

**Tucson Unified School District No. 1
Governing Board Special Meeting
Board Room
Morrow Education Center
1010 East Tenth Street
Tucson, Arizona**

**June 24, 2014
4:00 p.m.**

MINUTES

Present:

Adelita S. Grijalva, President
Kristel Ann Foster, Clerk
Michael Hicks, Member
Cam Juárez, Member *[arr. @ 4:15 p.m.]*
Mark Stegeman, Member

Also Present:

Heliodoro T. Sánchez, Ed.D., Superintendent
Julie Tolleson, Lead Legal Counsel
Adrian Vega, Ed.D., Deputy Superintendent, Teaching and Learning
Yusef Awwad, Deputy Superintendent of Operations
Steven Holmes, Assistant Superintendent, Curriculum & Instruction
Abel Morado, Ed.D., Assistant Superintendent, Secondary Leadership
Karla G. Soto, Chief Financial Officer
Damon Jackson, Chief Information Officer, Technology and Telecommunications
Services
Anna Maiden, Chief Human Resources Officer
Eugene Butler, Assistant Superintendent, Student Services
Stuart Duncan, Chief Operations Officer, Engineering, Facilities and Planning
Kevin Startt, Director, Purchasing
Shirley McKechnie-Sokol, Director, Food Services
Bryant Nodine, Acting Director, Planning and Student Assignment
Jeffrey Coleman, School Safety and Staff
Janna Acevedo, District Shepherd, Grants and Federal Projects
Gene Armstrong, Technical Support Specialist II, Technology Services
Jonathan Alvarez, Technical Support Specialist II, Technology Services
Mary Alice Wallace, Director of Staff Services to the Governing Board
Sylvia Lovegreen, Senior Staff Assistant II to the Governing Board
Sean Marlow, VP of Professional Services, Tyler Technologies/ERP
Casey Halley, Implementation Manager, Tyler Technologies/ERP
Kim Balentine, Account Manager, Tyler Technologies/ERP
Representatives from the Arizona School Risk Retention Trust
Alexis Huicochea, Arizona Daily Star
TV Channel(s) 11/13

ITEM

ACTION

SPECIAL MEETING CALLED TO ORDER – 4:06 p.m.
Board President Adelita Grijalva called the meeting to order.

ACTION ITEM

1. Schedule an executive meeting at this time to consider the following matters:
 - 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) Administrative appointments, reassignments and transfers
 - 2) Statement of Charges and Resolution to Send Notice of Intent to Dismiss Teacher
 - B. Student matters pursuant to A.R.S. §§15-342, 15-521, and 15-843; A.R.S. §38-431.03 (A)(2) (consideration of records exempt by law from public inspection); legal advice/instruction to attorney pursuant to A.R.S. §38-431.03 Subsections (A)(3) and (A)(4)
 1. Hearing Officers' Recommendations
 - C. Discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property pursuant to A.R.S. §38-431.03 Subsection (A)(7)
 - 1) Richey Lease
 - 2) Menlo Park
 - D. Discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives pursuant to A.R.S. §38-431.03 Subsection (A)(5)
 - 1) Negotiations with employee organizations

Michael Hicks moved approval, Kristel Foster seconded. Approved 4-0 in a voice vote. Cam Juárez was not present for the vote.

RECESS SPECIAL MEETING – 4:07 p.m.

ITEM

ACTION

RECONVENE SPECIAL MEETING – 6:06 p.m.

Ms. Grijalva called the meeting to order and apologized for the delay in beginning the meeting. She also announced that the air condition was not working and would be off all evening due to the compressor being broken.

PLEDGE OF ALLEGIANCE

Anna Maria Flores and Ralph Gomez, Doolen Middle School Students, led the Pledge of Allegiance.

INFORMATION ITEM

2. Superintendent's Report

Information only.

