



**LIBERTY SCHOOL DISTRICT No. 25  
GOVERNING BOARD MINUTES**

**TIME:** August 13, 2018 – 6:30 PM

**PLACE:** Las Brisas Academy Theatre, 18211 West Las Brisas Drive, Goodyear, AZ 85338

**I. OPENING MEETING**

1. Mr. Paul Jensen, Governing Board President, called the meeting to order at 6:30 p.m. Governing Board members constituting a quorum were present: Mr. Mark Aguire, Mrs. Yolanda Lopez-Bearden, and Mrs. Kathy McNamara.
2. Pledge of Allegiance was led by Mrs. McNamara.
3. A motion by Mr. Aguire/Mrs. Lopez-Bearden was entered to approve the Regular Agenda Form and Consent Agenda consistent with Board Policy BEDB and temporarily suspend Governing Board Policy with which this agenda may be inconsistent.  
Approved **UNANIMOUS**
4. School Presentations/Recognition
  - o Principal Ms. Gray from Liberty Elementary School presented on the new teacher induction and PTO's welcome back to the staff. She spoke about their team building exercises and expressed that the staff was anxious to start the new school year. Ms. Gray stated "the mission of Liberty Elementary is to create meaningful relationships, therefore producing generation so students who achieve academic and personal growth while embracing the importance of agricultural literacy".
  - o Principal Mr. Bogart from Westar Elementary School presented on the enrollment, which has increased from last year, teacher retention, classroom sizes, and the upcoming families dine out on August 22<sup>nd</sup>.
  - o Principal Ms. Marine from Estrella Mountain Elementary School presented on the process of receiving the A+ School of Excellence Award. She stated the school submitted the application three times before they were given the award. In April 2018 the school celebrated their achievement of the A+ School of Excellence Award. Each teacher was honored for making a difference in each student's life.

**II. CALL TO THE PUBLIC - None**

**III. ADMINISTRATIVE REPORTS**

1. Information Technology Update – Mr. Moreno stated the domain change required all Chromebooks to be cleaned and prepared for the Google Management Application. The District domain changed from www.liberty.k12.az.us to www.liberty25.org, and all emails moved from Microsoft to Gmail. He further stated Synergy was evaluated by staff and was rated as a better product which would include third party integrations such as food services, transportation, library, and the dialer. Phase 1 planning is completed and phase 2 for historical data will begin Friday August 17, 2018. The fees solution would allow for online payments for site-based trips, the LEAP program, food services, and tax donation. He further thanked the Technology department for their hard work and dedication.
2. New Teacher Orientation Summary – Mrs. Jones stated the theme for the new teacher orientation was "Connect". Day 1 the District welcomed the new teachers with breakfast, a District tour led by Mr. Bogart, and an introduced to the technology department. Day 2 included choice workshops, a technology session, and classroom set-ups. Day 3 and 4 teachers participated in "Tool for Teaching" training. The last day teachers were given time in their classrooms, served lunch by the District, and participated in review of the curriculum.
3. Governing Board Update
  - o Mr. Jensen – expressed his excitement about the new school year and appreciates the new camaraderie throughout the District.
  - o Mr. Aguire – stated he was at Liberty ES when the bell was rung and attended Estrella Mountain ES, Westar, and Freedom ES to see the kids start school. He further commented on the extent of damage to Westar ES from the school. He also attended Meet the Teacher night and appreciated how the Sheriff's Department attended which helps show awareness.
  - o Mrs. Lopez-Bearden – N/A

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- Mrs. McNamara – stated she was very impressed with the level of energy at New Teacher Induction from day 1 to the day 5. She thanked Littleton District for their help with cleaning up Westar ES and appreciated how the District is moving forward in a positive manner. Lastly, Mrs. McNamara expressed how excited she was to work with Natasha Camp.

### IV. CONSENT AGENDA

A motion by Mr. Aguire/Mrs. McNamara was entered to approve the August 13, 2018 Consent Agenda as presented

Approved

**UNANIMOUS**

1. Approval of Minutes of the July 09, 2018, Regular Board Meeting.  
Approved **UNANIMOUS**
2. Approval/Ratification of Payroll Vouchers 139, 100, 101, 1038, 1039, 1000 and 1001 in the amount of \$295,729.54.  
Approved **UNANIMOUS**
3. Approval/Ratification of Expense Vouchers 1847, 1848, 1849, 1900, 1901, and 1902 in the amount of \$930,465.51.  
Approved **UNANIMOUS**
4. Approval of Student Activity Fund for the Month of June, 2018.  
Approved **UNANIMOUS**
5. Approval of Gifts and Donations for July 1, 2018 through July 31, 2018.  
Approved **UNANIMOUS**
6. Approval of Personnel Action Items.  
Approved **UNANIMOUS**
7. Approval of Extra-Curricular Activity Fees for Fiscal Year 2018-2019.  
Approved **UNANIMOUS**
8. Approval of Updated School Lunch Program Meal Prices for FY2018-2019.  
Approved **UNANIMOUS**
9. Approval of Intergovernmental Agreement (IGA) - Buckeye Union High School for Specialized Education Services for Fiscal Year 2018-2019.  
Approved **UNANIMOUS**
10. Approval of Arizona School Facilities Building Renewal Grant - Request for Funds for Rainbow Valley HVAC Replacement Project.  
Approved **UNANIMOUS**
11. Approval of Qualified Evaluators.  
Approved **UNANIMOUS**
12. Approval of Intergovernmental Agreement (IGA) with Tolleson Elementary School District No. 17 for placement in the District Multiply Disabled, Emotionally Disturbed or Socio-Academic Programs.  
Approved **UNANIMOUS**

### V. GENERAL BUSINESS

1. Discussion/Review of Revision of Governing Board Policies DKA - Payroll Procedures/Schedules, DJ - Purchasing, DJE - Bidding/Purchasing Procedures, IKAB - Report Cards/Progress Reports, JFAA - Admission of Resident Students, JFABD - Admission of Homeless Students, JFABDA - Admission of Students in Foster Care, JL - Student Wellness, JFABB - Admission of Exchange and Foreign Students, and JJJ - Extracurricular Activity as Recommended by the Liberty Elementary School District Administration and Arizona School Board Association (Policy Advisory Revisions) - First Reading.

