

Western Maricopa Education Center, District 402

4949 W. Indian School Road – Phoenix, AZ 85031

August 5, 2009

Governing Board Meeting Minutes

1. Board President Dwight Amery called the Governing Board Meeting to order at 4:03pm. Board Members present were Dwight Amery, Ray Malnar, James Kaltenbach, Joe Holcombe, Jack Lunsford, and Frank Straka. John Atkins arrived at 4:10pm. Others in attendance were Greg Donovan, Jim Brown, Chris Cook, Barbara Thompson, Dean Petersen, Debbie Holland, John Mulcahy, Arlene McLaughlin, Diane McCarthy, Cliff Migal, Mary Morrow, Michele Bush, Ron Kalmbach, and Dee Dougan.

Those present were led in the Pledge of Allegiance by Mary Morrow and then a moment of silence was observed.

The audience introduced themselves per Mr. Amery's request. Mr. Donovan introduced Mary Morrow, the new ADM Director at West-MEC. Mr. Donovan also recognized Jim Brown who received the Bernard Stewart Distinguished Service Award at the ACTE Summer Conference in Tucson for his long time CTE service in the Peoria and West-MEC School Districts. West-MEC also received a certificate of achievement in financial reporting from the Government Finance Officers Association for their Comprehensive Annual Financial Report for 2008.

2. Mr. Kaltenbach made a motion to approve the July 8, 2009 Governing Board Meeting Minutes, the Payable and Payroll Voucher Reports, the Personnel Report, travel for Mr. Donovan to attend the US Army National Education Conference in South Carolina, and for West-MEC staff to attend the National ACTE Conference in Tennessee. Mr. Donovan made note that the Army will be providing a full paid expense trip for him. The motion was seconded by Mr. Lunsford and passed unanimously.
3. Mr. Kaltenbach made a motion to approve the establishment of an imprest petty cash account for West-MEC for activities which require immediate cash outlays for postage, freight, express, parcel post, travel, or other minor disbursements. Mr. Straka seconded the motion and the motion passed unanimously.
4. Mr. Lunsford made a motion to approve the cooperative purchasing agreements with Greater Phoenix Purchasing Consortium of Schools and Strategic Alliance for Volume Expenditures. The motion was seconded by Mr. Kaltenbach and passed unanimously.
5. Mr. Straka made a motion to approve the annual renewal of the Participation Agreement with the Arizona School Alliance for Workers' Compensation. Mr. Kaltenbach seconded the motion and the motion passed unanimously.
6. Mr. Kaltenbach made a motion to approve the 2009-2010 Budget Revision #1. This revision is necessary to calculate the respective property tax rates for FY 2009-2010. Mr. Lunsford seconded the motion and the motion passed unanimously.
7. Diane McCarthy relayed the information that Arizona still does not have a 2009 State Budget. She also reported that there was a JTED Superintendent's meeting in Show Low and that there was great discussion regarding JTED Legislation. HB 2700 has been in effect 3 years now, but there are some operational changes that need to be implemented so they are redrafting legislation

to be submitted. Some changes are course costs vs. program costs, a clear definition of a JTED calendar, a clear definition of how funding occurs, course programs and hours vs. seat time and minutes, and CTE exploratory classes in 7th and 8th grades.

8. ADM Director Mary Morrow told the Governing Board that the ADM Department is compiling all the student information into School Master so that any needed reports can be run. She also charted out the Five-Year Average Daily Membership Gain and gave the information to the Governing Board.
9. Public Relations Director Chris Cook relayed how smoothly the Diesel Open House went. There was coverage at the Open House from many business and industry partners such as Swift Trucking, England, Sanderson Ford, Association for Youth Services, Freightliner, Automotive Dealers Association, Valley Truck, Western Star, Sterling, AZ Republic, West Valley View, Glendale Star, and Peoria Times.

Mr. Cook demonstrated the functionality of Connect ED and how it is being used to contact students regarding West-MEC classes. Clear Channel is also working with the Public Relations Department for advertising options for 2009/2010.

10. The purchase of the OPUS building for the District Office/Training Center/Storage/Student Facility has been delayed because the two buildings West-MEC is interested in are now a part of the bankruptcy filing.

The RFP for Aviation is out on the street. Curriculum, Site plan, and a Consulting Committee are being organized for Aviation.

Cosmetology is at capacity

PV and GCC orientations for EMT have been completed and Estrella Mountain's EMT orientation is Thursday.

Fire Science is not at full capacity.

West-MEC met with Rio Salado to offer health programs such as dental assisting and medical coding.

11. During the Call to Public, Mr. Amery said he was very impressed at the Diesel Open House. Mr. Lunsford apologized for not attending as he attended a high school orientation.
12. Future agenda items should include Member District presentations, regular reports, and a staff contingency plan for the Cosmetology Building in case of building damage.
13. Mr. Kaltenbach made the motion to adjourn the Regular Meeting and go into Executive Session to discuss personnel issues. Mr. Straka and Mr. Holcombe both seconded the motion and the motion passed unanimously.
14. Executive Session convened at 5:10pm. Following Executive Session, Mr. Kaltenbach moved that the meeting return to Regular Session. Mr. Holcombe seconded the motion and the motion passed unanimously.
15. Mr. Kaltenbach moved to adopt the Tuition Reimbursement Program with the following additions:
Employees must be employed at least one year and be employed a minimum of 20 hours a week

Tuition reimbursement received will be pro-rated depending on hours worked per week. Employees must earn a grade "B" or better for graduate level work. Mr. Straka seconded the motion and the motion passed unanimously.

16. Mr. Kaltenbach made the motion to adjourn the meeting. Mr. Straka seconded the motion and the motion was approved unanimously.

Respectfully Submitted

Dee Dougan
Governing Board Secretary

