



TOLLESON UNION HIGH SCHOOL DISTRICT NO. 214

GOVERNING BOARD MINUTES REGULAR MEETING with WORK STUDY SESSION and EXECUTIVE SESSION TUESDAY, APRIL 25, 2023

1. Call to Order and Roll Call

The Tolleson Union High School District No. 214 Governing Board regular meeting was called to order at 6:02 p.m. by Governing Board President, Dr. Elda Luna-Najera, with the following members in attendance: Dr. Kino Flores, Vice President, Mr. Steven Chapman and Mr. Freddie Villalon, Members. Mr. Devin Del Palacio, Member, was absent.

2. Pledge of Allegiance

President Luna-Najera led the pledge of allegiance.

3. Approval of the Regular Agenda

Mr. Chapman moved to approve the Regular Agenda; seconded by Dr. Flores. In a roll call vote, the motion carried 4-0.

4. SUMMARY OF CURRENT EVENTS

Superintendent Gutierrez Comments

- TUHSD was represented well at the Annual Whoopee Daze 5K Run/Walk. We had 143 employees and their families participate. The 5K was marshalled by Tolleson Union High School Principal, Felipe Mandurraga. I gave a brief welcome with words of encouragement to kick off the racers. The weather was absolutely perfect and everyone cheered each other on to the finish line. This was the first year that TUHSD has been a part of the event, but we look forward to continuing the partnership with the City of Tolleson and Tolleson Elementary School District in the future. I would like to acknowledge and thank Mr. Juan Ceja, Assistant Superintendent of Human Resources, for leading this very successful event for the District. The shirt that every runner received was designed by TUHSD staff member Mrs. Lupita Goodman.
- The District celebrated the Annual Native American Cultural Event last Thursday at the District Office, with more than 150 people in attendance. The festivities included Native American Hoop Dancers, storytelling, community organizations, basket dancers, and inspirational comments by Miss Navajo Nation. Emerson Frybread provided the delicious food. Special thanks to Dr. Rosalva Lagunas and her staff for planning and putting on this wonderful event.

- A couple of Fridays ago, the Westview JROTC had a very nice celebration out on the football field to celebrate their cadets. It was for Westview's Awards night and Change of Command for their JROTC. I was asked to present one of the award categories. It was a wonderful event and I was honored to be part of it!
- On Monday, April 17th, West Point Principal, Brandi Haskins, attended the Avondale City Council meeting as one of her students was honored as part of the Exceptional Students of Avondale recognition. Student Marco Ruiz was the West Point student who was honored. The nomination included the following description: "As an Executive Officer in our Leadership Government, Marcos is consistent with his guidance and insight. Moreover, as a student-athlete, Marcos is diligent in maintaining his GPA and physical eligibility." Congratulations Marcos!
- Mrs. Judith Jameson is a true professional in every sense of the word. Her attention to detail, her focus and her life-long commitment to education and service to the Superintendent and the Governing Board is beyond exceptional. Our focus on academic achievement for students is greatly supported by Judith and all her work. And that is what makes her so special. She is, and has been, a big part of all of the work that is achieved by the Superintendent and the Governing Board. I truly value her friendship and support.
- There will be a Principal's Community Forum for the final candidates for Sierra Linda High School. The candidates will get a chance to meet the community, answer questions and make their case as to why they should be the principal. The forum will be on Monday, May 1st, and begins at 6:00 p.m. in the Performing Arts Center.
- Those are just some of the highlights of our district since we last met. Thank you.

Governing Board Comments

- Mr. Chapman is impressed with the amazing things going on around the district. Congratulations to Mrs. Jameson for her dedication and work with ASBA (Arizona School Boards Association) and being a founding member of ASBA's ASAP (Arizona School Administrative Professionals) group. He attended CTE Advisory Committees a week ago; they are a great group of folks. We are about a month away from graduation; thank you all for your work for our students and getting them to the finish line.
- Mr. Villalon said thank you to Mrs. Jameson for all she does for the Board and district; you are a big part of our success. Thank you to everyone that is helping our kids succeed and graduate.

5. Public Participation

There was one request for public participation:

1. Melissa Girmscheid, representing TUEA as their President
 - Shared her thoughts on SWEEP at campuses.

6. APPROVAL OF THE CONSENT AGENDA

Mr. Chapman moved to approve the Consent Agenda; seconded by Dr. Flores. In a roll call vote, the motion carried 4-0.

CONSENT AGENDA * ITEMS

***1. Human Resources**

A. Personnel Items

The Governing Board approved the following personnel items.

