

SCOTTSDALE UNIFIED SCHOOL DISTRICT

Regular Meeting of the Governing Board

December 11, 2018

5:00 PM

Coronado High School

7501 E. Virginia Avenue

Scottsdale, AZ 85257

480-484-6800

www.susd.org



AGENDA



BOARD MEMBERS

2018 Governing Board

Barbara Perleberg, President
Kim Hartmann, Vice President
Allyson Beckham
Pam Kirby
Sandy Kravetz

Acting Superintendent
Dr. John Kriekard

CORE PURPOSE

To ensure all individual learners reach their full potential

CORE VALUES

- **Humble**
- **Responsive**
- **Growth-Minded**
- **Student-Focused**

THEMATIC GOAL

Create a Culture of Learning

PUBLIC COMMENT - REGULAR MEETINGS

On Non-Agenda Matters

Those wishing to address the Governing Board on non-Agenda matters need not request permission in advance. However, you must complete a BLUE card (available at the table at the back of the room) indicating your desire to speak, and submit it to the Board Secretary before the public comment portion of the agenda begins. There is a three-minute speaking limit.

(ACTION TAKEN AS A RESULT OF THIS KIND OF PUBLIC COMMENT WILL BE LIMITED TO RESPONDING TO ANY CRITICISM MADE BY THOSE WHO HAVE ADDRESSED THE GOVERNING BOARD, DIRECTING STAFF TO LOOK INTO THE MATTER, OR ASKING THAT THE MATTER BE PUT ON A FUTURE AGENDA. NO OTHER DISCUSSION OR LEGAL ACTION IS ALLOWED. A.R.S. §38-431.01g.)

On-Agenda Items

Those wishing to address the Governing Board on Agenda items need not request permission in advance. However, you must complete a WHITE card (available at the table at the back of the room) indicating your desire to speak and listing the item number, and submit it to the Board Secretary before the meeting begins. There is a three-minute speaking limit.

Limitations

If the numbers of those wishing to comment, whether on non-Agenda matters or on any/all Agenda items, jeopardizes the Board's ability to conclude the meeting at a reasonable hour, the President/Board may limit or eliminate public comment. Public comment is subject to reasonable time, place and manner restrictions by the President/Board.

GOVERNING BOARD MEETING
SCOTTSDALE UNIFIED SCHOOL DISTRICT NO. 48
Coronado High School Board Room, 7501 E. Virginia Avenue, Scottsdale, AZ 85257

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To ensure all individual learners reach their full potential

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- XII. Governing Board Reports
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Please Note: The Board may change the order of items listed in the Agenda prior to the meeting or during the meeting. ALSO, THE BOARD MAY VOTE TO CONVENE IN EXECUTIVE SESSION ON ANY ITEM THAT IS LISTED ON THIS AGENDA FOR DISCUSSION/CONSULTATION WITH LEGAL COUNSEL TO OBTAIN LEGAL ADVICE, PURSUANT TO A.R.S. §38-431.03(A)(3).

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Elizabeth Husak at 480-484-6113. Requests should be made as early as possible to enable the District to arrange for the requested accommodation and at least one (1) working day prior to the Governing Board meeting.

Information/Discussion:**Fiscal Year 2018/2019 Financial Report - October****Submitted by:**

Jeff Gadd, Interim CFO

Funding:

Various

BACKGROUND:

In accordance with A.R.S. 15-1123, a monthly summary for student activities fund shall be submitted to the governing board. Whereas this statute only applies to student activity funds, it is important for the governing board to be aware of all account balance.

Budget Controlled Funds as of October 31, 2018

Fund #	Fund Description	Adopted Budget	YTD Expended	Encumbrances	Uncommitted Bal	% Available
001	Maintenance & Operations	\$ 162,716,980	\$ 45,310,278	\$ 98,881,087	\$ 18,525,615	11.39%
011-013	Classroom Site Fund	\$ 16,950,526	\$ 6,145,490	\$ 4,657,452	\$ 6,147,584	36.27%
100-130	ESEA Title I	\$ 3,504,443	\$ 832,385	\$ 1,487,956	\$ 1,184,103	33.79%
140-150	ESEA Title II	\$ 540,981	\$ 110,234	\$ 249,242	\$ 181,505	33.55%
160	21st Century Schools	\$ 595,707	\$ 81,881	\$ 247,393	\$ 266,433	44.73%
190	ESEA Title III	\$ 102,836	\$ 7,159	\$ 65,175	\$ 30,502	29.66%
200	ESEA Title VII - Indian Ed.	\$ 110,905	\$ 28,124	\$ 45,712	\$ 37,069	33.42%
220	IDEA - Part B	\$ 3,536,212	\$ 763,241	\$ 1,745,751	\$ 1,027,219	29.05%
230	Johnson O'Malley *	\$ 7,047	\$ 8,023	\$ -	\$ (976)	-13.85%
260-270	Vocational Education - Basic	\$ 497,333	\$ 137,456	\$ 103,656	\$ 256,221	51.52%
400	Vocational Education	\$ 70,607	\$ 18,316	\$ 22,919	\$ 29,373	41.60%
430	Chemical Abuse Prevention *	\$ 179,115	\$ 131,252	\$ 164,221	\$ (116,358)	-64.96%
456	College Credit Exams *	\$ -	\$ 90,180	\$ -	\$ (90,180)	0.00%
457	Results-Based Funding	\$ 945,199	\$ 286,470	\$ 105,359	\$ 553,370	58.55%
499	AZ Commission on the Arts *	\$ -	\$ 2,000	\$ 307	\$ (2,307)	0.00%
610	District Additional Assistance	\$ 6,122,383	\$ 894,238	\$ 268,942	\$ 4,959,203	81.00%
611	Capital Override	\$ 11,155,000	\$ 2,574,812	\$ 926,220	\$ 7,653,968	68.61%
620	Adjacent Ways	\$ 4,000,000	\$ 390,092	\$ 1,501,448	\$ 2,108,460	52.71%
701	Debt Service	\$ 30,092,860	\$ 24,176,108	\$ -	\$ 5,916,752	19.66%
Total Budget Controlled Funds		\$ 241,128,134	\$ 81,987,740	\$ 110,472,841	\$ 48,667,554	20.18%

* Additional grant funds approved after budget was adopted.

