



## **TOLLESON UNION HIGH SCHOOL DISTRICT NO. 214**

### **GOVERNING BOARD MINUTES REGULAR MEETING and WORK STUDY SESSION TUESDAY, AUGUST 9, 2022**

#### **REGULAR MEETING**

##### **1. Call to Order of Regular Meeting and Roll Call**

The Tolleson Union High School District No. 214 Governing Board regular meeting was called to order at 6:00 p.m. by Governing Board President, Mr. Freddie Villalon, with the following members in attendance: Dr. Elda Luna-Najera, Vice President, Mr. Steven Chapman, Mr. Devin Del Palacio, and Dr. Kino Flores, Members.

##### **2. Pledge of Allegiance and National Anthem**

President Villalon asked Dr. Flores to lead the pledge of allegiance.

##### **3. Approval of the Regular Agenda**

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

##### **4. Celebration/Recognition**

###### **A. Civics Matters Update**

Mrs. Mindy Westover, Assistant Superintendent of Curriculum & Instruction, introduced Mr. John Brown, Director of Curriculum and Instruction, who shared information and introduced participants that attended the CLOSE UP – Civics Matters program in Washington, D.C. The Civics Matters program prioritizes teaching American Civics in schools.

Nearly 300 Arizona high school students and teachers visited Washington, D.C. in June. Nineteen TUHSD students and two chaperones received an all-expense-paid, four-day trip in Washington, D.C. The students participating were chosen from 46 schools representing 20 Arizona districts, covering eleven cities and four counties in Arizona. This amazing trip was made possible with support and collaboration from Governor Ducey, Mr. Bidwell, owner of the Arizona Cardinals, Dianne Smith, Executive Director of Greater Phoenix Management Council, and other generous donors.

During the four days in the nation's capital, our students and teachers had the opportunity to meet with elected officials and attend workshops to see first-hand how government works. The students visited Capitol Hill, Arlington National Cemetery, the National Museum of African American History and Culture, the Smithsonian, and more iconic American landmarks.

Special thanks to: Chaperones Ms. Samantha Ness, Social Studies Teacher at CCHS, who spoke of their experiences at the meeting, and Mr. Bryan Lynch, Social Studies Teacher at WHS. Thanks also to our students and their families, as well as staff members for their support to make this once-in-a-lifetime trip possible.

## **5. SUMMARY OF CURRENT EVENTS**

### **Superintendent Gutierrez Comments**

- I would like to recognize Mr. Joseph Ortiz, Director of PR and Marketing, as he continues to share the good things happening in our district with the media. In the Back-to-School issue of the West Valley View, the district was showcased with introductions of some of our new administrators. The Tolleson Union High School District was also highlighted in the West Valley View with a full-page ad promoting enrollment and celebrating that our graduates received nearly \$60 million in scholarships last year. Thank you, Mr. Ortiz for keeping our district in the headlines and sharing our great stories with the community!
- Speaking of the West Valley View, we are always happy when our students get recognized and featured for the wonderful things that they do. Such was the case recently when Maxwell Igwe, an incoming senior at University High School and son of District employee, Ms. Tricia Igwe, Librarian at La Joya Community High School, who was featured in the newspaper. It was a great article highlighting Maxwell's accomplishments and what his plans are for his senior year. Congratulations Maxwell!
- I would like to recognize two of our JAG (Jobs for Arizona Graduates) educators. As a result of their contributions, the JAG organization achieved the National 5-of-5 Award for the 20<sup>th</sup> year in a row. The 5-of-5 Award is given to JAG State Affiliates in recognition of their success in graduation rates, post-graduation employment, post-secondary education, and full-time positive outcomes. During the unprecedented time over the past few years, these educators' commitment to our students and their success shined through.

Congratulations to two District teachers for achieving the 5-of-5 Award in their program:

- Rich Wellbrock – Current Teacher at Tolleson Union High School
- Daniel Amram – Former Teacher at La Joya Community High School

Congratulations to our outstanding staff members for their dedication to JAG and to our JAG students. We truly appreciate it.

- Those are just some of the highlights of our district since we last met. Thank you.

### **Governing Board Comments**

- Dr. Flores had the opportunity to visit TUHS and see some of the construction projects taking place. He was impressed with the buildings and classrooms and stated that the PAC will be an award-winner. The renovated football field looks great too. The energy of the construction workers to complete the work on the facilities is commendable. Thank you to all of the administrators for their support and leadership throughout these projects. He also visited Old Main, the last remaining historical building in the City of Tolleson, that sits right next to the new PAC. Congratulations to all involved.
- Mr. Del Palacio welcomed everyone back to a successful first week of school. Things went smoothly across the district. Well done.
- Dr. Luna-Najera welcomed new and returning staff and students to the new school year. She hopes it will be a successful year for everyone.

