional development opportunities that the Governing Board, either as a whole or individually, may wish to attend: (1) NSBA Equity Symposium, January 28, 2017 in Washington, D.C. and (2) NSBA Advocacy Institute, January 29-31, 2017 in Washington, D.C.	58-62
 <i>Recommendation:</i> That the Governing Board approve professional development opportunities that the Governing Board, either as a whole or individually, may wish to attend: (1) NSBA Equity Symposium, January 28, 2017 in Washington, D.C. and (2) NSBA Advocacy Institute, January 29-31, 2017 in Washington, D.C.	

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

12. Delegate to Cast the TUHSD Governing Board's Vote at the ASBA Annual Business Meeting

63-66

The election of secretary, treasurer and president-elect will be held at the ASBA Annual Business Meeting at 11:15 a.m. on Thursday, December 15, 2016 at the Biltmore Conference Center in conjunction with the ASBA-ASA Annual Conference. All ASBA active (district) member boards may designate a delegate to vote at the meeting.

Recommendation: That the Governing Board designate a delegate to vote on ASBA Officers for 2017 at the ASBA Annual Business Meeting at 11:15 a.m. on Thursday, December 15, 2016 at the Biltmore Conference Center in conjunction with the ASBA-ASA Annual Conference.

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

13. Resolution of Support for Foreign Trade Zone

67-68

Administration seeks Governing Board approval of a resolution supporting the development of 8787 W. Buckeye Road, Phoenix (Tolleson), AZ as a Foreign Trade Zone.

Recommendation: That the Governing Board approve the Resolution supporting the development of 8787 W. Buckeye Road, Phoenix (Tolleson), AZ as a Foreign Trade Zone.

Motion made by _____; seconded by _____

Mr. Chapman Mr. Del Palacio Ms. Madruga Mr. Moreno Mr. Villalon

AGENDA ITEMS FOR FUTURE MEETING(S)

- December 27th – Winter Break no Governing Board Meeting
- January 10th – Regular Meeting
- January 24th – Regular Meeting and Executive Session
- February 14th – Regular Meeting

ADJOURNMENT

Motion made by _____; seconded by _____

The meeting was adjourned at _____.

SUMMARY OF AGENDA ITEM

DATE: December 13, 2016

SUBJECT: Superintendent Student Representative Council District-Wide Update

PURPOSE:

Westview High School students Monica Luna, 12th grade, and Oscar Hernandez, 11th grade, representing the Superintendent Student Representative Council, will provide an update for each of the TUHSD schools.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Superintendent Student Representatives:

- The goal is for two students from each school to share celebrations, recognitions and concerns as representatives for the entire student body from their site, with a focus on academic achievement.
- Together they will discuss and process solutions for concerns.
- Student Representatives will report to the Governing Board monthly and share district-wide celebrations and concerns from a student's perspective.
- Superintendent Gutierrez and Mrs. Jameson will teach student representatives the processes and procedures at a formal governing board meeting.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

This update will benefit the students, staff and community with timely information taking place across the District with a student's perspective.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

Information only. Governing Board action is not required.

Submitted by: Judith Jameson
Executive Assistant Date: December 5, 2016

Reviewed by: Mrs. Nora Gutierrez
Superintendent Date: December 5, 2016

SUMMARY OF AGENDA ITEM

DATE: December 13, 2016

SUBJECT: Celebration – Westview High School

PURPOSE:

Mrs. Nora Gutierrez, Superintendent, will celebrate Westview High School (WHS). Dr. Michele Wilson, Principal, will introduce a presentation highlighting academic achievement at WHS, a performance by the choir and recognize staff and students of the year.

Classified Employee of the Year: Sherry Shelley, Receptionist
Certified Employee of the Year: MCJROTC Instructor MSgt. Peter Washington
Female Student of the Year: Sunnee McMurdie, Senior
Male Student of the Year: Daniel Waltman, Senior

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

BEDB – Agenda (Celebrations/Recognitions)

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

Celebrating student achievement at our schools and honoring staff and students of the year.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

Information only. Governing Board action is not required.

Submitted by: Judith Jameson
Executive Assistant _____ Date: December 7, 2016 _____

Reviewed by: Mrs. Nora Gutierrez
Superintendent _____ Date: December 7, 2016 _____



WESTVIEW

We Celebrate!

Students of the Year!
Employees of the Year!

This graphic features the word "WESTVIEW" in a blue, stylized font at the top left. To its right are colorful, wavy streamers in shades of blue, green, yellow, and pink, interspersed with small stars. Below this, the phrase "We Celebrate!" is enclosed in a white rectangular box with a black border. Underneath the box, the text "Students of the Year!" and "Employees of the Year!" is displayed in a blue font. The entire graphic is set against a white background with a blue gradient at the bottom.



Westview Knight Vocal Ensemble



Under the direction of O.M. Hartsell Music
Teacher of the Year 2015,
Mrs. Lori Dixon

This graphic features a dark blue header with the text "Westview Knight Vocal Ensemble" in white. Below the header, there are two framed images: a golden, ornate Christmas tree on the left and a shield-shaped logo on the right containing a stylized blue "W" with three upward-pointing arrows. At the bottom, a white box contains the text "Under the direction of O.M. Hartsell Music Teacher of the Year 2015, Mrs. Lori Dixon". The background is a dark grey gradient with a blue gradient at the bottom.

WHS Receptionist, Sherry Shelley



Senior, Daniel Waltman



Senior, Sunnee McMurdie



MCJROTC Instructor, MSgt. Peter Washington



Our Westview Knights

WESTVIEW

PRIDE
PERSEVERANCE
PERFORMANCE

WHS Video by
Kelly Cox
Joshua Jenkins
Andrea Paredes
Hunter Secrest
Kaylee Sill
Zack Varin

Special Thanks Nikki
Tran
(WHS Alumni)

SUMMARY OF AGENDA ITEM

DATE: December 13, 2016

SUBJECT: Celebration – Recognition of Mayor of Tolleson, Adolfo F. Gámez

PURPOSE:

Mrs. Nora Gutierrez, Superintendent, will recognize Adolfo F. Gámez, Mayor of Tolleson, for over 28 years of service to the community and partnership with the Tolleson Unified School District. Tolleson Union High School concert choir students, under the direction of Mr. Jonathan Newey, will perform a special song for Mayor Gámez.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

N/A

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

Community Relations and partnerships are vital to the overall goals of the District.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

Information only. Governing Board action is not required.

Submitted by: Judith Jameson
Executive Assistant Date: December 5, 2016

Reviewed by: Mrs. Nora Gutierrez
Superintendent Date: December 5, 2016

SUMMARY OF AGENDA ITEM

DATE: December 13, 2016

SUBJECT: Celebration – December Graduates

PURPOSE:

Mrs. Nora Gutierrez, Superintendent, will celebrate and recognize our December Graduates.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

IKFA – Early Graduation

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

Celebrating the accomplishment of graduation.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

Information only. Governing Board action is not required.

Submitted by: Judith Jameson
Executive Assistant Date: December 7, 2016

Reviewed by: Mrs. Nora Gutierrez
Superintendent Date: December 7, 2016



CONGRATULATING OUR DECEMBER GRADUATES

December 13, 2016

HOME SCHOOL	STUDENT
Copper Canyon High School	Alondra Rodriguez Carbajal
Sierra Linda High School	Elaina Liles
Sierra Linda High School	Alex Xavier Eastman
Tolleson Union High School	Julio Guzman
Tolleson Union High School	Oscar Madrigal
Tolleson Union High School	Joseph Moore
Tolleson Union High School	Celina Mori
Westview High School	Jose Garcia
Westview High School	Omar Ibarra
Westview High School	Christopher Ramos
Westview High School	Hal White

SUMMARY OF AGENDA ITEM

DATE: December 13, 2016

SUBJECT: Celebration – Governing Board Member Vincent Moreno
and M&O Budget Override

PURPOSE:

Mrs. Nora Gutierrez, Superintendent, will recognize Mr. Vincent Moreno, Governing Board Member, for his service to the Tolleson Unified School District since 2013 and his leadership and countless volunteer hours for the M&O Budget Override.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

BA – School Board Operational Goals

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

The Governing Board is responsible to the people of the District and, therefore, should be aware of opinions and attitudes in the community and of identified District needs.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

Information only. Governing Board action is not required.

Submitted by: Judith Jameson
Executive Assistant Date: December 5, 2016

Reviewed by: Mrs. Nora Gutierrez
Superintendent Date: December 5, 2016

SUMMARY OF AGENDA ITEM

MEETING DATE: December 13, 2016

AGENDA SUBJECT: Personnel Items

PURPOSE:

Administration seeks Governing Board approval/ratification of personnel actions.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

The Governing Board has sole responsibility for personnel actions including new hires, re-employment, resignations, retirements, and terminations.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

The personnel action recommendations are in the best interest of the District and those that it serves.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve/ratify the personnel action recommendations.

Submitted by: James Piper
Human Resources Coordinator Date: December 5, 2016

Reviewed by: Mrs. Nora Gutierrez
Superintendent Date: December 5, 2016

TUHSD HUMAN RESOURCES

To: Judy Jameson, Executive Assistant to the Superintendent and Governing Board
From: James Piper, Human Resources Coordinator
Date: December 1, 2016
Re: Personnel Items, Governing Board Meeting, 12/13/2016

Please submit the following recommendations and ratifications for Governing Board approval.