Cash Controlled Funds as of October 31, 2018

Fund #	Fund Description	Beg. Balance	YTD Revenues	YTD Expenditure	Encumbrances	YTD Balance
020	Indian Gaming	\$ 1,854,650	\$ 3,518	\$ 298,647	\$ 827,837	\$ 731,685
051	City of Scottsdale Micro Grant	\$ 10,966	\$ -	\$ -	\$ -	\$ 10,966
052	RICO Community Grant	\$ 3,328	\$ -	\$ -	\$ -	\$ 3,328
290	Medicaid Reimbursement	\$ 5,199,575	\$ 221,624	\$ 192,246	\$ 442,415	\$ 4,786,539
374 *	E-Rate	\$ (212,848)	\$ 5	\$ -	\$ -	\$ (212,842)
505/506	School Plant	\$ 7,619,763	\$ 3,282	\$ 22,900	\$ 36,584	\$ 7,563,561
510 **	Food Services	\$ 2,828,137	\$ 649,637	\$ 2,834,566	\$ 6,057,113	\$ (5,413,905)
515	Civic Center	\$ 1,275,283	\$ 339,167	\$ 109,524	\$ 213,235	\$ 1,291,691
520	Community Education	\$ 3,711,508	\$ 1,762,689	\$ 1,632,893	\$ 3,388,952	\$ 452,352
525	Auxiliary Operations	\$ 3,313,455	\$ 974,006	\$ 545,051	\$ 787,934	\$ 2,954,476
526	Tax Credit	\$ 3,748,750	\$ 923,151	\$ 651,890	\$ 1,087,725	\$ 2,932,285
530	Gift	\$ 1,491,980	\$ 339,396	\$ 421,165	\$ 754,520	\$ 655,691
540	Fingerprint	\$ 16,023	\$ 2,781	\$ 2,552	\$ 5,448	\$ 10,805
550	Insurance Proceeds	\$ 970,275	\$ 220,001	\$ -	\$ -	\$ 1,190,276
555	Lost/Damaged Books	\$ 567,566	\$ 25,717	\$ 10,138	\$ 1,964	\$ 581,180
565	Litigation Recovery	\$ 101,799	\$ 193	\$ -	\$ -	\$ 101,993
570	Indirect Costs	\$ 7,843,971	\$ 12,147	\$ 253,676	\$ 438,020	\$ 7,164,422
575	Unemployment Ins	\$ 946	\$ 2	\$ -	\$ -	\$ 948
585	Insurance Refund	\$ 140,029	\$ 266	\$ -	\$ -	\$ 140,294
595	Advertisement	\$ 21,608	\$ 1,841	\$ 2,623	\$ 1,322	\$ 19,504
596	EVIT	\$ 1,779,201	\$ 885	\$ 399,224	\$ 979,319	\$ 401,543
630	Bond	\$ 52,468,404	\$ -	\$ 7,607,780	\$ 17,621,868	\$ 27,238,755
650	Capital Gifts & Donations	\$ 33,967	\$ 63,987	\$ 16,300	\$ 30,115	\$ 51,539
665 **	Energy & Water Savings	\$ 2,664,678	\$ 496,453	\$ 1,380,698	\$ 3,254,704	\$ (1,474,271)
691 ***	Building Renewal Grant	\$ (40,890)	\$ (120)	\$ -	\$ -	\$ (41,010)
951-959	Internal Service Funds	\$ 1,374,502	\$ 435,408	\$ 469,923	\$ 703,897	\$ 636,090
Total Cash Controlled Funds		\$ 98,786,629	\$ 6,476,035	\$ 16,851,796	\$ 36,632,973	\$ 51,777,896

* Revenue received in current year will be used to cover deficit

** IRS Subsidy received for offset of deficit

***Reimbursement grant, funds will be received when project is complete

Student Activities as of October 31, 2018

School	Beg. Balance	Revenue	Expenditures	Ending Balance
Anasazi	623.11	0.00	0.00	623.11
Arcadia	207,996.32	108,356.93	49,430.15	266,923.10
Chaparral	271,775.20	162,920.15	108,070.54	326,624.81
Cherokee	3,969.48	0.00	388.15	3,581.33
Cheyenne	9,955.13	473.00	1,463.58	8,964.55
Cochise	836.87	0.00	0.00	836.87
Cocopah	41,725.16	21,991.44	11,941.91	51,774.69
Copper Ridge	31,041.72	4,246.25	1,463.81	33,824.16
Coronado	142,562.51	13,866.05	26,920.89	129,507.67
Desert Canyon Elem.	439.82	1,160.00	924.84	674.98
Desert Canyon Middle	24,052.65	7,489.00	912.79	30,628.86
Desert Mountain	383,377.56	240,123.48	280,626.10	342,874.94
Echo Canyon	10,652.66	667.00	1,002.30	10,317.36
Hohokam	4,779.03	140.00	0.00	4,919.03
Hopi	8,093.61	709.98	413.13	8,390.46
Ingleside	43,841.02	16,447.11	14,031.37	46,256.76
Kiva	2,713.52	0.00	213.95	2,499.57
Laguna	2,927.10	510.00	600.00	2,837.10
Mohave	59,743.90	4,877.70	4,644.71	59,976.89
Mountainside	129,882.78	10,494.52	38,591.93	101,785.37
Navajo	2,101.36	0.00	379.81	1,721.55
Pima	2,985.43	0.00	0.00	2,985.43
Pueblo	2,232.46	0.00	1,271.00	961.46
Redfield	6,441.48	410.00	1,060.00	5,791.48
Saguaro	235,739.07	81,177.46	141,336.51	175,580.02
Sequoia	2,610.15	0.00	497.69	2,112.46
Student Advisory	66.83	0.00	0.00	66.83
Tavan	1,201.07	0.00	0.00	1,201.07
Tonalea K-8	34,549.50	12,064.50	17,411.83	29,202.17
Unallocated Interest	0.00	2,732.21	0.00	2,732.21
Yavapai	11,827.78	4,536.44	7,279.38	9,084.84
Total All Sites	\$1,680,744.28	\$695,393.22	\$710,876.37	\$1,665,261.13

**Bond Funds
As of October 31, 2018**

Project Summary	Project Summary						
	Bonds Authorized	Bonds Sold	Expenditures FY17 & FY18	Expenditures FY19	Encumbrance FY19	Balance	Bond Authorization Remaining
Overall Renovate, Improve and Construct School Facilities	\$219,910,000	\$96,737,608	\$40,860,097	\$7,432,717	\$15,226,414	\$33,218,381	\$123,172,392
School Site Safety	\$3,090,000	\$3,090,000	\$474,140	\$167,085	\$57,693	\$2,391,081	\$0
Pupil Transportation	\$6,000,000	\$2,000,000	\$1,151,253	\$0	\$0	\$848,747	\$4,000,000
	\$229,000,000	\$101,827,608	\$42,485,490	\$7,599,802	\$15,284,107	\$36,458,209	\$127,172,392

*2017 Sale \$45,059,327

*2018 Sale \$56,768,281

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to improved external communication.

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety

Information/Discussion:

Update on Human Resources Department

Submitted by:

Jed Bowman, Ph.D., Assistant Superintendent for Human Resources

Funding:

N/A

BACKGROUND:

Dr. Bowman will update the Governing Board on the work he has been doing to review the Human Resources Department to include responsibilities and processes.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to improved external communications.

This aligns to District Goal:

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- 5 School Safety

Information Item:

Proposed Revisions to Governing Board Policy GCK, Professional Staff Assignments and Transfers (“First Read”)

Submitted by:

Michelle G. Marshall, General Counsel

Funding:

N/A

BACKGROUND:

The Governing Board will review and consider revisions to the following policy:

- GCK– Professional Staff Assignments and Transfers – General Counsel and Administration are recommending edits to the policy as presented. The policy was last updated by the Governing Board on August 13, 2013.
- GCK-R – For the Board’s information, General Counsel and Administration also will present Regulation GCK-R, a new regulation designed to establish procedures for the implementation of Policy GCK.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to increased academic achievement and organizational health.

This aligns to District Goal:

- X 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- X 4 Organizational Health
- 5 School Safety

Consent Item:

Acceptance of Gifts \$329,807.66

Submitted by:
Jeff Gadd, Interim CFO

Funding:
N/A

RECOMMENDATION:

It is recommended that the Governing Board accept the following donations.

