

**Western Maricopa Education Center, District 402**

4949 W. Indian School Road – Phoenix, AZ 85031

July 14, 2010

**Governing Board Meeting Minutes**

1. Board Chairman Dwight Amery called the Governing Board Meeting to order at 4:05pm. Board Members present were Dwight Amery, James Kaltenbach, Joe Holcombe, and Ray Malnar. John Atkins teleconferenced in. Others in attendance were Greg Donovan, Chris Cook, Barbara Thompson, Dean Petersen, John Mulcahy, Cliff Migal, Michele Bush, Mike Bush, Stephen Weltsch, Pat Halligan, Patti Beltram, Mary Morrow, Speranta Klees, Adriana Alvarado, James Brown, and Dee Markham.

Stephen Weltsch led the Pledge of Allegiance and afterwards a moment of silence was observed for those dear to our hearts.

2. During the Board Member Report, Mr. Kaltenbach said he was looking forward to the ACTE<sup>AZ</sup> Summer Conference and wanted a show of hands to see what West-MEC staff would be attending the conference. Mr. Atkins mentioned that Joe Holcombe and Diane McCarthy attended the ASBA 2010 Delegate Assembly with him.
3. James Kaltenbach made a motion to approve the consent agenda. Ray Malnar seconded the motion and the motion passed unanimously.
4. James Kaltenbach made a motion to approve the Intergovernmental Agreement between Glendale Community College and West-MEC for the EMT Program. Ray Malnar seconded the motion and the motion passed unanimously.
5. Greg Donovan remarked that following the last Governing Board Meeting, Gila Bend met and decided to rescind their request to join West-MEC. Their district will be going out for a bond election in November and Gila Bend's Governing Board was hesitant to move forward with both the bond issue and the joining of West-MEC. They were fearful because they felt the community might think this was an either/or situation, or too much tax. James Kaltenbach relayed that redistricting is an expensive process and that he was not interested in redistricting more than every 10 years and wanted Gila Bend to know that it was a natural process to redistrict now and not something that would be favorably done in the near future.
6. James Kaltenbach made a motion to convene a public hearing to provide the public with the opportunity for questions and discussion of the proposed Maintenance and Operations and Capital Outlay Budget for the 2010-2011 fiscal year. Ray Malnar seconded the motion and the motion passed unanimously.

Business Manager, Barbara Thompson told the Board that the annual budget for fiscal year 2010/2011 is around \$28 million, \$9.8 million of which is Capital, \$17 million of which is Maintenance and Operations, and \$1.6 million of which is Soft Capital. Greg Donovan wanted it known that West-MEC has made a one time adjustment to West-MEC's Member District allocations because of the lateness of the budget process, and has replaced 50 % of the reduction that was taken.

James Kaltenbach made a motion to close the public hearing and return to regular session. Ray Malnar seconded the motion and the motion passed unanimously.

James Kaltenbach made a motion to propose and approve the budget for the 2010-2011 fiscal year. Ray Malnar seconded the motion and the motion was approved unanimously.

7. In absence of Diane McCarthy who was attending a dinner with Governor Brewer for the Proposition 100 Committee, Greg Donovan told about the ASBA Delegate Assembly and their willingness to make technical changes that were more conducive to our current language. He also mentioned that the JTED Superintendent's Retreat is next week and that they will be working on the legislative agenda for 2011.

8. Public Relations Coordinator Chris Cook presented the Governing Board with the ACTE<sup>AZ</sup> West-MEC schedule. West-MEC will also have a booth at the Summer Conference.

He also relayed that the Course Guide for 11/12 is ready to go and the new website that he has been working on will be unveiled on August 6<sup>th</sup>.

9. Prior to making a motion to adopt the West-MEC student handbook, James Kaltenbach wanted to make sure West-MEC treated this handbook as a living document so that it can be updated as growth occurs. Ray Malnar seconded the motion and the motion was approved unanimously. Dwight Amery commended the staff on all the input and work they did on the project.

10. James Brown gave a program enrollment report and gave the Board a handout summary of every program in the West-MEC District. CTE participation is growing in the Central Programs.

Dwight Amery relayed that Thom Dickerson at Dysart is very thankful for West-MEC's help with CTE. Greg Donovan also said that legislative action dictates that we need to be concerned with CTE Program completers. The advanced courses in CTE lead to further educational opportunities and true employment in that skill area. How we encourage district and give them incentives to maintain CTE classes is very important to West-MEC.

11. Cliff Migal told the Board that West-MEC is making good progress in Aviation and getting ready to go into the second review by the City of Glendale. Permits are expected to be ready any day. The agreement with Copper Wing on the property west of the Aviation campus is being finalized. This will enable construction vehicles to be parked there and dirt to be dumped. The right of way dedication for Glendale Avenue has been approved by JF Long Foundation and by West-MEC, and start up should begin early August which would give a completion date of April 30<sup>th</sup>. That should allow plenty of time for the FAA Inspection. The donation lease agreement has been signed by both West-MEC and JF Long and the City of Glendale is ok with this. West-MEC will still have to do the improvements on Glendale Avenue, but that has been pushed out 5 years.

12. The GMP (Guaranteed Maximum Price) for Aviation is \$7,247,550 which includes special systems of \$200,000 for fire alarms, phone, security, and audio visual hook ups. There is a 3% contingency on the design and construction side. Ray Malnar made a motion to approve the GMP for the Aviation Project. Mr. Kaltenbach wanted to know if \$177/sq foot was reasonable for the project. This includes the design and was presented as a very reasonable rate. Joe Holcombe seconded the motion and the motion was approved unanimously.

13. Greg Donovan discussed the Superintendent evaluation instrument process with the Board. This 360 evaluation has not been done much in education. The Board would determine the reviewers for the Superintendent such as community members, fellow superintendents, and teachers. Per legislature, 20% of the compensation is to be based on goals. This officially won't take effect until the 2011 contract. Greg is to speak with Frank Straka and bring back a copy of the 360 survey from other businesses that use this type of evaluation process. The Board felt more comfortable using this 2010 year's evaluation as a practice year.
14. No items were brought forth in the Call to Public.
15. Discussion of future agenda items should include the 360 review, time lines for new programs, district presentation, intern presentation, and grant summary.
16. James Kaltenbach made a motion to adjourn the meeting. Joe Holcombe seconded the motion and the motion was approved unanimously.

Meeting was adjourned at 4:56pm.

Respectfully Submitted

Dee Markham  
Governing Board Secretary