Dr. Sanchez presented his report [**available with the agenda item and via audio and video recordings posted on the web**]. He honored the custodial staff, grounds staff and engineer at Palo Verde High Magnet School which has been awarded the "Cleanest High School" for the third year in a row. Persons recognized were: Custodians **Lupita Martinez, Ramon Acuna-Andrews, Ryan Brooks, Catalina Martinez, Hermelinda Rodriguez, Raymond Rodriguez, and Gildardo Rodriguez**; Grounds Staff **Leo Flores and Joseph Hendrych**; and Engineer **James Crouch**. Principal Janna Acevedo and Assistant Principals Eric Brock and Roberto Thompson attended. Ms. Acevedo and Mr. Thompson commented.

Photographs were taken.

Dr. Sanchez announced that the Strategic Plan would be presented at 6:00 p.m. on July 22nd at the TEP Building and the meeting would be livestreamed. He advised that a draft copy has been disseminated and would be updated prior to the meeting.

ACTION ITEMS

3. Administrative appointments, reassignments, and transfers – Director, Talent Acquisition Recruitment & Retention

Cam Juárez moved approval, Kristel Foster seconded. Approved 4-1 in a voice vote. Michael Hicks voted no.

Dr. Sanchez recommended Janet Rico Uhrig for the position. He stated this is a USP required position.

ITEM

ACTION

ACTION ITEMS (continued)

4. Administrative appointments, reassignments, and transfers –
Director, Secondary Schools

Dr. Sanchez recommended Herman House for the position. Mr. House is the current Director of Interscholastics and will continue in that position also.

In response to Dr. Stegeman’s inquiry, Dr. Sanchez confirmed that the Interscholastics Director position would not be filled in the short term and that there would be a Coordinator to oversee that function.

5. Administrative appointments, reassignments, and transfers –
Principal, Myers/Ganoung Elementary School

Dr. Sanchez recommended Olga Gómez for the position.

6. Administrative appointments, reassignments, and transfers –
Project Manager, Enterprise Resource Planning (ERP)

Dr. Sanchez recommended Renée LaChance for the position. He stated that Ms. LaChance is currently the Director of Employee Management Systems for the Scottsdale Unified School District, and in that capacity, installed the same ERP system that TUSD has purchased. He indicated that she would continue after installation of the ERP System to maintain the system in accordance with requirements in order to prevent it becoming inefficient and obsolete.

New appointees who were present were congratulated and photographs taken.

CALL TO THE AUDIENCE

Adelita Grijalva reviewed the rules and protocol for the Call to the Audience. She announced 20 minutes have been allotted since this is a Special Board meeting.

Michael Hicks moved approval, Cam Juárez seconded. Unanimously approved in a voice vote.

Cam Juárez moved approval, Kristel Foster seconded. Approved 4-0 in a voice vote. Adelita Grijalva recused herself.

Kristel Foster moved approval, Cam Juárez seconded. Unanimously approved in a voice vote.

ITEM

ACTION

CALL TO THE AUDIENCE (continued)

Following are the names of the individuals who spoke and the subject of their comments:

Leroy Humphries – TUSD Bus Driver requesting wage increase

Lillian Fox – Teacher turnover and Budget process

Jennie Ellen, M.D. – Request to allow Concentra to submit a bid for RFP 15-25-19 regarding Worker's Compensation

Betts Putnam-Hidalgo – Objection to information presented during the USP presentation at the June 10 Board Meeting

Board Comments

Mr. Juárez asked if staff could look into the issue of Concentra not receiving notification regarding the RFP on Worker's Compensation.

ACTION ITEMS

Ms. Grijalva announced she had been asked if Agenda Item No. 27 could be addressed at this time because there were out-of-town persons in attendance as presenters, and asked for a motion to move the item.

Cam Juárez moved approval, Mark Stegeman seconded. Approved unanimously in a voice vote.

27. Approval of Purchase/Renewal of Liability, Property, Pre-Paid Legal, Automotive, Workers' Compensation and other services from the Arizona School Risk Retention Trust/The Arizona School Alliance for Workers' Compensation, Inc., with authorization for the Deputy Superintendent of Operations to execute/amend the Membership Agreement

Michael Hicks moved approval, Mark Stegeman seconded. Approved unanimously in a voice vote.