ADMINISTRATIVE STAFF

Resignation

Michael Stewart	DO	Director of Human Resources
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CERTIFIED STAFF

Employment of Personnel for the 2016-2017 School Year

Karrick, Olivia	CCHS	Physical Education Teacher
Arismendez, Elizardo	DO	Guest Teacher
Besan, McKell	DO	Guest Teacher
Constable, Victoria	DO	Guest Teacher
Frilando, John	DO	Guest Teacher
Rivera, Gabriela	LJCHS	English Teacher
Olson, John	SLHS	Math Teacher

Fall Coaches

Akinniyi, Akinlolu	CCHS	Assistant Football Coach
Parra, Azucena	CCHS	Varsity Spiritline Coach

Resignation (Liquidated Damages Waived)

Johnson, Kirk	CCHS	Social Studies
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CLASSIFIED STAFF

Employment of Personnel

Andrade, Loraina	CCHS	Instructional Assistant I- SPED
Brawn, Joseph	CCHS	Instructional Assistant I- Reading- Title I
Coleman, Ramona	CCHS	Instructional Assistant I- SAS- Title I
Quintana, Alyssa	CCHS	Instructional Assistant I- SAS- Title I
Bucio, Diane	LJCHS	Cafeteria Cashier
Gomez Perez, Edgar	LJCHS	Instructional Assistant I- SAS- Title I
Reyes, Enrique	LJCHS	Instructional Assistant I- SAS- Title I
Jordan, Renee	UHS	Student Information Systems Specialist
McCullough, Corey	WHS	Security Guard

Fall Coaches

Seyk-Malanche, Danielle TUHS Assistant Spiritline Coach

Student Workers

Alvarado, Daisy LJCHS Student Cafeteria Worker
Garcia, Hector LJCHS Student Cafeteria Worker

Carnline, Franklin TUHS Student Cafeteria Worker

Resignations

Magallanes, Elizabeth DO Substitute Bus Driver
Martinez, David DO Mechanic
McCandies, Lori DO Bus Driver
Yancy, Frederick DO Bus Driver

Alvarez, Erick SLHS Cafeteria Cashier

White, Jeremiah TUHS Security Guard

Termination

Smith, Marilyn DO Substitute Bus Driver

VOLUNTEERS**Fall Coaches**

Valenzuela, Yesenia WHS Assistant Spiritline Coach

Volunteers

Childers, Erin WHS Choir Chaperone

SUMMARY OF AGENDA ITEM

MEETING DATE: December 13, 2016

AGENDA SUBJECT: Vouchers

PURPOSE:

Administration seeks Governing Board ratification of payroll and expense vouchers.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Pursuant to A.R.S. §15-321(G), "An order on a county school superintendent for a salary or other expense shall be signed by a majority of the governing board. An order for salary or other expense may be signed between board meetings if a resolution to that effect has been passed prior to the signing at the regular or special meeting of the governing board and the order is ratified by the board at the next regular or special meeting of the governing board."

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

Ratification of vouchers and/or journal entries ensures that timely payment of material, equipment, salaries, and services are made.

BUDGET IMPACT AND COSTS:

Payroll Vouchers: \$ 4,063,073.70 (#18-20)
Expense Vouchers: \$ 1,287,557.75 (#9062-9072)

RECOMMENDATION:

It is recommended that the Governing Board ratify payroll vouchers #18-20 and expense vouchers #9062-9072.

Submitted by: Henrietta Booth
Accounting Technician, Accounts Payable Date: December 5, 2016

Reviewed by: Mrs. Nora Gutierrez
Superintendent Date: December 5, 2016

APPROVAL OF PAYROLL/EXPENSES VOUCHERS

RATIFY PAYROLL VOUCHERS:

Voucher	18	\$	1,888,674.50
Voucher	19	\$	2,172,599.84
Voucher	20	\$	1,799.36
TOTAL			<u>\$ 4,063,073.70</u>

RATIFY EXPENSE VOUCHERS:

Voucher	9062		248,959.48
Voucher	9063		4,462.89
Voucher	9064		92,760.04
Voucher	9065		21,953.49
Voucher	9066		360,370.16
Voucher	9067		9,616.21
Voucher	9068		330,669.02
Voucher	9069		28,942.88
Voucher	9070		176,297.62
Voucher	9071		11,595.58
Voucher	9072		1,950.38
TOTAL			<u>\$ 1,287,577.75</u>

SUMMARY OF AGENDA ITEM

MEETING DATE: December 13, 2016

AGENDA SUBJECT: Donations

PURPOSE:

Administration seeks Governing Board acceptance of donations.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Various donations are presented to the Governing Board for review and official acceptance throughout the year.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

Donations assist TUHSD in providing services and incentives to teachers, students and staff.

BUDGET IMPACT AND COSTS:

Donations totaling \$4,932.82.

RECOMMENDATION:

It is recommended that the Governing Board accept the donations from Tolleson Union High School Boys Soccer Club, the CollegeBoard, the Thunderbirds and Guitar Center.

Submitted by: Carolyn Jelinek
Budget Analyst, Financial Services Date: December 6, 2016

Reviewed by: Mrs. Nora Gutierrez
Superintendent Date: December 6, 2016

DONATIONS
As of December 1, 2016

DONOR	SCHOOL/PROGRAM	DONATION	VALUE (\$)
TUHS Boys Soccer Club	Tolleson Union High School – Boys Soccer Program	25 - Adidas Warm Ups	\$2,026.88
TUHS Boys Soccer Club	Tolleson Union High School – Boys Soccer Program	Warm Up Shirts and Polos	\$1,405.94
CollegeBoard	University High School – AP Program	AP Rebate Check to be used for AP needs	\$500.00
The Thunderbirds	Sierra Linda High School – Boys Golf	Check – to be used for Green fees, Uniforms, food and beverages.	\$500.00
Guitar Center	Copper Canyon High School – Special Services Program	Store credit to purchase keyboard/musical instruments.	\$500.00
			\$4,932.82

SUMMARY OF AGENDA ITEM

DATE: December 13, 2016

SUBJECT: Authorization for Disposal #952, SLHS Laminator

PURPOSE:

Administration seeks Governing Board approval to dispose of obsolete equipment that is no longer needed by the District.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

All disposals arrangement will be made in accordance with USFR guidelines and the Arizona Administrative Code, Title 7, Education/Procurement, Section: Materials Management and Disposition.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

Benefits to the District are derived from maintaining furniture and equipment that is safe to use and in good operating condition.

BUDGET IMPACT AND COSTS:

All disposals are processed during the normal course of the work day. There will be no out-of-pocket costs for the disposal of these items.

RECOMMENDATION:

It is recommended that the Governing Board approve the Request for Authorization for Disposal #952, SLHS Laminator.

Submitted by: Cheryl Burt
Purchasing Director _____ Date: December 5, 2016 _____

Reviewed by: Mrs. Nora Gutierrez
Superintendent _____ Date: December 5, 2016 _____

SUMMARY OF AGENDA ITEM

MEETING DATE: December 13, 2016

AGENDA SUBJECT: Travel Requests

PURPOSE:

Administration seeks Governing Board approval of travel requests.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Staff and students travel throughout the school year for professional development (staff) and educational enrichment (students) opportunities.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

As described on attachment.

BUDGET IMPACT AND COSTS:

As described on attachment.

RECOMMENDATION:

It is recommended that the Governing Board approve the travel requests travel requests from Copper Canyon High School, La Joya Community High School, Sierra Linda High School, Tolleson Union High School, Westview High School and District Office as listed on the attachment.

Submitted by: Judith Jameson
Executive Assistant Date: December 7, 2016

Reviewed by: Mrs. Nora Gutierrez
Superintendent Date: December 7, 2016

TRAVEL REQUEST SUMMARY

December 13, 2016

SCHOOL	WHO	WHAT/WHEN/WHERE	PURPOSE
CCHS	Teachers/Coaches: Sean Lance & Andrew Warren Coaches: Ben Ray (LT Sub) & Jalan Pugh	Apache Junction Wrestling Tournament January 13-14, 2017 Apache Junction High School Apache Junction, Arizona	Ability level wrestling tournament that will prepare the team for sectionals and state.
CCHS	STUGO Sponsor, Katelyn Fisher, and STUGO students	Arizona Association of Student Councils 2017 State Convention January 19-21, 2017 Lake Havasu High School Lake Havasu City, Arizona	Gain leadership skills and improve school spirit.
LCHS	STUGO Advisor, John Rosenberger, and STUGO students	Arizona Association of Student Councils 2017 State Convention January 19-21, 2017 Lake Havasu High School Lake Havasu City, Arizona	Opportunity for student leaders to meet with other student leaders from across the state to discuss and share ideas.
SLHS	STUGO Advisor, Christina Arviso, and STUGO students	Arizona Association of Student Councils 2017 State Convention January 19-21, 2017 Lake Havasu High School Lake Havasu City, Arizona	Opportunity for student leaders to meet with other student leaders from across the state to discuss and share ideas.
SLHS	Teachers: Daniel Figueroa, Slate Stout, Alfred Palange and SLHS Varsity Wrestling students	Wrestling Tournament January 5-7, 2017 Joseph City High School Joseph City, Arizona	Varsity wrestling team to attend wrestling tournament.

TRAVEL REQUEST SUMMARY

December 13, 2016

TUHS	STUGO Advisor, Rosie Peacock, Science Teacher, Mark Medrano, and STUGO students	Arizona Association of Student Councils 2017 State Convention January 19-21, 2017 Lake Havasu High School Lake Havasu City, Arizona	To unite advisors in Arizona to exchange ideas and create constructive relationships with other advisors.
WHS	STUGO Advisor, Lisa Kallmes, Board-approved Volunteer Chaperone, Chris Kallmes, and STUGO students	Arizona Association of Student Councils 2017 State Convention January 19-21, 2017 Lake Havasu High School Lake Havasu City, Arizona	AASC State Conventions provide opportunities for students and advisors to develop leadership skills, build a network with other State Student Councils and gain ideas to help create a better campus environment for all students.
CCHS, LCHS, SLHS, WHS	Career & Technical Education: Debbie McKintosh, Director of CTE (DO), Kelly Matthews (CCHS), Heather Eaton (LCHS), Sonia Saenz (SLHS), Denise Saldamando (SLHS), Nanette Ramirez (WHS) and Ashley Fergus (WHS)	ACTEAz Midwinter Conference February 1-3, 2017 (Debbie McKintosh will travel on January 31, 2017 to fulfill ACOVA Board responsibilities) Prescott Resort and Conference Center Prescott, Arizona	Conference session are very specific to leadership roles of those in attendance (CTE Director, CTE Department Chairs, ACTEAz Fellows)
CCHS, TUHS	Career & Technical Education: Marketing teachers and DECA advisors Larry Thomas (CCHS) and Deb Zurcher (TUHS) as well as students from both sites	Annual DECA State Leadership Conference February 26-28, 2017 Tucson, Arizona	State level opportunities for networking, competitions, leadership, scholarship & recognition for students as well as program area and industry specific professional development for instructors and advisors. Students must attend to participate in competitions in order to potentially qualify for national levels of competition.

