

Western Maricopa Education Center, District 402
Governing Board Meeting Minutes
April 2, 2008

1. Board President James Kaltenbach called the meeting to order at 4 p.m. Board members present were James Kaltenbach, John Mulcahy, Jack Lunsford, Dwight Amery, Frank Straka. Mrs. Flax was present by telephone for most of the meeting. Mr. Taylor was absent.
2. Opening Exercises: Mr. Kaltenbach asked those present to observe a moment of silence and then to join in the Pledge of Allegiance. He asked Debbie Holland, CTE Director from Deer Valley Unified School District, to lead the group in the Pledge of Allegiance.
3. Dr. Mulcahy made a motion to approve the consent agenda as presented including the minutes of the Regular Board Meeting held March 5, 2008, the Special Board Meeting held March 12, 2008, and the Accounts Payable and Payroll Voucher Reports. Mr. Straka seconded the motion and it was approved unanimously.
4. Debbie Holland gave a report on CTE programs in the Deer Valley Unified School District. Regarding information on the CTE programs in Deer Valley, she reported the partnership with West-MEC has been outstanding resulting in the programs growing in enrollment since Deer Valley Unified joined West-MEC. She gave the Board an overview of the courses offered and showed a video produced to highlight DVUSD's CTE programs. The Board thanked Ms. Holland on her presentation.
5. Mr. Brown gave an update on the establishment of a Cosmetology School in partnership with Maricopa Skills Center saying it is taking a lot of his time, but he anticipates the program will begin as scheduled. The waiting list is growing faster than the list of students who have decided not to take the course. The Cutting Edge Style Academy is planned to open the last week in July when West-MEC will host a grand opening ceremony. The City of Peoria will be invited to join us for the ceremony. The City's cooperation and help in getting the facility ready has been outstanding and appreciated. Mrs. Flax asked if students who don't have the funds for the program can get assistance. At this point, one student indicated that the cost was too high with Mr. Donovan asking the family to call him back before they give up hope for their child's enrollment. Mr. Brown said he is encouraging students on the waiting list to remain on the list until the start so that students can be placed in any available openings. Mr. Brown reported the sub-floor plumbing is installed and has passed inspection, and the wall framing is almost completed. He is pleased with the progress.
6. Public Relations Report: Mr. Cook reported he is rewriting the EMT and Cosmetology letters to get a consistent look and feel; designing the sign for the cosmetology building and waiting on quotes; working on materials for the PUSD Career Fair; meeting with a producer from Channel 11 for a West-MEC Student-of-the-Month piece; and working with Kim Covington regarding a possible School Solutions piece on West-MEC. He said Cox After the Bell will be airing on April 10 & 11, at 6:30 p.m. and April 12 at 5:30 p.m. on the Cox Channel 7. Mr. Cook also reported that the website template is due April 24th so the Board will see it at the May 7th meeting. Mr. Donovan presented to the American Association of University Women on Mrs. Flax's request. Mrs. Flax said that she has received very positive feedback regarding his presentation.

Mrs. Flax reported on the NSBA conference. Academic Integration was highlighted at the Walk of Excellence at the National School Boards Association Conference with Mrs. Flax reporting that many people were interested in the topic. The conference theme was "25th Century Learning."

7. Mr. Straka made a motion for Mrs. Flax to represent the Board as the Arizona School Boards Association Official Delegate at the Delegate Assembly. Mr. Lunsford seconded the motion. The motion passed unanimously.
8. The Board discussed three Legislative Committee proposals for 2009 ASBA action with Mr. Donovan recommending that the Board support Items 1 and 3 but not support Item 2. After discussion, Mr.

Lunsford made a motion to support Item 1, Advocate for equal recognition and funding benefits under state statutes of K-12 public school districts and Joint Technological Education Districts. The motion was seconded by Dr. Mulcahy and passed unanimously.

Mr. Lunsford made a motion to withhold support from Item 2, Advocate for school facility board funding guidelines to include Joint Technological Education Districts central and site facilities, including furniture and equipment. The motion was seconded by Dr. Mulcahy and passed unanimously.

Mr. Lunsford made a motion to support Item 3, Advocate for a revision of the definition of a JTED Centralized Campus Model to include virtual campuses. The motion was seconded by Mr. Straka and passed unanimously.

9. Mrs. McCarthy reported on meetings with State Legislators and discussion of state and federal legislation. She said HB 2234 regarding bonding passed the House and is now in the Senate and has been heard and passed in the Higher Education Committee. An amendment may be introduced with some clarifying language. HB 2527 has passed the House and is in the Senate and she is hoping that language regarding 7 & 8 graders is put back into the bill. HB 2557 has failed; Mrs. Flax asked Mrs. McCarthy to send her information about the bill. House Bill 2231 has passed the House.
10. During the discussion regarding projections for the FY2009 budget Ms. Bishop told the Board that the ADM is at 5,017 FTE as of today. That would translate to a full budget of \$24,492,000, but she expects a budget of 91.8% (\$22,287,720) to as low as 85% (\$20,818,000) for the worse case.

