

**Tucson Unified School District No. 1
Governing Board Special Meeting
Duffy Community Center
5145 E. Fifth Street
Tucson, Arizona**

**August 26, 2014
5:00 p.m.**

MINUTES

Board Members Present:

Adelita S. Grijalva, President
Kristel Ann Foster, Clerk
Michael Hicks, Member
Cam Juárez, Member – *arr. 5:25 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
Steven Holmes, Assistant Superintendent, Curriculum & Instruction
Abel Morado, Ed.D., Assistant Superintendent, Secondary Leadership
Ana Gallegos, Assistant Superintendent, Elementary/K-8 Leadership
Eugene Butler, Assistant Superintendent, Student Services
Karla G. Soto, Chief Financial Officer
Stuart Duncan, Chief Operations Officer, Engineering, Facilities and Planning
Damon Jackson, Chief Information Officer, Technology and Telecommunications
Services
Anna Maiden, Chief Human Resources Officer
Clarice Clash, Senior Director, Curriculum Development
Richard Foster, Senior Director, Professional Development
Holly Colonna, Director, Counseling and Guidance
Charlotte Patterson, Director, Student Placement & Community Outreach
Scott Morrison, Director, Project Management
Janna Acevedo, District Shepherd (U of VA Partnership)
Herman House, Director, Secondary School Leadership
Michael Konrad, Director, Middle School Leadership
Jeff Coleman, Director, School Safety and Staff
Bob Kramer, Acting Director, Instructional Technology
Frances Banales, President, Tucson Education Association
Mary Canty, Videographer, and Miguel Carrion, Video Staff
Andrea Marafino, Technology Services
Gene Armstrong, Technical Support Specialist II, Technology Services
Nicholas Roman, Administrative Assistant, Superintendent's Office
Lemon Gomez, Spanish Interpreter
Yovannah Diavanti, Spanish Interpreter
Mary Alice Wallace, Director of Staff Services to the Governing Board
Sylvia Lovegreen, Senior Staff Assistant II to the Governing Board
Alexis Huicochea, Arizona Daily Star

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ACTION

SPECIAL MEETING CALLED TO ORDER_– 5:10 p.m.

Board President Adelita Grijalva called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited in unison.

Ms. Grijalva welcomed everyone to the first Board meeting held at Duffy and commented that although this was not the permanent site for board meetings yet, feedback about the arrangements was welcome.

She pointed out where the restrooms were, and introduced the Spanish language interpreters present.

INFORMATION ITEMS

1. Superintendent's Report

Information only.

Dr. Sanchez reviewed the renovations being planning for holding Board meetings at the Duffy site to provide a permanent dais and more seating space. The intent of the second Board meetings of each month will be for the room to be set up in a workshop format.

Using a Power Point presentation [**posted with this agenda item on the web**], Dr. Sanchez reviewed the situation in the District when he arrived in July 2013 concerning layoffs, school closures and a \$14m deficit. He commented on the reopening of Brichta and Schumaker as Infant Early Learning Centers and their enrollment figures. He also commented on the improvement in teacher vacancies compared to years past; compression payments to teachers; the potential for a salary increase contingent on receiving the inflation factor in the 2015-2016 school year; approval of the Strategic Plan; continued work in reducing class size and minimizing movement of teachers at the beginning of the year. He reviewed FTE's in elementary and secondary schools, the work being done to recruit and hire new teachers, and increased enrollment in AP classes.

Using the Data Dashboard, Dr. Sanchez provided information which was not part of the Power Point but is available for viewing via the Video Recording of the meeting posted on the web. He compared data on class size from 1997 to current data in core classes. He acknowledged the work of Holly Colonna and the counseling staff, Dr. Abel Morado, Herman House, Chuck

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INFORMATION ITEMS (continued)

1. Superintendent's Report (continued)

McCollum and the high school principals who spent a lot of time getting more students into the AP and pre-AP courses.

Dr. Sanchez provided information to make the Board aware of a safety initiative being worked on with the Mayor and County Supervisors to ensure the safety in school zones and crosswalks. He commented that Board member Cam Juárez has been working on this initiative.

Dr. Sanchez asked Bob Kramer to present on the Parent Link being used to disseminate information including attendance.

At this time Ms. Grijalva excused the Interpreters.

Using Power Point, Mr. Kramer presented the Parent Link program [available attached to this agenda item posted on the web] including an example of how it will be used to notify parents of safety events along with updates. Parent Link is also used by the District to advise parents of District events, and by individual schools to advise parents of school events. Schools also use Parent Link to advise parents concerning absences so attendance can be updated in a timely manner.

Dr. Sanchez responded to Ms. Foster's inquiry about additional needs for FTEs and substitutes, and to stabilize short time classroom instruction.

Dr. Sanchez responded to Mr. Juárez' question about resolution of any problems with the start up of Parent Link, including opt-out by parents from receiving calls on a case-by-case basis and inaccuracies in attendance accounting.

2. Update on the Superintendent's Goals for 2014-2015 - Curriculum

Information only.

Dr. Sanchez asked Steve Holmes and his team to present. Mr. Homes introduced members of his team Dr. Clarice Clash, Senior Director for Curriculum Development, Dr. Halley Freitas, Senior Director for Assessment and Evaluation, and Richard Foster, Senior Director for Curriculum Deployment. Using Power Point [available posted with this agenda item on the web], Mr. Holmes reviewed the curriculum development process defined by the standards and as a result of findings in the curriculum audit [also

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INFORMATION ITEMS (continued)

2. Update on the Superintendent's Goals for 2014-2015 – Curriculum (continued)

available on the web at http://www.tusd1.org/contents/events_ca.html].