ADMINISTRATIVE STAFF

Position Changes

Schaefer, Cara	DO	Moving from Academic Supports Instructional Coach to Instructional Coach for Visual Arts/PE/Health
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Resignation

Walker, Kiersten	DO	Coordinator of School Psychological Services
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CERTIFIED STAFF

Employment of Personnel

Fomeche, Jude	DO	Guest Teacher
Beam, William	CCHS	Science Teacher
Halls, Stephanie	LJCHS	Math Teacher
Carrillo, Michelle	TUHS	Special Education Teacher
Medina, Edwin	TUHS	Science Teacher

Resignations

Larson, Lilly	CCHS	Science Teacher
Madrid, Christian Jonathan Russell	CEA	English Teacher
Pedroza, Juan	TUHS	Science Teacher
Samantha Gitmed	WPHS	English Teacher

CLASSIFIED STAFF

Employment of Personnel

Rivera, Alyssa	WHS	Custodian I
Villezcás, Melissa	WHS	Clerical Support I – Library Clerk
Bugarin, Juan	WPHS	Security Guard
Howard, James	WPHS	Security Guard
Nealy, Rodney	WPHS	Security Guard

Position Changes

Avila, Denice	DO	From Substitute Bus Driver to Bus Driver
Christner, James	DO	From Substitute Bus Driver to Bus Driver
Leon, Jacqueline	DO	From CTE Student Support Analyst to Administrative Assistant V - Technology
Preciado, Jose	DO	From Substitute Bus Driver to Bus Driver
Parra, Alejandrina	SLHS	From Cafeteria Cashier at WPHS to Custodian I

Resignations

Moncayo, Julissa	DO	Bus Driver
Calderon Parral, Ma de Lourdes	LJCHS	Custodian I
Mendez, Sandra	SLHS	Cafeteria Cashier
Cerna, Marisela	WHS	Custodian I
Valdez, Janice	WHS	Instructional Assistant I – Reading – Title I
Maldonado, Roberta	WPHS	Cafeteria Cashier

VOLUNTEERS

Volunteers

Beene, Adam	LJCHS	Volunteer Coach – Spring Football
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***2. Business Services**

A. Vouchers

Prior to ratification at the Governing Board meeting, Governing Board President, or his designee, reviews and signs vouchers. Vouchers represent orders for payment of material, equipment, salaries, and services. The Governing Board approved:

Payroll Vouchers:	\$ 4,240,525.10	(1027)
Expense Vouchers:	\$ 1,638,190.43	(7155-7164)

B. Gifts and Donations

The Governing Board approved acceptance of donations from Kroger, Lennar Title, First American Title Insurance Company, American Online Giving Foundation, Isaiah Lewis, Avondale Moose Lodge Family Center #2078, and Arizona State University, totaling \$13,918.27.

3. Superintendent's Office*A. Travel Requests**

The Governing Board approved travel requests from CCHS, DLA, LJCHS, SLHS, TUHS, UHS, WPHS, WHS, Alternative Education, and District Office.

LOCATION	WHO	WHAT/WHEN/WHERE
CCHS, UHS, WHS	<p>CCHS: Christina Valenzuela, Assistant Principal Instruction;</p> <p>UHS: Vickie Landis, Small School Principal;</p> <p>WHS: Natalie Quinonez, Principal</p>	Language and Cultural Immersion – 2023 Los Alumnos Professional Development Academy May 26 – June 11, 2023 Santiago de Queretaro Queretaro, Mexico
WPHS	Jordan Hulse, Head Cheerleading Coach; Liz McAley, Assistant Cheerleading Coach; Karina Gibbons, Volunteer; Amber Jones, Volunteer; and approximately 20-30 students	The Spirit Consultant Summer Camp June 19-21, 2023 Wigwam Resort Litchfield Park, Arizona
CCHS	Christopher Sisson, Law & Public Safety/Criminal Justice and Skills/SA Advisor; and approximately 7 students	HOSA International Leadership Conference June 20-25, 2023 Dallas Convention Center Dallas, Texas
CCHS, SLHS, TUHS, WHS	<p>CCHS: Stephen Truog, FBLA Advisor/Digital Communication Teacher; and approximately 4 students</p> <p>SLHS: Joseph Dean, FBLA Advisor/Business Ops/Marketing/Software/App Design Teacher; and approximately 6 students</p> <p>TUHS: Roberto Moran, FBLA Advisor/Marketing Teacher; and approximately 3 students</p> <p>WPHS: Wanda Moran, Business Operations & Marketing/FBLA Advisor; and approximately 4 students</p> <p>WHS: Troy Comforth, FBLA Advisor/Business Ops/Software & App Design Instructor; and approximately 1 student</p>	FBLA National Leadership Conference June 25-July 1, 2023 Georgia World Congress Center Atlanta, Georgia

