

**REGULAR BOARD MEETING**  
**AGUA FRIA UNION HIGH SCHOOL DISTRICT #216**  
**District Office Boardroom**  
**1481 N. Eliseo Felix Jr. Way, Avondale, AZ 85323**  
**November 14, 2018**

Mrs. Mary Kay Utecht, Board President  
Mrs. Gina DeCoste, Board Clerk  
Ms. Maxine Hill, Member  
Mrs. Mariana Sandoval, Member

**BOARD MEMBERS  
PRESENT**

Mr. Tom Rosztoczy, Member

**BOARD MEMBER  
ABSENT**

Dr. Dennis Runyan, Superintendent  
Mr. Thomas Huffman, Executive Director of Educational Services  
Mrs. Sandra Haiflich, Executive Director of Accountability and Accreditation  
Mrs. Marcie Rodriguez, Executive Director of Finance  
Mr. Mike Shepard, Executive Director of Support Services  
Mr. Patrick Becker, Director, Special Education  
Mr. Adam Brezovsky, Assistant Principal  
Dr. Grant Conway, Director, Curriculum  
Ms. Tamee Gressett, Principal, Millennium High School  
Mrs. Julie Jones, Principal, Desert Edge High School  
Mr. Ernie Molina, Principal, Agua Fria High School  
Mr. Phillip Nowlin, Principal, Canyon View High School  
Dr. Shelle Schlosser, Director, Non-Traditional Programs  
Mr. Sean Smith, Director, Assessment  
Melissa Yapo, Assistant Principal

**ADMINISTRATORS  
PRESENT**

Allison Ahl, Micaylla Butterfield, Tracy Dunbar, Chris Fried, Cami Gardin,  
Scott Hogan, Delsey Olds, Lauren Owens, Mike Sinor, Julie Vastine, Kiersten  
Walker, Claudia Weiss, Joe Werner

**STAFF PRESENT**

Grant Greenbaum, Jerry Hoyler, Julie Hoyler, Vickie Landis, Makena  
Malkemus, Melanie Malkemus, Millennium High School volleyball team,  
Jacki Nabor, Jadan Nabor, Nick Nabor, Brett Noble, Kennedy Noble, Lori  
Ortega, Jason Whitehill

**OTHERS PRESENT**

Mrs. Utecht called the Regular Board Meeting to order at 5:31 p.m. She  
requested the Millennium High School volleyball team lead the Pledge of  
Allegiance.

**CALL TO ORDER –  
PLEDGE OF  
ALLEGIANCE**

The following Millennium High School students were introduced and  
presented with certificates:

- Kennedy Noble – Division II Girls 100 Yard Backstroke State Champion
- Volleyball Team – 5A State Champions

**STUDENT AND STAFF  
RECOGNITION**

The following Verrado High School students were introduced and presented with certificates:

- Jadan Nabor – Division II Boys 200 Yard Individual Medley and Division II Boys 100 Yard Backstroke State Champion
- Grant Greenbaum – Division II Boys 100 Yard Breast Stroke State Champion
- Makena Malkemus, Paloma Malolf, Taylor Mellon, Regan Moss, Division II Girls 200 Yard Freestyle Relay State Champions

The following staff members were introduced and recognized for their recent awards:

- Julie Jones, Secondary School Principal of the 2017-2018 School Year
- Claudia Weiss, 2018 Arizona School Psychologist of the Year

Governing Board members expressed their congratulations and appreciation to all those recognized for their achievements.

Mr. Huffman thanked the following local golf courses for partnering with District schools to allow student access to courses, services and resources.

- Agua Fria High School
  - Palm Valley Golf Club, Matthew Phillips, General Manager
- Canyon View High School
  - Falcon Golf Club, Todd Barranger, General Manager
- Desert Edge High School
  - Palm Valley Golf Club, Matthew Phillips, General Manager
- Millennium High School
  - Pebble Creek Golf Club, Jason Whitehill, Director of Golf
- Verrado High School
  - Verrado Golf Club, Nick Kondos, Head Professional

Mr. Whitehill was presented with a certificate of appreciation. Similar certificates of appreciation are to be delivered to the remaining golf courses.

Dr. Runyan presented Mr. and Mrs. Hoyler with a certificate of appreciation for their ongoing support of the District in providing donated services and materials. Mr. Hogan, Desert Edge High School Teacher, also expressed his appreciation for FASTSIGNS' support of Physics through design, layout and materials for posters, brochures and banners.

