

SCOTTSDALE UNIFIED SCHOOL DISTRICT

**Regular Meeting of the Governing Board**

**October 16, 2018**

**5:00 PM**

**Coronado High School**

7501 E. Virginia Avenue

Scottsdale, AZ 85257

480-484-6800

**[www.susd.org](http://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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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:**

**Navajo Discussion**

**Submitted by:**

Jeff Gadd, Interim Chief Financial Officer

**Funding:**

N/A

**BACKGROUND:**

Mr. Gadd will discuss the possible options and broad pricing for Navajo Elementary School.

**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

Positive governance leads to improved fiscal stability.

This aligns to District Goal:

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

**Information/Discussion:**

**Discussion on School Year Calendar for 2019-20**

**Submitted by:**

Dr. John Kriekard, Acting Superintendent

**Funding:**

N/A

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**BACKGROUND:**

Dr. Kriekard will lead a discussion regarding possible revisions to the School Year Calendar for 2019-2020.

**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

Positive governance leads to improved external communications.

This aligns to District Goal:

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

**Information/Discussion:**

**Fiscal Year 2018/2019 Financial Report**

**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 balances.

**Budget Controlled Funds as of August 31, 2018**

Fund #	Fund Description	Adopted Budget	YTD Expended	Encumbrances	Uncommitted Bal	% Expended
001	Maintenance & Operations	\$ 162,716,980	\$ 10,178,865	\$ 113,089,033	\$ 39,449,082	24.24%
011-013	Classroom Site Fund	\$ 16,950,526	\$ 3,124,782	\$ 5,363,931	\$ 8,461,813	49.92%
100-130	ESEA Title I	\$ 3,504,443	\$ 209,478	\$ 1,899,032	\$ 1,395,933	39.83%
140-150	ESEA Title II	\$ 540,981	\$ 13,283	\$ 284,463	\$ 243,235	44.96%
160	21st Century Schools	\$ 595,707	\$ 8,943	\$ 305,007	\$ 281,758	47.30%
190	ESEA Title III	\$ 102,836	\$ -	\$ 17,988	\$ 84,848	82.51%
200	ESEA Title VII - Indian Ed.	\$ 110,905	\$ 7,049	\$ 58,865	\$ 44,990	40.57%
220	IDEA - Part B	\$ 3,536,212	\$ 217,156	\$ 2,093,306	\$ 1,225,750	34.66%
230 *	Johnson O'Malley	\$ 7,047	\$ 8,023	\$ -	\$ (976)	-13.85%
260-270	Vocational Education - Basic	\$ 497,333	\$ 10,397	\$ 190,463	\$ 296,472	59.61%
400	Vocational Education	\$ 70,607	\$ 1,274	\$ 13,453	\$ 55,880	79.14%
430 *	Chemical Abuse Prevention	\$ 179,115	\$ 7,765	\$ 202,414	\$ (31,064)	-17.34%
456	College Credit Exams	\$ -	\$ -	\$ -	\$ -	0.00%
457	Results-Based Funding	\$ 945,199	\$ 148,934	\$ 182,770	\$ 613,495	64.91%
610	Unrestricted Capital Outlay	\$ 6,122,383	\$ 398,190	\$ 519,307	\$ 5,204,886	85.01%
611	Capital Override	\$ 11,155,000	\$ 2,075,345	\$ 562,121	\$ 8,517,533	76.36%
620	Adjacent Ways	\$ 4,000,000	\$ 284,297	\$ 1,607,243	\$ 2,108,460	52.71%
701	Debt Service	\$ 30,092,860	\$ 24,176,108	\$ -	\$ 5,916,752	19.66%
<b>Total Budget Controlled Funds</b>		<b>\$ 241,128,134</b>	<b>\$ 40,869,889</b>	<b>\$ 126,389,399</b>	<b>\$ 73,868,846</b>	<b>30.63%</b>

\* Additional grant funds approved after budget was adopted.

## Cash Controlled Funds as of August 31, 2018

Fund #	Fund Description	Beg. Balance	YTD Revenues	YTD Expenditure	Encumbrances	YTD Balance
020	Indian Gaming	\$ 1,854,650	\$ 3,518	\$ 46,213	\$ 992,157	\$ 819,798
051	City of Scottsdale Micro Grant	\$ 10,966	\$ -	\$ -	\$ -	\$ 10,966
052	RICO Community Grant	\$ 3,328	\$ -	\$ -	\$ -	\$ 3,328
290	Medicaid Reimbursement	\$ 5,199,575	\$ 69,998	\$ 49,745	\$ 382,328	\$ 4,837,501
374 *	E-Rate	\$ (212,848)	\$ -	\$ -		\$ (212,848)
505/506	School Plant	\$ 7,619,763	\$ 3,282	\$ 20,506	\$ 39,071	\$ 7,563,468
510 **	Food Services	\$ 2,828,137	\$ 111,658	\$ 687,978	\$ 7,591,436	\$ (5,339,618)
515	Civic Center	\$ 1,275,283	\$ 57,910	\$ 35,798	\$ 236,005	\$ 1,061,390
520 **	Community Education	\$ 3,711,508	\$ 795,168	\$ 489,346	\$ 4,233,172	\$ (215,843)
525	Auxiliary Operations	\$ 3,313,455	\$ 667,285	\$ 134,632	\$ 852,569	\$ 2,993,539
526	Tax Credit	\$ 3,748,750	\$ 519,454	\$ 145,965	\$ 808,712	\$ 3,313,527
530	Gift	\$ 1,491,980	\$ 223,405	\$ 127,242	\$ 915,420	\$ 672,723
540	Fingerprint	\$ 16,023	\$ 1,533	\$ 1,452	\$ 6,548	\$ 9,557
550	Insurance Proceeds	\$ 970,275	\$ 1,858	\$ -	\$ -	\$ 972,134
555	Lost/Damaged Books	\$ 567,566	\$ 29,152	\$ 369	\$ 8,013	\$ 588,335
565	Litigation Recovery	\$ 101,799	\$ 193	\$ -	\$ -	\$ 101,993
570	Indirect Costs	\$ 7,843,971	\$ 12,147	\$ 83,279	\$ 531,913	\$ 7,240,925
575	Unemployment Ins	\$ 946	\$ 2	\$ -	\$ -	\$ 948
585	Insurance Refund	\$ 140,029	\$ 266	\$ -	\$ -	\$ 140,294
595	Advertisement	\$ 21,608	\$ 341	\$ 2,317	\$ 1,628	\$ 18,004
596	EVIT	\$ 1,779,201	\$ 885	\$ 76,368	\$ 1,220,067	\$ 483,651
630	Bond	\$ 52,468,404	\$ -	\$ 5,300,806	\$ 19,447,007	\$ 27,720,591
650	Capital Gifts & Donations	\$ 33,967	\$ 32,526	\$ -	\$ 41,816	\$ 24,677
665 ***	Energy & Water Savings	\$ 2,664,678	\$ 354,406	\$ 1,179,684	\$ 3,455,718	\$ (1,616,318)
691 ****	Building Renewal Grant	\$ (40,890)	\$ (120)	\$ -	\$ -	\$ (41,010)
951-959	Internal Service Funds	\$ 1,374,502	\$ 53,847	\$ 108,556	\$ 902,754	\$ 417,039
Total Cash Controlled Funds		\$ 98,786,629	\$ 2,938,714	\$ 8,490,256	\$ 41,666,333	\$ 51,568,753

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

\*\* Encumbrances include yearlong payroll encumbrances; however, cash is received throughout the year.