Dr. Sanchez reported that a team comprised of Legal Counsel, the Human Resources Executive Director, the Chief Financial Officer, and the Deputy Superintendent of Operations had been formed to work with Purchasing in looking for opportunities to save money by consolidating certain functions within one entity. He asked Yousef Awwad to introduce the group of persons here to explain savings and benefits that could be realized over current practices and answer questions concerning a departure from past practice to more efficient practice. **[Documents related to this item are posted with the item on the TUSD web.]**

ITEM

ACTION

ACTION ITEMS (continued)

27. Approval of Purchase/Renewal of Liability, Property, Pre-Paid Legal, Automotive, Workers' Compensation and other services from the Arizona School Risk Retention Trust/The Arizona School Alliance for Workers' Compensation, Inc., with authorization for the Deputy Superintendent of Operations to execute/amend the Membership Agreement (continued)

Mr. Awwad presented information comparing past costs with potential savings. He introduced representatives from the Arizona School Risk Retention Trust who were available to answer questions. Board members had no questions.

INFORMATION ITEMS

7. Update on Enterprise Resource Planning (ERP) Process

No action.
Information only.

Dr. Sanchez stated that a representative of Infinite Visions had been invited to present information on the implementation.

Kim Balentine of Tyler Technologies made the presentation on Infinite Visions [the presentation is posted with the item and available via the audio and video recordings on the web]. She introduced Casey Halley and Sean Marlow from Tyler Technologies who are involved in implementation of Infinite Visions in school districts.

Dr. Sanchez clarified that the District is not expanding any existing system until assured they will compliment Infinite Visions. He also explained Infinite Visions will provide reports for transparency. He offered the commitment that the Finance, Human Resource and Technology leadership is experienced and understands the Infinite Visions system. There will be regular reports presented to the Board.

Mr. Juárez expressed his support to move forward. Ms. Balentine responded to his inquiry regarding security of information in the system.

Ms. Balentine responded to Mr. Hicks' inquiry about how training will be offered, on line and in person.

Ms. Balentine responded to Ms. Foster's inquiry about whether TUSD has purchased enough support and how long it will last, by indicating there will be perpetual support in multiple forms as long as TUSD is using the software. Dr. Sanchez commented as state

ITEM

ACTION

INFORMATION ITEMS (continued)

7. Update on Enterprise Resource Planning (ERP) Process (continued)

law and board policy changes, adjustments will be made. In response to Ms. Foster's question how the price will be affected, Ms. Balentine stated adjustments have been included in the purchase price.

In response to Dr. Stegeman's inquiry regarding the annual cost and whether the contract had been received, Mr. Awwad and Dr. Sanchez clarified that the process was not a typical RFP since the State contract provided a better price, and that the Board had been provided information concerning the savings. Dr. Sanchez also provided information on the cost. Ms. Balentine responded to Dr. Stegeman's inquiry on the largest district utilizing Infinite Visions. Dr. Stegeman inquired about the management structure, the chain of command and other project questions; Dr. Sanchez responded on the coordination between District leadership and Tyler Technologies and that regular Board updates will be forthcoming. He clarified that project managers will report to the Superintendent. Ms. Balentine indicated the project timeline will include hard benchmarks. Dr. Sanchez responded to Dr. Stegeman's inquiry that review by the Audit Committee would be not necessarily but as appropriate.

Dr. Sanchez responded to Mr. Juárez' questions and comments that the plan will be flexible in order to ensure completion of the project in the correct manner and accomplish the goal of abandoning existing inefficiencies of working with three different software programs. Mr. Juárez indicated his support and encouraged board members to become familiar with the program.

Dr. Sanchez responded to questions from Mr. Hicks regarding the data dashboard and the continued re-writing of business practices in accordance with the recommendations of the efficiency audit.