As the District continues to search for ways to support teachers, Mr. Huffman explained the Curriculum Hub was developed at relatively no cost as a resources for teachers. Ms. Olds confirmed the Curriculum Hub is grounded in the commitment of the Guaranteed Viable Curriculum in providing all students equitable access to college and career readiness. She introduced members of the development team: Ms. Owens, Technical Specialist; Mr. Werner, Math Specialist; and Ms. Butterfield, English Specialist; and herself as Science Specialist.

**STUDENT AND STAFF  
RECOGNITION  
(CONTINUED)**

**CERTIFICATES OF  
APPRECIATION TO  
PARTNER GOLF  
COURSES**

**CERTIFICATE OF  
APPRECIATION TO  
FASTSIGNS**

**CURRICULUM HUB**

Ms. Owens confirmed the website is a “one stop shop” for teacher resources, is easy to navigate, readily accessible to teachers, is sustainable and protected and promotes collaboration across the District. Ms. Owens, Mr. Werner and Ms. Butterfield provided a live demonstration of the Curriculum and responded to questions from Governing Board members.

**CURRICULUM HUB  
(CONTINUED)**

The Call to Public agenda item allows individuals an opportunity to address the Governing Board on any issue within the jurisdiction of the Board. Comments are limited to three minutes per person. There were no requests to speak.

**CALL TO PUBLIC**

Mrs. DeCoste moved to approve the minutes of the October 3, 2018, Special Board Meeting and Work Study Session and the October 3, 2018, Regular Board Meeting as presented. The motion was seconded by Ms. Hill. In a roll call vote, the motion carried unanimously.

**APPROVAL OF  
MINUTES**

**BEGINNING OF ACTION AGENDA ITEMS**

Mrs. Sandoval moved to adopt the resolutions proclaiming the second Monday of October as Indigenous Peoples’ Day and March 31 as Cesar Chavez Day. The motion was seconded by Mrs. DeCoste. During discussion, Ms. Hill expressed concern that the resolutions are contrary to the District’s motto of all students being college and career ready by singling out two groups. In a roll call vote, the original motion as presented carried with a 3-1 vote. Ms. Hill dissented from the majority.

**ADOPTION OF  
RESOLUTIONS**

Mrs. Rodriguez reviewed the revisions made to the 2017-2018 Annual Financial Report and responded to questions from Governing Board members. She also confirmed the budget planning process for 2019-2020 is in the initial stages.

**APPROVAL OF  
REVISIONS TO THE  
FISCAL YEAR 2017-2018  
ANNUAL FINANCIAL  
REPORT**

Mrs. Sandoval moved to approve the revised 2017-2018 Annual Financial Report as presented. The motion was seconded by Mrs. DeCoste. In a roll call vote, the motion carried unanimously.

Dr. Runyan confirmed this annual request for Governing Board approval is for school building capacities only. Open enrollment capacity will be introduced on an agenda in the near future. Mr. Shepard reviewed building capacities, projected enrollment and projected additional capacity for each of the schools. Dr. Runyan, Mr. Shepard and Mrs. Rodriguez responded to questions from Governing Board members.

**APPROVAL OF SCHOOL  
ENROLLMENT  
CAPACITIES FOR THE  
2019-2020 SCHOOL YEAR**

Mrs. Utecht requested a work study session be scheduled in January to allow for a better understanding of open enrollment, over capacities, potential generation of revenue for students from outside District boundaries to offset the tax burden of the District. Principals are to be invited to participate in this session.

Mrs. DeCoste moved to approve the school enrollment capacities for the 2019-2020 school year as presented. The motion was seconded by Mrs. Sandoval. In a roll call vote, the motion carried unanimously.

**APPROVAL OF SCHOOL ENROLLMENT CAPACITIES FOR THE 2019-2020 SCHOOL YEAR (CONTINUED)**

Mr. Huffman reviewed additional course proposals for an IB Business Management class and Exceptional Student Services classes and responded to questions from Governing Board members.

**APPROVAL OF ADDITIONAL NEW COURSE PROPOSALS FOR THE 2019-2020 SCHOOL YEAR**

Mrs. Utecht moved to approve the additional course proposals for the 2019-2020 school year as presented. The motion was seconded by Mrs. Sandoval. In a roll call vote, the motion carried unanimously.

Mr. Huffman presented the 2019-2020 Course Description Guide and thanked Mrs. Haiflich for her work in the development of the guide. He confirmed the Course Description Guide will be made available on all school websites.

**APPROVAL OF COURSE DESCRIPTION GUIDE FOR THE 2019-2020 SCHOOL YEAR**

Mrs. DeCoste moved to approve the Course Description Guide for the 2019-2020 school year as presented. The motion was seconded by Mrs. Utecht. In a roll call vote, the motion carried unanimously.

