

**NOTICE OF REGULAR BOARD MEETING & AGENDA**  
**Western Maricopa Education Center, District 402**  
**Meeting Location: West-MEC Office 5487 N. 99th Avenue Glendale, AZ**  
**85305**  
June 5, 2013 - 4:00 PM

**1. CALL TO ORDER**

Presenter: Ray Malnar

**2. PLEDGE OF ALLEGIANCE**

Presenter: Ray Malnar

**3. MOMENT OF SILENCE**

Presenter: Ray Malnar

**4. BOARD MEMBER REPORT**

Presenter: Governing Board Members

A. Board Members

B. Superintendent Report

Presenter: Greg Donovan

1. Recognition of Arlene McLaughlin for service to West-MEC, Buckeye Union High School District, and CTE

**5. CALL TO THE PUBLIC**

This is the time for the public to comment on matters that may be of interest to the Board. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-341.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.

Presenter: Ray Malnar

**6. \* CONSIDERATION OF APPROVAL OF THE CONSENT AGENDA**

*The following items are considered to be routine or have been previously reviewed by the Governing Board and will be enacted by one motion. There will be no separate discussion of these items unless there is a request for clarification of an item or a request from any member of the Governing Board or other individual in attendance that an item be removed from the consent agenda and considered separately.*

Presenter: Ray Malnar

- A. Minutes of the Regular Board Meeting held May 1, 2013 are submitted for approval
- B. Minutes of Special Board Meeting May 22, 2013 and Study Session are submitted for approval
- C. Accounts Payable Voucher Reports (2159-2166) and Payroll Voucher Reports (9221, 9241, &1322-13254) are submitted for ratification (financial information

available upon request)

D. Donation

1. \$370 from J & M Painting donated for Cosmetology Certification Tests
2. Piper Tomahawk Airplane valued at \$17,000 donated to Aviation Program

E. Travel

1. Travel for Julie Stockwell and George Gerardo to attend the International Society for Technology in Education Conference in San Antonio, Texas - June 23-26 (approx. cost \$1865/person)
2. Travel for Diane McCarthy to attend the 2013 National Energy Education Network Meeting in Indianapolis, Indiana - August 22-23 (approx. cost \$1100)
3. Travel for the following staff to attend the ACTE CareerTech Vision 2013 Conference in Las Vegas, Nevada (Dec 4-7): Greg Donovan, Stephen Weltsch, Adriana Parsons, Julie Stockwell, Jessica Edwards, John Mulcahy, Michele Bush, Speranta Klees, Debbie Holland, and Shelly Thome (approx. cost \$1040/person)
4. Travel for Frank Quinn to attend the Train the Trainer Conference in Kenosha, Wisconsin - July 15-19 (approx. cost \$400)

F. Vendors

1. Annual renewal for the following awards/contracts;
  - a. RFP 10-003 Project Management Services awarded to H2Group. This is the fourth year of a five year agreement.
  - b. RFP 10-004 Web & Print Design Services awarded to Tomko Design. This is the fourth year of a five year agreement.
  - c. RFP 10-005 Printing Services awarded to Prisma Graphics. This is the fourth year of a five year agreement.
  - d. Renewal to purchase instructional aides for the Aviation Program from sole source vendor AVOTEK.
  - e. AFLAC added benefits. This is a service the district offers employees to purchase added insurance coverage, i.e., short-term disability. There is no cost to the district.
  - f. Annual renewal of 403(b) Plans with Met-Life and AXA Financial. These supplemental retirement/savings plans are offered to the employee at no cost to the district. This is the fourth year of a five year agreement.
  - g. Annual Renewal of The Trust and The Alliance Participation Agreement. The Trust is liability insurance and The Alliance is worker's compensation. This participation agreement is for 10 years with annual renewal. FY14 will be year ten.
2. Resolutions
  - a. Resolution for miscellaneous expenditures
  - b. Resolution authorizing the execution of warrants between Board Meeting

for FY14

- c. Resolution authorizing Maricopa County Superintendent of Schools as the Chief Dispersing Office for all garnishment of wages

**7. PROGRAM DELIVERY**

- A. Buckeye Union High School District Presentation  
Presenter: Arlene McLaughlin & Gigi Aja
- B. Update on Building B at Aviation Property  
Presenter: Cliff Migal
- C. Update on Northeast Property Improvements  
Presenter: Greg Donovan

**8. CUSTOMERS**

Presenter: Dean Petersen

- A. \* Discussion and consideration of approval of Intergovernmental Agreements
  - 1. Cartwright Elementary School District
  - 2. Pendergast Elementary School District
  - 3. Tolleson Union High School District

**9. FINANCIAL**

Presenter: Barbara Thompson

- A. Presentation of FY14 Budget
- B. Staffing
  - 1. \* Consideration of approval of continued employment in FY14 for the attached list of employees
  - 2. \* Consideration of approval of Personnel Report - New Hires
  - 3. \* Consideration of approval of annual renewal of health benefits through ASBAIT. This includes medical, dental, vision, life, and AD&D insurance. The district pays for employee only coverage.
  - 4. \* Consideration of approval for salary increases

**10. MARKETING AND PUBLIC RELATIONS:**

- A. Legislative  
Presenter: Diane McCarthy
  - 1. Discussion on Redistricting
  - 2. Legislative Update
- B. Interactive Media  
Presenter: Adriana Parsons
  - 1. Summer Conference Presentations

**11. DISCUSSION OF FUTURE AGENDA ITEMS:**

- Presenter: Ray Malnar
- A. On-line Classes

- B. Certifications/Trainings West-MEC can offer
- C. Future Workforce Development Opportunities in the Valley
- D. Training for Small Businesses

12. \* **CONSIDERATION OF A MOTION TO ADJOURN**

Presenter: Ray Malnar

*Agenda items marked with an asterisk (\*) require Board action. No action is taken during a study session. The agenda is subject to revision up to 24 hours prior to the meeting.*

*Persons with a disability may request a reasonable accommodation, such as sign language interpreter, by contacting Greg Donovan at 623-738-0022. Requests should be made as early as possible to arrange the accommodation. A copy of the agenda and background material provided to Governing Board members is available for public inspection at the West-MEC District Office located at 5487 N. 99<sup>th</sup> Avenue. Requests for copies or information may be made through Greg Donovan at the above address or by phone at 623-738-0022. Questions may be directed to the West-MEC District Office located at 5487 N. 99<sup>th</sup> Avenue, Glendale, AZ 85305.*