TUHS, WHS	<p><u>TUHS</u>: Joseph Aguayo, Culinary Advisor; and approximately 1 student</p> <p><u>WHS</u>: Ashley Fergus, Early Childhood/Fashion Design Advisor; and approximately 9 students</p>	<p>FCCLA National Leadership Conference 2023 July 2-7, 2023 Colorado Convention Center Denver, Colorado</p>
District Office	<p>Kimberly Luvisi, Director of Nutrition Services; and Teri Winburn, Operations Manager of Nutrition Services</p>	<p>School Nutrition Association Annual National Conference 2023 July 7-12, 2023 Denver, Colorado</p>
CCHS, SLHS, WPHS, WHS, District Office	<p><u>CCHS</u>: Donald Gerhart, JAG Coordinator;</p> <p><u>SLHS</u>: Diana De Jesus, JAG Coordinator;</p> <p><u>WPHS</u>: Ryan Kiem, JAG Coordinator; Breckyn Schmitz, JAG Coordinator;</p> <p><u>WHS</u>: Christopher Kalimes, JAG Coordinator;</p> <p><u>District Office</u>: Christina Boston, District ELD Director</p>	<p>JAG National Training Seminar July 9-14, 2023 Louisville, Kentucky</p>
CCHS	<p>CTE Instructors: Melissa Tracy, Christopher Sisson, Ellary Burk, Sean Lance, and Seth Stuart, Counselor</p>	<p>CTE Annual Summer Conference 2023 July 15-19, 2023 Hilton El Conquistador Tucson, Arizona</p>
District Office, CCHS, LJCHS, SLHS, TUHS, UHS, WPHS, WHS, Alternative Education, DLA	<p>District Office: Superintendent and CFO Jeremy Calles; Cabinet Members: Juan Ceja, Mindy Westover, Derek Fahleson, Dr. Rosalva Lagunas, Antonio Aguirre, Joseph Ortiz, and Executive Assistant to the Board and Superintendent, TBD;</p> <p>All Site Principals: Alfred (Bo) Oxford, Dr. William Sorensen, SLHS Principal TBD, Felipe Mandurraga, Vickie Landis, Brandi Haskins, Natalie Quinonez, Travis Johnson, Nichole Baumgart;</p> <p>Selected Directors: TBD</p>	<p>2023 Board and Administrative Retreat July 17-19, 2023 Jr. W. Marriott Starr Pass Resort Tucson, Arizona</p>
District Office	<p>Robert Herzog, Director of Transportation</p>	<p>AASBO 70th Annual Conference & Exposition July 18-22, 2023 J.W. Marriott Tucson Starr Pass Resort Tucson, Arizona</p>

District Office	Jeremy Calles, Chief Financial Officer and Interim Superintendent Designee; Dr. Rosalva Lagunas, Director of Grants & Federal Programs	70 th Annual Conference & Expositions – School Business Officials of the Round Table July 19-22, 2023 J.W. Marriott Tucson Starr Pass Resort Tucson, Arizona
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B. Minutes – April 11, 2023 Governing Board Regular Meeting with Executive Session

The Governing Board approved the April 11, 2023 Governing Board Regular Meeting with Executive Session Meeting minutes.

ACTION/DISCUSSION ITEMS

8. Extra-Curricular Salary Schedule Amendment 2023-2024

Administration seeks Governing Board approval to amend the Extracurricular Salary Schedule for the 2023-2024 fiscal year. Mr. Juan Ceja, Assistant Superintendent of Human Resources, was available to answer any questions.

Mr. moved that he Governing Board approve amending the Extracurricular Salary Schedule for the 2023-2024 fiscal year; seconded by Dr. Flores. In a roll call vote, the motion carried 4-0.

9. Suspension of Policy BGB (Policy Adoption)

Administration seeks Governing Board approval to temporarily suspend Policy BGB (Policy Adoption) at tonight's meeting in order to expedite approval of policy revisions to IKFB (Graduation Exercises), requested by Board Member Steven Chapman, with one read, rather than two.

Mr. Chapman moved that he Governing Board approve to temporarily suspend Policy BGB (Policy Adoption) at tonight's meeting in order to expedite approval of policy revisions to IKFB (Graduation Exercises), requested by Board Member Steven Chapman, with one read, rather than two; seconded by Dr. Flores. In a roll call vote, the motion carried 4-0.

10. Policy Revisions Amending IKFB (Graduation Exercises)

Governing Board Member Steven Chapman seeks Governing Board discussion and approval regarding policy revisions amending Policy IKFB (Graduation Exercises).

Dr. Flores moved that the Governing Board approve policy revisions amending Policy IKFB (Graduation Exercises); seconded by Dr. Luna-Najera. In a roll call vote, the motion carried 4-0.

