

Western Maricopa Education Center, District 402

4949 W. Indian School Road – Phoenix, AZ 85031

July 9, 2008

Governing Board Meeting Minutes

1. Board President Kaltenbach called the meeting to order at 4:05p.m. All Board Members except Mr. Mulcahy were present. Others in attendance were Greg Donovan, Jim Brown, Diane McCarthy, Cliff Migal, Cindy Bishop-Hedge, Marsha Hespen, Kim Garcia, Dean Peterson, Michele Bush, Debb Webb, Arlene McLaughlin, and Dee Dougan. Those present were asked to join in the Pledge of Allegiance and to observe a moment of silence.
2. Mr. Taylor made a motion to approve the consent agenda which included the June 9, 2008 minutes, the June 26, 2008 minutes, the accounts payable and payroll voucher reports, and the personnel report. The motion was seconded by Mr. Straka and passed unanimously.
3. Mr. Amery made a motion to convene a public session pursuant to A.R.S. §15-905, §15-962 (D) (2), and §15-1103 (C) in order to provide the public the opportunity for questions and discussion of the proposed Maintenance and Operations and Capital Outlay Budgets for the 2008-2009 fiscal year. Ms. Flax seconded the motion and the public session was opened. Ms. Bishop-Hedge, Business Manager at West-MEC, opened the discussion by explaining that our funding for fiscal year 2008-2009 has dropped to 91.0 % from 91.8%. The current proposed budget is based on 91.8% figures so the Board will be adopting a revised budget with the 91.0% figures in September. This will be an adjustment of approximately \$500,000. Our actual budget is \$22,000,000, but we had to roll 3.6 million into capital, so this drops us down to a budget of \$19,288,000. Our ADM is currently at 5025 so things are looking great. There was no public comment but Mr. Donovan explained that we moved the rollover money to capital because we will need the money for future bonding issues this year. We want to consider a bond in the future and we will need the capital reserve since HB2344 passed in the legislature. Mr. Avery made the motion to close the public hearing and return to regular session. Mr. Straka seconded and the motion was passed unanimously.
4. Mr. Taylor made the motion to adopt the proposed 2008-2009 fiscal year budget. Ms. Flax seconded and the motion was passed unanimously.
6. President Kaltenbach presented the Certificate of Achievement for Financial Award to West-MEC Business Manager Cindy Bishop-Hedge. This award was a great accomplishment!
7. Marsha Hespen, Superintendent from Wickenburg, gave a report regarding the progress of CTE in her area. An advisory team has been established and the following goals have been made: Updating CTE programs and assessment of programming, implementing new CTE delivery systems, instituting a system of technical assessments for CTE, expanding and facilitating new programming in CTE, and academic integration. New programs in Culinary Arts, Construction Technologies, and Engineering will be implemented this fall. Mr. Kaltenbach asked about her relations with member districts and she relayed that the member districts have been extremely helpful with their guidance and information. Mr. Lundsford asked her about employment opportunities in the Wickenburg area for the CTE students. She stated that since Wickenburg was a more rural area than other districts, that this was a difficult area they were encountering. She thought many students would like to stay in the area to work, but the business partnerships were just not there. She also stated that there was a huge cry for EMT training. Ms. Flax asked about communitersity; that is an area that needs improvement also. The Board thanked Ms. Hespen for her report.

