

Approved 6/20/18

MINUTES
VSWEA BOARD OF DIRECTORS SPECIAL MEETING
SATURDAY MAY 26th, 2018
ENGLISH ROOM, DESERT MARIGOLD HIGH SCHOOL

MEMBERS PRESENT

Jimmy Wahbeh - President	Heather Huentelman	Amy Setsoafia
Juli Curtin - Secretary	Dru Smith Crain	
Clayton Hopkins - Treasurer	Jessica Jarrett	

The President, Secretary and Treasurer were present and a quorum was reached.

GUESTS

Charlie Burkam - Executive Director	Lorie Miller	Shannon Tovar
Michael Martin - HS Administrator	Tonya Lewis	Lisa Vizcarra
David Schantz	Rachel Schmid	Carol Mauren
Sasha Tobin	Charity Williams	
Manny Aroz	Michael Joe	
Danielle Martinez	Deidre Egan	
Barb Cunningham	Marty Shahan	

OPENING VERSE

Meeting was called to order at 2.07pm

INTRODUCTIONS

Board members introduction and review of meeting procedure.

REVIEW PROCESS

Discussion and possible action regarding a new step in the review process - 360 Survey for Director level positions specifically the Executive Director.

Concerns were expressed and discussion occurred as to the timing of the survey and what would be the next steps to make this as thorough and complete as possible.

Faculty survey results still need to be shared with the Board.

Discussion around having a separate survey for staff and parents.

Recommendation for the Board to go through a training on how best to conduct a review. Given the timing desire of the survey, it may not be the best time to put this off for training and that we would address review training to occur within this year.

By June 6th, a working group will flush out the questions of the survey and present at next Board meeting. Jessica, Dru and Amy to be the working group. May 31st at 10.30am meeting with Charlie to review and finalize.

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PERSONNEL MATTERS

Discussion and possible action regarding the Intent to offer a contract as a Math teacher to a relative of a Director level employee - Bethany Coady.

Discussed when the position was posted and where.

Discussion related to IEP implementation/concerns/complaints and the process of who should receive the communications from parents and the steps that would follow.

Process for tracking and responding to parental complaints must be in place prior to the 1st day of school this August. Request that the Board sees the plan at the June Board meetings. Clayton and Jimmy offered to be a part of a working group that works on this process with Charlie. Charlie to send out a rough draft version to the Board for initial feedback.

MOTION - to go into Executive Session and invite Charlie Burkam and Michael Martin to join - Amy, 2nd - Dru, no discussion, VOTE: 7/0/0

Regular meeting was adjourned at 3.30pm

Regular meeting was reconvened at 4.06pm

If a contract is offered to Ms Coady, the Board would like to see the communication that is provided to the parents relating to how to handle any potential concerns that might occur relating to students that are under IEP.

MOTION - to release the Executive Director from the restriction on making an offer to the HS Math Teacher Bethany Coady - Dru, 2nd - Heather, discussion occurred relating to Michael Martin will have the authority to oversee any concerns that may present a conflict between Bethany Coady and Laura Alvarado Coady and that any upper level complaints go directly to the HS Administrator and the Executive Director. Procedures will be implemented that will limit Laura Alvarado Coady's interaction to advise and oversight and will remove Laura from any part of the process relating to concerns or complaints that relate to Bethany. VOTE: 6/0/1

MOTION - to adjourn meeting - Heather, 2nd - Jessica, no discussion

CLOSING VERSE

Meeting was adjourned at 4.14pm.

Prepared by Juli Curtin 5/26/18

Edited by Juli Curtin 5/29/18