BACKGROUND:

	School	Gift Value
Hopi PTA-Funds for General Gift Account	Hopi ES	\$84,408.00
Laguna PTO-Funds for Salaries	Laguna ES	\$20,000.00
SUSD Foundation-Funds for Athletics	Athletics	\$7,500.00
Fidelity-Funds for Literacy Project	Navajo ES	\$6,000.00
Arcadia PTO-Funds for General Gift Account	Arcadia HS	\$5,969.31
Coronado PTO-Funds for Robotics	Coronado HS	\$2,500.00
Scottsdale Charros-Funds for General Gift Account	Special Education	\$2,500.00
CHAPTS-Funds for General	Chaparral HS	\$1,621.17
Arizona Community Foundation-Funds for Robotics	Saguaro HS	\$1,500.00
Rich Simoncic-Funds for Robotics	Coronado HS	\$1,500.00
Hopi PTA-Funds for General Gift Account	Hopi ES	\$1,457.97
Camelback Desert School Parent Organization-Funds for General Gift Account	Navajo ES	\$1,000.00
Redfield PTO-Funds for Art Teacher	Redfield ES	\$500.00
College Board-Funds for AP Testing	Arcadia HS	\$500.00
Wells Fargo Your Cause-Funds for General Gift Account	Cheyenne ES	\$390.40
	Subtotal Cash	\$137,346.85
Arizona Diamondbacks Foundation-Field Improvements	Ingleside MS	\$130,000.00
Arcadia Football Booster Club-Football Athletic Film Study Room	Arcadia HS	\$55,000.00
Liz Bornstein-A Yamaha Clavinova CLP 280 Piano	Cocopah MS	\$4,400.00
DMHS Baseball Boosters-Clubhouse Graphics	Desert Mtn. HS	\$2,300.00
	Subtotal Non-Cash	\$191,700.00
	All Schools	\$760.81
Gifts Valued Under \$300.00 Donated to the District 12/11/18	Total	\$329,807.66
Donations to the District since July 1, 2018-\$1,018,897.30		

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Gifts are used to help support the instructional process through additional supplies, instructional materials, tutoring and equipment.

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety

Consent Item:

Accounts Payable Vouchers (AASBO) Processed from November 14, 2018

Submitted by:

Dr. Jed Bowman, Asst. Supt. Human Resources

Funding:

Various

RECOMMENDATION:

It is recommended that the Governing Board approve payment of accounts payable vouchers processed November 14, 2018.

Funding

570-Indirect Costs/AASBO	\$415.00
Total	\$415.00

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Processing payables allows the sites and teachers to purchase the supplies and outside services needed to assist in the instructional process

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety

Consent Item:

Accounts Payable Vouchers (630 Bond Fund) Processed from November 7 through November 28, 2018

Submitted by:
Jeff Gadd, Interim CFO

Funding:
Various

RECOMMENDATION:

It is recommended that the Governing Board approve payment of accounts payable vouchers processed November 7, through November 28, 2018.

Funding

630-BOND	\$2,437,112.56
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BACKGROUND:

Brown, Walter B	\$4,740.91
Camnet	\$513.48
Classic Party Rentals	\$3,345.10
Core Construction Services of Arizona	\$2,132,626.59
Ewing Irrigation Company	\$4,331.82
GovConnection	\$50,369.61
HACI Services	\$108,282.50
Hess Rountree	\$10,945.00
Mobile Mini INC	\$85.00
Riddle Painting & Coatings Company	\$20,704.00
Skyline Builders & Restoration INC	\$101,168.55
Total	\$1,439,347.97

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Processing payables allows the sites and teachers to purchase the supplies and outside services needed to assist in the instructional process.

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety

Consent Item:**Accounts Payable Vouchers Processed from November 7 through November 28, 2018****Submitted by:**

Jeff Gadd, Interim CFO

Funding:

Various

RECOMMENDATION:

It is recommended that the Governing Board approve payment of accounts payable vouchers processed November 7 through November 28, 2018.

Funding

001-Regular Education	\$1,803,817.85
100-Title I LEA FY18	4,346.71
101-Title I LEA FY19	17,959.40
133-Education Homeless Children & Youth	327.00
164-21 st Century Community	5,011.48
190-Title III LEP Programs	7,063.39
200-Title VII Indian Education Federal Direct	311.47
220-Idea Basic-Ent	47,503.57
261-CTE Federal Perkins Grant FY18	28,587.13
290-Medicaid Reimbursement	23,354.00
400-CTE State Priority Grant	3,435.03
457-Results Based Funding-AZ	18,521.26
499-AZCommission on the Arts	299.90
505-School Plant-ST Lease<1 YR	375.00
510-Nutritional Services	327,253.80
515-Civic Center	5,119.42
520-Community Schools	107,530.03
525-AUX OPS-Bookstore/ATH	93,859.99
526-AUX OPS-Extra Tax Credit	277,859.11
530-Gifts and Donations	10,896.88
540-Fingerprint	330.00
555-Lost Damaged Books	2,406.62
570-Indirect Costs	15,079.90
595-Advertisement Fund	153.00
596-Joint Tech Education Fund	246.84
610-Capital Outlay	47,908.66
611-Capital Outlay Override	269,546.22
620-Adjacent Ways	99,110.22
650-Capital Gifts and Donations	29,327.60
665-Energy and Water Savings	20,328.62
850-Student Activities	335,545.06
951-Print Shop	3,869.67
953-Property-Insurance/Casualty/WC	48,748.51

955-IGA-Dual Enrollment	<u>11,033.05</u>
Total	<u>\$3,667,066.39</u>

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Processing payables allows the sites and teachers to purchase the supplies and outside services needed to assist in the instructional process.

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety

Consent Item:

Payroll Vouchers Processed from October 31 through November 27, 2018

Submitted by:
 Jeff Gadd, Interim CFO

Funding:
 Various

RECOMMENDATION:

It is recommended that the Governing Board approve payment of payroll vouchers processed October 31 through November 27, 2018.

Funding

001-Regular Education	\$9,636,733.52
011-Classroom Site-Base Salary	153,247.69
012-Classroom Site-Perform Pay	1,858.27
013-Classroom Site-Other	326,417.10
020-INSTR Improv Indian GMNG	77,699.97
101-Title I LEA FY19	153,159.18
140-Title II Improving Teacher Quality FY18	185.72
141-Title II Improving Teacher Quality FY19	25,185.36
164-21st Century Community L.C.	40,698.81
190-Title II LEP Programs	8,120.07
200-Title VII Indian Education Federal Direct	4,530.57
220-IDEA Basic-Ent	119,728.85
221-IDEA Preschool Grant	5,719.36
260-CTE Federal Perkins Grant FY19	7,097.84
290-Medicaid Reimbursement	15,516.33
400-CTE State Priority Grant	65.30
430-HSHW-High School Health & Wellness Grant	13,960.41
457-Results Based Funding-AZ	9,654.76
510-Nutritional Services	299,982.09
515-Civic Center	23,784.14
520-Community School	297,042.09
525-Aux OPS - Bookstore/ATH	24,767.01
526-Aux OPS/Extra Tax Credit	50,218.28
530-Gifts & Donation	79,442.11
570-Indirect Costs	36,344.86
596-Joint Tech Education Fund	97,141.45
850-Student Activities	1,012.11
951-Print Shop(Internal Service Fund)	3,001.92
952-IGA-ADES Transition from School to Work	32,192.14
953-Property-Insurance/Casualty/WC	3,761.50
955-IGA-Dual Enrollment	987.62
957-IGA-Ball Field Maint	7,802.80
Total	\$11,557,059.23

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Processing payroll provides the staff necessary for instruction and instructional support.