\*\*\* IRS Subsidy received for offset of deficit

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



<b>Student Activities as of June 30, 2018</b>				
<b>School</b>	<b>Beg. Balance</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>Ending Balance</b>
Anasazi	627.74	85.37	90.00	623.11
Arcadia	183,533.19	264,958.25	240,495.12	207,996.32
Chaparral	247,678.75	479,604.20	455,507.75	271,775.20
Cherokee	1,848.37	4,333.63	2,212.52	3,969.48
Cheyenne	8,266.38	6,191.40	4,502.65	9,955.13
Cochise	802.91	33.96	0.00	836.87
Cocopah	26,715.31	102,766.47	87,756.62	41,725.16
Copper Ridge	43,918.40	27,381.26	40,257.94	31,041.72
Coronado	130,446.73	100,771.75	88,655.97	142,562.51
Desert Canyon	341.21	1,273.23	1,174.62	439.82
Desert Canyon	23,986.46	54,817.00	54,750.81	24,052.65
Desert Mountain	406,100.41	476,555.34	499,278.19	383,377.56
Echo Canyon	10,097.14	5,487.66	4,932.14	10,652.66
Hohokam	5,138.53	3,035.16	3,394.66	4,779.03
Hopi	6,302.64	3,544.82	1,753.85	8,093.61
Ingleside	32,508.19	46,707.87	35,375.04	43,841.02
Kiva	2,222.99	814.77	324.24	2,713.52
Laguna	3,802.88	1,793.80	2,669.58	2,927.10
Mohave	60,496.12	65,670.78	66,423.00	59,743.90
Mountainside	129,232.78	57,145.80	56,495.80	129,882.78
Navajo	1,956.69	1,642.31	1,497.64	2,101.36
Pima	3,409.77	100.66	525.00	2,985.43
Pueblo	2,523.54	48.54	339.62	2,232.46
Redfield	5,712.13	2,823.94	2,094.59	6,441.48
Saguaro	235,941.71	271,183.11	271,385.75	235,739.07
Sequoia	2,708.84	2,458.96	2,557.65	2,610.15
Student Advisory	40.92	25.91	0.00	66.83
Tavan	2,486.82	404.25	1,690.00	1,201.07
Tonalea K-8	31,446.37	37,553.43	34,450.30	34,549.50
Unallocated Interest	8,897.66	(8,897.66)	0.00	0.00
Yavapai	10,132.42	6,872.36	5,177.00	11,827.78
<b>Total All Sites</b>	<b>\$1,629,324.00</b>	<b>\$2,017,188.33</b>	<b>\$1,965,768.05</b>	<b>\$1,680,744.28</b>

<b>Student Activities as of July 31, 2018</b>				
<b>School</b>	<b>Beg. Balance</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>Ending Balance</b>
Anasazi	623.11	0	0	623.11
Arcadia	207,996.32	25,365.00	2168.42	231,192.90
Chaparral	271,775.20	45,046.00	8113.75	308,707.45
Cherokee	3969.48	0	0	3,969.48
Cheyenne	9955.13	0	0	9,955.13
Cochise	836.87	0	0	836.87
Cocopah	41,725.16	0	2543.5	39,181.66
Copper Ridge	31041.72	0	0	31,041.72
Coronado	142,562.51	99.34	711.68	141,950.17
Desert Canyon	439.82	0	0	439.82
Desert Canyon	24,052.65	175	0	24,227.65
Desert Mountain	383,377.56	37,523.00	4200	416,700.56
Echo Canyon	10652.66	0	0	10,652.66
Hohokam	4779.03	0	0	4,779.03
Hopi	8093.61	0	0	8,093.61

Ingleside	43,841.02	0	0	43,841.02
Kiva	2713.52	0	0	2,713.52
Laguna	2927.1	0	300	2,627.10
Mohave	59743.9	71	0	59,814.90
Mountainside	129882.78	0	450	129,432.78
Navajo	2101.36	0	0	2,101.36
Pima	2985.43	0	0	2,985.43
Pueblo	2232.46	0	0	2,232.46
Redfield	6441.48	0	0	6,441.48
Saguaro	235,739.07	24,716.94	10144.26	250,311.75
Sequoia	2610.15	0	0	2,610.15
Student Advisory	66.83	0.00	0	66.83
Tavan	1201.07	0	0	1,201.07
Tonalea K-8	34549.5	0	0	34,549.50
Unallocated Interest	0.00	2,732.21	0.00	2,732.21
Yavapai	11827.78	0	0	11,827.78
<b>Total All Sites</b>	<b>\$1,680,744.28</b>	<b>\$135,728.49</b>	<b>\$28,631.61</b>	<b>\$1,787,841.16</b>

**Student Activities as of August 31, 2018**

School	Beg. Balance	Revenue	Expenditures	Ending Balance
Anasazi	623.11	0.00	0.00	623.11
Arcadia	207,996.32	56,241.00	6,277.46	257,959.86
Chaparral	271,775.20	104,195.77	39,836.59	336,134.38
Cherokee	3,969.48	0.00	0.00	3,969.48
Cheyenne	9,955.13	0.00	0.00	9,955.13
Cochise	836.87	0.00	0.00	836.87
Cocopah	41,725.16	12,783.78	5,343.50	49,165.44
Copper Ridge	31,041.72	646.25	513.18	31,174.79
Coronado	142,562.51	6,649.64	5,448.49	143,763.66
Desert Canyon	439.82	0.00	0.00	439.82
Desert Canyon	24,052.65	7,166.50	0.00	31,219.15
Desert Mountain	383,377.56	109,415.41	90,695.24	402,097.73
Echo Canyon	10,652.66	0.00	400.00	10,252.66
Hohokam	4,779.03	140.00	0.00	4,919.03
Hopi	8,093.61	0.00	0.00	8,093.61
Ingleside	43,841.02	2,585.27	338.83	46,087.46
Kiva	2,713.52	0.00	0.00	2,713.52
Laguna	2,927.10	0.00	600.00	2,327.10
Mohave	59,743.90	431.00	400.00	59,774.90
Mountainside	129,882.78	860.00	14,148.00	116,594.78
Navajo	2,101.36	0.00	0.00	2,101.36
Pima	2,985.43	0.00	0.00	2,985.43
Pueblo	2,232.46	0.00	0.00	2,232.46
Redfield	6,441.48	135.00	0.00	6,576.48
Saguaro	235,739.07	31,956.98	85,146.17	182,549.88
Sequoia	2,610.15	0.00	0.00	2,610.15
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	225.00	3,482.70	31,291.80
Unallocated Interest	0.00	2,732.21	0.00	2,732.21
Yavapai	11,827.78	0.00	0.00	11,827.78
<b>Total All Sites</b>	<b>\$1,680,744.28</b>	<b>\$336,163.81</b>	<b>\$252,630.16</b>	<b>\$1,764,277.93</b>

