

Western Maricopa Education Center, District 402
Governing Board Meeting
March 5, 2008
4:00 P.M.

Governing Board Meeting Minutes

1. Board President James Kaltenbach called to order at 4 p.m. All Board Members were present at the start of the meeting with the exception of Mr. Straka who arrived at 4:15.
2. Mr. Zamudio, Student Teacher at Peoria High School led those present in the Pledge of Allegiance. Board President James Kaltenbach asked those present to observe a moment of silence.
3. Mr. Lunsford made a motion to approve the consent agenda including the minutes from the February 6, 2008 meeting, accounts payable vouchers, payroll vouchers, and travel for Cliff Migal and Chris Cook to attend the ACTE Region V Conference in San Diego April 9-11, 2008. The motion was seconded by Mr. Taylor and approved unanimously.
4. Mr. Donovan gave a brief background on the law regarding deferred compensation plans. Mr. Mulcahy made a motion to approve a Board Resolution to approve MetLife as a Section 457(b) Deferred Compensation Plan provider. Mr. Lunsford seconded the motion and it was approved unanimously.
5. Mrs. Patti Beltram gave a report on CTE programs in the Peoria Unified School District. Mrs. Beltram explained the Master CTE teacher program as a system used at PUSD to improve instruction. A total of nineteen CTE programs are offered at Peoria Schools. She said the enhanced programs offered at Peoria Unified would not be possible without West-MEC funding. Mrs. Beltram answered questions from the Board. The Board thanked her for her presentation.
6. Mr. Brown gave an update on the establishment of a Cosmetology School in partnership with Maricopa Skill Center saying that he is moving forward. The bids submitted for construction would be opened March 6. Contractors have been asking questions. He said the City of Peoria has been extremely helpful and have moved the process forward and he thanked Mrs. McCarthy and the City of Peoria for their efforts. Mr. Brown said he is comfortable predicting that the building will be opening about July 1 with students using the building by the last week in July. The West-MEC delivery system is different from the Community Colleges' delivery system to match the 180 day schedule. These classes will always start about 2 weeks prior to regular high school; have Saturday hours; and fewer holidays. He said the program is beyond capacity – the school day will be from 7 a.m. until 5 p.m. The building is at 75th Avenue and Peoria Avenue. Staff is working to put the sign on the building and hoping to have contractors in the building by mid-March.
7. Mr. Taylor made a motion to approve the public display of the textbook for the Fire Science Course prior to consideration of adoption. Mr. Mulcahy seconded the motion and it passed unanimously.
8. Mr. Cook gave the Public Relations report saying that the press release was sent out regarding the cosmetology program. Reporter Jean Bihn interviewed staff and both the Glendale Star and Peoria Times ran articles. The Arizona Republic has asked for more information which Mr. Cook provided. Mr. Cook gave the Board a summary of the member districts' campuses he has visited. He is updating the website and anticipates the new site will be live within a few months. Mr. Cook distributed new program information cards and showed the Board the colors and a sample of the laminate for the Cosmetology program. He reported that he has a copy of the Horizon Television show that included Mr. Donovan. He showed the Board an example of the West-MEC Course Guide he is designing and received feedback from the Board.
9. Mrs. McCarthy reported on meetings with State Legislators and discussion of state and federal legislation. She distributed a memo regarding the 14 legislative districts within our boundaries and

gave a report on the progress of legislation. One of the bills would allow for some adult vocational education. Mr. Lunsford asked Mrs. McCarty to look at the bill regarding community college boards. Mr. Mulcahy thanked Mrs. McCarthy and asked if there was any progress on the 7 & 8th graders being allowed to receive funding. She responded saying Legislators are beginning to ask questions about the bill so it is still alive as of now. Mr. Lunsford asked what the other JTEDs would like to see about this bill with Mr. Donovan responding that this is going well with the other JTEDs.

10. Ms. Bishop updated the Board on the current budget status and first projections for the FY2009 budget saying the budget is sound. We have paid all but three of the IGAs – the three that have not been received back from the Districts as of today. She is working on projections for next year, will meet with Mr. Donovan next month, and hopes to have something for the Board at that time. Mr. Donovan said he will meet with the Board about projections for the member districts. Ms Bishop said she should have a solid 100th day count by April and reported West-MEC has received 301 monies totaling \$2,300 dollars. Mr. Donovan is hoping to have an executive session next month with job descriptions for each position and said we will need to grow the ADM/Business department to handle the programs. Cosmetology is a new program, but EMT has been increased significantly for next year. Mr. Donovan will bring to the discussion position descriptions and position growth.

Ms. Bishop reported the current budget is at the point where we predicted we would be at this time. Mr. Lunsford said he fears that in the legislative budget process there will be no place to make more cuts without cutting school district funding. Mr. Mulcahy noted that Ms. Bishop went from a novice to an expert in a short period of time and congratulated her.