Dr. Shough stated Pursuant to Arizona School Boards Association (ASBA) Policy Advisories 602, 610, 611, 612, 613, 620, 621, 623, and 624 revision of the following Governing Board Policies is recommended. These revisions will comply with recent changes in federal and state law and to provide clarity to policy. Mr. Aguire stated under policy DJE – Bidding/Purchasing he wanted the Governing Board to consider adding that contractors would have to be qualified and trained with a minimum of OSHA 10. He expressed that the low bids should not always be the determining factor and if a contractor is willing to get training, they are more invested than those who don't receive the adequate training. This would help the District save money and reinvest into the education provided. Dr. Shough stated that she would present a draft that includes information proposed during the Board meeting for the policy second reading.

This was an information item; no action was taken. First Reading.

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2. Discussion of School Safety.  
Dr. Shough stated both Buckeye and Goodyear provide resource officers as needed but cannot support the District full time unless the District and the respective cities approve the allocation of designated resource officers and approve expenditure of the budgets. An intergovernmental agreement (IGA) with each city would be approved. The IGA would include costs to the district to pay half the salary which is approximately \$40,000 for one officer who would then divide time among the schools within the respective city. McNamara suggested the administrative team reach out to the parents for their input and look to see if there are other things that could be done. Mr. Aguire stated that the prior threats were minimal; however; he is curious what information the Sheriff's Department will provide. Mrs. McNamara also suggested the district work with the budget committee to consider safety as well as other considerations. Dr. Shough stated the Police Department used the protocol, I Love You Guys. They suggested the schools practice more lock down/lock out practices. Mr. Jensen stated safety is important. During the review of the budget, the consideration of safety should be open for discussion. This was an information item; no action was taken.
3. Discussion/Consideration to Approve Refreshed Liberty Elementary School District Logo.  
Dr. Shough stated a refreshed Liberty Elementary District logo is proposed for consideration and approval. The logo maintains from the current logo the circle shape, inclusion of the historic Liberty school house, colors, and comparative font for "Liberty". The change is proposed to simplify the logo for printing and graphics purposes. The new logo is designed to enhance recognition and readability in both printed and electronic uses. The intention is to phase in the new logo with all documents and electronic systems to avoid costs associated with changes.  
A motion by Mrs. Lopez-Bearden/Mr. Aguire was entered to approve the new Liberty Elementary School District Logo.  
Approved **UNANIMOUS**
4. Discussion/Consideration to approve an extra-duty stipend, mileage reimbursement, and additional paid leave for duties associated with the vacant position for school psychologist.  
Ms. Ryan stated due to the inability to acquire an appropriately certified school psychologist to fill the current vacancy, current school psychologists will need to work outside of their contracted hours to maintain federal and state compliance of special education regulations. In-person time will be utilized for the evaluations of students, observations for student assessment, intervention recommendations, and student behavioral assistance to teachers, guidance to school staff regarding implementation of assessment-guided interventions, attendance to federal and state mandated meetings, communication with parents, teachers, students, and administrators and review of incoming/transferred students in special education. The extra duty stipend recommendation is \$30,000 for each school psychologist. The combined dollar figure is just less than the step A Psychologist Salary of \$61,000 previously approved by the Governing Board on June 18, 2018. Mrs. McNamara expressed her concerns for the psychologists and wanted to ensure they would not get exhausted with the extra duties. She also wanted to make certain both psychologists were ready for the extra tasks. Ms. Ryan reassured them they were aware of the duties and willing to provide their assistance for the students and the District. Mr. Jensen expressed his gratitude.  
A motion by Mrs. McNamara/Mr. Aguire was entered to approve the extra-duty stipend, mileage reimbursement, and additional paid leave for duties associated with the vacant position for school psychologist.  
Approved **UNANIMOUS**

### **VI. GOVERNING BOARD COMMENTS ON AGENDA TOPICS OR RECOMMENDED AGENDA TOPICS ADDITION**

- Mr. Aguire – stated he was going to sit with Dr. Shough to review the healthcare insurance and suggested the District gets the opinions of the employees to determine if the healthcare options are beneficial. He further stated that the survey should include the high topics to help make the program better for the employees. Dr. Shough stated she can set up a stakeholders meeting to discuss the healthcare plan with Mr. Aguire.
- Mr. Jensen – suggested adding an item to the annual staff surveys to ask about the healthcare plan to avoid too many surveys with staff.
- Mrs. Lopez-Bearden – N/A
- Mrs. McNamara – she suggested putting the Gifted presentation on the website for parents to see. In addition, she recommends that the district work on a system to improve website quality and add website communication as a future board agenda.

**VII. UPCOMING GOVERNING BOARD MEETINGS:**  
**September 10, 2018 - Regular Monthly Board Meeting**

**VIII. ADJOURNMENT OF BOARD MEETING**

On a motion entered by Mrs. McNamara/Mr. Aguire and by unanimous vote the Governing Board Meeting ended at 8:05 p.m.

Signed:

Date:

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September 10, 2018

UNCONFIRMED