- Mr. Chapman congratulated everyone for a good first week of school. He was able to visit a couple of campuses and shared that our facilities are stellar. He looks forward to hearing more as the year progresses.
- President Villalon thanked everyone for supporting our children. He welcomes staff and students to the new school year. It will be a great year!

**6. Public Participation**

There were no requests for public participation.

**7. APPROVAL OF THE CONSENT AGENDA**

Mr. Chapman moved to approve the Consent Agenda; seconded by Mr. Del Palacioooo. In a roll call vote, the motion carried 5-0.

**CONSENT AGENDA \* ITEMS**

**\*1. Human Resources**

**A. Personnel Items**

The Governing Board approved the following personnel items.

**ADMINISTRATIVE STAFF**

**Employment of Personnel**

Filerio, Efrain	DO	CTE Coordinator
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**Position Changes**

Gutierrez, Sergio	DO	From Social Studies Teacher at WPHS to Instructional Leadership Coordinator for Social Studies at DO
Martel, Charles	DO	From Science Teacher at WHS to Instructional Leadership Coordinator for Science at DO
Newman, Jeff	DO	From Instructional Technology Integration Specialist to Application Support Coordinator at DO
Pham, Daniel	DO	From Network Systems Support Specialist to Application Support Coordinator at DO

**CERTIFIED STAFF**

**Employment of Personnel**

Caruso, Terry	DO	Guest Teacher
Crowder, William	DO	Guest Teacher
Cruz, Joe	DO	Guest Teacher
Harris, Cassandra	DO	Guest Teacher
Harston, Linda	DO	Guest Teacher
Hernandez, Alex	DO	Guest Teacher
Horvath, Ciara	DO	Guest Teacher
Lowden, Bailey	DO	Guest Teacher
Norwood-Williams, Amber	DO	Guest Teacher
Pendergast, Bonnie	DO	Guest Teacher
Skidmore, Madison	DO	Guest Teacher

Reagan, Trevon	DO	Guest Teacher
Farr, Erin	CEA/ LHA	Credit Recovery
Madrid, Christian	CEA/ LHA	English Teacher
Williams, Eric	CEA/ LHA	English Teacher
Krebs, John	LJCHS	Special Services Teacher
Bushman, Michele	LJCHS	Special Services Teacher
Henriquez, Samantha	LJCHS	English Teacher
Fiore, Mark	SLHS	Social Studies Teacher
Aguayo, Joseph	TUHS	CTE Culinary Arts Teacher
Curiel, Brianda	TUHS	English Teacher
Hafer, Joshua	DLA/TVHS	Math Teacher
Ortega, Rebecca	DLA/TVHS	English Teacher
Rosenberger, David	DLA/TVHS	Credit Recovery
Stout, Christine	DLA/TVHS	English Teacher
Suarez-Osborne, Lesley	DLA/TVHS	Academic Support Instructional Coach
White, Daniel	DLA/TVHS	Physical Education
McBee, Carl	UHS	Teacher on Assignment
Russell, David	UHS	Math Teacher
Williams, Mozelle	WHS	Special Services Teacher
Villaseñor-Mendoza, Enedina	WHS	Spanish Teacher
Vasquez, Rocio	WHS	Prevention Intervention Specialist
Cabrera, Gabriella	WPHS	Social Studies Teacher
Frazier, Kaylee	WPHS	Music Teacher
<b><u>Position Changes</u></b>		
Burk, Ellary	CCHS	From Instructional Assistant 1 to CTE Digital Photography Teacher
Celaya, Gilbert	DLA/TVHS	From Substitute Teacher to Credit Recovery Teacher
Rodriguez, Gabriela	DLA/TVHS	From Human Resources Coordinator to Special Services Teacher
Molina, Amaris	TUHS	From Substitute Teacher to Math Teacher
Ivory, Kevin	WPHS	From Substitute Teacher to CTE Teacher
Conner, Michael	WHS	From Academic Supports Instructional Coach to Social Studies Teacher
Holmes Kellen	WHS	From Instructional Assistant I Math Title I to Credit Recovery Teacher
McBride, Lydia	WHS	From Special Services Teacher to Special Services Department Chair

