

**NOTICE OF SPECIAL MEETING
TUESDAY, FEBRUARY 26, 2019
SCOTTSDALE UNIFIED DISTRICT #48 GOVERNING BOARD**

Notice is hereby given to the members of the Governing Board and to the general public that **on Tuesday, February 26, 2019, at 5:00 PM, at Scottsdale Unified School District Mohave District Annex, Conference Room A-B, 8500 E. Jackrabbit Road, Scottsdale Arizona**, the Governing Board will hold a Special Meeting. One or more members of the Governing Board may participate in the meeting by telephonic communication. Persons with a disability may request reasonable accommodations by contacting Ms. Sondra Como, Executive Assistant to the Governing Board and Superintendent. Accommodations should be requested two working days prior to the meeting to allow time for the District to make arrangements for the accommodation.

The Agenda for the meeting is:

- I. Call to Order/Roll Call
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. **INFORMATION/DISCUSSION ITEMS**
 - A. Employee Contract Forms: SUSD's General Counsel will present proposed, updated employee contract forms, as follows:
 1. Certified Teacher Contract
 2. Certified Teacher Contract-Terminating
 3. Contract for Special Services Providers
 4. Notice of Indefinite Term Appointment (Classified)
 5. Classified Term Certain Appointment - Exempt
 6. Certified Administrator Contract
 7. Cabinet Level Administrator Contract
 8. Addendum to Contract
 9. Coronado Success Initiative Addendum

B. Guidelines for the Waiver of Liquidated Damages

The District has included the assessment of liquidated damages upon a graduated scale if an employee unilaterally terminates his or her employment contract prior to the conclusion of a state term. The graduated scale is as follows:

After June 1st -----> \$500
June 15th - August 1st -----> \$1,000
After August 1st -----> \$2,000

The District administration asks that the Governing Board approve the following guidelines regarding the consideration of the waiver of the contractual liquidated damages provision.

Contracted employees who are requesting release of contract must submit the request in writing to their immediate supervisor or to the Assistant Superintendent for Human Resources. The request for release must include the reason for the request for release and include applicable supporting documents. Such requests will be reviewed by the Assistant Superintendent for Human Resources and the decision to recommend or not recommend a waiver of the liquidated damages will be provided to the District Governing Board at the next regularly scheduled meeting, dependent upon the timing of the request and allowable time to prepare for Governing Board agenda.

Reasons considered by the Assistant Superintendent for Human Resources to recommend a waiver of the liquidated damages fee to the Governing Board are generally allowable in

situations that are uncontrollable by the employee. Such situations may include, but are not limited to:

- Professional advancement to positions such as: Principal, Assistant Principal or Director at the district level within a K-12 public education school or district; higher education tenure track positions; and/or higher education level administrative positions.
 - Supporting documentation includes a written offer of employment or contract, to include an effective date of hire, signed by an official of the receiving school/district and a position description.
- Retirement through Arizona State Retirement System (ASRS).
- A physical move out of the state due to spouse or certified domestic partner relocation of more than 50 miles away.
 - Supporting documentation includes a written offer of employment, to include an effective date of hire, signed by an official of the receiving employer for the spouse or domestic partner.
- Verified medical needs (the District does not require detail of the medical condition or ask for medical records, just medical verification that a release from the contract is necessary or advised)
- Negotiation of an agreement regarding resignation.
- Other circumstances judged to be out of the control of the employee or in the best interest of the District.

Supporting documentation will be treated as confidential to the extent permissible by law and maintained by the Human Resources Department.

C. Review of 2019-2020 Salary Schedules:

Jeff Gadd, Interim CFO, will present a review to the Governing Board salary schedules. Changes to schedules include removing the first step of the Certified salary schedule, removing the first eight steps of the Occupational/Physical Therapy salary schedule, adding a step to the bottom of each salary schedule, and increasing the value of each step to allow for a 5% salary increase for all employees. The schedule also includes implementing the required minimum wage increase of \$12.00 per hour effective July 1, 2019.

V. **Adjourn Special Meeting**

PURSUANT TO A.R.S. §38-431.03(A)(3), THE BOARD MAY VOTE TO CONVENE IN EXECUTIVE SESSION, WHICH WILL NOT BE OPEN TO THE PUBLIC, FOR DISCUSSION OR CONSULTATION FOR LEGAL ADVICE WITH THE GOVERNING BOARD'S ATTORNEY ON AN ITEM THAT IS LISTED ON THIS AGENDA.

BOARD PACKET MATERIALS AVAILABLE TWENTY-FOUR (24) HOURS IN ADVANCE OF THE MEETING, AT THE SCOTTSDALE UNIFIED SCHOOL DISTRICT, MOHAVE DISTRICT ANNEX, 8500 E. JACKRABBIT ROAD, SCOTTSDALE, AZ 85250-6768.

Date Posted: February 21, 2019

SCOTTSDALE SCHOOL DISTRICT GOVERNING BOARD

Patty Beckman, President
Allyson Beckham, Vice President
Jann-Michael Greenburg
Sandy Kravetz
Barbara Perleberg