

**Tucson Unified School District No. 1
Governing Board Special Meeting
Badger Room, Tucson High Magnet School
400 N. Second Avenue
Tucson, Arizona 85705**

**August 3, 2011
9:00 a.m.**

MINUTES

Present:

Mark Stegeman, President
Judy Burns, Clerk
Miguel Cuevas, Member
Adelita S. Grijalva, Member
Michael Hicks, Member

Also Present:

John Pedicone, Ph.D., Superintendent
Martha Durkin, Legal Counsel
Mary Alice Wallace, Director of Staff Services to the Governing Board
Sylvia Lovegreen, Senior Staff Assistant II to the Governing Board
Michele Gutierrez, Senior Staff Assistant I to the Governing Board
Alexis Huicochea, *Arizona Daily Star*
TV Channels 4 and 11

ITEM

ACTION

SPECIAL MEETING CALLED TO ORDER – 9:13 a.m.

DISCUSSION ITEMS

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| 1. Board Protocol – Facilitated by Panfilo Contreras, Past Executive Director, Arizona School Boards Association | Discussed only. No action required. |
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A. Presentation

Mr. Contreras reviewed his credentials and experience including service as a former member of the Flowing Wels Unified School District Governing Board, 13 years as Executive Director of the Arizona School Boards Association, 40 years serving on boards, a founding member of the Metropolitan Commission on Education, and 30 years of training boards in Arizona, California and Texas.

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A. Presentation (continued)

Mr. Contreras posted some rules for the Board to follow for the retreat:

- 1) Everyone participates
- 2) Listen first
- 3) Respect others' input
- 4) Open discussion
- 5) Can you live with it?

He then asked Board members to write some answers for personal reflection:

- 1) What motivated you to run for the school board?
- 2) What are your personal priorities in decision making?
- 3) What do you want to accomplish?

A general discussion followed in response to the question: As a Board, how does the community perceive you? All board members and Dr. Pedicone commented. Some of the comments included: incompetent, dysfunctional, working in secret, political, failed to oversee, micromanage, indecisive, divided.

Some solutions discussed among others included: earlier delivery of board packets to allow more time for review and asking questions prior to the board meeting; respecting each other and the staff; trusting each other; supporting board actions; making clear that an opinion expressed in public and to media by an individual board member is personal and not that of the whole board; better interaction and communication with each other and the Superintendent.

B. Governing Board Operations, Protocols and Associated Policies

- 1) Review of Governing Board Policy BBAA – *Board Member Authority and Responsibilities*, with focus on communication issues

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A general discussion of the policy and the authority included for Requests for Information, board member correspondence, and other authorized activities for individual board members ensued with all board members participating.

SPECIAL BOARD MEETING RECESSED – 10:33 a.m.

SPECIAL BOARD MEETING RECONVENED – 10:48 a.m.

- 1) Review of Governing Board Policy BBAA – *Board Member Authority and Responsibilities*, with focus on communication issues (continued)

Discussion continued regarding preparation of individual Board member correspondence, legal review, use of district resources, signing of warrants and orders, conflict of interest, accountability, and conflict resolution. Board members and the Superintendent commented. Ms. Durkin provided legal advice.

- 2) Review of Governing Board Policy BDAA – *Procedures for Governing Board Members*

Mr. Contreras led all the board members and the Superintendent in a discussion of the conduct of board meetings, including arriving on time, each board member stating his/her position clearly once without repeating, when discussion should occur – either before or after a motion and a second have been made, but not both in order to not waste time, proper preparation prior to meetings including communication with the Superintendent, use of voice votes or roll call votes depending on the situation, following established and published protocol for public participation at board meetings (Call to the Audience) and management of the time allotted by the President, presence of board members on the dais during the meeting, importance of a brief break during meetings, attention by board members to speakers and presenters, conduct of staff in the audience, and respectful interaction with staff and Board committees and subcommittees.

Mr. Contreras indicated he would provide a report to the Superintendent.

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B. Governing Board Operations, Protocols and Associated Policies (continued)

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| 3) | Review of Governing Board Policy BHD – <i>Board Communications with the Public and Media</i> | Not addressed. |
| 4) | Review of Governing Board Policy BEDBA – <i>Board Meeting Agenda Preparation</i> | Not addressed. |
| 5) | Review of Governing Board Policy BEDB – <i>Board Meeting Agenda Posting and Organization</i> | Not addressed. |

C. Open Meeting Law Not addressed.

D. Other Board Operating Issues and Concerns Not addressed.

SPECIAL MEETING RECESSED FOR LUNCH – 12:29 p.m.

SPECIAL MEETING RECONVENED – 12:52 p.m.

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| 2. | Schedule an executive meeting at this time to consider the following matters – | Adelita Grijalva moved approval, Michael Hicks seconded. Approved unanimously. |
| A. | Personnel issues pursuant to A.R.S. §38-431.03 (A)(1); legal advice/instruction to attorney pursuant to A.R.S. §38-431.03 (A)(3) and (A)(4) | |
| 1) | Superintendent’s Evaluation | |

SPECIAL MEETING RECESSED – 12:53 p.m.

SPECIAL MEETING RECONVENED – 2:05 p.m.

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| 3. | Superintendent Goals 2011-2013 | Discussion only. No action required. |
| | Dr. Pedicone led a discussion concerning the focus for the goals. Four major functional areas described were student achievement, financial, safety and welfare of students physically and emotionally and customer | |

ITEM

ACTION

3. Superintendent Goals 2011-2013 (continued)

service. Six focus areas were discussed. Board members' comments included the view that the district goals should align with the Superintendent's goals, transparency of goals, objective standards, student achievement and enrollment measures, accountability throughout the system, and evaluation of teachers and adequate compensation.

The meeting was adjourned with the idea that a follow up retreat would be held in a month or so.

SPECIAL MEETING ADJOURNED – 2:29 p.m.

Approved this 13th day of March, 2012.

TUCSON UNIFIED SCHOOL DISTRICT NO. ONE



By _____
Michael Hicks, Clerk
Governing Board

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Minutes\08-03-11Special