**2016 Bond Project - As Of August 31, 2018**

Project Summary	Project Summary				
	Bonds Sold	Expenditures 17/18	Expenditures FY19	Encumbrances FY19	Balance
2017-2018 Renovate, Improve and Construct School Facilities	\$96,737,608	\$40,860,097	\$5,263,747	\$4,500,750	\$46,113,014
School Site Safety	\$3,090,000	\$474,140	\$37,059	\$120,857	\$2,457,944
Pupil Transportation	\$2,000,000	\$1,151,253	\$0	\$0	\$848,747
	<b>\$101,827,608</b>	<b>\$42,485,490</b>	<b>\$5,300,806</b>	<b>\$4,621,607</b>	<b>\$49,419,705</b>

\*2017 Sale \$45,059,327

\*2018 Sale \$56,768,281

Project Summary	Project Summary			
	Bonds Authorized	Expenditures to Date	Encumbrance to Date	Bond Authorization Balances
Overall Renovate, Improve and Construct School Facilities	\$219,910,000	\$46,123,844	\$4,500,750	\$169,285,406
School Site Safety	\$3,090,000	\$511,199	\$120,857	\$2,457,944
Pupil Transportation	\$6,000,000	\$1,151,253	\$0	\$4,848,747
	<b>\$229,000,000</b>	<b>\$47,786,296</b>	<b>\$4,621,607</b>	<b>\$176,592,097</b>

**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:**

**M&O Override, Capital Override, and Bond Fiscal Year 2018 Report**

**Submitted by:**  
Jeff Gadd, Interim CFO

**Funding:**  
001,611,630

**BACKGROUND:**

Per Arizona Revised Statute 15-481.Y, each school district that increases its budget pursuant to an override is required to hold a public meeting each year between September 1 and October 31 at which an update of the M&O programs and capital improvements financed through the override will be presented. The update will include the amount expended in the previous fiscal year and the amount included in the current budget for each of the purposes listed in the informational pamphlet.

Per Arizona Revised Statute 15-491.K, each school district that expends bond proceeds is required to hold a public meeting each year between September 1 and October 31 and present the prior year expenditures and proposed expenditures for the current year.

<b>M&amp;O Override</b>	<b>FY18 Expenditures</b>	<b>FY19 Proposed Budget</b>
Lower Class Size (Reduced by 3)	6,235,026.44	6,605,905.65
Maintain All-Day Kindergarten (add additional teachers)	2,730,227.77	2,762,241.97
Music, Art, World Languages, Athletics, Co-Curricular Activities	4,742,116.62	4,760,363.80
Technology (additional teachers)	307,382.89	203,239.91
Staff Professional Development - Dept. Chair & Horizontal Movement	2,111,064.25	2,335,814.45
Restore Assistant Principals (5 EL & 2 HS)	357,103.82	487,308.39
Restore Principal at Desert Canyon Elem.	101,586.30	103,277.55
Provide Competitive Teacher Compensation	1,943,805.91	2,064,462.28
<b>Total</b>	<b>\$ 18,528,314.00</b>	<b>\$ 19,322,614.00</b>

<b>Proposed Capital Override Improvements (611)</b>	<b>FY18 Expenditures</b>	<b>FY19 Proposed Budget</b>
Curriculum materials and school technology	\$5,929,775	\$8,300,000
Furniture, fixtures and equipment	\$213,078	\$700,000
Fine Arts, Athletics and Library programs	\$896,762	\$1,400,000
Playground equipment and safety code compliance requirements	\$383,388	\$350,000
<b>Total (18-19 includes carryforward)</b>	<b>\$7,039,614</b>	<b>\$10,400,000</b>

<b>Proposed Bond Improvements</b>	<b>FY18 Expenditures</b>	<b>FY19 Proposed Budget</b>
Renovate, improve and construct school facilities, including major life cycle renovations to District school facilities and furniture and equipment.	\$35,593,331	\$50,700,000

School site safety measures (including improvements at existing campuses, camera systems, etc.)	\$474,140	\$300,000
Purchase pupil transportation and campus support vehicles.	\$1,151,253	\$1,000,000
<b>Total</b>	<b>\$37,218,724</b>	<b>\$52,000,000</b>

**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:**

**First Read of Revisions to Policy FEA - Educational Specifications for Construction**

**Submitted by:**  
Michelle G. Marshall, General Counsel

**Funding:**  
N/A

**BACKGROUND:**

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

- FEA – Educational Specifications for Construction – Pursuant to ASBA Policy Advisory No 620, A.R.S. 15-341 has added language which allows the Governing Board to delegate authority to the superintendent to submit plans for new school facilities to the School Facilities Board to obtain certification that the plans meet minimum adequacy guidelines as prescribed in A.R.S. 15-2011. This language is replicated in the policy. This will be the first update to the SUSD policy.

**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

Positive governance leads to increased fiscal stability 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:**

**Acceptance of Gifts \$38,975.09**

**Submitted by:**  
 Jeff Gadd, Interim CFO

**Funding:**  
 N/A

**RECOMMENDATION:**

It is recommended that the Governing Board accept the following gifts, which have been approved by the District Gift committee.

**BACKGROUND:**

	<b>School</b>	<b>Gift Value</b>
Arcadia PTO-Funds for General Gift Account	Arcadia HS	\$12,560.55
Hopi PTA-Funds for General Gift Account	Hopi ES	\$3,300.00
Arcadia PTO-Funds for General Gift Account	Arcadia HS	\$2,816.95
Ingleside PTO-Funds for General Gift Account	Ingleside MS	\$2,000.00
IBM-Funds for Literacy Project	Navajo ES	\$2,000.00
Redfield PTO-Funds for General Gift Account	Redfield ES	\$1,309.17
Redfield PTO-Funds for General Gift Account	Redfield ES	\$1,154.00
Scottsdale Arts-Funds for General Gift Account	Navajo ES	\$1,000.00
Ellen Kirschenbaum-Funds for General Gift Account	Navajo ES	\$750.00
Honeywell-Funds for General Gift Account	Desert Mtn. HS	\$625.01
Honeywell-Funds for General Gift Account	Desert Mtn. HS	\$559.16
Coronado Future For The Foundation-Funds for General Gift Account	Coronado HS	\$500.00
Louis Goldman-Funds for General Gift Account	Various	\$400.00
Chaparral's World Country Club-Funds for General Gift Account	Navajo ES	\$347.75
Jennifer Broatch-Funds for General Gift Account	Sequoia ES	\$300.00
	<b>Subtotal Cash</b>	<b>\$29,622.59</b>
Laguna PTO-An Alternative Seating for Classrooms	Laguna ES	\$3,475.79
Saguaro Senior Class of 2018-Desks & Chairs for the Auditorium Reception Area	Saguaro HS	\$1,834.25
Cheyenne PTO-A HP Elitebook and Docking Station	Cheyenne ES	\$1,183.12
Cocopah Yearbook-A Whiteboard	Cocopah MS	\$390.74
	<b>Subtotal Non-Cash</b>	<b>\$6,883.90</b>
<b>Gifts Valued Under \$300.00 Donated to the District 10/16/18</b>	<b>All Schools</b>	<b>\$2,468.60</b>
<b>Donations to the District since July 1, 2018-\$380,343.74</b>	<b>Total</b>	<b>\$38,975.09</b>

**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 August 29 through September 20, 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 August 29 through September 20, 2018.