Dr. Stegeman commented on e-mails he received from management consultants expressing their opinions that review by external, impartial bodies would be critical, such as the Audit and Technology Oversight committees. Dr. Sanchez commented on personnel comprising the team and the plan for regular updates.

Dr. Sanchez expressed appreciation to the Infinite Visions representatives in attendance.

INFORMATION ITEMS (continued)

8. Update on the Comprehensive Magnet Plan

Dr. Sanchez introduced the item and asked Steve Holmes to apprise the Board on the current status and responses from the Special Master and Plaintiffs.

Mr. Holmes provided a brief update on the magnet plan and indicated a more detailed report would be provided at the next board meeting, which will incorporate more feedback from the Special Master and the plaintiffs. One focus will be on the criteria on how to create, eliminate and/or relocate a magnet school. **[Presentation available via the audio and video recording posted on the web along with the agenda item.]** He addressed a question Dr. Stegeman had about Mansfeld and Cragin magnet schools and indicated they are still in the plan.

Dr. Stegeman commented. Ms. Grijalva indicated it was her understanding they would not be included for this school year. Dr. Sanchez responded that the schools had already been told they would have magnet status for the 2014-2015 school year, had a magnet coordinator and had advertised to parents, so it was believed a reversal would be counter productive. He explained a rubric was being established on evaluation of magnets to judge their success and determine their future based on data.

Mr. Holmes responded to Ms. Foster's inquiry concerning the level of evaluation by which a magnet schools' success would be determined and if there was a goal to reduce a specific number of magnet schools. He indicated more detail would be provided in the next report. Dr. Sanchez provided clarification that the evaluation of each would indicate continued magnet status or elimination.

Dr. Stegeman expressed appreciation for the work being done on magnet schools and recognized the work of Vicky Callison, Dr. Pedicone, Special Master Dr. Hawley and staff.

In response to Ms. Grijalva's inquiry concerning Drachman continuing as K-6, Mr. Holmes indicated it would be converted to a K-5, and Dr. Sanchez indicated that would be for the upcoming school year (2014-2015). Ms. Grijalva asked if there could be accommodation for current students who expected to remain in Drachman for sixth grade.

ITEM

ACTION

CONSENT AGENDA

Ms. Grijalva indicated that Item 24 would be pulled from the agenda and not addressed.

Dr. Sanchez indicated that Mr. Juárez asked for information on Item 20 and provided further explanation on how the data provided would be used by the Pima County Juvenile Court and the University of Arizona.

In response to a question by Dr. Stegeman on Items 18 and 19, Dr. Sanchez explained that the space at both Grijalva and Miles was shared with the City and the amendments to the IGAs was required by the City.

Regarding Item 23, Dr. Sanchez provided information that Concentra was the current provider and the contract was coming to its end. Failure to award the new contract would mean there would be no provider as of July 1. He indicated Concentra would be able to submit a bid again in the future.

Dr. Sanchez recommended approval of the Consent Agenda as submitted with the exception of Item 24.

Dr. Stegeman asked additional questions concerning Items 18 and 19. Dr. Sanchez responded.

Mr. Hicks asked for additional information on Item 17. Dr. Sanchez responded there was a grant through the Food Services Department to replicate community gardens such as the one at Manzo and provided explanation concerning compensation for the project manager.

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| <ul style="list-style-type: none">9. Salaried Critical Need and Replacement Hires11. Substitute New Hires12. Salaried Separations13. Hourly Separations14. Substitute Separations15. Requests for Leave of Absence for Certified Personnel16. Requests for Leave of Absence for Classified Personnel17. Intergovernmental Agreement between Tucson Unified School District and the University of Arizona for the Integrated Ecology and Sustainability Program, Effective August 1, 2014 through June 30, 201918. Amendment to the Intergovernmental Agreement between the City of Tucson and Tucson Unified School District for Solar Facilities at Grijalva Elementary School | <p>Kristel Foster moved approval of Consent Agenda with the exception of Item 24; Seconded by Cam Juárez.</p> <p>Ms. Foster and Mr. Juárez accepted the request to consider Item 10 and 23 separately.</p> |
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ITEM