11. Reports on recent meetings or conferences: Ms. Bishop attended the AASBO winter conference and it was the first time she got to sit down with the JTED Business Managers to discuss like concerns. She reported that the JTED Business Managers will be meeting at the West-MEC office next month and that they have plans to routinely meet in the future. Mr. Ted Davis from ADE has been invited to attend their meetings.
12. Mr. Taylor made a motion to adopt a resolution authorizing Olympia Computing as a sole source provider for procurement of student data services. Ms. Bishop reported that Olympia is the only vendor that supports the School Master Program used for ADM Reporting. The motion was seconded by Mr. Straka and was adopted unanimously.
13. Update on the Federal Small Learning Communities Grant application. Mr. Donovan reported that award of the grant is not expected until June, but that we think we submitted a viable grant. Mr. Donovan said he would like to move forward with Plan B or Plan C if the grant is not received. The grant was submitted in partnership with certain schools within Peoria Unified, Glendale Union, Paradise Valley Unified, Buckeye Union and Deer Valley Unified school districts.
14. Mr. Donovan distributed a list of IGAs and gave a brief report on West-MEC Intergovernmental Agreements with member districts, Maricopa Community College District, and the IGA for fiscal agency for lobbying services.
15. Mr. Amery made a motion to approve the Intergovernmental Agreement with Peoria Unified. The motion was seconded by Mr. Taylor. Both Mr. Kaltenbach and Mr. Mulcahy abstained from voting on this time and declared a conflict of interest. The motion was passed unanimously by the remainder of the Board with a vote of 5-0.
16. Mr. Migal reported on the Superintendents of Member Districts meeting held February 21, 2008 saying 11 of 12 districts were represented at the meeting with seven current superintendents, one former superintendent attending on behalf of the current superintendent, and three directors in attendance. The discussion included: career clusters, legislation including HB 2700, election plans, bonding plans, and course costs. It was agreed that the group would meet two or three times per year. The group indicated that 2009 may be a good year for West-MEC to discuss bonding. The topic of releasing students to central programs was discussed in a very positive manner, but business managers would have to be part of the discussions. Career Expo options were discussed. Mr. Taylor said

moving the Expo to a school day may make it be easier to get 8th graders bused. There were no complaints about the location of the Cosmetology Program. Transportation to move students to programs within and among school districts for specific programs was discussed but none of the discussion involved specific programs. Dysart does some transportation from school-to-school for CTE programs. In Peoria, two schools move students back-and-forth to attend specific courses. Glendale Union, Paradise Valley Unified, and Peoria High in the Peoria District have all lost some enrollment.

17. The Board discussed program development for West-MEC. Mr. Migal distributed information on the cluster areas and career majors and said West-MEC is concentrating on the five cluster areas. We are in discussion with industry to confirm that these areas are valid for concentration before taking the information to our Advisory Commission for discussion. Program cost must be considered including facility cost, staffing challenges, locations, and transportation issues. Mr. Migal will bring information back to the Board, but for now it is a tedious process to gather the information.
18. Mrs. McCarthy reported she has been working on the legislative agenda and will begin to spend more time on the business partnerships. We must determine what we want the partners to do for us such as build a building, give us space in a building, help with training or whatever we want them to help with before approaching the businesses.
19. Mr. Amery thanked Mr. Donovan for distributing information on Mr. Long's passing. The services are at 10 a.m. on Monday at the Community Church of Joy. Mr. Long was very influential in getting West-MEC started and supported career and technical education.

Mr. Donovan distributed an update on the Integration Grant and said the topic would be on the April agenda.

Mrs. Flax asked if the member districts supplied us with any information to distribute at the National School Board's Association Walk of Excellence. Mr. Donovan said he has not received any information but that Glendale Union would like to have a discussion regarding the Walk. He also said that there are twenty-two lessons already posted on our website and that he will move forward with this.

20. Future agenda items will include:
 - Dysart Unified presentation on CTE Programs has moved to May
 - Deer Valley presentation in April
 - Strategic Goals
 - Personnel Information
 - Finalizing IGAs
 - Legislative Update
 - Business Partnerships
 - Up-coming events
 - Smaller Learning Communities Grant
 - Cosmetology Update
 - Pilot for Intra-District Transportation discussion with a study to determine if providing transportation between two close schools from different districts such as North Canyon with Goldwater would provide more opportunities for students.

It was announced that there would be a Special Board Meeting on March 12 to consider the award of the contract for the Cosmetology remodel. The meeting was scheduled for 3 p.m. and conference call-in would be set up for those board members unable to attend.

21. Mr. Amery made a motion to adjourn. Mr. Taylor seconded the motion and the meeting adjourned at 5:57 p.m.