**Funding**

001-Regular Education/AASBO	\$175.00
570-Indirect Costs/AASBO	280.00
<b>Total</b>	<b>\$455.00</b>

**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 August 24, 2018 FY18**

**Submitted by:**  
 Jeff Gadd, Interim CFO

**Funding:**  
 Various

**RECOMMENDATION:**

It is recommended that the Governing Board approve payment of accounts payable vouchers processed August 24, 2018 FY18.

**Funding**

630-BOND	\$153,478.00
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**BACKGROUND:**

Riddle Painting & Coatings Company	\$153,478.00
<b>Total</b>	<b>\$153,478.00</b>

**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 August 29 through September 26, 2018 FY19**

**Submitted by:**  
Jeff Gadd, Interim CFO

**Funding:**  
Various

**RECOMMENDATION:**

It is recommended that the Governing Board approve payment of accounts payable vouchers processed August 29, through September 26, 2018 FY19.

**Funding**

630-BOND	\$5,494,234.60
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**BACKGROUND:**

Belfour USA Group	\$23,975.47
Camnet	\$16,838.76
Cardio Care LLC	\$1,506.52
CDW Government	\$9,024.87
Classic Party Rentals	\$3,345.10
Core Construction Services of Arizona	\$5,245,875.32
Dave Bang & Associates	\$5,485.86
Dell Marketing	\$84,929.46
GovConnection	\$5,112.33
Mobile Mini INC	\$1,902.09
Skyline Builders & Restoration	\$96,238.82
<b>Total</b>	<b>\$5,494,234.60</b>

**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 August 24, 2018 FY18**

**Submitted by:**  
 Jeff Gadd, Interim CFO

**Funding:**  
 Various

**RECOMMENDATION:**

It is recommended that the Governing Board approve payment of accounts payable vouchers processed August 24, 2018 FY18.

**Funding**

001-Regular Education	\$2,646,862.51
133-Education Homeless Children & Youth	190.79
164-21 <sup>st</sup> Century Community	(39.95)
457-Results Based Funding-AZ	634.79
525-AUX OPS-Bookstore/ATH	768.04
610-Capital Outlay	4,158.13
850-Student Activities	582.85
953-Property-Insurance/Casualty/WC	17,621.00
<b>Total</b>	<b>\$2,670,778.16</b>

**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 August 29 through  
September 26, 2018 FY19****Submitted by:**

Jeff Gadd, Interim CFO

**Funding:**

Various

**RECOMMENDATION:**

It is recommended that the Governing Board approve payment of accounts payable vouchers processed August 29 through September 26, 2018 FY19.

**Funding**

001-Regular Education	\$2,540,373.44
100-Title I LEA FY18	45,217.50
101-Title I LEA FY19	12,361.25
133-Education Homeless Children & Youth	605.74
141-Title II Improving Teacher Quality FY19	2,748.00
164-21 <sup>st</sup> Century Community	2,166.02
200-Title VII Indian Education Federal Direct	3,184.50
220-Idea Basic-Ent	99,409.75
261-CTE Federal Perkins Grant FY18	19,835.88
290-Medicaid Reimbursement	54,340.61
400-CTE State Priority Grant	9,346.87
430-HSHW-High School Health & Wellness Grant	23,904.12
457-Results Based Funding-AZ	7,923.20
505-School Plant-ST Lease<1 YR	1,453.78
510-Nutritional Services	514,484.06
515-Civic Center	24,603.76
520-Community Schools	107,695.52
525-AUX OPS-Bookstore/ATH	175,683.47
526-AUX OPS-Extra Tax Credit	151,155.99
530-Gifts and Donations	82,417.65
540-Fingerprint	858.00
555-Lost Damaged Books	16,284.37
570-Indirect Costs	15,035.46
595-Advertisement Fund	451.00
596-Joint Tech Education Fund	5,957.40
610-Capital Outlay	379,264.65
611-Capital Outlay Override	575,889.64
620-Adjacent Ways	318,299.88
650-Capital Gifts and Donations	15,922.32
665-Energy and Water Savings	20,328.62
850-Student Activities	126,847.29
951-Print Shop	12,659.00
952-IGA-ADES Transition from School to Work	254.99

953-Property-Insurance/Casualty/WC	24,078.85
955-IGA-Dual Enrollment	68,389.76
<b>Total</b>	<u><b>\$5,459,432.34</b></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 August 31 through October 2, 2018**

**Submitted by:**  
 Jeff Gadd, Interim CFO

**Funding:**  
 Various

**RECOMMENDATION:**

It is recommended that the Governing Board approve payment of payroll vouchers processed August 31 through October 2, 2018.

**Funding**

001-Regular Education	\$17,151,604.81
011-Classroom Site-Base Salary	269,333.48
012-Classroom Site-Perform Pay	974.64
013-Classroom Site-Other	576,192.64
020-INSTR Improv Indian GMNG	130,551.07
100-Title I LEA FY18	245,832.03
101-Title I LEA FY19	35,695.22
140-Title II Improving Teacher Quality FY18	33,495.63
141-Title II Improving Teacher Quality FY19	13,997.57
164-21st Century Community L.C.	17,313.41
200-Title VII Indian Education Federal Direct	9,872.48
220-IDEA Basic-Ent	196,436.67
221-IDEA Preschool Grant	5,760.06
261-CTE Federal Perkins Grant FY18	13,148.38
290-Medicaid Reimbursement	42,393.24
430-HSHW-High School Health & Wellness Grant	31,161.33
457-Results Based Funding-AZ	20,318.24
510-Nutritional Services	735,580.13
515-Civic Center	32,929.72
520-Community School	586,000.06
525-Aux OPS - Bookstore/ATH	55,789.55
526-Aux OPS/Extra Tax Credit	37,252.94
530-Gifts & Donation	83,508.67
570-Indirect Costs	71,107.58
596-Joint Tech Education Fund	170,956.11
630-BOND	7,978.55
951-Print Shop(Internal Service Fund)	7,700.15
952-IGA-ADES Transition from School to Work	68,401.43
953-Property-Insurance/Casualty/WC	8,641.28
955-IGA-Dual Enrollment	269.09
957-IGA-Ball Field Maint	17,205.43
<b>Total</b>	<b>\$20,677,401.59</b>

**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, 9/1/18 – 10/2/18****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: 47 New Employments, 5 Leaves of Absence, 20 Transfers, 2 Classified Substitutes and Temporary Workers 3 Qualified Evaluators and 25 Separations.