ACTION

CONSENT AGENDA (continued)

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| 19. Amendment to the Use Agreement between the City of Tucson and Tucson Unified School District for Solar Facilities at Miles Exploratory Learning School, with Authorization for the Acting Director of Planning and Student Assignment to Execute the Agreement | Consent Agenda Items 9, 11-22 Approved Unanimously in a voice vote. |
| 20. Amendment #7 to the Intergovernmental Agreement between Tucson Unified School District (TUSD), Pima County Juvenile Court Center (PCJCC) and the Arizona Board of Regents on behalf of the University of Arizona for Juvenile Data Exchange, extending current Agreement through June 30, 2015 | |
| 21. Extension of Lease Agreement with Arts Express for the Former PACE Alternative School Building located at 594 S. Campbell Avenue, through June 30, 2015, with Authorization for the Acting Director of Planning and Student Assignment to Execute the Agreement | |
| 22. Award of Invitation for Bids (IFB) 15-14-19 – District Boiler Services, awarded to McCook Boiler & Pump Co., in a multi-term contract beginning July 1, 2014, with annual renewal options through June 30, 2019, in an amount of \$65,000 per year/\$325,000 over five years. | |
| 24. Statement of Charges and Resolution to Send Notice of Intent to Dismiss Teacher | Pulled from the agenda. |

Ms. Grijalva clarified that the teacher has resigned.

The following Consent Agenda items were requested to be considered separately:

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| 10. Hourly Critical Need and Replacement Hires | Cam Juárez moved approval of Consent Agenda Item No. 10, Adelita Grijalva seconded. Approved 4-1 in a roll call vote. Michael Hicks voted no. |
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- Requested by Michael Hicks. He stated there were individuals on the list who have challenged and threatened the Board in the past so he could not support these appointments, and requested a roll call vote.

ITEM

ACTION

CONSENT AGENDA (continued)

23. Award of Request for Proposal (RFP) 15-25-19 – Treatment of Occupational Injuries and Medical Examinations, awarded to US Healthworks, MBI Occupational, and Oschmann Employee Screening Services, in a multi-term contract beginning July 1, 2014, with annual renewal options through June 30, 2019, in an amount of \$150,000 per year/\$750,000 over five years

Cam Juárez moved approval of Consent Agenda Item No. 23, Kristel Foster seconded. Approved 3-2 in a roll call vote. Michael Hicks and Mark Stegeman voted no.

Requested by Dr. Stegeman. He commented on the situation presented by Concentra and the fact there were only three bids submitted. Dr. Sanchez asked Kevin Startt to present information. Mr. Startt provided information on the RFP process which took numerous criteria into consideration. **[Information is posted with the agenda item on the web and is available via the audio and video recordings posted on the web.]** Dr. Sanchez discussed the competitive process and the normal ramifications following awards. Mr. Startt discussed the provisions and process for vendors to protest awards.

ACTION ITEMS

25. Fiscal Year 2014-2015 Tucson Unified School District Proposed Budget **[Budget and presentation posted on the web and available via the audio and video recordings posted on the web.]**

Cam Juárez moved approval, Kristel Foster seconded. Approved 3-1 in a roll call vote. Mark Stegeman voted no. Michael Hicks was not present for the vote.

Dr. Sanchez introduced the item and asked Karla Soto to make the presentation. Ms. Soto explained the budget process will be greatly improved with the implementation of the new ERP system. She reviewed the proposed budget for 2014-2015 using Power Point.

In response to Ms. Foster's question concerning how professional development will be different from the previous year, Dr. Sanchez responded that TUSD has historically hired consultants to do one-time presentations or sent staff to conferences. He asked Steve Holmes to explain the curriculum development process and who will be the key trainers. Mr. Holmes discussed the process to include professionals at the ground level working in collaboration with central office personnel to develop curriculum based on the standards. Dr. Sanchez explained the costs and how they would be distributed within the District to be utilized more effectively and efficiently.