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety

Consent Item:**Personnel Action Items, 11/1/18 – 11/30/18****Submitted by:**

Jed Bowman, Ph.D., Assistant Superintendent of Human Resources

Funding:

Various

RECOMMENDATION:

It is recommended that the Governing Board approve Personnel Actions which include: 30 New Employments, 3 Leaves of Absence, 10 Transfers, 2 Classified Substitutes and Temporary Workers and 24 Separations.

BACKGROUND:**NEW EMPLOYMENTS: (LA=Limited Appointment, TC=Terminating Contract):**

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
<u>Certified – School:</u>		
Rachelle Anderson	Chaparral/Lang Arts	01/17/19
Richard Bestwick	Mountainside/SpEd LRC	01/07/19
Brandon Boudreau	Ingleside, Hopi, Tavan/Band	11/08/18
Lora Collins	Coronado/Librarian	11/27/18
Chloe Flitton	Hohokam/SpEd ALC	01/07/19
Jordan Holland-McLaughlin	Ingleside/Lang Arts	01/07/19
Briane Jongewaard	Ingleside/Lang Arts	01/07/19
Hillarie Price	DCES/Fourth Gr	11/13/18
Courtney Sutherland	Mohave/SpEd LRC	01/07/19
John Toerner	Echo Canyon/Music	11/13/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>VACANCY DATE</u>	<u>FUNDING</u>	<u>EFFECTIVE</u>
<u>Classified – Departmental:</u>				
Samson Aguilar	Trans/Trans Svcs Spec	10/12/18	M&O (001)	11/29/18
Jan Patrick Almero	Bldg Svcs/Fac Svcs Wrkr Grounds	08/05/18	M&O (001)	11/13/18
Melody Armstrong	Nut Svcs/Sr. Nut Svcs Wrkr	10/20/17	Nutr (510)	11/08/18
Tori Cockerhern	Deseg/Fis Supp Tech	09/27/18	M&O (001)	11/13/18
Diana Gonzalez	Bldg Svcs/Fac Svcs Wrkr Cust	08/24/18	M&O (001)	11/29/18
Colton Miller	SpEd/Instr Supp Para Float	09/28/18	M&O (001)	11/13/18
Mark Pettinato	Trans/Trans Svcs Spec	08/10/18	M&O (001)	12/03/18
Benjamin Ross	Bldg Svcs/Sr. Coord Plant Mgr	06/30/18	M&O (001)	11/06/18
Kayleen Urbach	Bldg Svcs/Fac Svcs Wrkr Cust	10/01/18	M&O (001)	11/28/18
Hector Villafane Roman	SpEd/Adm Supp Coord	11/16/18	Medicaid (290)	11/28/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
<u>Classified - School:</u>		
Sonsoles Baltazar-Gonzales	Mountainside/Instr Supp Para	11/13/18
Marifer Castro	Sequoia/Fac Svcs Wrkr Cust	11/28/18
Rachel Gylling	DCES/Instr Supp Para	11/28/18
Sarah Moss	Chaparral/Instr Supp Para	11/13/18
Susan Cihak	DMHS/Admin Supp Receptionist	11/07/18
Madison Consenza	Hopi/Nut Svcs Wrkr	11/28/18
Edward Dukart	Mountainside/Sr. Nut Svcs Wrkr	11/28/18

Classified - School Cont:

Margaret Neal	Chaparral/Per Care Nurse	11/13/18
Janice Silverman	Yavapai/Noon Aide	11/07/18
Ashton Stombres	Laguna/Adm Supp Assist	11/28/18

LEAVES OF ABSENCE:

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
<u>Certified:</u>		
Teresa Caltabiano	DCMS/ Teacher Gifted LA	1/31/19 – 2/15/19
Eric Kurland	Tonalea K-8/Teacher 04	12/11/18 – 12/21/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
<u>Classified:</u>		
Tawan Slone	Cherokee/LA Instr Supp Asst	11/13/18 – 11/26/18

TRANSFERS:

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>TRANSFER TO</u>	<u>VACANCY DATE</u>	<u>FUNDING</u>	<u>EFFECTIVE</u>
<u>Classified – Department:</u>					
Deborah Kolb	HR/HR Specialist	HR/Class Staff Coord	11/30/18	M&O (001)	12/03/18
Robert Lafferty	Bldg Svcs/Fac Svcs Tech	Bldg Svcs/Fac Svcs Spec HVAC	05/18/18	M&O (001)	11/05/18
Darlene Steffen	Trans/Bus Driver Train	Trans/Bus Driver	01/30/18	M&O (001)	10/30/18
Nicholas Whittaker	Trans/Bus Driver Train	Trans/Bus Driver	09/14/18	M&O (001)	10/31/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>TRANSFER TO</u>	<u>EFFECTIVE</u>
<u>Classified – School:</u>			
Cindy Dewitt	Nut Svcs/Nut Svcs Mgr	Nut Svcs/Nut Svcs Wrkr	12/03/18
Virginia Higgins	HR/Substitute	Tonalea/Comm Specialist LA	11/13/18
Leslie Kohler	SpEd/Reg Beh Tech	Laguna/Instr Supp Para	11/19/18
Cayla Price	SIMAR/Enr Supp Coord	Coronado/Adm Supp Tech	12/10/18
Jacquelyn Stauff	Arcadia/Adm Supp Tech	Arcadia/Guidance Coord	11/19/18
Abigail Stobo	Comm Ed/Chldcare Assis	Pueblo/Chldcare Specialist	11/05/18

**It is recommended that the Governing Board approve the following as:
CLASSIFIED SUBSTITUTES and TEMPORARY WORKERS:**

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
Michael Hughes	Trans/Bus Driver Training	11/19/18
Rachel Swanson	Anasazi/Sub School Aide	11/07/18

SEPARATIONS:

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>REASON</u>	<u>EFFECTIVE</u>
<u>Administrative:</u>			
Steven Nance	Assist Superintendent/Ed Svcs	Resignation	06/28/19
<u>Certified:</u>			
Julie Cienawski	DCES/Gifted	Retired	01/08/19
Nicole Dizon	Laguna/Fourth Gr	Resignation	12/21/18
Kenton Long	Ingleside/Lang Arts	Resignation	12/21/18
Taylor Williams	Pima/SpEd SUCCESS	Resignation	11/26/18
David Winkle	Chaparral/Guidance Counselor	Resignation	12/04/18

Classified:

Susan Benson	Pima/Instr Supp Para	Resignation	11/09/18
Ronald Brewer	Laguna/Crossing Guard	Resignation	11/09/18
Gordon Cameron	Trans/Bus Aide	Released	11/07/18
Luisa Daddio	Nut Srvs/Nut Srvs Wrkr	Resignation	10/19/18
Thomas Fabio	Bldg Srvs/Fac Srvs Cust	Resignation	11/16/18
Ashley Giardino	Comm Ed/Chldcare Assist	Resignation	10/17/18
Celine Greenbaum	Anasazi/Instr Supp Para	Resignation	11/01/18
Dulce Hagen	HR/Class Staff Coord	Resignation	11/30/18
Roxane Kyte	Laguna/Adm Supp Assist	Resignation	11/09/18
Anndrea Marcks	Nut Srvs/Nut Srvs Wrkr	Resignation	12/21/18
Susan Metzler	Arcadia/Guidance Coord	Resignation	11/16/18
Cynthia Miranda	SIMAR/Info Assmt Supp Coord	Deceased	11/01/18
Mercedes Pisis	Tavan/Heath Asst	Resignation	11/14/18
Barbara Rodriguez	Laguna/Instr Supp Para LA	Resignation	12/05/18
Maria Serna	Hohokam/Instr Supp Para	Resignation	11/30/18
Alamelu Solayappan	DCMS/Instr Supp Para	Resignation	11/26/18
Jeanette Suarez	Nut Srvs/Sr Nut Srvs Wrkr	Resignation	10/22/18
Jose Villalobos	Bldg Srvs/Fac Srvs Cust	Resignation	11/21/18

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Hiring and retention of a qualified and diverse workforce leads to increased student achievement.

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety

Consent Item:

Approval of Minutes of November 5, 2018 Special Governing Board Meeting

Submitted by:

Dr. John Kriekard, Acting Superintendent

Funding:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the Minutes of the November 5, 2018 Special Governing Board Meeting.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to academic achievement and organizational health.

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety

Consent Item:

Approval of Minutes of November 8, 2018 Special Governing Board Meeting

Submitted by:

Dr. John Kriekard, Acting Superintendent

Funding:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the Minutes of the November 8, 2018 Special Governing Board Meeting.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to academic achievement and organizational health.

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety

Consent Item:

Approval of Minutes of November 13, 2018 Regular Governing Board Meeting

Submitted by:

Dr. John Kriekard, Acting Superintendent

Funding:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the Minutes of the November 13, 2018 Regular Governing Board Meeting.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to academic achievement and organizational health.

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety

Consent Item:

Approval of Minutes of November 19, 2018 Special Governing Board Meeting

Submitted by:

Dr. John Kriekard, Acting Superintendent

Funding:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the Minutes of the November 19, 2018 Special Governing Board Meeting.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to academic achievement and organizational health.

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety

Consent Item:

Action of Hearing Officer's Recommendations

Submitted by:

Dr. Steven Chestnut, Executive Director of Support Services

Funding:

N/A

RECOMMENDATION:

Presented below are the Hearing Officer's Recommendations:

<u>CASE #</u>	<u>Reason for Hearing</u>	<u>Hearing Officer's Recommendation</u>
181912	General Behavior Expectations Vandalism Verbal Provocation Bullying-Harassment	Long Term Suspension for remainder of the 18/19 School Year
181913	General Behavior Expectations Fighting Defiance Disorderly Conduct	Long Term Suspension for remainder of the 18/19 School Year
181914	General Behavior Expectations Other Weapons (Knife with blade greater than 2.5") Threat	Long Term Suspension for remainder of 18/19 School Year
181915	General Behavior Expectations Drug Violation (Level II) Assault	Expulsion

BACKGROUND:

As per Governing Board Policy, the student(s) have had five days to appeal the decision of the Hearing Officer's recommendation. Since no appeal has been received, the Hearing Officer's recommendation is being presented at this time.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to increased school safety.

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety

Consent Item:

Approve the Revisions to Governing Board Policies GCQA - Professional Staff Reduction in Force and IHB - Special Instructional Programs

Submitted by:
Michelle G. Marshall, General Counsel

Funding:
N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the revisions to the following Governing Board policies:

- GCQA: Professional Staff Reduction in Force
- IHB: Special Instructional Programs

BACKGROUND:

Administration is recommending the adoption of the revisions to the above policies:

- GCQA – Professional Staff Reduction in Force: General Counsel previously presented this policy at the Governing Board’s regular meeting on November 13, 2018. The revisions include language that aligns with the District’s academic mission, and consideration of professional staff members’ certification status and most recent performance evaluation.
- Policy IHB – Special Instructional Programs – Counsel presented these recommendations at the Governing Board’s December 6, 2018 meeting. On October 23, 2017, the Arizona School Board of Education adopted rules in the area of Special Education (R7-2-401). Policy IHB along with the Regulation and Exhibit have been adjusted to conform to the work of the State Board.

The Board has satisfied Governing Board Policy BGB, Policy Adoption, which requires a first read and second read prior to adoption, unless waived.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to increased academic achievement, fiscal stability and organizational health.

This aligns to District Goal:

- X 1 Academic Achievement
- X 2 Fiscal Stability
- 3 External Communication
- X 4 Organizational Health
- 5 School Safety

**GCQA
PROFESSIONAL STAFF
REDUCTION IN FORCE**

The number and type of certificated staff positions required to implement the District's educational program will be determined by the Board after recommendation from the Superintendent. In the event a reduction in force is necessary, the Superintendent shall make every effort to avoid such a reduction by reassignment and/or normal attrition to maintain the academic mission of the District.

The Superintendent shall submit to the Board recommendations for the termination of specific staff members. The criteria used in formulating these recommendations shall include, but shall not be limited to:

1. Qualifications and certification of staff members to accomplish the District's educational program, including certification requirements for specialty categories, and status of certifications.
2. Overall teaching experience, academic training, and evaluation performance, as determined by the most recent performance evaluation.
3. Past contributions to the educational program of the District.

Teacher tenure and seniority shall not be considerations in retention determinations.

The Board shall make its determination and the District will notify staff to be released as soon as practical.

Adopted:

LEGAL REF.:

A.R.S.

[15-502](#)

[15-503](#)

[15-544](#)

A.G.O.

I78-286CROSS REF.:

[GCB](#) - Professional Staff Contracts and Compensation

IHB ©
SPECIAL INSTRUCTIONAL PROGRAMS

A long-range plan will be the basis for providing special education services for students with exceptional needs and education requirements. These services may include specialized programs, personnel, facilities, materials, and equipment needed to promote the individual physical, social, intellectual, and emotional growth of exceptional students.

The Superintendent shall ensure that procedures provide educational opportunities for individuals with disabilities and shall accomplish District compliance with federal laws including the Individuals with Disabilities Education Act (IDEA), the Arizona revised statutes, and the lawful regulations of the State Board of Education. Such procedures shall include, but not be limited to, the following provisions:

A. The District will ensure that all children with disabilities-between the age of birth (0) through twenty-one (21) years, within the boundaries of the District, including children with disabilities who are homeless or wards of the state, and children with disabilities attending private schools or home schools, regardless of the severity of their disability, and who are in need of special education and related services are identified, located, and evaluated.

B. A free appropriate public education (FAPE) shall be available to all children with disabilities aged three (3) through twenty-one (21) years within the District's jurisdiction, including children advancing from grade to grade, those who have been suspended or expelled from school in accordance with the applicable IDEA rules and regulations, and any child with a disability the District has placed in or referred to a private school or facility. The District may refer to and contract with approved public or private agencies as necessary to ensure the provision of FAPE for children with disabilities. FAPE for an eligible student with a disability shall extend through conclusion of the instructional year during which the student attains the age of twenty-two (22).