TRAVEL REQUEST SUMMARY

December 13, 2016

DO	Robin York, English Acquisition Program Coordinator	2017 TESOL International Convention & English Language Expo March 20-24, 2017 Seattle, Washington	Convention offers a number of education session that are directly applicable to TUHSD's EAP, and most offer Continuing Education Units
CCHS, LCHS, SLHS, TUHS, WHS	Career & Technical Education: Culinary, Fashion, and Early Childhood Education teachers and FCCLA advisors Niels Knudsen, Jeanette Neese & Melissa Tracy (CCHS), Carissa Rupe (LCHS), Nicole Schuur, Sushyla Perez & Sonia Saenz (SLHS), Willis Getchell (TUHS), and Ashely Fergus-Beuthin, Nanette Ramirez, & Patti Lopez-Vejar (WHS) as well as students from all five sites.	Annual FCCLA State Leadership Conference April 9-12, 2017 Tucson, Arizona	State level opportunities for networking, competitions, leadership, scholarship & recognition for students as well as program area and industry specific professional development for instructors and advisors. Students must attend to participate in competitions in order to potentially qualify for national levels of competition.

TRAVEL REQUEST SUMMARY

December 13, 2016

<p>CCHS, TUHS, WHS</p>	<p>Career & Technical Education: BOSAS, Financial Services, & Software Development teachers and FBLA advisors Robert Moran (CCHS), Debi Kuehn (LJCHS), Joe Dean (SLHS), Elena Sobampo (TUHS), and Shad Sluiter (WHS) as well as students from all five sites.</p>	<p>Annual FBLA State Leadership Conference April 16-19, 2017 Tucson, Arizona</p>	<p>State level opportunities for networking, competitions, leadership, scholarship & recognition for students as well as program area and industry specific professional development for instructors and advisors. Students must attend to participate in competitions in order to potentially qualify for national levels of competition.</p>
<p>CCHS, LJCHS, SLHS, TUHS, WHS</p>	<p>Career & Technical Education: Medical Foundations & Sports Medicine teachers and HOSA advisors Kelly Matthews & Derick Lehman (CCHS), Vanessa Jacinto & Sam Cornell (LJCHS), Samantha Gordon (SLHS), Arika Cozzi & Shirteeah Fayson (TUHS), and Trevor Rice (WHS) as well as students from any of our five sites.</p>	<p>Annual HOSA Spring Conference April 19-21, 2017 Tucson, Arizona</p>	<p>State level opportunities for networking, competitions, leadership, scholarship & recognition for students as well as program area and industry specific professional development for instructors and advisors. Students must attend to participate in competitions in order to potentially qualify for national levels of competition.</p>



TRAVEL REQUEST FORM

Must be submitted for in-state (out of county) overnight travel and all out-of-state travel.

TRAVELER/S: (List names of all staff, including title and location)	Teachers/Coaches – Sean Lance & Andrew Warren Coaches – Ben Ray (LT Sub) & Jalan Pugh
DATE/S: (Beginning and ending date including travel days)	January 13 th & 14 th , 2016
LOCATION:	Apache Junction High School
NAME OF CONFERENCE/ WORKSHOP: (Attached copy of brochure/registration form)	Apache Junction Wrestling Tournament
PURPOSE/RATIONAL FOR ATTENDING: (Be specific; how will this help you in your position/ what can be shared with other staff)	Ability level wrestling tournament that will prepare the team for sectionals and state.
TOTAL COST ESTIMATE: (Registration/ travel/ meals/mileage, etc.)	\$226.20
FUNDING: (Account number or name; e.g., 001.100.2320.6580.500 or Indirect Costs, M&O, etc.)	526 Tax Credit

Approved:

M. Mand Wastore
Principal/Director

11-15-16
Date

M. Gutierrez
Mrs. Nora Gutierrez, Superintendent

11/17/16
Date



TRAVEL REQUEST FORM

Must be submitted for in-state (out of county) overnight travel and all out-of-state travel.

TRAVELER/S: (List names of all staff, including title and location)	Katelyn Fisher (STUGO Sponsor) & STUGO students
DATE/S: (Beginning and ending date including travel days)	Jan 19 th – 21 st , 2017
LOCATION:	Lake Havasu High School
NAME OF CONFERENCE/ WORKSHOP: (Attached copy of brochure/registration form)	AZ Association of Student Council
PURPOSE/RATIONAL FOR ATTENDING: (Be specific; how will this help you in your position/ what can be shared with other staff)	Gain leadership schools and improve school spirit.
TOTAL COST ESTIMATE: (Registration/ travel/ meals/mileage, etc.)	Approx. \$2,000
FUNDING: (Account number or name; e.g., 001.100.2320.6580.500 or Indirect Costs, M&O, etc.)	STUGO

Approved:

M. Maino Walter

Principal/Director

11-16-16

Date

N. Gutierrez

Mrs. Nora Gutierrez, Superintendent

11/17/16

Date

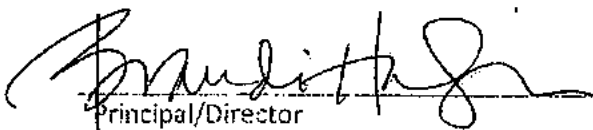


TRAVEL REQUEST FORM

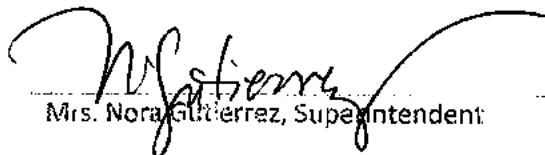
Must be submitted for in-state (out of county) overnight travel and all out-of-state travel.

TRAVELER/S: (List names of all staff, including title and location)	Ms. Christina Arviso, Certified Teacher & SLHS Student Government Advisor (External Sub Coverage) Mr. John Rosenberger, Certified Teacher & LHS Student Government Advisor (External Sub Coverage)
DATE/S: (Beginning and ending date including travel days)	January 19, 20 and 21, 2016 Departing January 20, 2016 at approximately 5:00 am Returning January 21, 2016 at approximately 5:00 pm
LOCATION:	Lake Havasu High School: 2675.S. Palo Verde Blvd, Lake Havasu City, AZ 86403 Quality Inn & Suites: 271 Lake Havasu Ave, Lake Havasu City, AZ 86403
NAME OF CONFERENCE/WORKSHOP: (Attached copy of brochure/registration form)	Arizona Association of Student Councils: 2017 State Convention
PURPOSE/RATIONAL FOR ATTENDING: (Be specific; how will this help you in your position/ what can be shared with other staff)	This is a great opportunity for our student leaders to meet with other student leaders from across the state of Arizona to discuss and share ideas. At the 2017 State Convention for Student Councils, the students will attend workshops and lectures on various topics. These topics include: leadership, goal setting, tolerance, project planning, meeting skills, time management, personal problem solving, promoting school spirit and enhancing school climate.
TOTAL COST ESTIMATE: (Registration/ travel/ meals/mileage, etc.)	Registration Total: \$1,340.00 Transportation: ~\$414.12 Lodging: ~\$452.05 Total Cost Estimate ~ \$2,206.17
FUNDING: (Account number or name; e.g., 001.100.2320.6580.500 or Indirect Costs, M&O, etc.)	Registration: 850.100.1000.6890.203.000.0167 Transportation: 850.400.2700.6510.203.000.0167 Lodging: 850.100.2190.6890.203.000.0167 Site Sub Coverage: 001.100.1000.6113.203.000.0000

Approved:


 Principal/Director

12/5/16
 Date


 Mrs. Nora Gutierrez, Superintendent

12/5/16
 Date




TRAVEL REQUEST FORM

Must be submitted for in-state (out of county) overnight travel and all out-of-state travel.

TRAVELER/S: (List names of all staff, including title and location)	Ms. Christina Arviso, Certified Teacher & SLHS Student Government Advisor (External Sub Coverage) Mr. John Rosenberger, Certified Teacher & LHHS Student Government Advisor (External Sub Coverage)
DATE/S: (Beginning and ending date including travel days)	January 19, 20 and 21, 2016 Departing January 19, 2016 at approximately 7:30 am Returning January 21, 2016 at approximately 5:00 pm
LOCATION:	Lake Havasu High School: 2675 S. Palo Verde Blvd, Lake Havasu City, AZ 86403 Quality Inn & Suites: 271 Lake Havasu Ave, Lake Havasu City, AZ 86403
NAME OF CONFERENCE/WORKSHOP: (Attached copy of brochure/registration form)	Arizona Association of Student Councils 2017 State Convention
PURPOSE/RATIONAL FOR ATTENDING: (Be specific; how will this help you in your position/ what can be shared with other staff)	This is a great opportunity for our student leaders to meet with other student leaders from across the state of Arizona to discuss and share ideas. At the 2017 State Convention for Student Councils, the students will attend workshops and lectures on various topics. These topics include: leadership, goal setting, tolerance, project planning, meeting skills, time management, personal problem solving, promoting school spirit and enhancing school climate.
TOTAL COST ESTIMATE: (Registration/ travel/ meals/mileage, etc.)	Registration Total: \$1170.00 Transportation: ~\$600.00 Lodging: ~\$800.00 Total Cost Estimate ~ \$2570.00
FUNDING: (Account number or name; e.g., 001.100.2320.6580.500 or Indirect Costs, M&O, etc.)	Registration: 850.100.1000.6890.205.000.0167 Transportation: 850.400.2700.6510.205.000.0167 Lodging: 850.100.2190.6890.205.000.0167 Site Sub Coverage: 001.100.1000.6113.205.000.0000


Approved:



 Principal/Director

11-16-16

 Date



 Mrs. Nora Gutierrez, Superintendent

11/17/16

 Date



TRAVEL REQUEST FORM

Must be submitted for in-state (out of county) overnight travel and all out-of-state travel.