**Resignations**

Conway, Derricka	SLHS	Social Studies Teacher
Beltran, Miguel	TUHS	CTE Teacher
Johnson, Cameron	TUHS	Social Studies Teacher
De La Rosa Acosta, Ruth	WHS	Spanish Teacher
Rodway, Michael	WHS	Prevention/Intervention Specialist

**New Coaches**

Decker, Tamrae	CCHS	Varsity Pom
Littrell, Joseph	CCHS	JV Football
Ortiz, Juan	CCHS	Freshman Assistant Football
Sanchez, Robert A.	CCHS	Varsity Assistant Football
Slade, Lauren	CCHS	JV Cheer
Talley, Chad	CCHS	Varsity Football
Beene, Adam	LJCHS	Varsity Football

**CLASSIFIED STAFF****Employment of Personnel**

Gutierrez Salcido, Guadalupe	CCHS	Custodian I
Patscheider, Maria	CCHS	Custodian I
Rosa de Ayala, Candelaria	CCHS	Custodian I
Paul Mendoza, Mariana	DO	EAP Student Support Analyst
Bhalla El, Jayasri	LJCHS	Instructional Assistant I – SAS – Title I
Botello, Luz	LJCHS	Clerical Support II – Attendance Clerk
Lopez Rodriguez, Ana	LJCHS	Custodian I
Ramos, Prisha	LJCHS	Clerical Support II – Attendance Clerk
Soucinek, Jeremy	LJCHS	Instructional Assistant II SPED
Saldana, Concepcion	SLHS	Custodian I
Calderon Parral, Ma Lourdes	TUHS	Custodian I
Ochoa-Tirado, Rafael	TUHS	Custodian I
Santos Macias, Gloria	TUHS	Custodian I
Zetino Lopez, Ruth	TUHS	Clerical Support II – Guidance Clerk
Frausto, Elena	TVHS	Administrative Assistant to the Assistant Principal/Receptionist
Acuna, Angelina	WHS	Cafeteria Manager
Gamino, Lilian	WHS	In School Support Specialist
Machado Barba, Adelina	WHS	Instructional Assistant II SPED
Taylor, Suzanne	WHS	Clerical Support I - Library Clerk
Altieri, Brenda	WPHS	Instructional Assistant I – SAS – Title I
Aro-Trejo, Phyllis	WPHS	Behavior Specialist
Carlan, Dana	WPHS	Instructional Assistant II SPED

Czech, Diane	WPHS	Instructional Assistant I - SPED
Deleon, Elizabeth	WPHS	Clerical Support II – Attendance Clerk
Garcia Pacheco, Carmen	WPHS	Custodian I
Hernandez, Lilianna	WPHS	Administrative Assistant III - SPED
Jackson, Cecilia	WPHS	In School Support Specialist
Navarro-Gutierrez, Gloria	WPHS	Clerical Support II – Attendance Clerk
Norris, Leah	WPHS	Administrative Assistant IV - Academics
Smith, Elsa	WPHS	Security Guard
Vanderah, Mary-Jo	WPHS	Instructional Assistant I – Math – Title I

**Position Changes**

Jara, Kytzia	DO	From Instructional Assistant I – SAS – Title I – to EAP Student Support Analyst
Rose, Marlina	DO	From Administrative Assistant IV – Academics at WPHS to CTE Student Support Analyst
Perez, Liliana	LJCHS	From Clerical Support II – Records Clerk to Administrative Assistant IV - Academics
Mendiola-Hernandez, Jessie	TVHS	From Administrative Assistant III Special Services to Administrative Assistant to the Principal
De Vera, Aaron	TUHS	From Custodian II – Cafeteria to Instructional Assistant I – Reading – Title I
Evans, Celia Monique	WPHS	From Lead Security Guard to In School Support Specialist
Gonzalez, Karen	WPHS	From Administrative Assistant III – Special Services to Speech Language Pathologist Assistant

**Resignations**

Rosa de Ayala, Candelaria	CCHS	Custodian I
Osua Millan, Alicia	DO	Custodian I
Martinez, Gustavo	LJCHS	Security Guard
Robles Castaneda, Zayda	LJCHS	Instructional Assistant II SPED
Perez, Pastora	TUHS	Security Guard
Dorr, Christine	Transportation	Bus Driver
Gonzales, Robert	Transportation	Bus Driver

**Job Abandonment**

Mora-Martinez, Jennifer	CCHS	Instructional Assistant II - SPED
Vavricka, Gerik	DO	Bus Driver
Scroggins, Zachery	WPHS	Security Guard