C. A full individual initial evaluation will be conducted by the public education agency before the initial provision of special education and related services to a child with a disability in accordance with 34 C.F.R. 300.300–300.311 of the IDEA regulations. A reevaluation of each with a disability will be conducted by the public education agency in accordance with 34 C.F.R. 300.300–300.311 of the IDEA regulations.

D. Procedures for child identification and referral shall meet the requirements of the IDEA and its regulations, A.R.S. Title 15, chapter 7, and its regulations, and the State Board of Education rules R7-2-401.

E. The District shall ensure that an individualized education program (IEP) is developed and implemented for each eligible child served by the District and for each eligible child the District places in or referred to a private school or facility by the District in accordance with 34 C.F.R. 300.320 – 300.325 of the IDEA regulations. An IEP or an individualized family service plan (IFSP) will be in place for each child with a disability prior to the provision of FAPE.

F. To the maximum extent appropriate, opportunities for the least restrictive environment, inclusion in educational exercises with regular program students, and for interaction with the total school environment will be provided to exceptional students, the exception to be only when the student's condition, with supplementary aids and services, make such regular class education unsatisfactory in accordance with 34 C.F.R. 300.114 – 300.117 of the IDEA regulations.

G. The District shall establish, maintain, and implement procedural safeguards that meet the requirements of 34 C.F.R. 300.300 – 300.311 of the IDEA regulations. Parents will be provided with notices of procedural safeguards in each specified instance and all due process conditions will be satisfied with respect to the provision of a free appropriate public education.-

H. The District will ensure that protection of the confidentiality of any personal identifiable data, information, and records collected or maintained by the District will be in accordance with 34 C.F.R. 300.611-300.627.

I. To the extent essential to provide FAPE to children with disabilities aged three (3) through twenty-one (21), extended school year (ESY) services shall be made available and implemented as necessary.

J. Criteria for the graduation of exceptional students, including accomplishment in reading, writing, and mathematics, shall be as specified in the District policy on graduation requirements. Such standards shall be equivalent to or greater than those established by the State Board of Education.

K. Not later than March 1 of each year conduct a review of the reasonable and acceptable ratio of students per teacher for each disability category. The applicable ratios shall be specified in a regulation accompanying the District policy on class size.

L. The discipline of exceptional students, and unevaluated students suspected of having a qualifying disability, is to be conducted in such a manner as to comply with FAPE and requirements of IDEA.

A child with a disability may be disciplined for a violation of the student code of conduct, including removal from his or her current placement to an appropriate interim alternative education setting, another setting, suspension, or expulsion in accordance with IDEA Regulations 34 C.F.R. 300.530 through 300.536.

For the purpose of this policy as it relates to a child with a disability, *home school district* means the school district in which the person resides who has legal custody of the child as provided in A.R.S. 15-824. If the child is a ward of the state and a specific person does not have legal custody of the child or is a ward of this state and the child is enrolled in an accommodation school pursuant to A.R.S. 15-913, the home school district is the district the child last attended or, if the child has not previously attended a public school in this state, the school district within which the child currently resides.

The Superintendent is authorized and directed to establish procedures for the development and administration of the necessary programs, and to document District compliance with the law and this policy. Such procedures will be made available to staff members and to parents as necessary to enhance compliance.

Adopted:

LEGAL REF.:

A.R.S.

[15-761](#)

[15-761.01](#)

[15-763](#)

[15-763.01](#)

[15-764](#)

[15-765](#) to [15-769](#)

[15-771](#)

[15-773](#)

[15-881](#)

[15-1181](#) to [15-1185](#)

[15-1201](#) to [15-1205](#)

[36-555](#)

A.A.C.

[R7-2-401](#)

[R7-2-402](#)

[R7-2-403](#)

[R7-2-405](#)

[R7-2-601](#)

[R7-2-602](#)

[R7-2-603](#)

20 U.S.C. 1400 *et seq.*, Individuals with Disabilities Education Act

29 U.S.C. 794, Rehabilitation Act of 1973, (Section 504)

34 C.F.R. Part 300

CROSS REF.:

[IIB](#) - Class Size

[IKE](#) - Promotion and Retention of Students

[IKF](#) - Graduation Requirements

[JKD](#) - Student Suspension

[JKE](#) - Expulsion of Students

[JR](#) - Student Records

Consent Item:

Authorization of Check Signers

Submitted by:

Jeff Gadd, Interim CFO

Funding:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve signers for the District bank accounts as per A.R.S. 15-1126 and Board Policy DGA for the 2018-2019 fiscal year. Per Board Policy, all checks require two authorized signatures. Authorized signatures are as follows:

Revenue Clearing

Superintendent
CFO
Budget Manager
Purchasing Director

On Line Payment Clearing

Superintendent
CFO
Budget Manager
Purchasing Director

Workman's Comp.

Superintendent
CFO
Budget Manager
Purchasing Director

Property/Casualty Trust

Superintendent
CFO
Budget Manager
Purchasing Director

Medical Insurance

Superintendent
CFO
Budget Manager
Purchasing Director

Flex Benefit

Superintendent
CFO
Budget Manager
Purchasing Director

Payroll Direct Deposit

Superintendent
CFO
Budget Manager
Purchasing Director

Employee Benefit Trust

Superintendent
CFO
Budget Manager
Purchasing Director

BACKGROUND:

Arizona Revised Statutes require the Governing Board to authorize a list of check signers for each bank account. This is an annual authorization of the check signers for the District bank accounts.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Bank accounts are used for athletics, student clubs, tax credits, auxiliary operations, general revenue to the district, and payroll processing. The funds deposited into these accounts assist with providing learning opportunities for students.

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety

Consent Item:

Approve Contracted Transportation Through Specialized Transportation Services, Inc.

Submitted by:
 Jeff Gadd, Interim CFO

Funding:
 Various

RECOMMENDATION:

It is recommended that the Governing Board approve the extended use of contracted transportation services for fiscal year 2018-2019. The vendor is Specialized Transportation Services, Inc. DBA Desert Breeze Transportation RFP No. 14.001 available through the Greater Phoenix Purchasing of Schools, GPPCS, with an estimated annual expense of \$250,000.

BACKGROUND:

The purpose of this procurement is to provide reliable student transportation services District-wide for fiscal year 2019. We have been using Specialized Transportation Services since the beginning of the school year due to our driver shortage. We have determined that we are not going to be able to hire sufficient staff to be in a position to transport all of our Special Needs students so will plan to use Specialized Transportation for the duration of the current school year. This contract is necessary due to the lack of drivers and the door-to-door service necessary for Special Education students.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Student transportation services will allow the District to provide secure and economical transport for students.

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety

Action Item:

Approve Recommendation for Architectural Design Services for Cherokee Elementary School— Orcutt & Winslow

Submitted by:

Jeff Gadd, Interim CFO

Funding:

Bond

RECOMMENDATION:

It is recommended that the Governing Board approve Orcutt & Winslow to provide architectural design services for the possible remodel or rebuild of Cherokee Elementary School utilizing the Mohave cooperative Contract No. #16C-0506.