He commented on the intervention work being done relative to the Unitary Status Plan to build a strong foundation through the curriculum and teacher training and accountability, and on the Strategic Plan priorities focusing on curriculum, instruction, professional development, data and assessment.

Mr. Holmes responded to Dr. Stegeman's inquiry on whether a previous math adoption would be consistent with the current process, by indicating the goal is to migrate to one common set of resources to support the Arizona College and Career Readiness standards. Dr. Sanchez commented on the potential change based on political election results at the state level.

Mr. Holmes responded to Ms. Foster's inquiry concerning instructional strategies and methods at sites with specific focus that vary from other sites with different focus. Dr. Sanchez also responded that the curriculum is what maintains consistency in instruction.

Mr. Holmes responded to Mr. Hicks' inquiry regarding math handouts being utilized rather than textbooks. Dr. Sanchez clarified there hadn't been a consistent curriculum in the past, which was indicated as a weakness in policy in the curriculum audit, and that now sites would purchase instructional resources in accordance with approved curriculum.

Mr. Holmes discussed the curriculum maps and referred to links in the Power Point where specific instructional resources could be accessed and reviewed [**see the Power Point posted on the web with this agenda item**].

Ms. Foster commented on the importance of hearing about the work of teachers and their professional decisions, and inquired about the relevance of the information on the web to their current daily teaching. Mr. Holmes responded.

Dr. Sanchez responded to Dr. Stegeman's inquiry about why TUSD isn't expanding on work done in other districts such as Vail, Boston Public Schools, etc., by indicating that the work in TUSD has to fit with those in TUSD who have contributed to the development of the curriculum. Mr. Holmes clarified that work in

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INFORMATION ITEMS (continued)

2. Update on the Superintendent's Goals for 2014-2015 – Curriculum (continued)

other districts has been looked at to see what can be incorporated into the TUSD curriculum.

Mr. Holmes responded to Mr. Juárez' inquiry regarding assessments, by explaining how students will be expected to perform on the next generation assessments. He responded to Mr. Hicks' inquiry concerning the design of the assessments to be parent friendly. Dr. Sanchez commented on parental support planned. Ms. Foster pointed out how much language is required to demonstrate math knowledge and skill.

In response to Dr. Stegeman's inquiry if tests are to be machine graded, Mr. Holmes explained they will be graded by teachers. Dr. Sanchez clarified that deconstructing answers will assist in the design of questions.

In response to Ms. Grijalva's question concerning what the testing schedule would be for an average elementary student, Dr. Sanchez explained that District assessments would be four times a year at the end of each quarter for the purpose of assessing a student's percentage of understanding of the standards taught each quarter. He also explained that the once the District receives the State testing schedule, it would be shared.

STUDY ITEMS

3. Breakout Sessions for Roundtable Discussions concerning the Development of Policies resulting from the Findings of the Curriculum and Efficiency Audits Study only.

Dr. Sanchez introduced the areas of the curriculum and efficiency audits for discussion – professional development, data decision making, curriculum, early learning and committee governance [**see the chart posted with this agenda item**]. He discussed the findings of the audits concerning the lack of policy in these critical areas and outlined the procedure for the roundtable discussions where board members would be asked individually what is needed and their opinions, with a report out afterward.

SPECIAL MEETING RECESSED TO THE ROUNDTABLE DISCUSSIONS – 6:52 p.m.

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SPECIAL MEETING RECONVENED – 8:27 p.m.

STUDY ITEMS (continued)

3. Breakout Sessions for Roundtable Discussions concerning the Development of Policies resulting from the Findings of the Curriculum and Efficiency Audits (continued) Study only.

Dr. Sanchez asked Steve Holmes to report out on the **Curriculum** component. Mr. Holmes presented the discussion [see the roundtable report on Curriculum posted with the agenda item on the web]. Dr. Sanchez said policies will be brought back reflecting these ideas.

Dr. Sanchez asked Richard Foster to report out on the **Professional Development** component. Mr. Foster presented the discussion [see the roundtable report on Professional Development posted with the agenda item on the web].

Dr. Sanchez asked Adrian Vega and Halley Freitas to report out on the **Data Decision Making** component. Dr. Vega presented the discussion [see the roundtable report on Data Decision Making posted with the agenda item on the web].

Dr. Sanchez asked Ana Gallegos and Eugene Butler to report out on the **Early Learning** component. Ms. Gallegos presented the discussion [see the roundtable report on Early Learning posted with the agenda item on the web].

Dr. Sanchez asked Julie Tolleson and Karla Soto to report out on the **Committee Governance** component. Ms. Tolleson presented the discussion [see the roundtable report on Committee Governance posted with the agenda item on the web].

Dr. Sanchez advised policies will be brought forward to the Board regarding these areas.

Ms. Foster acknowledged the opportunity to provide input.

4. Proposed Governing Board Policy Regarding the Creation of an Internal Audit Function Study only.

Ms. Grijalva explained that since everyone has had an opportunity to look at this item, board members should send suggestions to Dr. Sanchez and Ms. Tolleson. Dr. Sanchez commented and said this will be brought back at the September 9 meeting for Action.

SPECIAL MEETING ADJOURNED – 8:50 p.m.

Approved this 9th day of September, 2014.

TUCSON UNIFIED SCHOOL DISTRICT NO. ONE

By _____
Kristel Ann Foster, Clerk
Governing Board

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Minutes\08-26-14Special