

SCOTTSDALE UNIFIED SCHOOL DISTRICT

Regular Meeting of the Governing Board

March 20, 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. Amy Fuller

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 subject matter, 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

Table of Contents
Regular Board Meeting March 20, 2018 5:00 PM

Engage, educate and empower every student, every day

I. Pledge of Allegiance	
II. Roll Call- <i>Members of the SUSD Governing Board will attend either in person or by telephone, video or internet conferencing</i>	
III. Approval of Agenda - Board Action Required	
IV. Students and Staff Recognitions and Celebrations	
V. Superintendent's Comments	
VI. Information/Discussion Items	
A. 2017-2018 School Continuous Improvement Plans	5
B. Update on FY2017-18 Maintenance and Operations Budget	6
VII. Public Comment	
VIII. Consent Agenda - Board Action Required	
A. Acceptance of Gifts \$60,259.21	7
B. Accounts Payable Vouchers Processed from February 7 through 28, 2018	9
C. Accounts Payable Vouchers Processed from February 21, 2018	11
D. Payroll Vouchers Processed from January 25 through February 22, 2018	12
E. Personnel Action Items, 1/27/18 – 2/26/18	14
F. Approval and Issuance of Contracts to Certified Employees	17
G. Approval of 2018-2019 General Counsel Contract	18
H. Abolishment of Administrative Positions for 2018-2019	19
I. Approval of Minutes of February 8, 2018 Special Governing Board Meeting and Executive Session	20
J. Approval of Minutes of February 13, 2018 Special Governing Board Meeting/Executive Session	21
K. Approval of Minutes of February 13, 2018 Regular Governing Board Meeting	22
L. Approval of Minutes of February 21, 2018 Special Governing Board Meeting/Executive Session	23
M. Approval of Minutes of February 27, 2018 Special Governing Board Meeting/Executive Session	24
N. Approval of Minutes of March 2, 2018 Special Governing Board Meeting and Executive Session	25
O. Approval of Minutes of March 8, 2018 Special Governing Board Meeting	26

P. Overnight, Out-of-State, Foreign Field Trips	27
Q. Action of Hearing Officer's Recommendation	28
R. Auxiliary Operations Statement for December Fiscal Year 2018	29
S. Auxiliary Operations Statement for January Fiscal Year 2018	31
T. Student Activities Statement for December Fiscal Year 2018	33
U. Student Activities Statement for January Fiscal Year 2018	35
V. Tax Credit Statement for December Fiscal Year 2018	37
W. Tax Credit Statement for January Fiscal Year 2018	39
X. Appointment of Student Activities Treasurer and Assistant Treasurers	41
Y. Approve the Award of Request for Proposal (RFP) #18015-R3, Nutrition Services Point of Sale (POS) System	43
IX. Action Items - Board Action Required	
A. Updated Authorization of Check Signers	45
X. Future Items - Board Members may propose topics for future consideration.	
XI. Dates of Upcoming Meetings	
A. Thursday, April 12, 2018 - 3:00 PM - Governing Board Study Session	
B. Tuesday, April 17, 2018 - 5:00 PM - Regular Governing Board Meeting	
XII. Governing Board Reports	
XIII. Adjournment	

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)

Information/Discussion:

2017-2018 School Continuous Improvement Plans

Submitted by:

Dr. Cecilia Johnson, Assistant Superintendent of Educational Leadership
Dr. Pam Sitton, Assistant Superintendent Personnel and Specialized Services
Debbie Ybarra, Executive Director of Elementary Education

Funding:

N/A

BACKGROUND:

Principal presentations on school Continuous Improvement Plans (CIP).

Four principals, representing elementary, middle and high school, will highlight the goals of their schools Continuous Improvement Plans (CIP), including teacher professional development.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to improved organizational health and increased academic achievement.

This aligns to District Goal:

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

Information/Discussion:

Update on FY2017-18 Maintenance and Operations Budget

Submitted by:

Dr. Doug Virgil, Interim CFO

Funding:

N/A

BACKGROUND:

Dr. Virgil will update the Governing Board on the FY2017-2018 Maintenance and Operations (M&O) Budget.

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

Consent Item:

Acceptance of Gifts \$60,259.21

Submitted by:

Dr. Doug Virgil, 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:

	School	Gift Value
Laguna PTO-Funds for Instructional Aides	Laguna ES	\$24,000.00
AZ Community Foundation-Funds for General Gift Account	Kiva ES	\$5,000.00
Mountainside PTO-Funds for General Gift Account	Mountainside MS	\$5,000.00
CHAPT-Funds for General Gift Account	Chaparral HS	\$2,800.00
Redfield PTO-Funds for General Gift Account	Redfield ES	\$2,000.00
Mountainside PTO-Funds for General Gift Account	Mountainside MS	\$2,000.00
Walmart-Funds for General Gift Account	Sequoia ES	\$1,400.00
A2R Inc-Funds for General Gift Account	Kiva ES	\$1,107.60
Charro Foundation-Funds for General Gift Account	Hohokam ES	\$1,000.00
Charro Foundation-Funds for General Gift Account	Tonalea ES	\$1,000.00
Charro Foundation-Funds for General Gift Account	Kiva ES	\$1,000.00
Charro Foundation-Funds for General Gift Account	Laguna ES	\$1,000.00
DMPTO-Funds for General Gift Account	Desert Mtn. HS	\$800.00
PACE-Funds for Choir	Coronado HS	\$700.00
Hopi PTO-Funds for General Gift Account	Special Education	\$600.00
Honeywell-Funds for General Gift Account	Desert Mtn. HS	\$552.14
Janice Lajoie-Funds for General Gift Account	Laguna ES	\$400.00
Wells Fargo Foundation-Funds for General Gift Account	Cherokee ES	\$400.00
Box Tops for Education-Funds for General Gift Account	Tavan ES	\$368.90
Saguaro Booster Club-Funds for General Gift Account	Saguaro HS	\$300.00
	Subtotal Cash	\$51,428.64
Billy & Mary Marsh-A Smartboard and Custom Case	Redfield ES	\$4,500.00
Cherokee Student Council-Books for the Library	Cherokee ES	\$800.00
	Subtotal Non-Cash	\$5,300.00