BACKGROUND:

The Governing Board approved the use of the Mohave cooperative to procure architectural services on the November 8, 2018 meeting. The Mohave awarded firms, (SPS+, BWS, EMC2 and Orcutt/Winslow) were invited to participate in a data gathering interview process to supplement screening completed by Mohave. The District committee consisted of Jeff Gadd, CFO; Dennis Roehler, Director of Facilities; Ibi Haghghat Assistant Superintendent of Elementary Education; Walter Chantler; Principal of Cherokee; and Allyson Beckham, Board Member. The interviews were held November 28, 2018, and based on the firm’s qualifications and experience, the consensus was to recommend Orcutt/Winslow be awarded the remodel/rebuild of Cherokee Elementary. The administration will negotiate this contract under the Mohave Contract’s terms and conditions along with its fee structure.

The selected firm will furnish a feasibility study report as part of the Cherokee project.

Future projects that exceed \$100,000 for architectural fees will be recommended for architect selection by the administration.

In accordance with the Procurement Code rules, R7-2-1004 Written Determinations, the Governing Board shall make available for public inspection the rationale for awarding a contract for any specified professional services through a school purchasing cooperative.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

This aligns to District Goal:

- X 1 Academic Achievement
- X 2 Fiscal Stability
- X 3 External Communication
- X 4 Organizational Health
- X 5 School Safety

Action Item:**Authorization to Award – Coronado HS, Carlisle Roof Warranty/Replacement Project****Submitted by:**

Dennis Roehler, Director of Facilities

Funding:

Bond - 630

RECOMMENDATION:

It is recommended that the Governing Board authorize the expenditures from Bond (Fund 630) by choosing OPTION 1: Urban Energy Solutions, LLC d.b.a. Natural Power and Energy in the amount of **\$780,000.00** using their State of AZ Contract No. ADSP015-105274 AND Progressive Roofing in the amount of **\$404,138.90** using their Mohave Educational Services Contract 13X-PRO-0417.

BACKGROUND:

OPTION 1: Removal of the entire Solar System and Installation on new parking structures, Carlisle Warranty combined with Progressive Roofing Scope, total investment **\$1,184,138.90**. Option 1 work includes roof replacement for buildings 100 & 500 and solar system relocation for all buildings. Buildings 200, 300 & 400 have not degraded at the same pace therefore Carlisle will not replace these roofs at this time. Building Services will monitor very closely to ensure SUSD maximizes the benefit of the Carlisle Construction Materials Warranty.

OPTION 2: Remove and Replace (back onto the roof) the solar system on buildings 100 & 500 by Tesla in the amount of **\$313,186.40**, Carlisle Warranty combined with Progressive Roofing, value of \$404,138.90 mentioned in the recommendation above, Scope total investment **\$717,325.30**. Option 2 work includes roof replacement for buildings 100 & 500 and removing / replacing the solar panels on buildings 100 & 500. Buildings 200, 300 & 400 have not degraded at the same pace therefore Carlisle will not replace these roofs at this time. Building Services will monitor very closely to ensure SUSD maximizes the benefit of the Carlisle Construction Materials Warranty.

- Carlisle Construction Materials-single ply TPO (thermoplastic) roof membrane is still under warranty through 2028.
- Carlisle Construction Materials-replaced the single ply roof membrane around the perimeter of all buildings and parapet walls in 2012 under warranty.
- The roof has been degrading at an accelerated rate, causing roof leaks throughout the 100&500 buildings.
- Tesla Energy (formerly Solar City) through a Purchased Power Agreement owns the roof mounted solar panels on the Coronado HS campus.
- 2 Years of on again, off again negotiations and thousands of man hours managing leaking roofs have led to this agenda item.
- Tesla has provided a proposal to remove, store, replace and then re-commission the solar system components on buildings 100&500.

- Urban Energy Solutions, Inc. has provided an alternative proposal to remove, store, erect parking structures, replace and the re-commission the solar system components for ALL buildings.
- Carlisle Construction Materials-has committed to replace 67,880 square feet of the failing TPO on buildings 100&500 at no charge to SUSD
- Carlisle Construction Materials-solicited competitive bids for their portion of the work and awarded that work to Progressive Roofing.
- SUSD in consultation with Progressive Roofing determined that replacing the materials installed in 2012 giving SUSD a complete, new roof on the 100&500 would be in the best interest of SUSD. Carlisle has agreed to issue SUSD a new 20 year warranty for the 100&500 buildings.
- Upon authorization by the Governing Board, both contractors are prepared to begin work immediately.

For the record:

Original 2016 Bond Budget set aside for this Project: **\$4,735,635.00**

February 13, 2018 GB authorized Budget: **\$2,100,000.00**

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

This aligns to District Goal:

- xx 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- xx 4 Organizational Health
- 5 School Safety

Action Item:**Approve the Revisions to Policy CBA, Qualifications and Duties of the Superintendent, and Policy CBI, Evaluation of Superintendent (“2nd Read”)****Submitted by:**

Michelle G. Marshall, General Counsel

Funding:N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the adoption of and revisions to the following Governing Board policies:

- CBA, Qualifications and Duties of the Superintendent
- CBI, Evaluation of Superintendent

BACKGROUND:

Administration is recommending the adoption of the above policy revisions. The Governing Board previously considered these policies at its special meeting on November 8, 2018. At that meeting, the Governing Board requested counsel to consult with Board member Kim Hartmann and Acting Superintendent John Kriekard on additional recommendations. The recommended revisions are the result of that consultation. The Board has satisfied Governing Board Policy BGB, Policy Adoption, which requires a first read and second read prior to adoption, unless waived.

These policies have been revised to align with the qualifications the Governing Board seeks in a Superintendent. The proposed revisions are summarized below:

- CBA – Qualifications and Duties of the Superintendent –The section “Education” has been changed to “Academic Achievement” and includes criteria: “Data-driven decision maker with a track record of increasing academic outcomes and excellence through the use of data;” and “Innovative risk taker knowledgeable in leading educational trends and practices to proactively provide innovative solutions and develop future leaders.” We also have added consideration of the “safety, health and welfare of all students.” The section “Management” has been changed to “District Operations.” The section “Governing Board” has been changed to “Governing Board Management.” The section “Personnel” has been changed to “Personnel Management,” and we have added that the Superintendent is “committed to a culture of accountability with the highest ethical standards and integrity.”
- CBI – Evaluation of Superintendent – We are recommending revisions to outline a process for a mid-year and an annual evaluation. The policy has a mid-year evaluation taking place by December 18. The proposed language adds that the Governing Board President will schedule a meeting by May 31 for the annual evaluation. For the Governing Board’s information, counsel

will also share a corresponding evaluation instrument, rubric and self evaluation instrument, to be connected to the Policy as Exhibits CBI-EA and EB.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to increased academic achievement, fiscal stability and organizational health.

This aligns to District Goal:

- X ___ 1 Academic Achievement
- X ___ 2 Fiscal Stability
- ___ 3 External Communication
- X ___ 4 Organizational Health
- ___ 5 School Safety

CBA
QUALIFICATIONS AND DUTIES
OF THE SUPERINTENDENT
(Performance Responsibilities)

The Superintendent shall have appropriate qualifications as determined by the Governing Board by action taken at a public meeting.