TRAVELER/S: (List names of all staff, including title and location)	Daniel Figueroa, Slate Stout, Alfred Palange- Teachers Sierra Linda Wrestling
DATE/S: (Beginning and ending date including travel days)	1/5 to 1/7/2017 to Joseph City HS
LOCATION:	Joseph City HS
NAME OF CONFERENCE/ WORKSHOP: (Attached copy of brochure/registration form)	Wrestling tournament
PURPOSE/RATIONAL FOR ATTENDING: (Be specific; how will this help you in your position/ what can be shared with other staff)	Varsity wrestling team to attend wrestling tournament.
TOTAL COST ESTIMATE: (Registration/ travel/ meals/mileage, etc.)	Joseph City \$2,000
FUNDING: (Account number or name; e.g., 001.100.2320.6580.500 or Indirect Costs, M&O, etc.)	850.100.1000.6890.205.000.0119


Approved:



 Principal/Director

11-7-16

 Date



 Dr. Nora Gutierrez, Superintendent

11/18/16

 Date



TRAVEL REQUEST FORM

Must be submitted for in-state (out of county) overnight travel and all out-of-state travel.

TRAVELER/S: (List names of all staff, including title and location)	Rosie Peacock-Reading and StuCo. Advisor Mark Medrano-Science teacher
DATE/S: (Beginning and ending date including travel days)	January 19-21, 2017
LOCATION:	Lake Havasu High School
NAME OF CONFERENCE/ WORKSHOP: (Attached copy of brochure/registration form)	AASC State Convention 2017
PURPOSE/RATIONAL FOR ATTENDING: (Be specific; how will this help you in your position/ what can be shared with other staff)	To unite advisors in Arizona to exchange ideas and create constructive relationships with other advisors.
TOTAL COST ESTIMATE: (Registration/ travel/ meals/mileage, etc.)	Estimated cost about \$3500
FUNDING: (Account number or name; e.g., 001.100.2320.6580.500 or Indirect Costs, M&O, etc.)	Student council student hosted a golf tournament to raise funds for this year's AASC state conference.

Approved:

11/30/16

Principal/Director

11/16/16

Date

Mrs. Nora Gutierrez, Superintendent

12/08/16

Date



TRAVEL REQUEST FORM

Must be submitted for in-state (out of county) overnight travel and all out-of-state travel.

TRAVELER/S: (List names of all staff, including title and location)	Staff and Chaperones: Lisa Kallmes (Student Gov Advisor Westview) and Chris Kallmes (Board approved Volunteer Chaperone) Students: Monica Luna, Jasmine Fernandez, Jasmin Pinon, Gloria Jozwicki, Sukhjeet Singh, Carolyn Truong, Raymond Soto, Josue Castaneda, Ariana Diaz, Oscar Hernandez, Kelly Cox, Aliyah Quiroz Pending Ballot for AASC State President: Hunter Secrest (Alternate travelers dependent on vacancies: Cesar Luna, Ivette Mendoza, Alyssa Sedano or Marcella Hauck)
DATE/S: (Beginning and ending date including travel days)	Thursday January 19 th - Saturday January 21 st .
LOCATION:	Lake Havasu HS 2675 S. Palo Verde Blvd Lake Havasu, AZ 86403
NAME OF CONFERENCE/ WORKSHOP: (Attached copy of brochure/registration form)	Arizona Association of Student Council State Convention
PURPOSE/RATIONAL FOR ATTENDING: (Be specific; how will this help you in your position/ what can be shared with other staff)	AASC State Conventions provides opportunities for students and advisors to develop leadership skills, build a network with other State Student Councils and gain ideas to help create a better campus environment for all students.
TOTAL COST ESTIMATE: (Registration/ travel/ meals/mileage, etc.)	\$2460 (Registration- \$1350, hotel- \$1000, White Bus travel- \$200, miscellaneous meals will be paid by participants, meals for the convention are included).
FUNDING: (Account number or name; e.g., 001.100.2320.6580.500 or Indirect Costs, M&O, etc.)	Tax Credit Greatest Need Fund with Site Council Approval Additional funds if necessary-Student Government Act #167-850.100.2190.6890.202.000.0167 (Misc. Expenditures)

Approved:

Michelle Wilson
 Principal/Director

11/29/16
 Date

N. Gutierrez
 Mrs. Nora Gutierrez, Superintendent

12/5/16
 Date



ADMINISTRATIVE/PROFESSIONAL SERVICES TRAVEL REQUEST FORM

Must be submitted for in-state (out of county) overnight travel and all out-of-state travel.

TRAVELER/S: <small>(List names of all staff, including title and location)</small>	Debbie McKintosh, Director of CTE, District Office* Kelly Matthews, CTE Department Chair/CCHS Heather Eaton, CTE Department Chair/LJCHS Tina Valenzuela, Counselor Department Chair/LJCHS Sonia Saenz, CTE Department Chair/SLHS Denise Saldamando, Counselor Department Chair/SLHS Nanette Ramirez, CTE Department Chair/WHS Ashley Fergus, CTE Teacher/WHS
DATE/S: <small>(Beginning and ending date including travel days)</small>	February 1-3, 2017 *Debbie will need to travel on January 31 due to ACOVA Board responsibilities and meetings I have prior to the conference actually starting.
LOCATION:	Prescott, Arizona Prescott Resort and Conference Center
NAME OF CONFERENCE/ WORKSHOP: <small>(Attached copy of brochure/registration form)</small>	ACTEAz Midwinter Conference Save the date flyer: https://www.acteaz.org/wp-content/uploads/2016/10/MW_2017_SD.pdf General Conference Information: https://www.acteaz.org/events/mid-winter/
PURPOSE/RATIONAL FOR ATTENDING: <small>(Be specific; how will this help you in your position/ what can be shared with other staff)</small>	Attendance at and participation in a number of conference sessions that are very specific to leadership roles of those in attendance (CTE Director, CTE Department Chairs, ACTEAz Fellows). Sessions include but are not limited to funding and grant updates, ADE required reporting, AzCIS, CTE Administrators Meeting, Career Success, Internship Programs, Legislative issues, ACOVA Business Meeting (as ACOVA treasurer, I need to attend the conference and a board meeting on the day prior). It is a time for all participants to learn about current policies impacting CTE in our state as well as any new practices that are in place due to legislative updates (SB1525 for example). It is also an opportunity to network with and learn from other CTE leaders from across the state. Attendance at the conference is required and supports Perkins Grant objectives.
TOTAL COST ESTIMATE: <small>(Registration/ travel/ meals/mileage, etc.)</small>	\$6000.00
FUNDING: <small>(Account number or name; e.g., 001.100.2320.6580.500 or Indirect Costs, M&O, etc.)</small>	Perkins Grant Funds

Approved:

 Principal/Director

11.30.16

 Date

 Mrs. Nora Gutierrez, Superintendent

12/01/16

 Date



ADMINISTRATIVE/PROFESSIONAL SERVICES TRAVEL REQUEST FORM

Must be submitted for in-state (out of county) overnight travel and all out-of-state travel.

TRAVELER/S: (List names of all staff, including title and location)	Marketing teachers and DECA advisors Larry Thomas (CCHS), and Deb Zurcher (TUHS) as well as students from each site who qualified via state level competition.
DATE/S: (Beginning and ending date including travel days)	February 26-28, 2017
LOCATION:	Tucson, Arizona JW Marriot Starr Pass
NAME OF CONFERENCE/ WORKSHOP: (Attached copy of brochure/registration form)	Annual DECA/ State Leadership Conference
PURPOSE/RATIONAL FOR ATTENDING: (Be specific; how will this help you in your position/ what can be shared with other staff)	State level opportunities for networking, competitions, leadership, scholarship & recognition for students as well as program area and industry specific professional development for instructors and advisors. Students must attend to participate in competitions in order to potentially qualify for national levels of competition.
TOTAL COST ESTIMATE: (Registration/ travel/ meals/mileage, etc.)	\$3,000
FUNDING: (Account number or name; e.g., 001.100.2320.6580.500 or Indirect Costs, M&O, etc.)	CTE Grants, West-MEC Funds, and student organization funds

Approved:

Deborah March

11.17.16

Principal/Director

Date

W. Spatiemay

Superintendent

11/18/16

Date

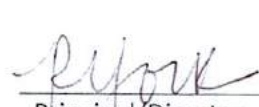


TRAVEL REQUEST FORM

Must be submitted for in-state (out of county) overnight travel and all out-of-state travel.

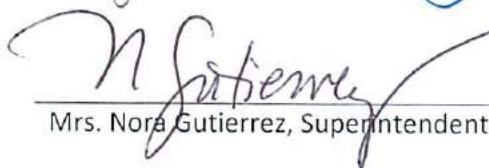
TRAVELER/S: (List names of all staff, including title and location)	Robin York
DATE/S: (Beginning and ending date including travel days)	March 20 – 24, 2017
LOCATION:	Seattle, Washington
NAME OF CONFERENCE/ WORKSHOP: (Attached copy of brochure/registration form)	2017 TESOL International Convention & English Language Expo
PURPOSE/RATIONAL FOR ATTENDING: (Be specific; how will this help you in your position/ what can be shared with other staff)	The TESOL convention offers a number of education sessions that are directly applicable to TUHSD's EAP, and most offer Continuing Education Units. The convention will also enable networking with a variety of experts and colleagues from around the world. The presentations are tailored to English language teaching professionals and administrators and provide information on how to manage an effective English Acquisition program with concentrated focus on student achievement, despite proficiency barriers.
TOTAL COST ESTIMATE: (Registration/ travel/ meals/mileage, etc.)	\$2,836.00
FUNDING: (Account number or name; e.g., 001.100.2320.6580.500 or Indirect Costs, M&O, etc.)	194.100.1000.6300.511.000.0000 Purchased Professional Srvc 194.100.1000.6500.511.000.0000 Other Purchased Services

Approved:


Principal/Director



12/2/16
Date


Mrs. Nora Gutierrez, Superintendent

12/5/16
Date



ADMINISTRATIVE/PROFESSIONAL SERVICES TRAVEL REQUEST FORM

Must be submitted for in-state (out of county) overnight travel and all out-of-state travel.