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

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
<b><u>Administrative/Administrative Support/Support-Exempt – School:</u></b>		
Lucas Pugh	Ingleside/Assist. Principal	09/14/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>VACANCY DATE</u>	<u>FUNDING</u>	<u>EFFECTIVE</u>
<b><u>Certified – Department:</u></b>				
Shelby Larson	SPED/SLP	08/01/18	M & O	10/01/18
Molly Minson	SPED/Psych	05/25/18	M & O	08/27/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
<b><u>Certified – School:</u></b>		
Salvador Guardiola	DMHS/Spanish	09/06/18
Fred Kass	Laguna/SPED SCA	09/07/18
Robert Liebman	Coronado/Guidance Counselor	09/25/18
JoAnn Markette	Coronado/Language Arts	09/25/18
Megan Rudy	Tonalea/ELD	09/18/18
Susan Vallerio-Weidmann	Cochise/Nurse	10/01/18
Kristi Wendt	Mountainside/IB MYP	10/03/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>VACANCY DATE</u>	<u>FUNDING</u>	<u>EFFECTIVE</u>
<b><u>Classified – Departmental:</u></b>				
Mamoun Arrfou	Comm Ed/Chldcare Spec	New	CommEd (520)	09/05/18
LaKeishia Burton	Bldg Srvs/Admin Supp Coord	New	M&O (001)	10/03/18
Diana Espinoza	Comm Ed/Chldcare Prov 2	New	CommEd (520)	09/05/18
Ian Giese	Bldg Srvs/Fac Srvs Wrkr Cust	08/30/18	M&O (001)	10/02/18
Selena Martinez	Trans/Bus Aide	08/10/18	M&O (001)	09/18/18
Sue Pechersky	Comm Ed/Fisc Supp Coord	09/18/18	CommEd (520)	09/24/18
Adrianna Ramirez	Comm Ed/Chldcare Prov 2	New	CommEd (520)	09/26/18
Anyssa Vargas	Comm Ed/Chldcare Prov 2	New	CommEd (520)	09/05/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
<b><u>Classified - School:</u></b>		
Cynthia Alvarez Suarez	Pima/Instr Supp Para	09/14/18
Paula Badour	Hopi/Cross Guard	09/12/18

**Classified - School Cont:**

Cydnie Baldwin	Mohave/Security Officer	09/12/18
Gina Copeland	Kiva/Instr Supp Para	09/18/18
Eileen Deiulio	Laguna/Instr Supp Para	09/11/18
Sital Dhruva	Cherokee/Instr Supp Para	09/12/18
JoAnn Froehlke	Copper Ridge/Chldcare Prov 2	09/17/18
Marissa Frost	Hohokam/Instr Supp Para	09/17/18
Lorraine Green	DCMS/Instr Supp Para	09/20/18
Stormi Grey	Tavan/Noon Aide	09/26/18
MacKenzie Hogan	Pueblo/Noon Aide	09/06/18
Elizabeth Johnson	DCMS/Instr Supp Para	09/25/18
Rebecca Johnson	Cocopah/Instr Supp Para	09/04/18
Tricia Kelly	Hopi/Instr Supp Para	09/20/18
Carlos Lopez	DMHS/Security Officer	09/24/18
Josephine Mannino-Meyers	Chaparral/Instr Supp Para	09/26/18
Christine Nanfra	Navajo/Instr Supp Para	10/16/18
Fallon Nelson	Cherokee/Instr Supp Para	09/04/18
Veisia Ngaluola	Ingleside/Instr Supp Para	09/26/18
Amy Roberts	Cherokee/Instr Supp Para LA	09/11/18
Barbara Rodriguez	Laguna/Instr Supp Para LA	09/12/18
Martha Rondan	Kiva/Instr Supp Para	09/20/18
Sherri Smith	Cochise/Noon Aide	09/05/18
Julie Stafford	Copper Ridge/Admin Supp Assist	09/24/18
Rose Stringer	Laguna/Noon Aide	09/26/18
Sherri Sukut	Redfield/Instr Supp Para	10/03/18
Jessica Terrazas	Kiva/Instr Supp Para	09/05/18
Robert Trapani	Kiva/Noon Aide	09/20/18
Kevin Warrick	DCMS/Sr Nut Srvs Wrkr	09/17/18

**LEAVES OF ABSENCE:**

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
<b><u>Certified:</u></b>		
Holly Whitten	Deseg/Gifted	10/31/18 – 05/31/19
Sherena Small	Stu Srvs/Social Worker	08/01/18 – 09/14/18
Michelle Gates	Anasazi/SPED LRC	09/21/18 – 10/05/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
<b><u>Classified:</u></b>		
Gloria Vargas	Tonalea/Comm Specialist	09/12/18 – 05/31/19
Francisca Romero	Coronado/Instr Supp Para	09/07/18 – 12/21/18

**TRANSFERS:**

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>TRANSFER TO</u>	<u>VACANCY DATE</u>	<u>FUNDING</u>	<u>EFFECTIVE</u>
<b><u>Administrative/Administrative Support/Support-Exempt – Department:</u></b>					
Paul Goldstein	IT/Net Sys Eng	IT/Network & Sys Coord	07/02/18	M&O (001)	09/06/18
Jennifer Pleasant	Bus & Fin/Pyrrl Spec	Bus & Fin/Stu Act Mgr	06/14/18	M&O (001)	09/17/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>TRANSFER TO</u>	<u>EFFECTIVE</u>
<b><u>Certified – School:</u></b>			
James Holmes	HR/Substitute	Coronado/P.E.	10/02/18
Claudia Ramirez	HR/Substitute	Pueblo/ 5th Grade FLI	08/31/18
Terry Wilson	HR/Substitute	Mountainside/Choir	09/17/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>TRANSFER TO</u>	<u>VACANCY DATE</u>	<u>FUNDING</u>	<u>EFFECTIVE</u>
<b><u>Classified – Department:</u></b>					
Byron Fletcher	Trans/Bus Training	Trans/Bus Driver	05/24/18	M&O (001)	09/14/18
Hans Hensley	Trans/Bus Training	Trans/Bus Driver	05/24/18	M&O (001)	09/18/18
Eric Kamps	Bldg Srvs/Fac Srvs Tech	Bldg Srvs/Fac Srvs Spec Grounds	07/05/18	M&O (001)	09/05/18
Lori O'Neill	Trans/Bus Training	Trans/Bus Driver	05/24/18	M&O (001)	09/17/18
Hailey Tacey	CommEd/SW HS Intern	CommEd/Chldcare Prov 2	08/17/18	CommEd (520)	10/01/18
Anthony VonGonten	IT/Supp Spec I	IT/Supp Spec II	08/10/18	M&O (001)	08/31/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>TRANSFER TO</u>	<u>EFFECTIVE</u>
<b><u>Classified – School:</u></b>			
Jill Albertson	Kiva/Instr Supp Para	Kiva/Admin Supp Tech	09/18/18
Jennifer Allen	HR/Substitute	Hopi/Instr Supp Para	09/05/18
Lerinda Beeler	Bldg Srvs/Fac Wrk Cust	Bldg Srvs/Fac Coord	08/31/18
Yvonne Gee	Ingleside/Inst Sup Para	Arcadia/Instr Supp Spec	09/20/18
Lorea Pacheco	CommEd/Chldcare Prov	Bldg Srvs/Fac Srvs Wrkr Cust	09/24/18
Eric Pashkow	Bldg Srvs/Fac Wrk Cust	Bldg Srvs/Fac Coord	09/03/18
Alison Reese	CommEd/Chldcare Prov	Cherokee/Chldcare Spec	09/17/18
Vicki Ruby	Chaparral/Fis Sup Tech	Chaparral/Admin Supp Assist LA	09/11/18
Parisa Souran	Cherokee/Inst Sup Para	Cherokee/Chldcare Prov	08/01/18