The Superintendent shall supervise, either directly or through delegation, all activities and all personnel of the school system according to the laws of the state of Arizona, rules of the Arizona State Board of Education, and adopted policies of the Governing Board.

The Superintendent is the District's chief executive officer and the administrative head of all divisions and departments of the school system. It is the Superintendent's duty to administer the policies of the Board and to provide leadership for the entire school system. The Superintendent is the professional consultant to the Board and, in this capacity, makes recommendations to the Board for changes in Board policies and the educational program.

The Superintendent provides the initiative and the technical guidance for the improvement of the total program of the school system. The delegation of authority for the operation of the various functions of the school system is one of the Superintendent's duties. The Superintendent is, however, responsible to the Board for all functions of the District, including those listed below.

Academic Achievement:

1. Data-driven decision maker with a track record of increasing academic outcomes and excellence through the use of data.
2. Administers the development, coordination, maintenance, and evaluation of the educational program, including special education program, and the safety, health, and welfare of all students.
3. Supervises methods of teaching, supervision, and administration in effect in the schools.
4. Innovative risk taker knowledgeable in leading educational trends and practices to proactively provide innovative solutions and develop future leaders
5. Keeps the public informed about modern education practices, educational trends, and the policies, practices, and problems in the District schools.

District Operations:

1. Ensures that all activities of the District are conducted in accordance with the laws of the state of Arizona, the regulations of the Arizona Board of Education, and the policies of the Governing Board.
2. Assumes responsibility for the overall financial planning of the District and for the preparation of the annual budget, and submits it to the Board for review and approval.
3. Establishes and maintains efficient procedures and effective controls for all expenditures of school funds in accordance with the adopted budget, subject to direction and approval of the Board.
4. Maintains or has maintained adequate records for the schools, including, but not limited to:
 - a. financial accounts,
 - b. business and property records,
 - c. personnel,
 - d. school population,
 - e. student records including verifiable documentation of each student's residency in this state in accordance with guidelines and forms adopted by the Arizona Department of Education, and
 - f. scholastic records.
5. Provides suitable instructions and regulations to govern the maintenance of District properties.
6. Provides suitable instructions and regulations to govern the safety and transportation of students.
7. Assumes responsibility for the use of buildings and grounds.
8. Recommends the locations, and sizes of new school sites and of additions to existing sites; the locations and sizes of new buildings; the plans for new school buildings; all appropriations for sites and buildings; and improvements, alterations, and changes in the buildings and equipment of the District.
9. Oversees the processing and submission of required reports.
10. Interprets the budget and finances to the community.
11. Remains current on new legislation and implements laws to the best advantage of the District.

Governing Board Management:

1. Attends and participates in all meetings of the Board and its committees, except when excused by the Board.
2. Takes prompt action to implement all directives of the Board.
3. Advises the Board on the need for new and/or revised policies.
4. Provides timely advice to the Board on the implication of changes in statutes or regulations affecting education.
5. Informs and advises the Board about programs, practices, and problems of the schools, and keeps the Board informed of the activities operating under the Board's authority.
6. Prepares and submits to the Board recommendations relative to all matters requiring Board action, placing before the Board such facts, objective information, and reports as are needed to ensure the making of informed decisions.
7. Develops and implements rules and regulations in keeping with Board policy.
8. Acts as chief public relations agent for the District.
9. Acts on own discretion if action is necessary in any matter not covered by Board policy, reports such action to the Board as soon as practicable, and recommends policy guidance in the future.

Personnel Management:

1. Committed to a culture of accountability with the highest ethical standards and integrity.
2. Recommends to the Board the appointment or dismissal of all employees of the District.
3. Ensures that all employees are evaluated in accordance with the schedule established by the Board.
4. Determines assignments and, defines the duties, and coordinates and directs the work of all employees of the District.
5. Recommends all promotions, demotions, and salary changes to the Board.
6. Communicates to all employees all actions of the Board relating to personnel matters, and receives from employees all communications to be made to the Board.

The Superintendent shall have a valid fingerprint card issued pursuant to A.R.S. 41-1758.03.

Adopted:

LEGAL REF.: A.R.S. 15-503
15-802
38-201
41-1758
A.A.C. R7-2-603

CROSS REF.: CBI - Evaluation of Superintendent

CBI EVALUATION OF SUPERINTENDENT

The Governing Board shall evaluate the Superintendent at least once each year.

The evaluation(s) shall relate to the Superintendent's duties, responsibilities, and progress toward established goals.

The Superintendent shall provide each member of the Board a copy of the evaluation instrument not later than November 10. The Board President shall schedule a meeting not later than December 18, when the Board will devote an executive session to the evaluation of the Superintendent's performance (the mid-year evaluation), to discuss working relationships between the Superintendent and the Board, and to review the Superintendent's contract (with the Superintendent present).

If the Superintendent's contract is in its first year, this mid-year evaluation will not be a comprehensive evaluation, but will be used to allow the Board to communicate its perspective on the Superintendent's performance to date and to allow the Board and the Superintendent to communicate on performance matters. Additional first year evaluations may be completed by the Board at the Board's discretion or upon invitation by the Superintendent; however, the first fully comprehensive evaluation will occur prior to the end of the Superintendent's first contract year.

The Board President shall schedule a meeting not later than May 31, when the Board will devote an executive session to the annual evaluation of the Superintendent's performance (the annual evaluation), to discuss working relationships between the Superintendent and the Board, review annual goals, and review the Superintendent's contract (with the Superintendent present), as appropriate.

Any meetings of the Board to compile evaluations, or meetings to discuss the evaluations with the Superintendent, shall be held in executive session unless the Superintendent requests that any such meeting be held in open session. Board members shall have the opportunity to discuss with the Superintendent any item(s) on which the Board member fails to achieve consensus.

A copy of any written evaluation shall be given to the Superintendent. If in disagreement with such evaluation, the Superintendent may respond in writing to the Governing Board.

Upon the conclusion of an evaluation, the Governing Board may determine whether any changes in the compensation and benefits or contract term of the Superintendent are warranted, subject to the following:

If the Superintendent's contract with the School District is for multiple years, the School District shall not offer to extend or renegotiate the contract until fifteen (15) months before the expiration of the contract.

If the Superintendent's contract with the School District is for a single year, on or before May 15 of each year the Board shall offer a contract for the next school year to the Superintendent unless on or before April 15 the Board gives notice to the Superintendent of the Board's intention not to offer a new Superintendent contract. The Board may offer a contract for an administrative position other than that of Superintendent.

The evaluation and any comments by the Superintendent shall become a part of the Superintendent's personnel file.

Adopted:

LEGAL REF.: A.R.S. 15-503

CROSS REF.: CBA - Qualifications and Duties of Superintendent

Action Item:

Approval of Estimated Excess Capacity

Submitted by:

Dr. Ibi Haghghat, Assistant Superintendent for Elementary Education

Funding:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the estimated excess capacity to accept transfer students.

BACKGROUND:

Per policy JFB, by December 1st each year, the estimate of excess capacity to accept transfer students shall be submitted to the Board for approval. This item was presented to the Governing Board on November 13, 2018, at which time; the Governing Board tabled the item for more information.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to increased student achievement and improved operations of the District.

This aligns to District Goal:

- 1 Academic Achievement
- 2 Fiscal Stability
- 3 External Communication
- 4 Organizational Health
- 5 School Safety