Mrs. DeCoste moved to approve the Course Fee Schedule for the 2019-2020 school year as presented. The motion was seconded by Mrs. Utecht.

**APPROVAL OF COURSE FEES FOR THE 2019-2020 SCHOOL YEAR**

During discussion, Mrs. Sandoval referenced A.R.S. 15-249, Section D asking if funds received through this college credit by examination incentive program could be applied to course fees. Mrs. Rodriguez confirmed the District receives funding for students who pass AP tests. However, the funds are restricted. The District must use 50% of the funding to reward teachers for preparing students for AP testing. The remaining 50% must be used for costs associated with preparation for testing and testing fees.

Mr. Huffman confirmed course fees may be waived due to financial hardship. Mrs. Haiflich also confirmed the final version of the Course Fee Schedule will include language referencing this waiver, as required by statute. Dr. Runyan stated the District's elective course fees compare favorably to other districts. He also confirmed there are no fees charged for core courses.

Mrs. Sandoval expressed concern that, over and above taxes, parents in the school district also pay approximately \$280,000 in course fees. Mrs. Utecht acknowledged that the District would need to offset a loss of \$280,000 in revenue if course fees are not collected. Ms. Hill conveyed her support of the District's review to minimize fees and, therefore, the recommended Course Fee Schedule as presented.

In a roll call vote, Mrs. DeCoste and Ms. Hill voted to approve the Course Fee Schedule, and Mrs. Sandoval and Mrs. Utecht cast dissenting votes. A work study session was requested prior to the December 12, 2018, Governing Board meeting to allow for additional time for Governing Board members to more fully understand options.

**APPROVAL OF COURSE FEES FOR THE 2019-2020 SCHOOL YEAR (CONTINUED)**

Mrs. Haiflich provided an overview of revisions to the Strategic Plan 2014-2019 and the process for finalizing the Plan. She confirmed the document presented includes input from over 70 committee members representing all stakeholder categories. Two meetings have already been scheduled in 2019 to complete the next strategic planning process which will likely cover from 2019 for a five year period. Mrs. Haiflich also confirmed the AdvancED engagement review is scheduled to begin on March 24, 2019, and conclude on March 27, 2019.

**APPROVAL OF STRATEGIC PLAN UPDATES**

Mrs. DeCoste moved to approve the updates to the District’s Strategic Plan as presented. The motion was seconded by Mrs. Utecht. In a roll call vote, the motion carried unanimously.

Mrs. Sandoval moved to approve the Governing Board annual goals as presented. The motion was seconded by Mrs. Utecht. During discussion, Ms. Hill requested the addition of the eight characteristics of an effective school board as provided by the Center for Public Education.

**APPROVAL OF GOVERNING BOARD ANNUAL GOALS**

In a roll call vote, the original motion as presented carried with a 3-0 vote. Ms. Hill abstained from voting.

Mrs. Haiflich highlighted the changes to Policy GCQF and responded to questions from Governing Board members.

**APPROVAL OF BOARD POLICY REVISIONS – GCQF – FIRST READING AND ADOPTION**

It was moved by Mrs. DeCoste to temporarily set aside its practice on making two presentations to adopt and to approve revisions to Board Policy GCQF as presented. The motion was seconded by Mrs. Utecht.

In a roll call vote, Mrs. DeCoste and Ms. Hill approved the motion and Mrs. Sandoval and Mrs. Utecht cast dissenting votes. A work study session was requested to allow further discussion about the policy. Mrs. Haiflich reminded Governing Board members that whether or not the policy revisions are adopted that the underlying state statutes will need to be followed.

Mrs. Utecht moved to rescind and nullify all current and past policies of the Agua Fria Union High School District No. 216. The motion was seconded by Mrs. DeCoste. In a roll call vote, the motion carried unanimously.

**APPROVAL TO RESCIND AND NULLIFY ALL CURRENT AND PAST POLICIES OF THE AGUA FRIA UNION HIGH SCHOOL DISTRICT NO. 126**

Mrs. Utecht moved to approve the adoption of the Agua Fria Union High School District No 216 Policy Manual developed with consulting assistance from the Arizona School Boards Association, containing selected retained documents from the predecessor Policy Manual and new and modified documents hereby prescribed and approved by the Governing Board. The motion was seconded by Ms. Hill. In a roll call vote, the motion carried unanimously.