Gifts Valued Under \$300.00 Donated to the District 02/13/18	All Schools	<u>\$3,530.57</u>
	Total	<u><u>\$60,259.21</u></u>
 Donations to the District since July 1, 2017-\$896,400.08		

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 Processed from February 7 through 28, 2018****Submitted by:**

Dr. Doug Virgil, Interim CFO

Funding:

Various

RECOMMENDATION:

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

Funding

001-Regular Education	\$1,411,837.33
020-Instr Improv Indian GMNG	2,901.09
100-Title I LEA FY18	25,953.03
133-Education Homeless Children & Youth	1,154.70
140-Title II Improving Teacher Quality FY18	4,592.79
190-Title III Lep Programs	1,365.43
200-Title VII Indian Education Federal Direct	2,978.24
220-Idea Basic-Ent	185,612.98
290-Medicaid Reimbursement	14,129.91
374-E-Rate	12,866.70
400-CTE State Priority Grant	6,893.02
430-HSHW-High School Health & Wellness Grant	28,863.83
457-Results Based Funding-AZ	14,529.44
505-School Plant-ST Lease<1 YR	5,480.19
510-Nutritional Services	311,794.61
520-Community Schools	98,159.23
525-AUX OPS-Bookstore/ATH	51,818.12
526-AUX OPS-Extra Tax Credit	192,530.96
530-Gifts and Donations	16,474.87
540-Fingerprint	838.00
555-Lost Damaged Books	632.00
570-Indirect Costs	43,166.02
595-Advertisement Fund	145.00
596-Joint Tech Education Fund	695.00
610-Capital Outlay	45,224.24
611-Capital Outlay Override	668,006.44
630-Bond	968,190.00
665-Energy and Water Savings	28,278.44
691-Building Renewal Grant Fund	17,269.86
850-Student Activities	207,369.25
951-Print Shop	2,542.02
952-IGA-ADES Transition from School to Work	363.33
953-Property-Insurance/Casualty/WC	26,510.54
955-IGA-Dual Enrollment	14,338.29
959-City of Scottsdale Prevention	9,596.47

Total	\$4,423,131.37
--------------	-----------------------

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 February 21, 2018

Submitted by:

Dr. Pam Sitton, Asst. Supt. Personnel & Specialized Services

Funding:

Various

RECOMMENDATION:

It is recommended that the Governing Board approve payment of accounts payable vouchers processed February 21, 2018.

Funding

001-Regular Education	\$111,641.75
-----------------------	--------------

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 January 25 through February 22, 2018

Submitted by:
Dr. Doug Virgil, Interim CFO

Funding:
Various

RECOMMENDATION:

It is recommended that the Governing Board approve payment of payroll vouchers processed January 25 through February 22, 2018.

Funding

001-Regular Education	\$8,452,380.33
011-Classroom Site-Base Salary	128,386.20
013-Classroom Site-Other	270,993.77
020-INSTR Improv Indian GMNG	63,550.84
100-Title I LEA FY18	159,687.67
140-Title II Improving Teacher Quality FY18	23,451.26
164-21st Century Community L.C.	40,578.06
190-Title III Lep Programs	13,625.30
200-Title VII Indian Education Federal Direct	3,757.00
220-IDEA Basic-Ent	142,464.65
221-Idea Preschool Grant	5,359.08
261-CTE Federal Perkins Grant FY18	6,981.67
290-Medicaid Reimbursement	21,633.88
400-CTE State Priority Grant	166.80
430-HSHW-High School Health & Wellness grant	10,617.78
457-Results Based Funding-AZ	12,430.09
505-School Plant-ST Lease< 1 YR	14,550.17
510-Nutritional Services	290,859.50
520-Community School	275,402.56
525-Aux OPS - Bookstore/ATH	26,843.40
526-Aux OPS/Extra Tax Credit	81,689.47
530-Gifts & Donation	76,477.10
570-Indirect Costs	31,170.33
596-Joint Tech Education Fund	83,321.04
630-Bond	24,426.59
850-Student Activities	114.69
951-Print Shop(Internal Service Fund)	2,828.77
952-IGA-ADES Transition from School to Work	22,554.83
953-Property-Insurance/Casualty/WC	7,993.65
955-IGA-Dual Enrollment	525.48
957-IGA-Ball Field Maint	7,385.00
Total	\$10,302,206.96

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, 1/27/18 – 2/23/18

Submitted by:

Dr. Pam Sitton, Asst. Supt. Personnel & Specialized Services

Funding:

Various

RECOMMENDATION:

It is recommended that the Governing Board approve Personnel Actions which include: 26 New Employments, 3 Leaves of Absence, 7 Transfers, 1 Classified Substitute and Temporary Worker, and 43 Separations.

BACKGROUND:

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

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>VACANCY DATE</u>	<u>FUNDING</u>	<u>EFFECTIVE</u>
<u>Administrative/Administrative Support/Support-Exempt – Departmental:</u>				
Jennifer Benson	SPED/Psychologist	07/31/17	M&O (001)	02/12/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>VACANCY DATE</u>	<u>FUNDING</u>	<u>EFFECTIVE</u>
<u>Certified – Departmental:</u>				
Sherena Small	Student Svcs/Social Worker	12/23/17	M&O (001)	02/05/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
<u>Certified – School:</u>		
Pamala Barbosa	Hohokam/5 th Gr TC	01/29/18
Austen Farley	Coronado/JAG & TOA TC	01/08/18
Matthew Malkowicz	Cocopah/6 th Gr Social Studies TC	02/26/18
Darla Mead	Navajo/SPED LRC TC	02/20/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>VACANCY DATE</u>	<u>FUNDING</u>	<u>EFFECTIVE</u>
<u>Classified – Departmental:</u>				
Clinton Ault	Security/Security Officer - Float	12/04/17	M&O (001)	02/20/18
Chey Beckner	Bldg Svcs/Fac Svcs Wkr Cust	07/01/17	M&O (001)	02/12/18
Victor Bobbett	Comm Dept/Coord-Gr Design & Dig Media	02/14/18	M&O (001)	02/20/18
W. Steve Hope	Bldg Svcs/Fac Svcs Wkr Grounds	01/11/18	M&O (001)	02/12/18
Denise Reimann	Comm Ed/Admin Supp Coord	01/27/18	CE (520)	02/20/18
Kelly Reyes	SPED/Inst Supp Para Ed - Float	11/13/17	M&O (001)	02/26/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
<u>Classified - School:</u>		
Kristina Chartier	Anasazi/Noon Aide	02/05/18
David Fields	DMHS/Security Officer	02/05/18
Theresa Flanigan	Pima/Crossing Guard	02/09/18
Gemma Foraker	Echo Canyon/Nutr Svcs Wkr	02/12/18
Langston Grandberry	Cocopah/Fac Svcs Wkr Cust	02/20/18
Amanda Hanson	Echo Canyon/Inst Supp Para Ed	02/05/18

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

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
<u>Classified - School:</u> (cont'd)		
Karen Jimenez	Cochise/Inst Supp Para Ed LA	02/05/18
Sandra Johnson	Redfield/Inst Supp Para Ed	02/12/18
Lukas Leeper	Tonalea K-8/Inst Supp Spec	02/05/18
Lauren Lewis	Tavan/Inst Supp Asst	02/12/18
Aimee Nordini	Copper Ridge/Admin Supp Asst	02/05/18
Deanna Rice	Cheyenne/Noon Aide	02/20/18
Jacob Thomas	Arcadia/Fac Svcs Wkr Cust	02/12/18
Jennifer Waterman	Cochise/Noon Aide	03/01/18

LEAVES OF ABSENCE:

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
<u>Certified</u>		
Amber Kamm	Tonalea K-8/SPED LRC	03/20/18 - 05/24/18
Carrie Sendlein	Chaparral/Math	05/07/18 - 05/24/18
Jennifer Whitton	Coronado/Physics	04/17/18 - 05/24/18

TRANSFERS:

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>TRANSFER TO</u>	<u>VACANCY DATE</u>	<u>FUNDING</u>	<u>EFFECTIVE</u>
<u>Administrative/Administrative Support/Support-Exempt – Departmental:</u>					
Kaitlin Lane	CLSFD: Nutr Svcs/Nutr Supp Spec	SPT-EXMPT: Nutr Svcs/NS Ops Mgr	02/03/18	NS (510)	02/14/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>TRANSFER TO</u>	<u>VACANCY DATE</u>	<u>FUNDING</u>	<u>EFFECTIVE</u>
<u>Classified – Departmental:</u>					
Jonathan Backlund	IT/IT Supp Spec I	IT/IT Supp Spec II	12/01/17	M&O (001)	01/15/18
Arminda Marquez	Coronado/Sr Nutr Svcs Wkr	Nutr Svcs/Nutr Svcs Wkr	01/09/18	NS (510)	01/30/18

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>TRANSFER TO</u>	<u>EFFECTIVE</u>
<u>Classified – School:</u>			
Querina Banks	Kiva/Noon Aide & Inst Supp Asst LA	Kiva/Admin Supp Tech-Registrar	02/08/18
Jay Curtis	DMHS/Security Officer	DMHS/Lead Security Officer	01/25/18
Anupa Jaiswal	DCEs/Childcare Asst	Cheyenne/Childcare Prov 2	02/05/18
Elizabeth Soriano	Hopi/Childcare Asst	Cochise/Childcare Spec	02/05/18

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>
Marie Lotz	Transp/Bus Driver Training	02/05/18

SEPARATIONS:

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>REASON</u>	<u>EFFECTIVE</u>
<u>Administrative/Administrative Support/Support-Exempt:</u>			
Nancy Hudson	Comm Ed/Dir-Early Chldhd & Comm Ed	Retired	06/30/18
Jessie Kinney	Coronado/Administrator on Assignment	Resigned	06/30/18
Erin Lewis	SIMAR/Student Info Coord	Resigned	03/16/18
Michael May	HR/Principal of Elementary School	Resigned	06/30/18
Christopher Perry	DMHS/AP	Resigned	06/15/18
Dawn Schwenckert	SPED/Director of SPED	Resigned	06/30/18
Mary E. Strickland	SPED/Coordinator-Program Analysis	Retired	06/30/18

Certified:

Mario Garcia	Tonalea K-8/Spanish	Resigned	01/30/18
Nathan Glover	DMHS/Science	Resigned	02/02/18

SEPARATIONS:

Certified: *(cont'd)*

Chad Gooch	Chaparral/Spanish	Resigned	02/28/18
Falicia Hankins	LOA/Language Arts	Resigned	02/07/18
Maria Isakson	LOA/PE	Resigned	01/29/18
Hannah Kaufman	LOA/5 th Gr	Resigned	01/25/18
Barbara Toney	LOA/Reading Spec	Resigned	01/31/18
Whitney Weissmueller	DCES/Kdg	Resigned	03/16/18
Todd Welch	Arcadia/Math	Resigned	01/12/18
Ashley Williams	Ingleside/Language Arts	Resigned	02/09/18

Classified:

Thomas Angelo	Bldg Svcs/Fac Svcs Wkr Grounds	Resigned	02/15/18
Luigi Annunziata	Transp/Bus Driver	Resigned	01/30/18
Shea Ashcraft	Bldg Svcs/Fac Svcs Spec Grounds	Resigned	02/01/18
Kaitlyn Bildilli	Transp/Bus Aide	Terminated	02/08/18
Haley Boynton	Arcadia/Admin Supp Tech	Resigned	02/22/18
Jessica Bustamante	Hohokam/Inst Supp Para Ed	Resigned	01/26/18
Judith Butchin	Saguaro/Inst Supp Para Ed	Retired	02/01/18
Dominique Colbert	Nutr Svcs/Nutr Svcs Wkr	Resigned	02/01/18
Susan Contino	Bldg Svcs/Admin Supp Coord	Resigned	01/26/18
Michele Gann	Transp/Bus Driver	Resigned	02/16/18
Margarita Gatkuoth	SPED/Beh Mgmt Tech ED-P	Resigned	01/31/18
Bryan Hardy	Transp/Bus Driver	Resigned	01/22/18
Brian Hercules	DMHS/Athletic Equip Coord	Resigned	02/09/18
Jamie Hoffman	Comm Dept/Coord-Mktg,Graphic Des,Video	Resigned	02/13/18
Julie Johnson	Kiva/Admin Supp Tech Registrar	Resigned	02/07/18
Marla Juarez	Saguaro/Sr Nutr Svcs Wkr	Resigned	01/12/18
Richard Krencius	IT/IT Supp Coord II	Resigned	02/02/18
Marcela Laguna	Cochise/Inst Supp Asst LA	Resigned	02/16/18
Mark Manock	Saguaro/Sr Nutr Svcs Wkr	Resigned	01/26/18
Michael Mindingall	Chaparral/Athletic Equip Coord	Resigned	02/09/18
Ashley Miranda	Laguna/Childcare Spec	Resigned	02/16/18
Cynthia Pickard	LOA/Inst Supp Spec LA	Resigned	01/26/18
Haley Pinson	DCMS/Inst Supp Para Ed	Resigned	02/06/18
Marvin Sumpter	Security/Security Officer - Float	Resigned	01/26/18
Jennifer Waterman	Cochise/Noon Aide	Resigned	02/08/18
Bozena Zayas	DCES/Childcare Asst	Resigned	01/08/18

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:

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

Consent Item:

Approval and Issuance of Contracts to Certified Employees

Submitted by:

Dr. Pam Sitton, Asst. Supt. Personnel & Specialized Services

Funding:

M&O or External

RECOMMENDATION:

It is recommended that the Governing Board approve the issuance of contracts to eligible certified employees for the 2018-2019 fiscal year.

BACKGROUND:

Final contractual amounts may be modified based on the budgeting process and state budget finalization.

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 2018-2019 General Counsel Contract

Submitted by:

Dr. Pam Sitton, Asst. Supt. Personnel & Specialized Services

Funding:

M&O

RECOMMENDATION:

It is recommended that the Governing Board approve the 2018-19 General Counsel Contract for Michelle Marshall.

BACKGROUND:

The Governing Board approved the issuance of the 2018-19 General Counsel Contract on March 2, 2018, as directed to outside legal counsel. Outside legal counsel has now conformed the contract pursuant to that direction.

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:

Abolishment of Administrative Positions for 2018-2019

Submitted by:

Dr. Pam Sitton, Asst. Supt. Personnel & Specialized Services

Funding:

M&O or External

RECOMMENDATION:

Due to reductions in funding and district reorganization, the 3 positions listed below are being abolished. Timelines require the District to take several steps to be in compliance with the Administrative and Administrative Support Employment Agreement. The employees who are in the positions identified must be notified of an abolishment of an administrative position.

BACKGROUND:

NOTIFICATION OF ADMINISTRATIVE NON-RENEWAL DUE TO POSITION ELIMINATION:

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
Carol Pollack	Educational Svcs/Director-Instruction & Prof Dev	06/30/18
Vacant	Community Ed/Director-Early Childhood & Comm Ed	06/30/18
Vacant	SPED/Coordinator - Program Analysis	06/30/18

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

These actions support the District's continued focus on its Mission, Vision and Goals through the work of Human Resources.

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 February 8, 2018 Special Governing Board Meeting and Executive Session

Submitted by:

Dr. Amy Fuller, Acting Superintendent

Funding:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the Minutes of the February 8, 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:

Approval of Minutes of February 13, 2018 Special Governing Board Meeting/Executive Session

Submitted by:

Dr. Amy Fuller, Acting Superintendent

Funding:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the Minutes of the February 13, 2018 Special Governing Board Meeting/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:

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

Submitted by:

Dr. Amy Fuller, Acting Superintendent

Funding:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the Minutes of the February 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 February 21, 2018 Special Governing Board Meeting/Executive Session

Submitted by:

Dr. Amy Fuller, Acting Superintendent

Funding:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the Minutes of the February 21, 2018 Special Governing Board Meeting/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:

Approval of Minutes of February 27, 2018 Special Governing Board Meeting/Executive Session

Submitted by:

Dr. Amy Fuller, Acting Superintendent

Funding:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the Minutes of the February 27, 2018 Special Governing Board Meeting/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:

Approval of Minutes of March 2, 2018 Special Governing Board Meeting and Executive Session

Submitted by:

Dr. Amy Fuller, Acting Superintendent

Funding:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the Minutes of the March 2, 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:

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

Submitted by:

Dr. Amy Fuller, Acting Superintendent

Funding:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the Minutes of the March 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:

Overnight, Out-of-State, Foreign Field Trips

Submitted by:

Doug Virgil, Interim CFO

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
Saguaro	Out-of-State	3/14/2018	3/17/2018	Theatre Hollywood Trip	Los Angeles, CA
DMHS	Out-of-State	4/21/2018	4/25/2018	DECA International Competition	Atlanta, GA
Yavapai	Out-of-State	5/17/2018	5/20/2018	First Lego League Robotics	Carlsbad, CA
Arcadia	Foreign	5/30/2018	6/10/2018	Southeast Asia Trip	Southeast Asia
DMHS	Overnight	3/7/2018	3/10/2018	NAU Competition FRC	Flagstaff, AZ
Arcadia	Overnight	3/8/2018	3/10/2018	AZ North FRC Regional	Flagstaff, AZ
Chaparral	Overnight	7/29/2018	8/1/2018	Universal Dance Association Camp	Scottsdale, AZ

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:

Action of Hearing Officer’s Recommendation

Submitted by:

Dr. Milissa W. Sackos, 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>
171809	General Behavior Expectations 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:**Auxiliary Operations Statement for December Fiscal Year 2018****Submitted by:**

Doug Virgil, Interim CFO

Funding:

Auxiliary Operations (525)

RECOMMENDATION:**BACKGROUND:**

It is recommended that the Governing Board ratify the Summary of Revenues and Expenditures for the Auxiliary Operations Fund for fiscal year 2018 as of December 31, 2017.

