REGULAR MEETING CALL TO ORDER - AGENDA ITEM #1
Governing Board Chairman, Frank Straka, called the meeting to order at 4:30pm. Governing Board Members in attendance/video conferencing were Frank Straka, James Kaltenbach, Barbara Wyllie, Peter Pingerelli, and Jim Migliorino. Charlie Ellis arrived at 4:36pm and Mike Hutchinson arrived at 4:39pm. West-MEC staff in attendance were: Greg Donovan, Jack Erb, Julie Rodriguez, Dan Hester, Deb Godley, Anna Abe, Joel Wakefield, George Gerardo, Rahsaan Bartet, John Kukowski, Marilynn Babyar, Spencer Isom, CJ Williams, Kara Dellisanti, Stephen Weltsch, Chris Cook, Jarett Guy, Troy Gabaldon, Courtney Hundley, Michael Johnson, Tama Mohelnitzky, Holly Medina, Aaron Parsons, Laura Jaime, Diane Parsons, Isabel Anderson, and Dee Markham. Others in attendance were: Mike Neu, Cassie Kinney, Isabella Cicci, and Kennedy Frary.

ADOPTION OF THE FEBRUARY 10, 2021 REGULAR GOVERNING BOARD MEETING AGENDA - AGENDA ITEM #2
Jim Migliorino made a motion to adopt the February 10, 2021 regular Governing Board Meeting Agenda. Peter Pingerelli seconded the motion, and the motion was approved unanimously by Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, and Jim Migliorino.

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PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE - AGENDA ITEMS #3&4
Curriculum and Instruction Coach, Julie Rodriguez, led the Pledge of Allegiance and a Moment of Silence was observed afterwards.

DISCUSSION AND CONSIDERATION OF APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING HELD JANUARY 13, 2021 - AGENDA ITEM #5
James Kaltenbach made a motion to approve the Minutes of the regular Board Meeting held January 13, 2021. Peter Pingerelli seconded the motion, and the motion was approved unanimously by Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, and Jim Migliorino.

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**SUMMARY OF CURRENT EVENTS - AGENDA ITEM #6**
Superintendent, Greg Donovan, reported that the second semester is moving along quite nicely. Several students have been quarantined and have also tested positive for COVID-19. This makes class challenging not only for the Instructors, but for students. Both are diligently working through it all to complete the coursework.

No comments were made from the Governing Board.

**DISCUSSION AND CONSIDERATION OF A MOTION TO APPROVE THE CONSENT AGENDA - AGENDA ITEM #7**
Jim Migliorino made a motion to approve the Consent Agenda. James Kaltenbach seconded the motion, and the motion was approved unanimously by Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, and Jim Migliorino.

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The following items were approved:
- Accounts Payable Voucher Reports 5048-5055
- Accounts Payroll Voucher Reports 15 & 3150 and 16 & 3160
- Personnel
- Donations
- Career and Technical Student Organization Student Activity Monthly Cash Report
• Intergovernmental Agreement with Littleton Elementary School District
• 2021/2022 West-MEC Central Program Calendar
• 2022/2023 West-MEC Central Program Calendar
• 2022/2023 West-MEC District Calendar
• Travel

CALL TO THE PUBLIC - AGENDA ITEM #8
No items were brought forth in the Call to the Public.

LEGISLATIVE AND BUSINESS PARTNERSHIP UPDATE - AGENDA ITEM #9
Director of Business Development and Government Affairs, Spencer Isom, reported on the following:
• We are well over a month into the 55th Legislature, and currently over 1600 bills have been introduced.
• The 5 CTED initiatives are moving efficiently.
  o HB 2024 (sponsored by Representative Udall) allowing for CTED student internships to be allowed in program student count, has gone successfully through the House and is now in the Senate.
  o HB 2055 (sponsored by Representative Kaiser) allowing the CTE Projects Fund to consist of proceeds from services provided by CTE Programs, has gone successfully through the House and is now in the Senate.
  o HB 2123 (sponsored by Representative Udall) allowing CTE Districts to include 4th year funding in Average Daily Membership, has passed House Education and Appropriations. The Senate version SB 1179 (sponsored by Senator Mesnard) is ready to move to the Committee of the Whole.
  o HB 2124 (sponsored by Representative Udall) allowing a student in a CTED program to generate Average Daily Membership for instruction received during any day of the week and at any time, has passed House Education and is moving to Rules. The Senate’s version, SB 1302 (sponsored by Senator Shope) is ready to move to the Committee of the Whole.
  o HB 2301 (sponsored by Representative Blackman) Exempting a CTED from being assigned an A-F letter grade, has crossed over to the Senate.
• Parking at Northeast Campus and the land acquisition for the Southeast Campus are progressing.