**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>
Darlene Steffen	Trans/Bus Driver Train	09/17/18
Nicholas Whittaker	Trans/Bus Driver Train	09/03/18

**QUALIFIED EVALUATORS FOR CERTIFICATED STAFF for 2018-19:**

Angelia Keemle/Laguna & Navajo Elementary Schools

Mai-Lon Wong/Gifted

Lucas Pugh/Ingleside Middle School

**SEPARATIONS:**

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>REASON</u>	<u>EFFECTIVE</u>
<b><u>Certified:</u></b>			
Shelly Allaby	Hohokam/PreK	Resignation	10/05/18
Salvador Guardiola	DMHS/Spanish	Resignation	10/05/18
Kimberly Hughes	Cochise/Nurse	Resignation	09/13/18
<b><u>Classified:</u></b>			
Samson Aguilar	Trans/Trans Srvs Spec	Resignation	10/12/18
Penny Amadio	Kiva/Instr Supp Para	Resignation	06/01/18
Alice Bacigalupi	CommEd/Fisc Supp Coord	Resignation	09/18/18
Penny Besock	Nut Srvs/Sr Nut Srvs Wrkr	Resignation	09/26/18

**Classified Cont:**

Cynthia Bitcon	DMHS/Admin Supp Assist	Resignation	10/19/18
Steven Block	Trans/Bus Aide	Resignation	08/28/18
Robert Bober	Trans/Bus Driver	Resignation	08/06/18
Tanis Bolick	Trans/Bus Aide	Resignation	08/07/18
Eileen Deiulio	Laguna/Instr Supp Para	Resignation	09/12/18
Stefanye Dixon	Deseg/Fisc Supp Tech	Resignation	09/27/18
Randell Elmer	Trans/Bus Aide	Resignation	09/07/18
MacKenzie Hogan	Pueblo/Noon Aide	Resignation	09/27/18
Gloria Jaros	Ingleside/Instr Supp Para	Resignation	09/14/18
Irene Lang	Nut Srvs/Nut Srvs Mgr	Resignation	09/07/18
Paula MacWilliam	Arcadia/Admin Supp Assist	Resignation	09/13/18
Joe Mettler	Hopi/Noon Aide	Retired	09/21/18
Adam Ottosen	CommEd/Chldcare Spec	Resignation	09/28/18
Russell Ray	Trans/Bus Driver	Resignation	09/06/18
Lisa Ricker	Yavapai/Instr Res Assist	Resignation	08/29/18
Fran Sadeghi	SPED/Instr Supp Para	Resignation	09/28/18
Jillian Sanchez	Yavapai/Noon Aide	Resignation	10/05/18
Leticia Zavala Gutierrez	Deseg/Instr Supp Assist	Resignation	09/14/18

**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

**BACKGROUND:**

**NEW EMPLOYMENTS:**

**Administrative/Administrative Support/Support-Exempt – Departmental:**

<b><u>NAME</u></b>	<b><u>UNIT/ASSIGNMENT</u></b>
<b><i>Lucas Pugh</i></b>	<b><i>Ingleside/Assist. Principal</i></b>

**Education:**

Undergrad - Northern Arizona University - BA in History  
Graduate - Northern Arizona University - MA in Ed. Leadership

**Work Experience:**

Most Current - Assistant Principal - Cartwright School district in Phoenix, AZ

**Certificates:**

Administrative Certificate 6-12  
Secondary Certificate

**TRANSFERS:**

<b><u>NAME</u></b>	<b><u>UNIT/ASSIGNMENT</u></b>
<b><i>Paul Goldstein</i></b>	<b><i>IT/Network &amp; Sys Coord</i></b>

**Administrative/Administrative Support/Support-Exempt – Department:**

**Education:**

Undergrad - PVCC - AA in General Studies

**Work Experience:**

Most Current - Network Engineer - Scottsdale Unified School District in Scottsdale, AZ

**Certificates:**

East Valley Institute of Technology - Technology & Network Certification

***Jennifer Pleasant Student Activities Mgr***

**Education:**

Undergrad - University of Phoenix - BS in Management

**Work Experience:**

Most Current - Payroll Specialist - Scottsdale Unified School District in Scottsdale, AZ

**Consent Item:**

**Approval of Minutes of August 30, 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 August 30, 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 September 4, 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 September 4, 2018 Regular Governing Board Meeting.

**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

**Consent Item:**

**Approval of Minutes of September 25, 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 September 25, 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 September 27, 2018 Special Governing Board Meeting and Executive Session**

**Submitted by:**

Dr. John Kriekard, Acting Superintendent

**Funding:**

N/A

**RECOMMENDATION:**

It is recommended that the Governing Board approve the Minutes of the September 27, 2018 Special Governing Board Meeting and Executive Session.

**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:**

<b><u>CASE #</u></b>	<b><u>Reason for Hearing</u></b>	<b><u>Hearing Officer’s Recommendation</u></b>
181903	General Behavior Expectations Drug Violation	Expulsion
181904	General Behavior Expectations Drug Violation, Level II Defiance, Disrespect Toward Authority & Non-Compliance Language, Inappropriate Threat or Intimidation	Expulsion
181905	General Behavior Expectations Drug Violation, Level II	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:**

**Overnight, Out-of-State, Foreign Field Trips**

**Submitted by:**

Dr. Milissa Sackos, Assistant Superintendent Secondary Education  
 Dr. Ibi Haghighat, Assistant Superintendent Elementary Education

**Funding:**

Tax Credit (526), Auxiliary Operations (525), Student Activities (850)

**RECOMMENDATION:**

It is recommended that the Governing Board approve the following overnight, out-of-state, foreign field trips.

School	Trip Type	Leave Date	Return Date	Trip	Destination
Chaparral	Overnight	9/28/2018	9/29/2018	Golf Invitational	Prescott, AZ
DMHS	Overnight	9/28/2018	9/29/2018	Basketball Tournament	Tucson, AZ
DMHS	Overnight	9/28/2018	9/29/2018	Enriched Dance Experience	Tucson, AZ
Cocopah	Out-of-State	5/16/2019	5/19/2019	Performance Festival	Los Angeles, CA

**BACKGROUND:**

Field trips are paid through Tax Credit, Auxiliary Operations, and Student Activities funds.