TRAVELER/S: (List names of all staff, including title and location)	Culinary, Fashion, and Early Childhood Education teachers and FCCLA advisors Niels Knudsen, Jeanette Neese & Melissa Tracy (CCHS), Carissa Rupe (LJCHS), Nicole Schuur, Sushyla Perez & Sonia Saenz (SLHS), Willis Getchel (TUHS), and Ashely Fergus-Beuthin, Nanette Ramirez, & Patti Lopez-Vejar (WHS) as well as students from all five sites qualified via state level competition.
DATE/S: (Beginning and ending date including travel days)	April 9-12, 2017
LOCATION:	Tucson, Arizona
NAME OF CONFERENCE/ WORKSHOP: (Attached copy of brochure/registration form)	Annual FCCLA State Leadership Conference http://www.azfccla.org/#/state-conference/4579260442
PURPOSE/RATIONAL FOR ATTENDING: (Be specific; how will this help you in your position/ what can be shared with other staff)	State level opportunities for networking, competitions, leadership, scholarship & recognition for students as well as program area and industry specific professional development for instructors and advisors. Students must attend to participate in competitions in order to potentially qualify for national levels of competition.
TOTAL COST ESTIMATE: (Registration/ travel/ meals/mileage, etc.)	\$54,000.00
FUNDING: (Account number or name; e.g., 001.100.2320.6580.500 or Indirect Costs, M&O, etc.)	CTE Grants, West-MEC Funds, and student organization funds

Approved:

Thomas C. Marsh

11.17.16

Principal/Director

Date

Norm Gutierrez

Superintendent

11/22/16
Date



ADMINISTRATIVE/PROFESSIONAL SERVICES TRAVEL REQUEST FORM

Must be submitted for in-state (out of county) overnight travel and all out-of-state travel.

TRAVELER/S: (List names of all staff, including title and location)	BOSAS, Financial Services, & Software Development teachers and FBLA advisors Robert Moran & Larry Thomas (CCHS), Debi Kuehn (LJCHS), Joe Dean (SLHS), Elena Sobampo & Deb Zurcher (TUHS), and Shad Sluiter (WHS) as well as students from all five sites. West-MEC Central Program students from any of our six school sites who are enrolled in FBLA aligned courses through Western Maricopa Education Center
DATE/S: (Beginning and ending date including travel days)	April 16-19, 2017
LOCATION:	Tucson, Arizona
NAME OF CONFERENCE/ WORKSHOP: (Attached copy of brochure/registration form)	Annual FBLA State Leadership Conference http://www.azfbla.org/#/state-conference/4589048298
PURPOSE/RATIONAL FOR ATTENDING: (Be specific; how will this help you in your position/ what can be shared with other staff)	State level opportunities for networking, competitions, leadership, scholarship & recognition for students as well as program area and industry specific professional development. Students must attend to participate in competitions in order to potentially qualify for national levels of competition.
TOTAL COST ESTIMATE: (Registration/ travel/ meals/mileage, etc.)	\$1000 per student
FUNDING: (Account number or name; e.g., 001.100.2320.6580.500 or Indirect Costs, M&O, etc.)	CTE Grants, West-MEC Funds, and student organization funds (No TUHSD funding will be utilized for students who qualify to attend via their West-MEC program alignment.)

Approved:

Donna C. Marsh

11.17.16

Principal/Director

Date

Superintendent

Date

Nora Gutierrez

11/22/16



ADMINISTRATIVE/PROFESSIONAL SERVICES TRAVEL REQUEST FORM

Must be submitted for in-state (out of county) overnight travel and all out-of-state travel.

TRAVELER/S: (List names of all staff, including title and location)	Medical Foundations & Sports Medicine teachers and HOSA advisors Kelly Matthews & Derick Lehman (CCHS), Vanessa Jacinto & Sam Cornell (LJCHS), Samantha Gordon (SLHS), Arika Cozzi & Shirleah Fayson (TUHS), and Trevor Rice (WHS) as well as students from any of our five. West-MEC Central Program students from any of our six school sites who are enrolled in FBLA aligned courses through Western Maricopa Education.
DATE/S: (Beginning and ending date including travel days)	April 19-21, 2017
LOCATION:	Tucson, Arizona
NAME OF CONFERENCE/ WORKSHOP: (Attached copy of brochure/registration form)	Annual HOSA Spring Conference http://azhosa.org/wordpress/events/spring-leadership-conference-4-15-2014/
PURPOSE/RATIONAL FOR ATTENDING: (Be specific; how will this help you in your position/ what can be shared with other staff)	State level opportunities for networking, competitions, leadership, scholarship & recognition for students as well as program area and industry specific professional development for instructors and advisors. Students must attend to participate in competitions in order to potentially qualify for national levels of competition.
TOTAL COST ESTIMATE: (Registration/ travel/ meals/mileage, etc.)	\$22,000
FUNDING: (Account number or name; e.g., 001.100.2320.6580.500 or Indirect Costs, M&O, etc.)	CTE Grants, West-MEC Funds, and student organization funds (No TUHSD funding will be utilized for students who qualify to attend via their West-MEC program alignment.)

Approved:

Donna M. Marsh

11.17.16

Principal/Director

Date

Superintendent

Date

Maria Gutierrez

11/22/16

SUMMARY OF AGENDA ITEM

MEETING DATE: December 13, 2016
AGENDA SUBJECT: Minutes – November 8, 2016 Regular Meeting

PURPOSE:

Administration seeks Governing Board approval of the November 8, 2016 Governing Board Regular Meeting minutes. All board members were present.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Governing Board Policy BEDG states that the “Board will take action at a subsequent meeting to amend and/or approve ...” minutes.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

In accordance with open meeting laws, Governing Board meetings are recorded and transcribed for the benefit of the public who have an interest in the discussions and actions taken by Governing Board members at scheduled Governing Board meetings.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the November 8, 2016 Governing Board Regular Meeting minutes.

Submitted by: Judith Jameson
Executive Assistant Date: December 5, 2016

Reviewed by: Mrs. Nora Gutierrez
Superintendent Date: December 5, 2016



TOLLESON UNION HIGH SCHOOL DISTRICT NO. 214

GOVERNING BOARD MINUTES

REGULAR MEETING

TUESDAY, NOVEMBER 8, 2016

DISTRICT ADMINISTRATIVE CENTER

9801 W. VAN BUREN STREET

TOLLESON, ARIZONA

The Tolleson Union High School District No. 214 Governing Board Meeting was called to order at 6:03 p.m. by Governing Board President Mr. Steven Chapman with the following members present: Mr. Devin Del Palacio, Ms. Corina Madruga, Mr. Freddie Villalon and Mr. Vincent Moreno.

Posting of Colors and Pledge of Allegiance

Westview High School Marine Corps Junior Reserve Officers Training Corps Color Guard, under the direction of Master Sergeant Peter Washington and Captain Francisco Cardoza, posted the colors. The cadets performing were:

Posting the American Colors – Cadet First Lieutenant Athena Ruvalcaba

Posting the Arizona State Colors – Cadet First Lieutenant Alyssa Tamaray

Color Guard backups:

Cadet First Lieutenant Daniel Ramirez

Cadet First Lieutenant Chyna Rendon

After the colors were posted, the Pledge of Allegiance was recited.

3. Approval of the Regular Agenda

Mr. Del Palacio moved to approve the Regular Agenda; seconded by Ms. Madruga. In a roll call vote, the motion carried 5-0.

Summary of Current Events

Superintendent – Mrs. Nora Gutierrez

- This evening we are pleased to welcome Representative Diego Espinoza, District 19, and the Westview High School Marine Corps Junior Reserve Officers Training Corps (MCJROTC) Color Guard and Veterans from across our district that will be recognized during our Veteran's Celebration.
- Also joining us this evening are Westview High School students from Mr. Conner's Government class to observe government in action at our school board meeting. They visited the State Capitol earlier today.
- We are proud to display the Teacher Art Show at the district office this week. Board members, district leadership and other attendees at the meeting tonight are invited to view the art after the meeting. The art teachers inspire our students and afford them opportunities to demonstrate creativity while striving for academic excellence. Art teachers model the creative process and support the arts as well as student achievement. Our art teachers are true artists in their own right and appreciate this opportunity to share their work with you and our community.

- **Good things are happening at Sierra Linda High School:**
 - **The Sierra Linda High School Marching Band placed 3rd at the Arizona State University Marching Band Festival out of all the Division II bands**
 - **The Sierra Linda High School Cross Country Team placed 2nd at the District's recent competition**
 - **The Cross Country Team also competed in the Northwest Christian Crusaders Invitational and the team won the invitational against six other teams**
 - **Sierra Linda is having a viewing party for early election results in the Lecture Hall today from 4:00-8:00 p.m. today. State Senator Lupe Contreras has graciously volunteered to purchase pizza and soft drinks for the students and staff, who will be using the evening as a learning experience, comparing this election to the election of 1984 and doing various analysis on this historic election.**
 - **Recently, students from Sierra Linda High School performed at the Arizona Association of Latino Administrators and Superintendents (AZALAS) opening reception at Wild Horse Pass Resort on a Sunday afternoon. Students from the mariachi group, the choir and the marching band performed for the conference attendees, made up mostly of Latino administrators, including many Superintendents from throughout Arizona. All of the student performers were very well received. Special thanks to Sierra Linda Band Director, Antonio Lozano, who not only led the students, but also performed Ave Maria a Cappella for the appreciative audience.**
- **Last Thursday, the TUHSD Family, Career and Community Leaders of America (FCCLA) Culinary Arts Knife Skills Competition took place at Copper Canyon High School. Students competed in a variety of skills competitions. Culinary Arts students from our district schools were invited to participate as they prepare for the State competition in the spring. Guest judges observed students' skills with kitchen knives, scoring their cuts and providing the students with feedback.**
- **Last Wednesday morning, La Joya Community High School recognized 149 outstanding students for their academic achievements last year, complete with certificates, pins and academic letters. Parents and younger siblings attended the celebration and each student's name was read individually as they got to walk up to receive their award.**
- **Also at La Joya, the school recently won 1st place at the Arizona State Fair for their yearbook design and received a \$300.00 cash prize! La Joya's yearbook also received the following recognitions:**
 - **Superior Award for Theme Development**
 - **Honorable Mention for People Spread: Faculty Mugs**
 - **Superior Award for a Personality Profile Write Up**

Other awards garnered by La Joya include the school's Literary Magazine, receiving a 1st place award.

This was all part of the Arizona Interscholastic Press Association's Fall Conference. Congratulations La Joya! Good job.