INFORMATION/DISCUSSION ITEM

11. Update to Regulation IKFB-R and Exhibit IKFB-E (Graduation Exercises)

Revisions to Regulation IKFB-R and Exhibit IKFB-E (Graduation Exercises) are necessary to conform to the amended policy revisions to policy IKFB. This update is for information only. Governing Board action is not required.

CALL FOR WORK STUDY SESSION

12. It is recommended that the Governing Board move into a Work Study Session.

Mr. Chapman moved that the Governing Board approve a motion to move into a Work Study Session; seconded by Dr. Flores. In a roll call vote, the motion carried 4-0.

13. RECESSING OF REGULAR MEETING FOR WORK STUDY SESSION

The Regular Meeting recessed to move into a Work Study Session at 6:22 p.m.

WORK STUDY SESSION

A. Call to Order and Roll Call of Governing Board Members

The Work Study Session was called to order by President Dr. Luna-Najera at 6:22 p.m. with the following members present: Dr. Kino Flores, Vice President, Mr. Steven Chapman and Mr. Freddie Villalon, Members. Mr. Devin Del Palacio, Member, was absent.

B. Approval of the Work Study Session Agenda

Mr. Chapman moved that the Governing Board approve the Work Study Session Agenda; seconded by Dr. Luna-Najera. In a roll call vote, the motion carried 4-0.

C. Topics for Discussion or Consideration:

- **FLEX and SWEEP**

Mrs. Mindy Westover, Assistant Superintendent of Curriculum & Instruction, presented information on FLEX and SWEEP and answered Board member questions.

D. Adjournment of Work Study Session

Mr. Chapman moved to adjourn the Work Study Session; seconded by Dr. Luna-Najera. In a roll call vote, the motion carried 4-0.

The Executive Session adjourned at 8:41p.m.

14. RECONVENING OF REGULAR MEETING

The Regular Meeting reconvened at 7:30 p.m.

CALL FOR EXECUTIVE SESSION

15. It is recommended that the Governing Board establish an Executive Session regarding the following topic:

a. **Pursuant to A.R.S. §38-431.03.A.1**

(Interim Superintendent Transition Plan)

Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee, or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee, or employee to determine whether the discussion or consideration should occur at a public meeting.

Mr. Chapman moved that the Governing Board approve a motion to move into Executive Session; seconded by Dr. Luna-Najera. In a roll call vote, the motion carried 4-0.

16. RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION

The Regular Meeting recessed to move into Executive Session at 7:31.m.

17. EXECUTIVE SESSION

A. Call to Order and Roll Call of Governing Board Members

The Executive Session was called to order by President Dr. Luna-Najera at 7:41 p.m. with the following members present: Dr. Kino Flores, Vice President, Mr. Steven Chapman and Mr. Freddie Villalon, Members. Mr. Devin Del Palacio, Member, was absent.

Also in attendance were Mrs. Nora Gutierrez, Superintendent; Mr. Jeremy Calles, Interim Superintendent Designee and Chief Financial Officer; and Mrs. Judith Jameson, Governing Board Executive Assistant/Recording Secretary.

Mr. Ernest Calderón, Esq. with CALDERÓN LAW OFFICES, PLC, was asked to be available if needed, but did not participate in the Executive Session.

B. Reading of Confidentiality Statements

Mr. Chapman read the Confidentiality Statement.

C. Topic for Discussion or Consideration:

a. Pursuant to A.R.S. §38-431.03.A.1

(Interim Superintendent Transition Plan)

Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee, or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee, or employee to determine whether the discussion or consideration should occur at a public meeting.

D. Adjournment of Executive Session

Mr. Chapman moved to adjourn the Executive Session; seconded by Dr. Flores. In a roll call vote, the motion carried 4-0.

The Executive Session adjourned at 8:28 p.m.

18. RECONVENING OF REGULAR MEETING

The Regular Meeting reconvened at 8:28 p.m.

AGENDA ITEMS FOR FUTURE MEETING(S)

- May 9, 2023 – Regular Meeting at 6:00 p.m.
- May 30, 2023 – Regular Meeting at 3:00 p.m.
- June 13, 2023 – Regular Meeting with Work Study Session (if needed) at 3:00 p.m.
- June 27, 2023 – Regular Meeting at 3:00 p.m.

19. ADJOURNMENT OF REGULAR MEETING

Mr. Chapman moved that the Governing Board approve adjourning the Regular Meeting; seconded by Dr. Luna-Najera. In a roll call vote, the motion carried 4-0. President Luna-Najera called the Regular Meeting of the Tolleson Union High School District Governing Board adjourned at 8:31 p.m.



Dr. Elda Luna-Najera, Governing Board President