8. There was much discussion regarding the credit card issue and how policy needed to be put in effect per the audit dictates. Currently there is a \$1000/day limit per person and a \$5000/day limit per card. Discussion was held regarding whether credit cards should be used to pay hotel bills, conference bills, or travel bills. This proposed policy needs to be in place by October so limitations need to be ironed out and brought up in the next session where it will be voted on.
9. In an update on our establishment of a Cosmetology School in partnership with Maricopa Skills Center, Mr. Brown stated that enrollment is doing well. We are close to being at full capacity. There have been some issues with the inspection, but we finally passed and have a Certificate of Occupancy. Open House for Cosmetology is Tuesday, July 15th. Mr. Brown also stated that the enrollment for EMT is doing well.
10. Kim Garcia, the director of the new Cosmetology program was introduced by Mr. Brown. She relayed that she had extremely high hopes for the Cosmetology center. She is currently in process of hiring staff and teachers and has 2 more teachers to hire.
11. Ms. Flax represented West-MEC at the 2008 ASBA Delegate meeting she attended. As our delegate, she was able to speak regarding our two West-MEC proposals which were submitted under the category of Funding. Our first proposal was “Advocate for Equal Recognition and Funding Benefits Under State Statues of K-12 Public School Districts and JTEDs” and was accepted. Our second proposal was an “Advocate for a Revision of the Definition of a JTED Centralized Campus Model to Include Virtual Campuses”, and it was also accepted.
12. Mr. Amery made a motion to approve the 2009-2010 West-MEC district calendar. Mr. Lunsford seconded the motion and the calendar was unanimously approved. Mr. Kaltenbach suggested that this calendar along with the academic calendars of all our programs be on the web-site.
13. Mr. Migal reported on the West-MEC programs for 2008-2009, the future programs of 2009-2010, 2010-2011, and 2011-2012. Currently we are working with Cosmetology and EMT. In 2009-2010, we would like to have classes in Heavy Diesel, Auto Collision, Dental Assisting, Construction, Fire Science, Medical Assisting, Lab Technicians, and Electrical Wiring. The proposed areas for 2010-2011 are Aviation, LPN, Pharmacy Technician, HVAC, Medic Productions, Manufacturing/Welding. 2011-2012 would involve classes with Bio-Science, Masonry, Medical Coding, Spanish Interpretation, Small Animal Care, and Heavy Equipment Operating. Mr. Migal also presented a diagram showing which high schools will feed into these programs.
14. In her report on state and federal legislation, Mrs. McCarthy said there was good news and victory on the bonding. She and Mr. Donovan had worked with Representative Boone and HB 2344 passed. On the downside SB 1269 died and summer school funding was taken away to help the legislative budget crunch. This had an adverse effect on several JTEDs and high schools.
15. Mr. Migal presented a report on Core strategies and goals for 2008-2009. The areas that goals are to be attained in are Marketing/PR, Program Development/Improvement, Professional Development, Facility Standards, Bonding, Government Relations, Business and Industry, West-MEC Alliance, Business Management, and School Modernization. Mr. Straka wanted a bit more clarity on the goals and strategies, so Mr. Migal will focus on this.
16. Mr. Migal reported that we now can have Adult services in Vistancia, a housing community in the NW valley. This community has a higher education learning center and we made a proposal to that group to be a provider for these services. The Vistancia Board approved our proposal. With a time frame of

October/November in mind, enrichment programs of 2-4 hours should be ready at minimal expense. We are working with Suncor and Shea homes and will have a full computer lab open to us.

17. During the Call to Public, Arlene McLaughlin, CTE Director at Buckeye, asked how the Federal Grant stood. Michele Bush, West-MEC's Academic Integration specialist, regretfully reported that we did not get the Grant. Mr. Kaltenbach wanted West-MEC to draft a letter to the groups who worked with us on the Grant thanking them for working with us. He then directed Mr. Donovan to formulate the letter for the Board to sign. Mrs. McCarthy recommended that we this work as a colossal collaboration within our district and thought we should enter it in The Best of the West.
20. Future agenda items will include: RFP for bonding, Use of Credit cards, Update on staff, WESTMARC workforce, Information on architect/planner/ Budget, Cosmetology, EMT, Grants, SB 1269 update.
21. Mr. Amery made a motion to adjourn the meeting. The motion was seconded by Mr. Lunsford and passed unanimously.

Respectfully Submitted.

Dee Dougan
Board Secretary