## **VOLUNTEERS**

### **Fall Coaches**

Eckert, Adrianna	CCHS	Varsity Spiritline
Burt, Robert	LJCHS	Varsity Defensive Coordinator
Johnson, Ron	LJCHS	JV Football Assistant

## **TEMPORARY STAFF**

### **Employment of Personnel**

Cervantes, Elaina	DO	Facilities Rental Worker
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### **B. Delegation of Authority to District Representatives to Conduct Personnel Hearings for 2022-2023**

The Governing Board approved authorizing Hearing Officers from the presented list and any other qualified Hearing Officers to conduct personnel hearings for the period of July 1, 2022 through June 30, 2023.

## **\*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:	\$ 6,831,354.99	(1045-1048, 1000)
Expense Vouchers:	\$ 9,205,107.53	(6228-6248, 7000-7003)

## **\*3. Grants and Federal Programs**

### **A. Site Agreement with Jobs for Arizona's Graduates, Inc. for the Operations of JAG's Career and College Success System Program Applications during the 2022-2023 School Year**

The Governing Board approved the Jobs for Arizona's Graduates, Inc. (JAG) Site Agreement for the operation of JAG's Career and College Success System Program Applications during the 2022-2023 school year to include Copper Canyon, La Joya Community, Tolleson Union, Sierra Linda, West Point, and Westview High Schools.

**\*4. Superintendent's Office**

**A. Travel Requests**

The Governing Board approved a travel requests from District Office, TUHS, WHS, LJCHS, CCHS, SLHS, and WPHS.

LOCATION	WHO	WHAT/WHEN/WHERE
SLHS, WHS CCHS	SLHS - Joseph Dean, Business Ops/Marketing/ Software Teacher; WHS – Troy Cornforth, Business Ops/Marketing/ Software Teacher; CCHS CTE Teachers – Michel Okenwa, FCCLA; Gus Lawler, FBLA Business; Stephen Truog, FBLA Media; Christopher Sisson, SkillsUSA Law; Ellary Burk, SkillsUSA Graphic Design; Derick Lehman, HOSA Sports Medicine; Shirleeah Fayson, HOSA Medical Assist.	AZ FBLA Adviser Leadership Conference August 25-26, 2022 Westin La Paloma Tucson, Arizona
District Office, TUHS, WHS, LJCHS, CCHS, SLHS, WPHS	Derek Fahleson, Chief Operations Officer; and Assistant Principals of Athletics: Dr. Ray Perkins, John Rosenberger, Joseph Williams, Chris Williams, James Kramer, and Josh Wray	AIAAA Annual Conference September 10-13, 2022 Prescot Resort & Conference Center Prescott, Arizona
District Office	Juan Ceja, Assistant Superintendent of Human Resources (HR); Stacie Almaraz, Director of HR for Certified Staff; Andrew Chavez, Director of HR for Support Staff; and Ruby Acuna, HR Coordinator	2022 Arizona School Personnel Administrators Association (ASPA) Fall Conference November 16-18, 2022 Prescott Resort & Conference Center in Prescott, Arizona

**B. Minutes – July 19, 2022 Governing Board Regular Meeting and July 26, 2022 Governing Board Work Study Session**

The Governing Board approved the July 19, 2022 Governing Board Regular Meeting and July 26, 2022 Governing Board Work Study Session minutes.

**INFORMATION/DISCUSSION ITEMS**

**9. Staffing Update**

Mr. Juan Ceja, Assistant Superintendent of Human Resources, provided an update on staffing and benefits for the 2022-2023 school year, ending with a signing day video.

**10. First Reading – Policy Advisory No. 716 proposed by the Arizona School Boards Association (ASBA) to JLDAB, JLDAB-S, and JLDAB-# (Referrals to Other Agencies)**

The Governing Board reviewed the first reading of policy revisions based upon recommendations proposed by the Arizona School Boards Association (ASBA) Policy Advisory No. 716 to JLDAB, JLDAB-R, and JLDAB-E (Referrals to Other Agencies). After Governing Board review, discussion and input, the policies noted in Policy Advisory No. 716 will be on the next regular meeting Consent Agenda for second reading/final approval.