BUCKEYE UNION HIGH SCHOOL DISTRICT PRESENTATION - AGENDA ITEM #10
Buckeye Union High School District CTE Director, Mike Neu, began the presentation by reporting on the Early Childhood Program at Youngker High School, and stated that without West-MEC’s monetary help, this program would not have gotten off the ground. He introduced Early Childhood Instructor, Cassie Kinney, who began her section by reporting that the class is now in-person as of Monday; and the Instructors and students are so excited. The Early Childhood Program highlights the following three areas:
• Interaction with young children and childcare professionals in the Coop Child Care Center
- Employment in an early learning environment and further education in the early childhood career
- Experience Leadership opportunities and competition through FCCLA (Family Career and Community Leaders of America)

The program has five main Industry Certifications and Scholarships:
- Arizona PBS and First Things First Scholarship
- CPR and First Aid Certification
- Fingerprint Clearance Card
- Food Handlers Certification
- Paraprofessional Certification

There are three levels to the program also: Early Childhood I, Early Childhood II, and Early Childhood Practicum/Youngker Coop. Coop is open to the community too.

Student, Isabella Cicci, reported that she attends Younger High School and is a state officer. She likes the opportunities available in the class and was able to get dual enrollment credit. She would like to go into the Bio-Medical Engineering field. Student, Kennedy Frary, reported she is also a state officer and she attends Arizona State University. She is majoring in elementary education and is completing her service learning at Youngker.

Questions and Comments from the Governing Board:
- Our programs are doing what they are supposed to do. Thank you for taking the time to be here to present. (Jim Migliorino)
- Are you still allowed to have high school students participate when virtual learning is the requirement? (James Kaltenbach) Yes. Facetime is done with the kids and kids were taught virtually.
- Is there a waiting list? (Jim Migliorino) Yes.
- What are the hours of the program? (Barbara Wyllie) Hours are 6:45am to 4:00pm, and follow the school schedule.
- I have a son who is starting pre-school next year, and I hope his teacher has the passion that you are showing right now. (Michael Hutchinson)
- Is it possible for students to travel to other campuses for their certifications? (Frank Straka) Covid-19 put the stop on our plans for that.

DISCUSSION AND AGREEMENT FOR BOUNDARY CHANGES WITH WICKENBURG UNIFIED SCHOOL DISTRICT - AGENDA ITEM #11
Superintendent, Greg Donovan, reported that the Walnut Grove Elementary School District started in 1876 and is the only public school in Arizona on private land. The current Governing Board President is a land owner, and has been on the Governing Board for 39 years. The population of registered voters is 68 with no known school-aged children. Taxes are $17,000.00 from Wickenburg, and the total land mass of Walnut Grove Elementary portion is $2,352.00. The portion coming to West-MEC is approximately $600.00. Because of the small number in population, West-MEC won’t have to redistrict.

February 11, 2021
A motion was made by Jim Migliorino to agree to the boundary changes with Wickenburg Unified School District. James Kaltenbach seconded the motion, and the motion was approved unanimously by Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, Michael Hutchinson, Jim Migliorino, and Charlie Ellis.

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OVERVIEW OF CURRENT STRATEGIC PLAN COMPLETION AND PLAN TO FINALIZE BY JUNE 30, 2021 - AGENDA ITEM #12

Director of Professional Development, Joel Wakefield, reported that work is continuing on both the current and the new Strategic Plans. In the current plan, Vision Element I (West-MEC provides all students with a quality educational experience), is 99% complete. The two items that still need to be completed are Programs having common unit plans and assessments built and in place by Link-It for the beginning of the 21/22 school year, and increasing teacher capacity around teacher evaluation and the Teacher Effectiveness Rubrics.

Vision Element II (West-MEC Creates and maintains systems to achieve organizational excellence) is 98% complete. Items that remain to be completed are addition of a morning CNC Adult Program, a Business Department Manual, Employee Handbook, and integration of 5S into Lab Safety Training.

Vision Element III (West-MEC establishes and maintains relationships with the community at large, including business and industry, non-profit organizations, and governmental agencies), is 97% complete. A brick campaign to celebrate the 20th Anniversary of West-MEC is being finalized. The bricks range in price from $100+ depending on the size.

In April, there will be a complete update of the new Strategic Plan and recommendations for Board approval. Joel reported that there have been Governing Board, student, staff, and community interactions and surveys have been sent out. Now the process of interpretations and refining is being done for the objectives of the new plan. Initiatives revolve around educational excellence, equity, diversity, access, and making sure we are hiring, training, and retaining the right employees. High Opportunity Programs and Adult Ed marketing will also be focuses. Initiatives will not be tied to specific departments.

Questions from the Governing Board:
- How many adults do we have enrolled in our programs? (Peter Pingerelli) Approximately 200.
• How many students and adults participated in the surveys. (Jim Migliorino) Approximately 1040.
• Can the Governing Board have a draft of a high level of what the Vision Elements will be before April? (Frank Straka) Yes.

DISCUSSION AND AFFIRMATION OF STUDENT RECOGNITION PROCEDURES (END OF PROGRAM YEAR) FOR 2020/2021 - AGENDA ITEM #13

Administrator for Student Services, Marilynn Babyar, reported on the differences between the 2019 Recognition Ceremony and the 2020 Drive-Thru Recognition Ceremony. Currently the date for the 2021 Recognition Ceremony is June 4th. Marilynn reported researched scenarios, pricing, COVID-19 concerns, and stated the Campus Administrators preferred another Drive-Thru Recognition Ceremony this year.

