

**Western Maricopa Education Center, District 402**

4949 W. Indian School Road – Phoenix, AZ 85031

June 2, 2010

**Governing Board Meeting Minutes**

1. Board Chairman Dwight Amery called the Governing Board Meeting to order at 4:09pm. Board Members present were Dwight Amery, James Kaltenbach, Frank Straka, Joe Holcombe, John Atkins, and Jack Lunsford. Ray Malnar teleconferenced in. Others in attendance were Greg Donovan, Chris Cook, Barbara Thompson, Dean Petersen, John Mulcahy, Cliff Migal, Michele Bush, Stephen Weltsch, Pat Halligan, Patti Beltram, Debbie Holland, Chris Coughlin, Mary Morrow, Speranta Klees, Adriana Alvarado, Arlene McLaughlin, Paul Johnson, Brian Capistrand, and Dee Markham.

Dean Petersen led the Pledge of Allegiance and afterwards a moment of silence was observed for those in our hearts.

2. During the Board Member Report, Mr. Lunsford mentioned WESTMARC will be sponsoring a Capitol Hill Conversation featuring Senator John McCain at the Wigwam Resort on June 18<sup>th</sup> at 11:00am.
3. James Kaltenbach made a motion to approve the consent agenda. John Atkins seconded the motion and the motion passed unanimously.
4. Dr. Chris Coughlin, Lead EMT Instructor at Glendale Community College, presented information regarding the West-MEC EMT Program. He told the Board that this program is a series of 4 courses students take in 1 semester, and after 16 weeks of study the students are prepared to respond to 911 calls. Currently 153 West-MEC students have graduated from the EMT Program at Glendale Community College and 51 of them are certified EMT, both nationally registered and Arizona certified. The average national pass rate score on the National Registry is 66% and the West-MEC average is 78-80%. The tracking rate for these students is about 39% and that information is gathered from the National Registry, employment data, letters, and e-mail. Additional costs that the students incur for the course are a stethoscope, blood pressure cuff, books, immunizations, fingerprint clearance, background check, TB test, cost for certification test, and the H1N1 vaccine.
5. Greg Donovan relayed that during the Awards Breakfast at the ACTE<sup>AZ</sup> Summer Conference on July 21<sup>st</sup>, Michele Bush will be honored with the Bernard Stewart Distinguished Service Award, and Dr. John Mulcahy will be honored with the Executive Citation Award.
6. Greg Donovan reported that West-MEC formally received a request by the Gila Bend Unified School District Governing Board to become a part of West-MEC. This action request was community generated. If Gila Bend Unified becomes a part of West-MEC, redistricting will need to be done. The issue of West-MEC going out for bond and all that it entails was also stressed to their Governing Board. Currently Tolleson, Nadaburg, and Cave Creek have declined to join West-MEC. Mr. Amery would like for Greg Donovan to check with Phoenix Union to see if they have any interest in joining West-MEC. Gila Bend is looking to have their community election November 2010 and that would allow them to become a part of West-MEC in July of 2011 if all

passes. Gila Bend's primary CTE focus at the beginning would be Culinary, Agriculture, and Business classes. Jack Lunsford made a motion that West-MEC allow Gila Bend Unified School District to move forward with a public vote within their community in November of 2010 and join West-MEC in July of 2011 if the vote passes. John Atkins seconded the motion and the motion passed unanimously.

7. Joe Holcombe and John Atkins will be attending the ASBA Political Agenda Action Meeting in June along with Legislative Liaison Diane McCarthy. They will be voting on action items that promote Career and Technical Education, such as flexibility of the school day.
8. James Kaltenbach made a motion to Convene a Public Hearing to provide the public the opportunity for questions and discussion of the proposed Maintenance and Operations and Capital Outlay Budget Revision #2 for the 2009-2010 fiscal year. Frank Straka seconded the motion and the motion was approved unanimously. West-MEC had approximately 3 million dollars worth of student growth in 2009/2010. The plans are to move this money out of Maintenance and Operations and move it into Capital to help fund the Aviation Program.

James Kaltenbach made a motion to close the Public Hearing and return to Regular Session. Jack Lunsford seconded the motion and the motion passed unanimously.