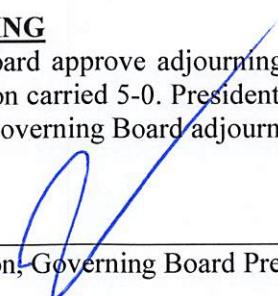


### **AGENDA ITEMS FOR FUTURE MEETING(S)**

- Dr. Luna-Najera requested:
  - A copy of an organizational chart
    - Response - The organizational chart will be shared with all Board Members through the Superintendent's Office
  - Information on the coordinator positions posted on the district website and the plan to fill open positions
    - Response – Information will be shared with all Board Members through the Superintendent's Office
  - Staff healthcare relating to COVID
    - Response – the TUHSD CARES LEAVE expired on June 30, 2022.
  - How PPE is distributed
    - Response – TUHSD has an abundance of PPE available at all locations.
- Mr. Chapman asked about employee leave days due to COVID, specifically for new employees that may not have leave days banked.
  - Response – Information will be shared with all Board Members through the Superintendent's Office
- August 23, 2022 – Regular Meeting at 6:00 p.m.
- September 27, 2022 – Regular Meeting at 6:00 p.m.
- October 25, 2022 – Regular Meeting at 6:00 p.m.
- November 15, 2022 – Regular Meeting at 6:00 p.m.
- December 13, 2022 – Regular Meeting at 6:00 p.m.

### **ADJOURNMENT OF REGULAR MEETING**

Mr. Chapman moved that the Governing Board approve adjourning the Regular Meeting; seconded by Mr. Del Palacio. In a roll call vote, the motion carried 5-0. President Villalon called the Regular Meeting of the Tolleson Union High School District Governing Board adjourned at 7:03 p.m.



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Freddie Villalon, Governing Board President

## WORK STUDY SESSION

### 1. Call to Order of Work Study Session and Roll Call

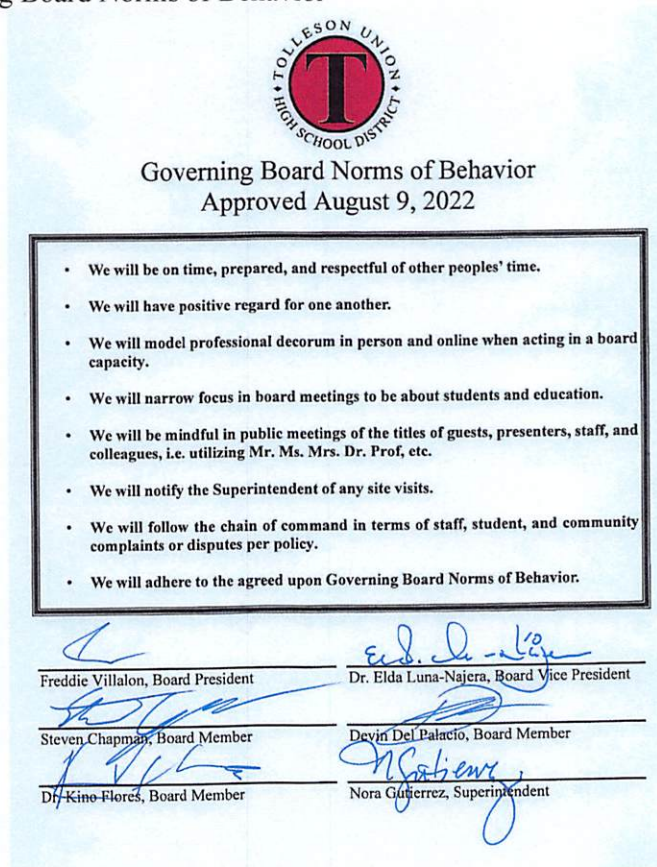
The Tolleson Union High School District No. 214 Governing Board Work Study Session was called to order at 7:11 p.m. by Governing Board President, Mr. Freddie Villalon, with the following members in attendance: Dr. Elda Luna-Najera, Vice President, Mr. Steven Chapman, Mr. Devin Del Palacio, and Dr. Kino Flores, Members.

### 2. Approval of the Work Study Session Agenda

Mr. Del Palacio moved to approve the Work Study Session Agenda; seconded by Mr. Chapman. In a roll call vote, the motion carried 5-0.

### 3. Topics for Discussion


#### A. Finalize Governing Board Norms of Behavior



#### B. Update on Governing Board Travel

### 4. ADJOURNMENT OF WORK STUDY SESSION MEETING

Mr. Chapman moved that the Governing Board approve adjourning the Work Study Session; seconded by Dr. Luna-Najera. In a roll call vote, the motion carried 5-0. President Villalon called the Work Study Session of the Tolleson Union High School District Governing Board adjourned at 9:19 p.m.

  
Freddie Villalon, Governing Board President