School	Beg. Balance	Revenue	Expenditures	Ending Balance
Anasazi	\$ 22,185.52	1,518.06	3,382.12	20,321.46
Cherokee	\$ 4,039.52	1,435.02	267.03	5,207.51
Cheyenne	\$ 44,385.69	12,462.09	10,563.87	46,283.91
Cochise	\$ 9,251.97	204.38	241.50	9,214.85
Copper Ridge	\$ 35,212.12	28,133.47	19,080.51	44,265.08
Desert Canyon	\$ 8,307.96	1,431.96	950.44	8,789.48
Echo Canyon	\$ 18,869.32	6,146.82	6,976.92	18,039.22
Hohokam	\$ 4,513.12	1,160.77	384.72	5,289.17
Hopi	\$ 3,093.29	3,537.04	169.00	6,461.33
Kiva	\$ 7,174.89	1,509.35	1,990.56	6,693.68
Laguna	\$ 2,283.99	1,265.53	811.33	2,738.19
Navajo	\$ 1,468.12	641.10	414.43	1,694.79
Pima	\$ 3,945.40	872.25	3,685.45	1,132.20
Pueblo	\$ 19,110.90	1,397.05	3,900.21	16,607.74
Redfield	\$ 5,195.69	1,745.47	1,199.77	5,741.39
Sequoia	\$ 5,863.13	1,472.17	1,266.62	6,068.68
Tavan	\$ 2,057.98	21.51	1,938.60	140.89
Tonalea K-8	\$ 23,164.31	5,782.16	10,334.86	18,611.61
Yavapai	\$ 5,131.11	5.89	462.31	4,674.69
Cocopah	\$ 79,599.85	47,416.86	48,447.75	78,568.96
Desert Canyon	\$ 29,464.36	6,973.37	6,135.35	30,302.38
Ingleside	\$ 15,982.29	13,525.27	13,049.97	16,457.59
Mohave	\$ 44,652.25	4,678.50	3,061.79	46,268.96
Mountainside	\$ 25,944.61	1,980.06	2,872.69	25,051.98
Elementary & Middle School Total	\$ 420,897.39	\$ 145,316.15	\$ 141,587.80	\$ 424,625.74
Arcadia	\$ 342,146.53	177,845.01	229,038.65	290,952.89
Chaparral	\$ 403,760.23	213,952.59	235,847.24	381,865.58
Coronado	\$ 233,627.23	43,314.42	139,469.70	137,471.95
Desert Mountain	\$ 413,657.33	285,941.07	309,519.43	390,078.97
Saguaro	\$ 265,403.75	132,278.93	197,038.13	200,644.55

High School Total	\$1,658,595.07	\$ 853,332.02	\$1,110,913.15	\$ 1,401,013.94
District	623,203.54	137,710.64	131,116.17	629,798.01
Total All Sites	\$2,702,696.00	\$1,136,358.81	\$1,383,617.12	\$ 2,455,437.69

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

The Auxiliary Operations fund is used for all activities associated with the bookstore and athletics. Expenditures include classroom supplies, field trips and athletic activities.

This aligns to District Goal:

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

Consent Item:**Auxiliary Operations Statement for January Fiscal Year 2018****Submitted by:**

Doug Virgil, Interim CFO

Funding:

Auxiliary Operations (525)

RECOMMENDATION:**BACKGROUND:**

It is recommended that the Governing Board ratify the Summary of Revenues and Expenditures for the Auxiliary Operations Fund for fiscal year 2018 as of January 31, 2018.

School	Beg. Balance	Revenue	Expenditures	Ending Balance
Anasazi	\$ 22,185.52	1,518.06	3,532.12	20,171.46
Cherokee	\$ 4,039.52	1,455.02	267.03	5,227.51
Cheyenne	\$ 44,385.69	14,942.09	11,036.84	48,290.94
Cochise	\$ 9,251.97	204.38	241.50	9,214.85
Copper Ridge	\$ 35,212.12	28,157.47	19,180.51	44,189.08
Desert Canyon	\$ 8,307.96	1,431.96	950.44	8,789.48
Echo Canyon	\$ 18,869.32	7,261.82	7,667.35	18,463.79
Hohokam	\$ 4,513.12	1,208.63	537.60	5,184.15
Hopi	\$ 3,093.29	3,537.04	169.00	6,461.33
Kiva	\$ 7,174.89	1,509.35	1,990.56	6,693.68
Laguna	\$ 2,283.99	1,265.53	811.33	2,738.19
Navajo	\$ 1,468.12	641.10	414.43	1,694.79
Pima	\$ 3,945.40	872.25	3,468.50	1,349.15
Pueblo	\$ 19,110.90	1,477.05	4,646.21	15,941.74
Redfield	\$ 5,195.69	3,033.47	1,465.82	6,763.34
Sequoia	\$ 5,863.13	1,472.17	1,266.62	6,068.68
Tavan	\$ 2,057.98	21.51	1,938.60	140.89
Tonalea K-8	\$ 23,164.31	6,857.16	11,245.91	18,775.56
Yavapai	\$ 5,131.11	5.89	462.31	4,674.69
Cocopah	\$ 79,599.85	52,637.86	50,027.20	82,210.51
Desert Canyon	\$ 29,464.36	7,660.69	6,676.44	30,448.61
Ingleside	\$ 15,982.29	16,463.27	14,533.47	17,912.09
Mohave	\$ 44,652.25	5,972.50	3,184.77	47,439.98
Mountainside	\$ 25,944.61	2,185.06	9,695.52	18,434.15
Elementary & Middle School Total	\$ 420,897.39	\$ 161,791.33	\$ 155,410.08	\$ 427,278.64
Arcadia	\$ 342,146.53	192,368.34	231,790.16	302,724.71
Chaparral	\$ 403,760.23	228,189.09	244,792.47	387,156.85
Coronado	\$ 233,627.23	48,946.92	142,306.46	140,267.69
Desert Mountain	\$ 413,657.33	306,713.56	322,900.56	397,470.33
Saguaro	\$ 265,403.75	143,075.68	203,782.59	204,696.84