**APPROVAL TO ADOPT  
THE AGUA FRIA UNION  
HIGH SCHOOL  
DISTRICT NO. 126  
POLICY MANUAL**

Dr. Runyan confirmed the Arizona School Boards Association (ASBA) allows newly elected Governing Board members the opportunity to attend an orientation workshop currently scheduled on December 12, 2018. He also confirmed a more in-depth ASBA orientation is scheduled in January. The funds would only be encumbered if the newly elected Governing Board members are available and want to attend the workshop.

**APPROVAL OF  
FUNDING  
REGISTRATION FEES  
FOR THE ORIENTATION  
OF NEWLY ELECTED  
BOARD MEMBER(S)**

Mrs. Utecht moved to approve the funding of registration fees for the orientation of newly elected Governing Board member(s). The motion was seconded by Mrs. Sandoval. In a roll call vote, the motion carried unanimously.

Mr. Shepard presented Request for Qualifications (RFQ) 18-09-27. Ms. Hill moved to approve the awarding of RFQ 18-09-27 – Preventive Maintenance for Central Plants – to Bel-Aire Mechanical. The motion was seconded by Mrs. Utecht. In a roll call vote, the motion carried unanimously.

**APPROVAL OF  
REQUEST FOR  
QUALIFICATIONS 18-09-  
27 - PREVENTIVE  
MAINTENANCE FOR  
CENTRAL PLANTS**

**BEGINNING OF CONSENT AGENDA ITEMS**

Mrs. Sandoval moved to approve Consent Agenda Items 7.2, 7.3, 7.4, 7.5, 7.6, 7.7, 7.8 and 7.9. Mrs. Utecht seconded the motion. In a roll call vote, the motion carried unanimously.

**APPROVED.** Consent Agenda Item 7.2. \*Ratification of Human Resource Report. *Hiring of new employees, reassignments, requests for leaves of absence, resignations, retirements, terminations, extra duty assignments and volunteer.*

*HUMAN RESOURCE  
REPORT*

**APPROVED.** Consent Agenda Item 7.3. Consideration of Approval of Out-of-State Travel Requests.

*OUT-OF-STATE TRAVEL  
REQUESTS*

*Student travel:*

- *Millennium Girls basketball players (12) and coaches/chaperones Courtland Rojeck and Tamika Stukes to attend the 16th Annual La Jolla Country Day Sweet Sixteen Girls Varsity Basketball Invitational Tournament in La Jolla, California, November 28-December 1, 2018.*

*Student travel - continued:*

- Millennium band students (120) and chaperones Brent Godbehere (Band Director), Rhonda Phillips, Gary Juarez, Brian Phillips, Cody Landefeld, Jennifer Randall, Travis Rye, Dora Rubio, Cindy Rubio, Sandra Duran-Saloman, Carrie Casner, Tony Ekiss, Trisha Haskovee, Aimee Umble, Alma Rios Duarte, Louis Barbon, Erik Johnson, Amy Johnson, Ryan Bethel to participate in the Disney Performing Arts On State performance series in Walt Disney World in Orlando, Florida, December 3-7, 2018.
- Verrado JV and Varsity Cheer (36) and coaches/chaperones Ashley Gronewold, Kelcie Hasper, Nicole Lake, Gabrielle Rivera to attend USA Spirit Nationals in Anaheim, California, February 21-26, 2019.
- AFHS Student Government students (40) and chaperones Stephanie Parker, Jamie Mauritz, Jesse Dobson, Ken Fox, Hannah Schober (AFHS Teachers) to participate in the Leadership in Action Youth Educational Series at Disneyland in Anaheim, California, March 10-12, 2019.
- Agua Fria AP Biology students (20) and chaperones Carl McBee (teacher) and Melissa Yapó (Assistant Principal) to attend AP Biology field study trip in San Diego, California, March 13-15, 2019.
- VHS Broadcasting students (24) and chaperones Mike Walker, Donna Long (CTE Teachers) and Kristen Tiffany (VHS Principal) to participate in STN Annual Conference in Seattle, WA, March 27-31, 2019.

*Staff travel:*

- Dr. Dennis Runyan, Superintendent, to attend the NSBA National Conference in Philadelphia, PA, to be held March 30-April 1, 2019.

**APPROVED.** Consent Agenda Item 7.4. Consideration of Approval of Out-of-State Travel Request.

*Board Member:*

- Mrs. Mariana Sandoval to attend the NSBA National Conference in Philadelphia, PA to be held March 30-April 1, 2019.

**APPROVED.** Consent Agenda Item 7.5. Ratification of Payroll and Expense Vouchers. Vouchers represent orders for payment of material, equipment, salaries and services.