**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

Field trips allow students to expand their learning opportunities and experience hands on learning.

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 and Adoption of Governing Board Policy BCB, Board Member Conflict of Interest; DJ, Purchasing (Purchasing Ethics); and EEAEA, Bus Driver Requirements**

**Submitted by:**

Michelle G. Marshall, General Counsel

**Funding:**N/A

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**RECOMMENDATION:**

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

- BCB, Board Member Conflict of Interest
- BCB –E, Board Member Conflict of Interest Disclosure Memorandum
- DJ, Purchasing (Purchasing Ethics)
- EEAEA, Bus Driver Requirements, Training and Responsibilities

**BACKGROUND:**

Administration is recommending the adoption of the above policies and exhibit, as presented to the Governing Board by General Counsel at the Governing Board's regular meeting on September 4, 2018. The recommended revisions include the revisions requested by the Governing Board on September 4, 2018. The Board has satisfied Governing Board Policy BGB, Policy Adoption, which requires a first read and second read prior to adoption, unless waived.

The additional revisions requested by the Governing Board during the September 4, 2018 meeting are as follows:

- BCB, Board Member Conflict of Interest: In the paragraph "Refrain from participating in any manner" add the word "deliberate" after "give advice";
- EEAEA, Bus Driver Requirements, Training and Responsibilities: In the last paragraph, add the language "the annually" to the following sentence: "The District will assume the cost of the annually required physical examinations . . ."

In addition, the Board on September 4, 2018 inquired whether we should add language regarding training to this policy, given its title. In consultation with the SUSD Transportation Director, it is recommended that we add the following language:

The Board delegates the responsibility for mandatory training for bus drivers to the Superintendent or his/her designee, who shall ensure that Bus Drivers (including employees, new hires and applicants) are provided appropriate training.

This addition allows the department the flexibility to update training as necessary each year, without having to change the language of the policy.

**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

Positive governance leads to increased 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

**BCB**  
**BOARD MEMBER CONFLICT**  
**OF INTEREST**

**Voting Restrictions**

Notwithstanding any other provision of law, a Governing Board member shall be eligible to vote on any budgetary, personnel, or other question that comes before the Board, except that it shall be unlawful for a member to vote on a specific item that concerns the appointment, employment, or remuneration of such member or any person related to such member as a dependent as defined in A.R.S. [43-1001](#). [LEGAL REF.: A.R.S. [15-323](#)]

**Employment Limitation**

No dependent, as defined in Section [43-1001](#), of a Governing Board member may be employed in the District, except by consent of the Board. [LEGAL REF.: A.R.S. [15-502](#)]

No employee of the District or the spouse of such employee may hold membership on the Governing Board of the District. [LEGAL REF.: A.R.S. [15-421](#)]

**Conflict of Interest**

Any Board member or employee of the District who has, or whose relative has, a substantial interest in any contract, sale, purchase, or service to the District shall make known that interest in the official records of the District and shall refrain from voting upon or otherwise participating in any manner as a Board member or employee in such contract, sale, or purchase. [LEGAL REF.: A.R.S. [38-503](#)]

Any Board member or employee who has, or whose relative has, a substantial interest in any decision of the District shall make known such interest in the official records of the District and shall refrain from participating in any manner as a Board member or employee in such a decision. [LEGAL REF.: A.R.S. [38-503](#)]

*"Refrain from participating in any manner"* means more than just refraining from making a final decision. It means participating in any way in the process leading up to a decision. An individual with a conflict of interest must not make recommendations, give advice, deliberate or otherwise communicate in any manner with anyone involved in the decision-making process.

**Purchases from Governing Board**

**Members for Districts with**

**3,000 or More Students**

School district procurement rules are required for all purchases of service from Governing Board members, regardless of the dollar amount. Purchases for services may only be made after public competitive bidding. Purchases of supplies, materials, and equipment from Board members are subject to the following:

- A. Purchases for supplies, materials, and equipment are limited to three hundred dollars (\$300) per transaction;
- B. Total purchases within any twelve (12) month period are limited to one thousand dollars (\$1,000);
- C. The purchases comply with the Uniform System of Financial Records (USFR) guidelines for oral and written quotations.
- D. The Board has, by majority vote, adopted or reconfirmed a policy authorizing such purchases within the preceding twelve (12) month period.

[LEGAL REF.: A.R.S. [38-503](#); [15-323](#); A.G.O. I84-012; I06-002]

## **Purchases from Governing Board**

### **Members for Districts with**

#### **Fewer than 3,000 Students**

School district procurement rules are required for all purchases of service from Governing Board members, regardless of the dollar amount. Purchases for services may only be made after public competitive bidding. Purchases of supplies, materials, and equipment from Board members are subject to the following:

- A. Purchases less than one hundred thousand dollars (\$100,000) comply with the Uniform System of Financial Records (USFR) guidelines for oral and written quotations;
- B. Purchases of one hundred thousand dollars (\$100,000) and above comply with the school district procurement rules for public competitive bidding;
- C. Each purchase is approved by the Governing Board;
- D. The amount of the purchase is included in the Board's meeting minutes.

[LEGAL REF.: A.R.S. [15-323](#); A.G.O. I06-002]

## **Filing of Disclosures**

The District shall maintain for public inspection in a special file all documents necessary to memorialize all disclosures of substantial interest made known pursuant to the statutory conflict-of-interest provisions. [LEGAL REF.: A.R.S. [38-509](#)]

Adopted:

LEGAL REF.:

A.R.S.

[15-213](#)

[15-323](#)

[15-421](#)

15-502

38-481

38-503

38-509

43-1001

A.G.O.

184-012

187-035

188-013

106-002

CROSS REF.:

BBBA - Board Member Qualifications

DJE - Bidding/Purchasing Procedures



**DJ ©  
PURCHASING**

**(Purchasing Ethics Policy)**

The District's Governing Board members and employees shall not use their offices or positions to receive any valuable things or benefits that would not ordinarily accrue to them in the performance of duties if the things or benefits are of such value or character as to manifest a substantial and improper influence upon the performance of their duties.

A District employee who supervises or participates in contracts, purchases, payments, claims or other financial transactions, or a person who supervises or participates in the planning, recommending, selecting or contracting for materials, services, goods, construction, or construction services for the District, shall not accept or agree to accept any personal gift or benefit from a person or vendor that has secured or has taken steps to secure a contract, purchase, payment, claim or financial transaction with the District.

A District employee that has secured or has taken steps to secure a contract, purchase, payment, claim or financial transaction with the District shall not offer, confer or agree to confer any personal gift or benefit to a person who supervises or participates in contract, purchases, payments, claims or other financial transactions, or on construction services of the District.

For the purpose of this policy a *gift or benefit* means a payment, distribution, expenditure, advance, deposit or monies, any intangible personal property, or any kind of tangible personal or real property. A *gift or benefit* does not include food or beverage, expenses or sponsorships related to a special event or function related to individuals identified in this policy, nor does this include an item of nominal value such as a greeting card, T-shirt, mug or pen.