High School Total	\$1,658,595.07	\$ 919,293.59	\$1,145,572.24	\$ 1,432,316.42
District	623,203.54	157,641.98	143,358.42	637,487.10
Total All Sites	\$2,702,696.00	\$1,238,726.90	\$1,444,340.74	\$ 2,497,082.16

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

The Auxiliary Operations fund is used for all activities associated with the bookstore and athletics. Expenditures include classroom supplies, field trips and athletic activities.

This aligns to District Goal:

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

Consent Item:

Student Activities Statement for December Fiscal Year 2018

Submitted by:

Doug Virgil, Interim CFO

Funding:

Student Activities (850)

RECOMMENDATION:

It is recommended that the Governing Board ratify the Summary of Revenues and Expenditures for the Student Activities Fund for fiscal year 2018 as of December 31, 2017.

School	Beg. Balance	Revenue	Expenditures	Ending Balance
Anasazi	627.74	53.64	64.79	616.59
Cherokee	1,848.37	2,863.60	610.21	4,101.76
Cheyenne	8,266.38	1,669.00	1,354.51	8,580.87
Cochise	802.91	0.00	(25.21)	828.12
Copper Ridge	43,918.40	11,692.49	3,836.01	51,774.88
Desert Canyon	341.21	1,056.70	(25.21)	1,423.12
Echo Canyon	10,097.14	3,083.81	1,700.83	11,480.12
Hohokam	5,138.53	30.00	3,846.69	1,321.84
Hopi	6,302.64	992.49	1,425.81	5,869.32
Kiva	2,222.99	0.00	270.80	1,952.19
Laguna	3,802.88	780.00	2,569.51	2,013.37
Navajo	1,956.69	0.00	447.00	1,509.69
Pima	3,409.77	44.25	(25.20)	3,479.22
Pueblo	2,523.54	0.00	(25.20)	2,548.74
Redfield	5,712.13	1,015.96	574.80	6,153.29
Sequoia	2,708.84	1,259.34	2,040.21	1,927.97
Tavan	2,486.82	0.00	(50.42)	2,537.24
Tonalea K-8	31,446.37	17,158.85	14,514.83	34,090.39
Yavapai	10,132.42	102.16	1,685.57	8,549.01
Cocopah	26,715.31	54,284.55	20,443.25	60,556.61
Desert Canyon	23,986.46	12,595.05	18,423.10	18,158.41
Ingleside	32,508.19	21,852.55	17,820.44	36,540.30
Mohave	60,496.12	36,469.50	43,660.92	53,304.70
Mountainside	129,232.78	37,820.58	74,094.46	92,958.90
Elementary & Middle School Total	\$ 416,684.63	\$ 204,824.52	\$ 209,232.50	\$ 412,276.65
Arcadia	183,533.19	126,436.54	88,118.08	221,851.65
Chaparral	247,678.75	256,430.83	318,352.48	185,757.10
Coronado	130,446.73	23,311.05	17,687.56	136,070.22
Desert Mountain	406,100.41	246,501.98	377,231.31	275,371.08
Saguaro	235,941.71	140,114.98	200,030.76	176,025.93
Student Advisory	8,938.58	7,227.69	8,872.45	7,293.82
High School Total	\$ 1,212,639.37	\$ 800,023.07	\$ 1,010,292.64	\$ 1,002,369.80

Unallocated Interest	0.00	0.00	0.00	0.00
Total All Sites	\$ 1,629,324.00	\$1,004,847.59	\$ 1,219,525.14	\$ 1,414,646.45

BACKGROUND:

Every month the Governing Board ratifies the Summary of Revenue and Expenditures for the Student Activity Fund. This fund is used to account for the funds deposited and expended in connection with the activities of student organizations, clubs, school plays, and other similar functions. The District serves as a fiduciary custodian for these funds in accordance with A.R.S. § 15-1123.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Student Activities money is raised by the students and can only be used for student authorized expenditures. These expenditures include field trips, banquets, fine art activities, and athletics.

This aligns to District Goal:

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

Consent Item:

Student Activities Statement for January Fiscal Year 2018

Submitted by:

Doug Virgil, Interim CFO

Funding:

Student Activities (850)

RECOMMENDATION:

It is recommended that the Governing Board ratify the Summary of Revenues and Expenditures for the Student Activities Fund for fiscal year 2018 as of January 31, 2018.

