

Western Maricopa Education Center, District 402

4949 W. Indian School Road – Phoenix, AZ 85031

December 2, 2009

Governing Board Meeting Minutes

1. Board President Dwight Amery called the Governing Board Meeting to order at 4:07pm. Board Members present were Dwight Amery, James Kaltenbach, Frank Straka, Joe Holcombe, Ray Malnar, and John Atkins. Others in attendance were Greg Donovan, Jim Brown, Chris Cook, Barbara Thompson, Dean Petersen, Debbie Holland, John Mulcahy, Diane McCarthy, Cliff Migal, Mary Morrow, Michele Bush, Stephen Weltsch, Adriana Alvarado, Patti Beltram, Patricia Halligan, and Dee Dougan.

Mr. Donovan began the meeting with congratulations to Adriana Alvarado on her promotion to Director of Public Information Officer. Those present were led in the Pledge of Allegiance by Ms. Alvarado and then a moment of silence was observed.

2. Mr. Kaltenbach made a motion to approve the November 4, 2009 Governing Board Meeting Minutes, the Payable and Payroll Voucher Reports, and Donations. Mr. Atkins seconded the motion and the motion passed unanimously.
3. Mr. Kaltenbach nominated Dwight Amery as Governing Board President and Frank Straka as Clerk of the Board for Calendar year 2010. Mr. Atkins seconded the motion and the motion passed unanimously.
4. Mr. Holcombe made a motion to approve the Intergovernmental Agreement between West-MEC and Rio Salado/Communiversitry. Mr. Kaltenbach seconded the motion and the motion passed unanimously.
5. Mr. Kaltenbach made a motion to approve the Revised District Vacation Policy with the adjustment that 4 week vacation would begin at 10 years service. Mr. Straka seconded the motion and the motion passed unanimously.
6. Mr. Straka made a motion to add the addition to the Williams Aviation Contract for FAA certification and approval process. Mr. Kaltenbach seconded the motion and the motion passed unanimously.
7. Mr. Kaltenbach made a motion to approve the General Records Retention Schedule, dated November 2007, for West-MEC as approved by the Arizona State Library, Archives, and Public Records. Mr. Straka seconded the motion and the motion passed unanimously.
8. Legislative Liaison Diane McCarthy relayed to the Governing Board that Arizona still does not have a budget that meets the constitutional requirement. She also reported that the West-MEC Alliance is now an Arizona non-profit corporation and West-MEC will be filing for federal exemption this week. The Career and Technical Education Legislative Tour was also this week and Legislators were able to visit programs and see in person how West-MEC operates at the different locations.

9. Public Relations Director Chris Cook told the Board about the Deer Valley Dedication emphasizing their Hospitality and Health Care Programs. This has been a productive partnership between West-MEC and Deer Valley. Since the PR Package highlighting the parent aspect in advertising with KEZ is coming to end this month, next month West-MEC will target KAET with business and industry in mind. The Arizona Midday interview segment with Mr. Donovan flowed smoothly and is now on West-MEC's blog. The Cutting Edge Fashion Show was a great success and future plans are to include this as a yearly event.
10. Mr. Donovan relayed to the Board that West-MEC is now proud owner of two buildings at the Glendale Corporate Center. He also told the Board that West-MEC has received 13 responses from the RFQ and last week a review group met and selected a contractor for the build out. West-MEC is now in the process of working with this group so the renderings can be brought before the Board for approval in January. James Brown will be the West-MEC staff person in charge, along with a few selected others to see to the completion of the build out.

Mr. Migal told the Board that Freightliner has offered to increase the square footage to 4800 square feet for our Diesel Facility. This would enable us to expand the number of students in the program. Negotiations are underway and will be brought back before the Governing Board at a future date.

After reviewing renderings from the design-build team, Mr. Holcombe made a motion to award RFQ 10-001 Aviation Project Design-Build to McCarthy Construction and DLR Group. Mr. Straka seconded the motion and the motion passed unanimously.

11. Mr. Holcombe made a motion to label all District Facilities to (West-MEC, Western Maricopa Education Center), then label the campus location underneath. Mr. Malnar seconded the motion and the motion passed unanimously.
12. ADM Director Mary Morrow gave the Board an update for the Satellite Program Counts.
13. Future agenda items should include a presentation from the Glendale Union High School District CTE Department, and Governing Board meeting calendar for 2010.
14. Mr. Kaltenbach made the motion to adjourn the meeting. Mr. Malnar seconded the motion and the motion was approved.

Respectfully Submitted

Dee Dougan
Governing Board Secretary