In response to Dr. Stegeman's inquiry concerning the percentage

ITEM

ACTION

ACTION ITEMS (continued)

25. Fiscal Year 2014-2015 Tucson Unified School District Proposed Budget (continued) **[Budget and presentation posted on the web and available via the audio and video recordings posted on the web.]**

of funds to be spent in the classroom in accordance with calculations made by the Auditor General, Ms. Soto responded at least 1.5%, and Dr. Sanchez explained that if there are reductions in fine arts deseg spending as the Special Master has recommended, that will skew the percentage. Dr. Stegeman expressed his opinion that the District's budget process is not adequate although he emphasized it was not a criticism of staff. Dr. Sanchez responded the implementation of the ERP is the attempt to remedy the situation.

Ms. Foster commented that the District was recently awarded the Certificate for Excellence in Financial Reporting by the State and that she had no reason to be concerned regarding the budgeting process.

Dr. Stegeman commented on the effect of the end of bond funds. Ms. Foster commented.

In response to Dr. Stegeman's inquiry on how performance base funding will be handled, Ms. Soto reported the District has not received information on that yet. Dr. Stegeman commented that the budget presentation was well done.

26. Approval of the Notice of Truth in Taxation Public Hearing (Proposed Tucson Unified School District FY 2014-2015 Budget)

Dr. Sanchez asked Ms. Soto to provide explanation. She indicated approval was being sought to publish the notice of the public hearing.

Cam Juárez moved approval, Kristel Foster seconded. Approved 4-0 in a voice vote. Michael Hicks was not present for the vote.

27. Approval of Purchase/Renewal of Liability, Property, Pre-Paid Legal, Automotive, Workers' Compensation and other services from the Arizona School Risk Retention Trust/The Arizona School Alliance for Workers' Compensation, Inc., with authorization for the Deputy Superintendent of Operations to execute/amend the Membership Agreement.

Addressed out of sequence after the Call to the Audience above.

ITEM

ACTION

ACTION ITEMS (continued)

28. Consider, and if Deemed Advisable, Call for an Election, to be Held in and for the Tucson Unified School District on November 4, 2014, for the Sale of Excess Properties

Cam Juárez moved approval, Adelita Grijalva seconded.

Dr. Sanchez explained what is being sought from the voters and discussed various properties included in the list. He emphasized passage of the ballot measure **would allow** sale of the properties on the list if the District wanted to sell, but **would not require** properties to be sold.

Approved unanimously in a voice vote.

Mr. Juárez expressed that he would not be in favor of selling all the closed properties. Bryant Nodine responded to Dr. Stegeman’s comment and question about once approved, a property did not need to be authorized again on a subsequent ballot.

29. Authorization for the Pima County School Superintendent to Print Election Information Pamphlets for the Election on November 4, 2014

Cam Juárez moved approval, Kristel Foster seconded.

Dr. Sanchez reported there is a cost associated with the production of the election information pamphlets and is requesting approval for that expenditure.

Approved 4-0 in a voice vote. Michael Hicks did not vote.

30. Extension of the Employee Agreements until Conclusion of Negotiations but no later than July 31, 2014

Cam Juárez moved approval, Kristel Foster seconded.

Dr. Sanchez explained that negotiations are ongoing and the existing agreement will expire on June 30th if not extended.

Approved 4-0 in a voice vote.

Dr. Stegeman commented he would support this extension but would not be likely to support further extensions. Dr. Sanchez indicated the expectation is that there would be no need for another extension.

Michael Hicks did not vote.

SPECIAL MEETING ADJOURNED – 8:47 p.m.

Approved this 19th day of May, 2015.

TUCSON UNIFIED SCHOOL DISTRICT NO. ONE

By _____
Kristel Ann Foster, Clerk, Governing Board