School	Beg. Balance	Revenue	Expenditures	Ending Balance
Anasazi	627.74	53.64	64.79	616.59
Cherokee	1,848.37	3,023.60	725.21	4,146.76
Cheyenne	8,266.38	2,949.00	1,704.51	9,510.87
Cochise	802.91	0.00	(25.21)	828.12
Copper Ridge	43,918.40	13,030.24	3,434.38	53,514.26
Desert Canyon	341.21	1,236.62	1,149.41	428.42
Echo Canyon	10,097.14	3,357.01	1,930.36	11,523.79
Hohokam	5,138.53	30.00	3,846.69	1,321.84
Hopi	6,302.64	2,026.21	1,615.46	6,713.39
Kiva	2,222.99	406.70	234.32	2,395.37
Laguna	3,802.88	1,312.00	2,563.13	2,551.75
Navajo	1,956.69	0.00	927.93	1,028.76
Pima	3,409.77	44.25	(25.20)	3,479.22
Pueblo	2,523.54	0.00	192.04	2,331.50
Redfield	5,712.13	1,015.96	1,574.80	5,153.29
Sequoia	2,708.84	1,650.49	1,858.21	2,501.12
Tavan	2,486.82	0.00	(50.42)	2,537.24
Tonalea K-8	31,446.37	22,966.85	14,892.83	39,520.39
Yavapai	10,132.42	102.16	1,685.57	8,549.01
Cocopah	26,715.31	82,371.85	21,960.75	87,126.41
Desert Canyon	23,986.46	15,796.23	15,198.83	24,583.86
Ingleside	32,508.19	28,057.55	24,028.44	36,537.30
Mohave	60,496.12	38,736.86	65,692.86	33,540.12
Mountainside	129,232.78	39,088.38	71,484.46	96,836.70
Elementary & Middle School Total	\$ 416,684.63	\$ 257,255.60	\$ 236,664.15	\$ 437,276.08
Arcadia	183,533.19	135,028.54	103,393.26	215,168.47
Chaparral	247,678.75	295,210.93	343,037.72	199,851.96
Coronado	130,446.73	27,380.97	35,470.56	122,357.14
Desert Mountain	406,100.41	287,463.46	416,218.09	277,345.78
Saguaro	235,941.71	161,644.49	215,770.03	181,816.17
Student Advisory	8,938.58	7,227.69	8,872.45	7,293.82
High School Total	\$ 1,212,639.37	\$ 913,956.08	\$ 1,122,762.11	\$ 1,003,833.34

Unallocated Interest	0.00	0.00	0.00	0.00
Total All Sites	\$ 1,629,324.00	\$1,171,211.68	\$ 1,359,426.26	\$ 1,441,109.42

BACKGROUND:

Every month the Governing Board ratifies the Summary of Revenue and Expenditures for the Student Activity Fund. This fund is used to account for the funds deposited and expended in connection with the activities of student organizations, clubs, school plays, and other similar functions. The District serves as a fiduciary custodian for these funds in accordance with A.R.S. § 15-1123.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Student Activities money is raised by the students and can only be used for student authorized expenditures. These expenditures include field trips, banquets, fine art activities, and athletics.

This aligns to District Goal:

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

Consent Item:**Tax Credit Statement for December Fiscal Year 2018****Submitted by:**

Doug Virgil, Interim CFO

Funding:

Tax Credit (526)

RECOMMENDATION:

It is recommended that the Governing Board ratify the Summary of Revenues and Expenditures for the Tax Credit Fund for fiscal year 2018 as of December 31, 2017.

School	Beg. Balance	Revenue	Expenditures	Ending Balance
Anasazi	54,101.28	18,953.70	21,555.59	51,499.39
Cherokee	96,777.47	37,900.00	51,635.25	83,042.22
Cheyenne	271,418.85	31,790.00	22,180.17	281,028.68
Cochise	44,013.17	27,691.66	33,888.09	37,816.74
Copper Ridge	212,774.44	56,390.00	76,222.23	192,942.21
Desert Canyon	75,755.08	19,352.50	20,658.88	74,448.70
Echo Canyon	33,297.71	14,552.00	8,392.55	39,457.16
Hohokam	67,452.31	18,707.00	36,223.54	49,935.77
Hopi	165,886.18	47,650.00	93,849.94	119,686.24
Kiva	89,990.65	27,765.00	27,833.66	89,921.99
Laguna	90,222.84	39,320.66	64,951.76	64,591.74
Navajo	74,345.60	23,900.00	6,301.24	91,944.36
Pima	55,629.69	6,350.00	11,087.24	50,892.45
Pueblo	71,124.42	27,605.00	34,689.53	64,039.89
Redfield	41,644.57	12,283.33	15,343.60	38,584.30
Sequoia	95,494.11	24,710.00	41,880.01	78,324.10
Tavan	49,975.79	21,345.00	9,840.58	61,480.21
Tonalea K-8	136,730.88	17,668.40	14,786.60	139,612.68
Yavapai	69,068.46	22,894.00	33,439.88	58,522.58
Cocopah	77,816.82	104,327.09	70,531.71	111,612.20
Desert Canyon	169,213.88	31,156.62	27,196.09	173,174.41
Ingleside	140,570.76	33,170.00	32,451.98	141,288.78
Mohave	115,346.93	43,295.00	57,824.72	100,817.21
Mountainside	170,085.83	81,498.48	125,639.96	125,944.35
Elementary & Middle School Total	\$ 2,468,737.72	\$ 790,275.44	\$ 938,404.80	\$ 2,320,608.36
Arcadia	193,533.44	140,946.00	125,082.44	209,397.00
Chaparral	367,671.39	270,836.35	321,076.12	317,431.62
Coronado	224,804.65	54,558.00	63,189.10	216,173.55
Desert Mountain	272,911.94	236,133.63	297,658.98	211,386.59
E-Learning	5,361.06	0.00	0.00	5,361.06
Saguaro	159,864.61	156,945.00	269,001.02	47,808.59
High School Total	\$ 1,224,147.09	\$ 859,418.98	\$ 1,076,007.66	\$ 1,007,558.41

Total All Sites	\$ 3,692,884.81	\$1,649,694.42	\$ 2,014,412.46	\$ 3,328,166.77
-----------------	-----------------	----------------	-----------------	-----------------

BACKGROUND:

This fund is used to account for the funds deposited and expended in connection with extracurricular programs. Tax Credits are a credit that the State of Arizona allows taxpayers for cash donations to the tax credit program at public schools, which offsets fees for extracurricular programs.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Tax credit money is used for extracurricular activities. Expenditures include field trips, after school tutoring and activities, athletics and fine arts programs for the students.

This aligns to District Goal:

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

Consent Item:

Tax Credit Statement for January Fiscal Year 2018

Submitted by:
Doug Virgil, Interim CFO

Funding:
Tax Credit (526)

RECOMMENDATION:

It is recommended that the Governing Board ratify the Summary of Revenues and Expenditures for the Tax Credit Fund for fiscal year 2018 as of January 31, 2018.