James Kaltenbach made a motion to adopt the Budget Revision #2 for the 2009-2010 fiscal year. Frank Straka seconded the motion and the motion passed unanimously.

9. Jack Lunsford made a motion to approve the formula used to distribute funds to satellites. James Kaltenbach seconded the motion and the motion passed unanimously. The funds to the satellites will be given through eligible students, upper credit classes, advanced programs, and students in central programs. This formula gives districts incentives to improve their CTE programs. CTE Directors who attended the meeting gave their opinions of this new formula. The Board Members would like to know how many students from each district are in each of the categories that are to be funded.
10. Greg Donovan led the discussion regarding a future bond election. He told the Board that West-MEC's savings has been depleted and that it will take several more years to accrue large amounts of money to build buildings and programs without a bond election. The staff will need to see if any other member districts will be having bond or override elections as this may have impact on West-MEC's bond election November 2011. A 5-10 year capital plan will need to be made for each member district as West-MEC will need each district's support. The staff is to begin compiling information.
11. Greg Donovan reported that with the passing of HB 2069, it is now clarified and part of statute that the County Board of Supervisors can declare a school board seat or any elected seat where there is no challenge (if one person has filed the appropriate paperwork) as duly elected.
12. James Kaltenbach made a motion to approve the Intergovernmental Agreement with Maricopa County Workforce Connection for the Department of Labor Grant with the provision that there are no significant changes made after legal counsel sees it. John Atkins seconded the motion and the motion passed unanimously.

13. Public Relations Coordinator Chris Cook presented the second reading of the West-MEC student handbook. The Board Members had questions on satellite program definition, specific central program course calendars, transportation, bullying infraction definition, JKD, threat assessment team, and policy language for students who are suspended or expelled from central programs. The West-MEC student handbook will be brought before the Board in July for approval.
14. There were 100 CTSO (Career and Technical Student Organizations) state winners in 7 of the CTSOs. There were also 543 placement overall winners.
15. Chris Cook also presented photos of the West-MEC central program orientations and of the Cosmetology recognition ceremony. 136 Students attended the Cosmetology recognition ceremony. Chris Cook praised James Brown for all his yeoman work and all the challenges he went through to start up the Cosmetology Program and build the facility for Cosmetology. He thanked Greg Donovan for his inspiring graduation speech and Paul Johnson for spearheading the graduation recognition ceremony.
16. ADM Director, Mary Morrow relayed the information that her department had received 85% of the central program registration packets so far. She told the Board that West-MEC is funded on the 40<sup>th</sup> and 100<sup>th</sup> day attendance numbers. Last year (FY 08/09) West-MEC had 25,588 students and that was increased by 6,359 students in FY 09/10.
17. Jack Lunsford made a motion to approve the curriculum for Auto Collision and Automotive Technology for the 2010-2011 programs. James Kaltenbach seconded the motion and the motion was approved unanimously.
18. The GMP (Guaranteed Maximum Price) for the Glendale Corporate Center is \$2,183,756 which is a bit more than the 2 million that was estimated. The architectural plans have been submitted to the City for second approval and building permits are expected the middle of June. Upgrades for technology, grease traps for the kitchen, and exterior signage were added costs. The roof also needs repaired so that is also an added expense.
19. Cliff Migal presented the color board for the Aviation facility. He said that on May 21<sup>st</sup>, West-MEC received the approval letter from the City of Glendale for the Aviation Project. Construction documents and the development agreement are being configured and a GMP for the Aviation Project should be brought before the Board in July.
20. During the Call to Public, Mr. Lunsford wanted the minutes of the May 5th Governing Board Meeting to include his letter that stated he was filling out his Board term, but would not be running for reelection. Michele Bush demonstrated the solar hot dog cookers that the students from Wickenburg had constructed with their grant program money.
21. Future agenda items should include budget for the 2010-2011 fiscal year, West-MEC presenters at the ACTE<sub>AZ</sub> Summer Conference, a 360 review of the Superintendent, and how many students are enrolled in 1<sup>st</sup> year, 2<sup>nd</sup> year, and advanced courses per high school.
22. James Kaltenbach made a motion to adjourn the meeting. John Atkins seconded the motion and the motion was approved unanimously.

Respectfully Submitted

Dee Markham  
Governing Board Secretary