- AP Vouchers: #9020 - #9025
- Payroll Vouchers: #1005 - #1009

**APPROVED.** Consent Agenda Item 7.6. \*Consideration of Approval of Gifts and Donations. Gifts and donations in support of the District from students, parents, staff and community members.

- MHS Spiritlined Booster Club
  - ION Audio Tailgater – portable Bluetooth PA speaker with mic, AM/FM radio and USB charge port
  - Valued to \$129.83
  - Millennium High School

**APPROVED.** Consent Agenda Item 7.7. \*Ratification of the Student Activity Report – July 1 through November 5, 2018. Expenditures and account balances in club and student activity accounts for Agua Fria, Canyon View, Desert Edge, Millennium and Verrado High Schools.

**APPROVED.** Consent Agenda Item 7.8. \*Ratification of the District General Expense Report – July 1 through November 5, 2018.

**OUT-OF-STATE TRAVEL  
REQUESTS  
(CONTINUED)**

**OUT-OF-STATE TRAVEL  
REQUEST OF GOVERNING  
BOARD MEMBER**

**PAYROLL AND EXPENSE  
VOUCHERS**

**GIFTS AND DONATIONS**

**STUDENT ACTIVITY  
REPORT**

**DISTRICT GENERAL  
EXPENSE REPORT**

**APPROVED.** Consent Agenda Item 7.9. \*Consideration of Approval for the Disposal of District Assets. *List of equipment that has been deemed fully depreciated and having no remaining useful life as deterred by and in accordance with Article 10 of the Arizona Administrative School District Procurement Code.*

**DISPOSAL OF DISTRICT ASSETS**

The Principals of Agua Fria, Canyon View, Desert Edge, Millennium and Verrado High Schools provided written reports regarding students' college and career readiness.

**PRINCIPALS' REPORTS**

The Governing Board members expressed their appreciation to the Principals. Mrs. DeCoste also thanked Ms. Gressett for sending Counselors to assist after a recent tragedy in the community.

Dr. Runyan presented the ASBA Turquoise Star Award to Mrs. DeCoste and Ms. Hill. He also provided updates on a number of topics and photos including:

**SUPERINTENDENT'S REPORT**

- Live streaming of Governing Board meetings will begin in either December or January
- Attendance at a recent crisis reality training conference
- Transitions18 conference recently held at Canyon View High School
- Site visits and various meetings including the recent professional development event
- Attendance at a Veterans Day event
- A shipment of 120 tablets has been received through a grant sponsored by Sprint – tablets and data plans to be provided to students in need
- Membership of the Foundation is at an all time high

Mrs. Utecht thanked Dr. Runyan for his diligence and dedication in bringing the Transitions18 conference to Canyon View High School. She also thanked Mr. Nowlin for hosting the event.

Mrs. DeCoste confirmed her intention to attend the ASBA conference in December. She also requested the opportunity to visit with Principals at their sites and will plan to coordinate with Dr. Runyan.

**GOVERNING BOARD MEMBER REPORTS**

Mrs. Utecht made the following future agenda requests:

**FUTURE AGENDA ITEMS**

- To schedule an Executive Session prior to December 18, 2018, to discuss the Superintendent's evaluation
- To schedule a Board retreat with new Board members on January 7, 2019, at 1:00 p.m. to discuss strategic plan, Superintendent evaluation form, student fees, Board goals and discipline policy
- An update regarding Board travel budget balances

Mrs. Sandoval made the following future agenda request:

- To schedule a work study session to discuss A.R.S. 15-249.06(D) – college credit by examination incentive program – section D, disbursement of bonus monies



Open Meeting Law requires that a public body advise all persons attending an Executive Session or obtaining access to Executive Sessions Minutes or information, that such minutes and information are confidential. The Executive Session will not be open to the public.

**CONVENE EXECUTIVE SESSION**

It was moved by Ms. Hill to convene an Executive Session pursuant to A.R.S. 38-431.03(A)(1) for discussion or consideration of the evaluation of the Superintendent. Mrs. Utecht seconded the motion. In a roll call vote, the motion carried unanimously. The time was 7:23 p.m.

The Governing Board returned to Regular Session at 8:27 p.m.

**RETURN TO REGULAR SESSION**

It was moved by Mrs. Sandoval to adjourn the meeting. Mrs. DeCoste seconded the motion. The motion carried unanimously, and the meeting was adjourned at 8:28 p.m.

**ADJOURNMENT**

Board President	_____
Board Clerk	_____
Member	_____
Member	_____
Superintendent	_____

*\*Complete and approved lists/reports are available upon request in the Superintendent's Office and/or can be found as posted with the meeting agenda on BoardDocs.*