- Mr. Ortiz, our PR/Marketing Director, continues to shine a spotlight on TUHSD as a not-so hidden gem. We have some exciting and high-visibility outreach efforts starting at the end of November when TUHSD begins messaging on digital billboards along stretches of the I-10 freeway and the Loop 101. These efforts will continue over a 3-month period through the end of February. This is the first time that TUHSD will use digital billboards to promote messages regarding student achievement, academic achievement, teacher recruitment and hiring, promotion of our tax credit, college and career readiness and other similar themes. Look for these exciting messages coming to a freeway billboard near you starting November 28th. More information on marketing will be shared at the December board meeting.

Governing Board

- Mr. Chapman thanked Mr. Conner, WHS Teacher, for taking his students to the Capitol and to the Board meeting this evening to see government in action on election day. He thanked Dr. Wilson, WHS Principal, for supporting this field trip. He also thanked Representatives Diego Espinoza and Mark Cardenas for the tour of the State Capitol earlier today for our students.
- Mr. Moreno thanked LJCHS and UH for an enjoyable visit last Friday. He learns something new every time he visits classrooms and sees students with their teachers in action on our campuses.

The VFW of Tolleson held a car wash over the weekend. They are a great organization that has supported TUHSD and the community for many, many years. Thank you to the Veterans and VFW.

Mr. Moreno hoped that everyone was able to vote in this important election today.

- Mr. Villalon appreciates all of the guests attending the meeting tonight and the positive energy in the room.

Mr. Villalon reminded everyone of the Tolleson Service Committee's Annual Thanksgiving Day Dinner taking place on Thursday, November 24th from 11:00 a.m. – 2:00 p.m. at the TUHS Cafenadium. Dinner is free and the public is invited.

- Mr. Del Palacio attended the State Marching Band competition. SLHS performed and did an outstanding job; they were professional and made him and TUHSD proud.

Mr. Del Palacio thanked Representatives Cardenas and Espinoza for working with our students today.

He also thanked Mr. Moreno for his efforts with the TUHSD Override and hopes it pays off as election results come in tonight.

- Ms. Madruga thanked Mr. Moreno for all of his efforts and working so hard for our override.

She attended the College & Career Fair at TUHS and noted that it was valuable for underclassmen, not just seniors. There were a lot of opportunities presented for students to take advantage of while they are still in high school.

She participated in the TUHS Spiritline golf tournament and saw the Heat perform.

Ms. Madruga thanked the Veteran's for their service.

- Mr. Chapman thanked Mr. Moreno for being so involved with the Override efforts. He is looking forward to the results.

Mr. Chapman visited SLHS and was treated to a phenomenal performance from the band and symphony students.

He is looking forward to visiting all of the campuses in the near future.

Mr. Chapman recognized Debbie McKintosh, Director of Career & Technical Education, for a successful College & Career Fair. The attendance and quality of the event was impressive.

Mr. Chapman ended by thanking the Veterans.

Celebrations

A. Veteran's Recognition

Superintendent Gutierrez shared that throughout the history of TUHSD, many employees and Board members have served heroically in all branches of the armed forces and extended a heartfelt thank you to each and every one of them. A moment of silence was observed for those who are currently serving their country and those who will never return home.

Superintendent Gutierrez invited Representative Diego Espinoza, District 19, to join the Governing Board members in recognizing our District's veterans.

TUHSD has 64 veterans who call our district home. Not all of our veterans were able to join us tonight. The following individuals, who were in attendance at the meeting and who proudly served their country in all branches of the military, were recognized.

<u>Name</u>	<u>Location</u>	<u>Branch of Service</u>
Vincent Moreno	Governing Board Member	Navy
Xavier Garza	WHS	Army
AeDee Latten	CEA/LA	Air Force
Whitney Miley	TUHS	Army
David Murrieta	SLHS	Marines, Desert Storm
James Piper	Human Resources	Air Force
Eva Quezada	SLHS	Army, AZ National Guard and Army Reserve
Dr. John Renouard	SLHS	Marines
John Schweikert	SLHS	Navy, First Gulf War
Jonathan Stewart	CCHS	Air Force
Orson Thomas	Food and Nutrition	Army
Eric J. Walton	CCHS	Air Force, served 20 years
Peter Washington	WHS	Marines

Veterans who were not mentioned were invited to come forward and be recognized.

All veterans were thanked for their service and sacrifice.

Superintendent Gutierrez recognized Joanna Morse, Special Projects Coordinator, for her assistance and support in reaching out to our veterans being recognized this evening.

Recess of Regular Meeting – The meeting recessed at 6:30 p.m.

Reconvening of Regular Meeting – The meeting reconvened at 6:46 p.m.

6. Public Participation

Aaron Burns, SLHS student, expressed his support of the anti-hate resolution being considered later in the meeting and gave a student perspective on what he sees and knows on this matter.

Ciera Vasquez, SLHS student, presented the Board with 187 student signatures in support of getting Junior Reserve Officers Training Corps (JROTC) on their campus. She shared the benefits of the program and the need at SLHS.

Dominique Sanders, WHS student, thanked the Governing Board for the opportunity of learning more about our government system and preparing students for their future.

Mr. Chapman thanked them for sharing this information.

Mr. Moreno wanted the public participants to know that Board members are not permitted to discuss or take legal action on matters raised during the open call to the public unless properly noticed for discussion and legal action.

Mr. Chapman added that the law permits Governing Board members to do the following at the conclusion of the open call to the public: (a) respond to criticism made by those who have addressed the Board, (b) ask staff to review a matter; or (c) ask that a matter be put on a future agenda.

Ms. Madruga asked Superintendent Gutierrez to review the SLHS request to have JROTC on their campus.

7. Approval of the Consent Agenda

Mr. Chapman moved to approve the Consent Agenda after removing item 3.D. – Resolution of Breach of Contract for Suzanne K. Howell; seconded by Mr. Villalon. In a roll call vote, the motion carried 5-0.

CONSENT AGENDA * ITEMS

***1. Human Resources**

A. Personnel Items

CERTIFIED STAFF

Employment of Personnel for the 2016-2017 School Year

Bustamante, Enrique	DO	Guest Teacher
Lucero, Rubisela	DO	Guest Teacher
Spence, Sharon	DO	Homebound Teacher

CLASSIFIED STAFF

Employment of Personnel

De Leon, Julio	CCHS	Instructional Assistant II
Meraz de Mena, Karla	CCHS	Cafeteria Cashier
Tamayo, Ivonne	CCHS	Cafeteria Cashier
Martinez, Candelaria	DO	CTE Student Support Analyst
Phillips, Aldayshunta	DO	Substitute Bus Driver
Loera, Rafael	SLHS	Instructional Assistant I- SPED
Retamoza, Ricardo	SLHS	Equipment Manager
Golbach, Tina	TUHS	Clerical Support II- Student Support Clerk
Meza, Miguel	WHS	Cafeteria Worker
<u>Fall Coach</u>		
Fleming, Jason	TUHS	Assistant Cross Country Coach
<u>Student Worker</u>		
Alvarado, Daisy	LJCHS	Student Cafeteria Worker
<u>Resignations</u>		
Barbosa-Sanchez, Lizbeth	CCHS	Instructional Assistant I- SAS- Title I
Birk, Barbara	CCHS	Instructional Assistant I- Reading- Title I
Gomez, Edgar	LJCHS	Instructional Assistant I- SAS- Title I
<u>Job Abandonment</u>		
Magliaro, Holly	CCHS	Instructional Assistant I- Reading- Title I
Verdugo, Heidi	WHS	Security Guard

VOLUNTEERS

<u>Fall Coach</u>		
Valenzuela, Yesenia	WHS	Assistant Spiritline Coach
<u>Classroom Volunteer</u>		
Gomez, Edgar	LJCHS	Classroom Volunteer
<u>Volunteer</u>		
Price, Chad	WHS	Choir Chaperone

***2. Financial Services**

A. Donations

The following donations were received by the District:

- Costco Wholesale - \$750 – check to be used for food items at District meetings, events, etc. for District Office Programs
- SLHS Dance Club - \$1,630 – Dance costumes for SLHS Dance Program

***3. Superintendent's Office**

A. Travel Requests – Staff and Students

The following travel requests were approved:

- CCHS Lady Aztecs Basketball Team and Chaperones to attend Lady Badgers Winter Classic on December 29-30, 2016 at Prescott High School, Prescott, AZ.
- TUHS Basketball Team and Chaperones to attend Southwest Rotary Classic on December 1-3, 2016 at Cibola High School, Yuma, AZ.
- TUHS Varsity Girls Basketball Team and Chaperones to attend Lady Badgers Winter Classic on December 29-30, 2016 at Prescott High School, Prescott, AZ.
- WHS Vocal Ensemble, Madrigal Concert Choir 3-4 students and Chaperones to attend NAU Jazz and Madrigal Festival on February 9-10, 2017 at NAU, Flagstaff, AZ.
- District Office staff member to attend Indigenous Strategies LLC: Gathering of School Counselors Workshop (Working Collaboratively with Native Families) on November 13-14, 2016 in Tucson, AZ.

B. Resolution of Breach of Contract – Marcus Bruce

C. Resolution of Breach of Contract – DeKenda Cleveland Jimerson

D. Resolution of Breach of Contract – Jeremy Lewis

E. Resolution of Breach of Contract – William Lund

F. Resolution of Breach of Contract – Omar Ortega

G. Resolution of Breach of Contract – Megan Vargo

H. Minutes – October 25, 2016 Regular Meeting

All Governing Board members were present.

I. Minutes – November 1, 2016 Special Meeting

All Governing Board members were present.

Information/Discussion Item

1. Information Technology Department Update

Dr. Bianca Lochner, Director of Information Technology, provided an update on the Information Technology Department. After presenting her PowerPoint, Dr. Lochner invited Mrs. Lynette Turnbaugh, LJCHS AP English Teacher, and her students to share their experiences with technology in the classroom. Ashley Warren shared how Smart Music and Blackboard help her; Maliyah Williams shared the importance of Technology and how it helps her as Future Business Leaders of America President; and Osiris Martinez shared how he uses technology in all of his classes and plans to attend ASU to become a software engineer. Other LJCHS students in attendance were: Saul Gurrola, Naomi Bombella, Arlene Bermudez, Luz Saucedo, Quinn Brock

and Nayeli Sanchez.

2. Principal District-Wide Update

Dr. Michele Wilson, Westview Principal, provided the Principal's update for each of the TUHSD schools, emphasizing the district mission – STUDENT ACHIEVEMENT.