Dr. Mulcahy asked about the funds allocated for CTE Student Organizations. Ms. Bishop said that CTSO funds were budgeted at \$300,000. Last year, about \$250,000 was spent on CTSO support. Dr. Mulcahy said that as the number of CTE students are increasing, the Board may want to adjust future budgets for CTSOs so that all groups are funded at an adequate level. Ms. Bishop said the budget can be adjusted in the future if necessary. Affiliate dues can still be paid from the funds given to CTSO groups. It was asked if the current 13.5 million to the district schools would be maintained if funding is cut with Ms. Bishop responding that the schools are not guaranteed a specific amount and that the Board will make the decision on the funding.

At this point, Mrs. Flax said she is continuing to have problems hearing over the phone so she is disconnecting but asked that the next agenda have an item for her report from the NSBA Conference.

Ms. Bishop said the next report on the budget would most likely be in June after the legislature adjourns.

11. Discussion on West-MEC administrative structure and responsibilities included a recommendation that if we received the Federal Grant, it would require a nearly full-time staff position, funded from the grant, to manage the program.

Mr. Migal spearheaded the project on positions and responsibilities, and invited the Board to ask questions. Mr. Straka would like to see Mr. Donovan sit down at the beginning of the rating period with each employee to set goals then again at the end to grade the accomplishments so that there is a measure of compensation adjustments. Mr. Amery wants it defined for employees what is expected and possibly offer outside training if needed. Employees should have an opportunity to grow and to advance their careers.

12. The Board discussed approval of compensation adjustments for employees for 2008-2009 including a \$500 Health benefit stipend. Mr. Straka said there is a type of Health Benefit Stipend that gets deposited into a 401K type of account. Each employee who currently receives a car allowance will receive a \$500 increase. Percentage increases were discussed with Mr. Donovan asking the Board to consider a 2.5% increase to all salaries. West-MEC does not have a traditional salary scale with steps as many districts do. In the future, Mr. Donovan would like to have a discussion with the Board regarding Education Stipends.

After discussion, Mr. Amery made a motion to approve the proposal of 2.5% presented by Mr. Donovan with the change of the \$500 Health Savings Account. Mr. Lunsford seconded the motion and it passed unanimously.

13. The Board discussed parameters for implementing new West-MEC programs. Mr. Migal briefly discussed the information distributed saying that it is a living document and may change at any time. He said that industry support drives the choice of West-MEC programs and that the information was originally from the Occupational Demand Study. Dr. Mulcahy noted he has absolute faith that the process will result in good decisions. Board President Kaltenbach likes and understands the goals, the teamwork, and the steps for starting a new program but said that West-MEC should work with member districts before implementing programs that the member districts already offer. The process document is applied when support from the industry group is received.
14. Reports on recent meetings or conferences: No other meetings or conferences except as previously noted were discussed.
15. Discussion on forming an exploratory committee for a bond election in 2009: Mr. Donovan recommended that the Board form an Exploratory Committee to discuss the possibility of holding a bond election but noted that does not mean the Board will definitely call for the election. Mrs. McCarthy said it would take a year's work prior to the election. The earliest the Board can call for the election is June 2009 with the election in November 2009. Fundraising is needed for approximately \$250,000 not including the cost of the election which would be approximately \$750,000. Mr. Amery made a motion seconded by Dr. Mulcahy to form an exploratory committee for the purpose of holding a Bond Election in 2009. The motion passed unanimously.
16. A report on West-MEC Intergovernmental Agreements included: West-MEC and Member Districts; West-MEC and Maricopa Community College District; West-MEC as Fiscal Agent for Lobbying Services.
17. Mr. Amery made a motion to approve the Intergovernmental Agreement with Saddle Mountain Unified School District; Dysart Unified School District; and with CAVIAT for lobbying services. Mr. Straka seconded the motion and it passed unanimously.
18. It was noted that the Integration grants continue to move forward very well.
19. Call to the Public: The Six Pillars of Character – ASBA program with NASCAR is worth noting.
20. Future agenda items will include a report by Mrs. Flax on the National School Boards Association Conference and the Walk of Excellence; updates from member districts with Dysart Unified reporting in May.
21. Mr. Straka made a motion to convene an Executive Session for the purpose of discussion of compensation for position adjustments for the positions of Superintendent, Business Manager, and ADM Lead. Dr. Mulcahy seconded the motion and it passed unanimously.
22. Dr. Mulcahy made a motion to close the Executive Session, resume the Regular Meeting and to adopt the plan as proposed in Executive Session. The motion was seconded by Mr. Straka and passed unanimously.
23. Having no quorum remaining, President Kaltenbach adjourned the meeting saying: "If there are no objections we will now adjourn." The meeting adjourned.