A District employee who has control over personnel actions may not take reprisal against a District employee for that employee's disclosure of information that is a matter of public concern, including a violation of District policy or laws/regulations governing the District.

Adopted:

LEGAL REF.: A.R.S. 15-213

15-323

38-503

38-504

CROSS REF.: [DJE](#) - Bidding/Purchasing Procedures

[GBEAA](#) - Staff Conflict of Interest

**BUS DRIVER REQUIREMENTS, TRAINING,  
AND RESPONSIBILITIES**

Bus drivers employed by the District or employed by contractors who provide transportation services to the District shall comply with applicable provisions of the Commercial Motor Vehicle Safety Act of 1986 and all applicable requirements of the state of Arizona.

Bus drivers shall submit an Identity Verified Fingerprint Card as described in A.R.S. [15-106](#) that the Department of Public Safety shall use to process the fingerprint clearance card as outlined in A.R.S. [15-106](#). A person who is issued a school bus driver certificate shall maintain a valid Identity Verified Fingerprint Clearance Card for the duration of any school bus driver certification period.

The Board delegates the responsibility for mandatory training for bus drivers to the Superintendent or his/her designee, who shall ensure that Bus Drivers (including employees, new hires and applicants) are provided appropriate training.

The District will assume the cost of the annually required physical examinations, and the drivers will assume the cost of obtaining valid commercial driver's licenses as required by law.

The Board delegates the responsibility for mandatory training for bus drivers to the Superintendent or his/her designee, who shall ensure that Bus Drivers (including employees, new hires and applicants) are provided appropriate training.

Adopted:

LEGAL REF.:

A.R.S.

[15-106](#)

[28-857](#)

[28-3228](#)

A.A.C.

R17-4-508 *et seq.*

CROSS REF.:

[GDFA](#) - Support Staff Qualifications and Requirements (fingerprinting requirements)

**Consent Item:****Authorization to Purchase – Kitchen Equipment for Hopi and Pima Elementary Schools****Submitted by:**

Dennis Roehler, Director of Facilities

**Funding:**

Bond - 630

**RECOMMENDATION:**

It is recommended that the Governing Board authorize the purchase of kitchen equipment for both Hopi and Pima Elementary Schools using Arizona Restaurant Supply, Inc. Mohave Educational Services Contract 17K-AZRS-0714 for a lump sum purchase of \$122,064.83 for Hopi ES and \$147,261.39 for Pima ES.

**BACKGROUND:**

The Nutrition Services team has worked closely with the design/construction team and kitchen consultants with Arizona Restaurant Supply, Inc. to put together the most effective and efficient kitchens. In order to maximize the use of available Bond funds, Patti Bilbrey and her team looked at available resources and expected meal volumes at both campuses. The Arizona Restaurant Supply, Inc. proposals identify owner provided equipment as well as all of the new equipment needed to properly equip the Hopi and Pima kitchens.

**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

This aligns to District Goal:

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

**Consent Item:****Award of Invitation for Bid (IFB) #18008, Beverages, Over-The-Counter****Submitted by:**

Eva Dino – Director of Purchasing Services

**Funding:**Nutritional Services and  
Wellness (510)

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**RECOMMENDATION:**

It is recommended that the Governing Board approve the award of IFB #18008, Beverages, Over-The-Counter, to the lowest responsible responsive bidders as listed below, for an estimated amount of \$200,000 for the fiscal year 2018-2019. The contract(s) will begin upon award and continue until June 30<sup>th</sup> 2019. Where the option to extend up to four (4) additional one year terms ending on June 30<sup>th</sup> 2023.

**Vendors:**Pepsi Beverages Company  
Coca-Cola Refreshments**BACKGROUND:**

Nutrition Services is in need of assorted USDA Smart Snack compliant bottled juices, teas, waters and sports beverages for à la carte sales in the District's cafeterias. .

Meeting student demand with regard to food quality and variety is most important, in addition to meeting the established nutritional guidelines.

On August 22nd 2018, the Notice of Solicitation was sent to sixty-two (62) vendors from the bidders list. On September 5<sup>th</sup>, 2018 at 2:00 PM the bids were opened with three (3) acceptable bids.

Bidders Included, Pepsi Beverages Company, Coca-Cola Refreshments and Chain Foods.

The District determined the need for a multiple award that shall be limited to the least number of suppliers necessary to meet the requirements of the District. A multiple award is in the best interest of the District, in order to meet the overwhelming need for these varied (size, flavors, etc.) items. The needs under this contract are numerous, varied and not all of the Districts' needs can possibly be fulfilled under this contract by a sole vendor. Market exclusivity between products offered by both Pepsico and Swire Coca Cola meets the requirements set forth of a multiple award. This multiple award is to assure product variety and availability as well as service availability.

The entire proposal is available for review in the purchasing department.

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**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

The approval of this contract will allow the District to continue to provide students with quality meal services, which will help to ensure an optimal learning environment.

This aligns to District Goal:

- 1 Communications and Community Partnerships
- 2 Optimal Class Sizes and Personalized Learning
- 3 Teacher Quality and Professional Development
- 4 Technology Improvements and Integration
- 5 High Standards and Accountability
- 6 School Safety and Student Support

**Action Item:**

**Approval of Payroll and Expense Vouchers Between Board Meetings**

**Submitted by:**

Jeff Gadd, Interim Chief Financial Officer

**Funding:**

N/A

**RECOMMENDATION:**

It is recommended that the Governing Board approve the Payroll and Expense Vouchers Between Board Meetings.

**BACKGROUND:**

The Board previously approved Payroll Vouchers through June 30, 2019 and Expense (Vendor) Vouchers through October 30, 2018. The District has sought quotes from qualified firms to perform an Internal Controls Audit related to Procurement. The sole respondent, Integrated Accounting Services, LLC. (IAS) has quoted a fee of \$85,000 with a vague scope of work. Therefore, the District has attached written procedures and a PowerPoint presentation outlining the procurement and accounting process utilized for all District purchases in compliance with the Uniform System of Financial Records and the Arizona Procurement Code. Based upon these procedures, we believe that sufficient checks and balances have been established and the October 30, 2018 date should be extended to June 30, 2019. Questions regarding the procedures can be directed to Eva Dino, Director of Purchasing or Jeff Gadd, Interim Chief Financial Officer.

**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

Positive governance leads to improved fiscal stability.

This aligns to District Goal:

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

**Action Item:**

**Approval of the Process for Rebuild of School(s)**

**Submitted by:**

Jeff Gadd, Interim Chief Financial Officer

**Funding:**

N/A

**RECOMMENDATION:**

Based on Dr. Skip Brown’s presentation at the Special Governing Board Meeting on October 4, 2018, it is recommended that the Governing Board select a school or schools to be rebuilt and further, to authorize the District leadership to begin the process.

**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

Positive governance leads to improved fiscal stability.

This aligns to District Goal:

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