1. Academics

- TUHS & WHS Integrated science and physics students are learning about Isaac Newton's laws of motion by creating and launching rockets to study force and reaction
- In TUHSD Administrators, department chairs and math teachers are in training on Edgenuity in order to use this technology tool in our classrooms to aid student learning and achievement
- UHS, WHS, SLHS all have Quest Bridge match students.
- All high schools and alternative schools held a very successful FAFSA night recently along with Title One Parent Night and American Dream Academy Graduation.
- CCHS National Honor Society inducted over 40 students, which was our largest induction group ever.

2. Extracurricular

- TUHS Boys cross country were district champions, and Andy Hancock was sectional champion
- TUHS Boys & Girls golf were district champions, and Christian Sieber was district champion
- TUHS Football was second place in the district this year and took home the Railroad Tie with their victory over LaJoya in the final game
- WHS competed in state for Swim and Dive with the new swim coach, Rachel Parsons
- WHS Varsity Football were region champions for six years running moving forward to play-offs
- WHS Sophomore, Leslie Duarte was named the Arizona FCCLA Fashion member of the month
- LJCHS Girls Cross Country Team qualified for state competition
- Copper Canyon had 13 students named to the all sectional football team and 4 of those named first team. This is a huge improvement over the 1 student who was recognized last season. The team made major improvements this year and had more wins this season than the last two together!
- CCHS yearbook instructor Mr. Stephen Truog took over 30 students to the Arizona Interscholastic Press Association state conference at Walter Cronkite school of Journalism at ASU.
- The CCHS Aztec Theatre and WHS Thespian programs hosted a haunted Pac the last week in October. It was a haunting good time for our community and students.

- SLHS band and choir programs were honored to be invited to perform at the Arizona Association of Latino Administrators and Superintendents Conference on Sunday October 30th, 2016. The newly created Mariachi Lindo, advanced Concert Choir and our State qualifying Bulldog Pride Marching Band performed with great musicianship and pride representing the Tolleson Union High School District, as well as, Sierra Linda.

3. Student/Staff Recognitions

- The TUHSD PBIS team is implementing the Wolverine Ambassadors program to recognize students of the month, students with perfect attendance, etc. WHS has a similar program naming Students of the Month for each department and Employee of the Month showing pride, performance and perseverance.
- TUHSD employee, Vellia Morin, special education para, received a scholarship from Alpha Delta Kappa for teachers in training
- TUHS honored approximately 80 seniors on Senior Night at our final home football game from band, JROTC, cheer, swim & dive, golf, sports medicine, and football
- LJCHS Yearbook Teacher, Heather Eaton and student staff won 1st place at the
- CCHS recognized over 60 Seniors at our final football game who participated in Football, Cheer, Cross Country, Band, and Athletic Training.
- CCHS Speech and Debate team hosted a competition at Copper Canyon on Saturday October 7th. Our program is going and we are being asked to host the state competition this year. Mr. Patrick Davis and Mrs. Heather Nieto are the proud teachers that are working with this great group of students.
- LA/CEA have selected their students for the Pride Award for the month of October.

Action/Discussion Item

1. **Resolution condemning violence and hate speech, expressing support for Muslim, Sikh, Immigrant, Students of Color and all Staff and Students**
Governing Board Vice President Devin Del Palacio requested the Governing Board members discuss and consider the Resolution.

Mr. Del Palacio moved to approve the Resolution condemning violence and hate speech, expressing support for Muslim, Sikh, Immigrant, Students of Color and all Staff and Students; seconded by Mr. Villalon. In a roll call vote, the motion carried 5-0.

AGENDA ITEMS FOR FUTURE MEETINGS

No future agenda items were requested.

FORMAL ADJOURNMENT OF REGULAR MEETING

Ms. Madruga moved to adjourn the Regular Meeting; seconded by Mr. Moreno. Mr. Chapman called the Regular Meeting of the Tolleson Union High School District Governing Board adjourned at 7:53 p.m.

Steven Chapman, Governing Board President

SUMMARY OF AGENDA ITEM

MEETING DATE: December 13, 2016

AGENDA SUBJECT: Minutes – November 9, 2016 Special Meeting

PURPOSE:

Administration seeks Governing Board approval of the November 9, 2016 Special and Executive Session meeting minutes.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Governing Board Policy BEDG states that the “Board will take action at a subsequent meeting to amend and/or approve ...” minutes.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

In accordance with open meeting laws, Governing Board meetings are recorded and transcribed for the benefit of the public who have an interest in the discussions and actions taken by Governing Board members at scheduled Governing Board meetings.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the November 9, 2016 Special and Executive Session Meeting minutes.

Submitted by: Judith Jameson
Executive Assistant Date: December 5, 2016

Reviewed by: Mrs. Nora Gutierrez
Superintendent Date: December 5, 2016



TOLLESON UNION HIGH SCHOOL DISTRICT NO. 214

**GOVERNING BOARD MINUTES
SPECIAL MEETING AND EXECUTIVE SESSION
Wednesday, NOVEMBER 9, 2016**

DISTRICT ADMINISTRATIVE CENTER
9801 W. VAN BUREN STREET
TOLLESON, ARIZONA

The Tolleson Union High School District No. 214 Governing Board Meeting was called to order at 6:27 p.m. by Governing Board President Mr. Steven Chapman with the following members present: Ms. Corina Madruga (telephonically), Mr. Vincent Moreno, and Mr. Freddie Villalon (telephonically). Mr. Devin Del Palacio was absent.

Approval of the Special Agenda

Mr. Moreno moved to approve the Special Agenda; seconded by Ms. Madruga. In a roll call vote, the motion carried 4-0.

Call for Executive Session

Pursuant to A.R.S. § 38-431.03.A.1 and A.4:

A.R.S. 38-431.03.A.1 – The Governing Board may convene an executive session to discuss and consider the Interim Superintendent’s employment and related Superintendent Employment Agreement. The Interim Superintendent has been provided the legally required notice of the executive session as required by law.

A.R.S. 38-431.03.A.3 and A.4– The Governing Board may convene an executive session for discussion and consultation for legal advice with the Board’s attorney and to consider its position and instruct its attorney regarding its position on the Interim Superintendent’s employment and related Superintendent Employment Agreement.

Mr. Moreno moved to enter into Executive Session; seconded by Ms. Madruga. In a roll call vote, the motion carried 4-0.

Recess of Special Meeting for Executive Session

The Special Meeting recessed at 6:29 p.m.

Reconvening of Special Meeting

The Special Meeting reconvened at 10:29 p.m.

ACTION/DISCUSSION ITEM

1. Superintendent's Employment Agreement for Nora Gutierrez

Mr. Chapman moved to approve the Superintendent's Employment Agreement for Nora Gutierrez, commencing on November 10, 2016 and ending June 30, 2019; seconded by Mr. Villalon. In a roll call vote, the motion carried 4-0.

FORMAL ADJOURNMENT OF SPECIAL MEETING

Mr. Chapman moved to adjourn the Special Meeting; seconded by Mr. Villalon. Mr. Chapman called the Special Meeting of the Tolleson Union High School District Governing Board adjourned at 10:31 p.m.

Steven Chapman, Governing Board President

SUMMARY OF AGENDA ITEM

DATE: December 13, 2016

SUBJECT: Principal District-Wide Update

PURPOSE:

Dr. Michele Wilson, Westview High School Principal, will provide the Principal's update for each of the TUHSD schools.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

N/A

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

This update will benefit the students, staff and community with timely information taking place across the District.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

Information only. Governing Board action is not required.

Submitted by: Judith Jameson
Executive Assistant Date: December 5, 2016

Reviewed by: Mrs. Nora Gutierrez
Superintendent Date: December 5, 2016

SUMMARY OF AGENDA ITEM

MEETING DATE: December 13, 2016
AGENDA SUBJECT: Governing Board Professional Development

PURPOSE:

Administration seeks Governing Board approval of professional development opportunities that the Governing Board, either as a whole or individually, may wish to attend: (1) NSBA Equity Symposium, January 28, 2017 in Washington, D.C. and (2) NSBA Advocacy Institute, January 29-31, 2017 in Washington, D.C.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

Governing Board Policies BIB; Board Member Development Opportunities states, "Governing Board members are encouraged to attend workshops presented by the county, state, and national school boards associations." Policy BIBA; Board Member Conferences, Conventions and Workshops further states, "In keeping with the need for continuing in-service training and development for its members, the Board encourages the participation of all members at appropriate Board conferences, workshops, and conventions." Policy BIBA further states that (1) the Board will decide which professional development opportunities are best for producing benefits, both direct and indirect, to the District; (2) approved meetings will be budgeted on an annual basis; and (3) the Board will designate which Members will attend professional development opportunities.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

The Governing Board, by virtue of the individual members who make up the whole, has the duty and obligation to not only become familiar with the Arizona Department of Education's school laws and regulations but also the policies, rules, and regulations of the District and to have a general knowledge of the educational aims and objectives of the District's educational system. As laws, regulations, policies, and practices change, it is the responsibility of the Board to become familiar with the changes by attending workshops, trainings, and conventions.

BUDGET IMPACT AND COSTS:

NSBA Equity Symposium conference fee - \$225/per person
NSBA Advocacy Institute conference fee - \$695/per person
Plus travel and housing expenses

RECOMMENDATION:

It is recommended that the Governing Board approve professional development opportunities that the Governing Board, either as a whole or individually, may wish to attend: (1) NSBA Equity Symposium, January 28, 2017 in Washington, D.C. and (2) NSBA Advocacy Institute, January 29-31, 2017 in Washington, D.C.

Submitted by: Judith Jameson
Executive Assistant Date: December 7, 2016

Reviewed by: Mrs. Nora Gutierrez
Superintendent Date: December 7, 2016



EQUITY SYMPOSIUM

EDUCATING AND LEADING: Addressing Equity through Effective Policy and Strategies

January 28, 2017
MARRIOTT MARQUIS
WASHINGTON, D.C.



This one - day symposium will provide a forum for school board members, public school advocates, and community leaders to examine and discuss the strategies, current trends, research, and best practices that are positively impacting the educational outcomes of academically and economically disadvantaged students in traditional K-12 public settings.