Comments and Questions from the Governing Board:
• Campus Drive-Thrus make sense. (Jim Migliorino)
• Students just want to be with their friends and families. (Barbara Wyllie)
• What was our percentage of students who participated in the 2019 Recognition Ceremony? (James Kaltenbach) 85%-90%
• Currently at the Peoria District, we are planning both. Most of the students want to celebrate with their classmates and their family. Only inviting one family member won’t work. Let each Campus do their own thing. (James Kaltenbach)
• The hockey arena was great, but that depends on the Stanley Cup. (James Kaltenbach)
• I don’t even remember my own graduation, I would suggest letting the Campuses decide how they want to do this. In the future, you might want to check out Valley Vista’s space in their Auditorium or Performing Arts Center. (Michael Hutchinson)
• What about Desert Sky? It is outdoors and has room, but the heat might be hard to deal with. (Frank Straka)

James Kaltenbach made a motion to move forward with the individual Campus Celebrations. Michael Hutchinson seconded the motion, and the motion was approved unanimously by Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, Michael Hutchinson, Jim Migliorino, and Charlie Ellis.

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PRESENTATION AND DISCUSSION ON EMPLOYEE DIVERSITY. THIS PRESENTATION WILL INCLUDE EMPLOYEE GENDER, ETHNICITY, AND PREVIOUS EMPLOYMENT. THE GOVERNING BOARD WILL HAVE AN OPPORTUNITY TO REVIEW AND DISCUSS WEST-MEC’S EMPLOYMENT DIVERSITY. - AGENDA ITEM #14

Associate Superintendent of Human Resources and Policy, Jack Erb, presented the following information for the Governing Board: 2018 Employment Gender Information, 2018 Employee Ethnicity, 2020-2021 Staff Employee Gender Information, 2020 Employee Ethnicity, Maricopa County Ethnicity Data, Secondary Instructor Gender, Secondary Instructor Ethnicity, Secondary Instructor Previous Employers, All Employee Previous Employers, and Advertisement/Job Posting.

Questions and Comments from the Governing Board:
- What are the top 3 Job Posting sites? (Frank Straka) Indeed, Jobing.com, LinkedIn AASBO, and ACTEAZ.
- What is the retention rate from the top five job postings? (Frank Straka) that will be looked into.
- I am kind of insulted that the race, gender of the staff members is considered relevant information. I don’t care. I also don’t care what they had for lunch, or what kind of car they drive. Because none of that has anything to do with the quality of their work, or the quality of the education in CTED we offer here. I’m sorry your time has been wasted giving us nonsense information like that. In the future, I prefer not to hear it, but I’m only one vote. (Michael Hutchinson)
- I appreciate this information. Our staff reflects our community, and if someone asks what students we serve, we can say our staff reflects our community. We treat everybody equal and fair. These are things I can go out and tell our community. (Frank Straka)

WEST-MEC CALENDAR EVENTS - AGENDA ITEM #15

West-MEC District Events:
- Think Tank - (Industry and Education-The Future of Construction) - 2/18/21 at 8:30am (Virtual)
- All Staff Meeting - 5/28/21

Conferences:
- National School Board Association Annual Conference - 4/8/21-4/10/21 (Virtual)
- ACTEAZ Region V Conference - 4/16/21 - 4/17/21

DISCUSSION OF FUTURE AGENDA ITEMS - AGENDA ITEM #16

Future agenda items will include staff compensation, benefits, possible May Board Meeting at the Southwest Campus, and a Budget Study Session at the beginning of March’s meeting.

DISCUSSION AND POSSIBLE ACTION TO CONVENE AN EXECUTIVE SESSION AS PRESCRIBED BY A.R.S. §38-431.03(A)(1) FOR THE PURPOSE OF DISCUSSION OF SUPERINTENDENT GOALS - AGENDA ITEM #17

February 11, 2021
Charlie Ellis made a motion to Convene an Executive Session as prescribed by A.R.S. §38-431.03(A)(1) for the purpose of discussion of Superintendent goals. Michael Hutchinson seconded the motion, and the motion was approved unanimously by Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, Michael Hutchinson, Jim Migliorino, and Charlie Ellis at 6:14pm.

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CONSIDERATION OF A MOTION TO RETURN TO REGULAR SESSION - AGENDA ITEM #18
Jim Migliorino made a motion to return to Regular Session at 6:45pm. James Kaltenbach seconded the motion and the motion was approved unanimously by Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, Michael Hutchinson, Jim Migliorino, and Charlie Ellis.

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DISCUSSION AND POSSIBLE ACTION ON SUPERINTENDENT 2021 GOALS - AGENDA ITEM #19
A motion was made by Frank Straka to approve the Superintendent Goals for 2021. Charlie Ellis seconded the motion, and the motion was approved unanimously by Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, Michael Hutchinson, Jim Migliorino, and Charlie Ellis.

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CONSIDERATION OF A MOTION TO ADJOURN - AGENDA ITEM #20
The Governing Board Meeting was adjourned by acquiescence at 6:46pm.

Respectfully Submitted,

Dee Markham
Governing Board Secretary