The event, sponsored by the National School Boards Association (NSBA), National Caucus of American Indian/Alaska Native School Board (AIAN), Council of Urban Boards of Education (CUBE), National Black Council (NBC), and National Hispanic Council (NHC), is focusing on building the capacity, knowledge, and skills of school board members around issues of access, equity, and diversity in public education.

Registration is now open.

Register now

Contact us at 1-800-950-6722 or registration@nsba.org if you have any questions or concerns.

How Much

Conference fee: \$225.

Where

Experience the premier Marriott Marquis Washington, DC hotel in downtown DC. This Washington, DC convention center hotel boasts prime location and unmatched service.

Marriott Marquis Washington, DC

901 Massachusetts Avenue NW

Washington, DC 20001

Room rates are \$244 plus tax Single/Double

Current tax rate is 14%

Cut-off date to make new reservation is Monday, January 9, 2017.

Hotel reservations must be made directly through NSBA's housing company, Convention Management Resources (CMR). Click **HERE** to make your reservations.

CMR Housing toll free #:

866-300-2071 (Toll Free U.S. & Canada)

415-268-2088 (Outside U.S. & Canada)

|

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Advocacy Institute



New President. New Congress. New Opportunity. Advocacy Institute 2017

Be a part of history in the making.

Sunday, January 29-Tuesday, January 31

Marriott Marquis Hotel

Washington, D.C.

January 2017 will bring historic changes to Washington. The Administration will be 9 days old and advocates for public education can make a deep impression on the new Congress.

Featured Speaker: Renowned Presidential Scholar and commentator **Doris Kearns Goodwin**, author of *Team of Rivals* and other presidential biographies.

What is Advocacy Institute?

An annual gathering of local school board members who are motivated and energized to advocate for their public schools on Capitol Hill and in their home states.

NSBA will help you develop a winning advocacy strategy to help you in Washington, D.C. and at home.

Attend timely and topical breakout sessions lead by NSBA's knowledgeable staff and outside experts.

Expand your advocacy network by swapping best practices, challenges, and successes with other school board members from across the country.

Registration

The registration fee for Advocacy Institute is \$695. You can register online for Advocacy Institute 2017. Registration is now open.

Register now

Contact us at 1-800-950-6722 or registration@nsba.org if you have any questions or concerns.

Cancellation Policy:

Advocacy Institute 2017 Cancellation Policy	
CANCEL BY Friday, January 13	Registration cost refunded, minus \$125 cancellation fee
CANCEL AFTER Friday, January 13	Registration cost will not be refunded

Housing

Experience the premier Marriott Marquis Washington, DC hotel in downtown DC. This Washington, DC convention center hotel boasts prime location and unmatched service.

Marriott Marquis Washington, DC
 901 Massachusetts Avenue NW
 Washington, DC 20001

Room rates are \$244 plus tax Single/Double
 Current tax rate is 14%
 Cut-off date to make new reservation is Monday, January 9, 2017

Hotel reservations must be made directly through NSBA's housing company, Convention Management Resources (CMR). Click **HERE** to make your reservations.

CMR Housing toll free #:
 866-300-2071 (Toll Free U.S. & Canada)
 415-268-2088 (Outside U.S. & Canada)

SUMMARY OF AGENDA ITEM

DATE: December 13, 2016

SUBJECT: Delegate to Cast the TUHSD Governing Board's Vote at the ASBA Annual Business Meeting

PURPOSE:

The election of secretary, treasurer and president-elect will be held at the ASBA Annual Business Meeting at 11:15 a.m. on Thursday, December 15, 2016 at the Biltmore Conference Center in conjunction with the ASBA-ASA Annual Conference. All ASBA active (district) member boards may designate a delegate to vote at the meeting.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

The ASBA Annual Business Meeting provides the opportunity for the Governing Board to provide input on ASBA Officers for 2017.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

TUHSD input on ASBA Officers for 2017.

BUDGET IMPACT AND COSTS:

N/A

RECOMMENDATION:

It is recommended that the Governing Board designate a delegate to vote on ASBA Officers for 2017 at the ASBA Annual Business Meeting at 11:15 a.m. on Thursday, December 15, 2016 at the Biltmore Conference Center in conjunction with the ASBA-ASA Annual Conference.

Submitted by: Judith Jameson
Executive Assistant Date: December 7, 2016

Reviewed by: Mrs. Nora Gutierrez
Superintendent Date: December 7, 2016

From: ASBA Information <asba-information@azsba.org>
Sent: Monday, November 7, 2016 8:38 AM
To: - Board Members; - Presidents; - Secretaries; - Superintendents and Head Teachers; !
Staff
Subject: Slate of ASBA Officers Recommended for 2017 - Vote at Annual Business Meeting



Slate of ASBA Officers Recommended for 2017

The Arizona School Boards Association Nominating Committee, chaired by ASBA Immediate Past President Jesus Rubalcava, met Friday, Nov. 4, to interview candidates nominated to serve as officers on the executive committee of the ASBA Board of Directors for 2017. The Nominating Committee recommends the following individuals for election.

The election of secretary, treasurer and president-elect will be held at the ASBA Annual Business Meeting at 11:15 a.m. on Thursday, Dec. 15, 2016.

President-Elect

Linda Lyon, Oracle School District



Treasurer

Torri Anderson, Maricopa Unified School District



Secretary

Eva Dong, Sunnyside Unified School District



Monica Timberlake, Quartzsite Elementary School District



Learn more about the nominated candidates by
[clicking here.](#)

Election Results

The election of secretary, treasurer and president-elect will be held at the ASBA Annual Business Meeting at 11:15 a.m. on Thursday, Dec. 15, 2016, at the Biltmore Conference Center in Phoenix in conjunction with the ASBA-ASA Annual Conference. All ASBA active (district) member boards may designate a delegate to vote at the meeting.

Please ensure you collaborate with your school district board to assign one delegate to cast your board's vote.

The elected officers will join Julie Bacon (Paradise Valley USD), 2017 president of the ASBA Board of Directors, and Kathy Knecht (Peoria USD), immediate past president, to form the executive committee of the ASBA Board of Directors.

How ASBA is Governed

The ASBA Board of Directors is comprised of five officers, 17 county directors and the chairs of ASBA's two caucuses. Any Arizona school board member serving as a director or officer on the National School Boards Association Board of Directors is an ex officio member of ASBA Board of Directors, as well.

Officers are elected at large by the full membership at the ASBA Annual Business Meeting, which is held in conjunction with the ASBA-ASA Annual Conference in December. Each officer position is a one-year term.

County directors are elected by peers in their counties at the annual ASBA County Meetings. They hold two-year terms. Maricopa and Pima county have two county director seats on the board due to population.

Caucus chairs are elected by members of each caucus and serve two- year terms. The term length for NSBA representatives varies by position held.

Arizona School Boards Association

o: 602.254.1100 – f: 602.254.1177 – 2100 N. Central Ave., Suite 200, Phoenix, AZ 85004

www.azsba.org

SUMMARY OF AGENDA ITEM

DATE: December 13, 2016

SUBJECT: Resolution of Support for Foreign Trade Zone

PURPOSE:

Administration seeks Governing Board approval of a resolution supporting the development of 8787 W. Buckeye Road, Phoenix (Tolleson), AZ as a Foreign Trade Zone.

BOARD POLICIES OR GOALS ADDRESSED AND/OR BACKGROUND:

McShane Development Company has requested the Governing Board support of their application being submitted to the City of Phoenix for a Foreign-Trade Zone to designate 8787 W. Buckeye Road, Phoenix (Tolleson), AZ within their Zone project. The Foreign Trade Zone Program is an economic development program designed by the dept. of Commerce to level the playing field for U.S. companies in their competition with global markets. The designation provides tax relief to businesses.

The project is for construction of a distribution facility for healthcare materials.

STUDENT, EMPLOYEE AND/OR COMMUNITY BENEFIT:

The District recognizes the value of the utilization of, and participation in, the FTZ and believes the granting of FTZ subzone status will serve as a means to encourage businesses to expand its operations and labor force within the District.

BUDGET IMPACT AND COSTS:

In Arizona, the Zone classification reduces the assessed value percentage for the property in the Zone. The Department of Commerce requires that all applications for new Zone sites receive a non-objection letter from the local taxing entities that would be impacted by the special tax classification.

With the benefit of FTZ valuation, the revenue increase to the District is estimated to be over \$1,200,000 based on a 4% assessment ratio. The current assessment ratio for vacant land is 18% and taxes generated are approximately \$3,685 based on the value of the property as agricultural land. The developer estimates that the workforce created by this distribution center would provide 60 full-time jobs.

RECOMMENDATION:

It is recommended that the Governing Board approve the Resolution supporting the development of 8787 W. Buckeye Road, Phoenix (Tolleson), AZ as a Foreign Trade Zone.

Submitted by: Judith Jameson
Executive Assistant Date: December 7, 2016

Reviewed by: Mrs. Nora Gutierrez
Superintendent Date: December 7, 2016



ADMINISTRATIVE CENTER
9801 West Van Buren Street
Tolleson, Arizona 85353
(623) 478-4000
(623) 936-5048 Fax
Website: www.tuhsd.org

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SUPERINTENDENT
Nora Gutierrez

RESOLUTION OF THE TOLLESON UNION HIGH SCHOOL DISTRICT GOVERNING BOARD

WHEREAS, Tolleson Union High School District Governing Board is legally recognized as one of the taxing authorities within the Service Area of FTZ # 75, Phoenix AZ; and

WHEREAS, McShane Development Company has expressed an interest in obtaining Foreign-Trade Zone status for property located at 8787 W. Buckeye Rd, for the purpose of further promoting foreign trade and commerce; and

WHEREAS, the designation of the Zone User Application will result in a beneficial impact on Maricopa County by attracting businesses, creating jobs and driving opportunities within the County and region;

NOW THEREFORE, IT IS HERBY RESOLVED THAT:

1. The Tolleson Union High School District Governing Board hereby agrees to support this future Foreign-Trade Zone Site within Maricopa County.
2. The Superintendent is hereby authorized on behalf of Tolleson Union High School District to send a letter of support to the Foreign-Trade Zones Board regarding this Site.

The above and foregoing Resolution was duly adopted by the Tolleson Union High School District Governing board at its regular Board meeting held on _____, 2016.

_____, 2016
Governing Board President