School	Beg. Balance	Revenue	Expenditures	Ending Balance
Anasazi	54,101.28	20,286.15	24,950.59	49,436.84
Cherokee	96,777.47	39,300.00	52,385.25	83,692.22
Cheyenne	271,418.85	33,195.00	22,168.87	282,444.98
Cochise	44,013.17	28,891.66	38,726.69	34,178.14
Copper Ridge	212,774.44	58,445.00	80,694.81	190,524.63
Desert Canyon	75,755.08	20,585.00	20,653.88	75,686.20
Echo Canyon	33,297.71	15,611.00	8,492.55	40,416.16
Hohokam	67,452.31	21,107.00	36,223.54	52,335.77
Hopi	165,886.18	49,650.00	117,380.92	98,155.26
Kiva	89,990.65	29,002.00	30,376.92	88,615.73
Laguna	90,222.84	40,937.66	74,416.97	56,743.53
Navajo	74,345.60	24,900.00	6,751.24	92,494.36
Pima	55,629.69	6,350.00	11,687.24	50,292.45
Pueblo	71,124.42	32,085.00	34,679.74	68,529.68
Redfield	41,644.57	16,213.33	15,553.04	42,304.86
Sequoia	95,494.11	25,835.00	43,717.02	77,612.09
Tavan	49,975.79	21,945.00	11,140.58	60,780.21
Tonalea K-8	136,730.88	19,552.40	14,786.60	141,496.68
Yavapai	69,068.46	24,634.00	34,639.88	59,062.58
Cocopah	77,816.82	111,602.09	114,027.71	75,391.20
Desert Canyon	169,213.88	68,448.17	65,321.46	172,340.59
Ingleside	140,570.76	37,265.00	39,078.72	138,757.04
Mohave	115,346.93	55,316.00	106,585.90	64,077.03
Mountainside	170,085.83	92,768.48	120,004.45	142,849.86
Elementary & Middle School Total	\$ 2,468,737.72	\$ 893,924.94	\$ 1,124,444.57	\$ 2,238,218.09
Arcadia	193,533.44	155,071.00	149,878.54	198,725.90
Chaparral	367,671.39	286,740.35	366,968.03	287,443.71
Coronado	224,804.65	57,774.60	76,424.33	206,154.92
Desert Mountain	272,911.94	265,559.43	323,271.09	215,200.28
E-Learning	5,361.06	0.00	0.00	5,361.06
Saguaro	159,864.61	184,636.60	299,793.59	44,707.62
High School Total	\$ 1,224,147.09	\$ 949,781.98	\$ 1,216,335.58	\$ 957,593.49

Total All Sites	\$ 3,692,884.81	\$1,843,706.92	\$ 2,340,780.15	\$ 3,195,811.58
-----------------	-----------------	----------------	-----------------	-----------------

BACKGROUND:

This fund is used to account for the funds deposited and expended in connection with extracurricular programs. Tax Credits are a credit that the State of Arizona allows taxpayers for cash donations to the tax credit program at public schools, which offsets fees for extracurricular programs.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Tax credit money is used for extracurricular activities. Expenditures include field trips, after school tutoring and activities, athletics and fine arts programs for the students.

This aligns to District Goal:

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

Consent Item:

Appointment of Student Activities Treasurer and Assistant Treasurers

Submitted by:

Doug Virgil, Interim CFO

Funding:

Community Schools (520),
 Auxiliary Operations (525),
 Tax Credit (526), Student
 Activities (850)

RECOMMENDATION:

It is recommended that the Governing Board authorize the Chief Financial Officer to appoint Student Activities Treasurer and Assistant Treasurers at each of the school sites for the 2017-2018 fiscal year in order to process all student activities money, auxiliary money and any other district money collected at each site. The following list represents those that will be appointed. Replacements will be named as vacancies occur:

Student Activities Treasurer: Amy Fuller

Student Activities Assistant Treasurers:

Elementary Schools

Anasazi	Dijana Schlegelmilch	Navajo	Leslie Chamberlin
Cherokee	Peggy Kaiser	Pima	Marialuz Shipley
Cochise	Robin Meinhart	Pueblo	Paula Rupnik
Desert Canyon	Brenda McLaughlin	Redfield	Michelle Jennings
Hohokam	Judy Edmondson	Sequoia	Millie Spillman
Hopi	Danielle Leivian	Tavan	Cyndy Parks
Kiva	Karen Swift	Yavapai	Aimee Morgan
Laguna	Ann Moeschler		

K-8 Schools

Echo Canyon	Martina Dillow
Cheyenne	Chris Despina
Copper Ridge	Barbara Leutzinger
Tonalea K-8	Molly Constantini & Debora Brown

Middle Schools

Cocopah	Pamela Gleason
Desert Canyon	Lorna Jensen
Ingleside	Deanne Bluhm
Mohave	Julie Brown
Mountainside	Karla Brauer

High Schools

Arcadia	Kristin Thomas
Chaparral	Jill Stewart
Coronado	Cindy Allen
Desert Mountain	Beverly Pundsack
Saguaro	Diane Johnston

District Office

Business Services	Doug Virgil
Facility Rental	Lisa Marcarelli
Finance	Blake Witten
	Jenifer Pease

Community Schools

TBD

Adam Rode
 Heidi Frank
 Cindy Allen

BACKGROUND:

In accordance with A.R.S. 15-1122, in districts which have multiple schools, the Governing Board may designate an assistant treasure for each school. Each assistant treasurer shall deposit money collected in the appropriate District account as designated. Assistant treasurers at the high schools will be the bookstore manager. At the middle and elementary school, the principal will designate the assistant treasurer, generally the main school secretary.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Funds collected used for classroom supplies, field trips, enrichment programs, extracurricular programs, rentals and student activities.

This aligns to District Goal:

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

Consent Item:**Approve the Award of Request for Proposal (RFP) #18015-R3, Nutrition Services Point of Sale (POS) System****Submitted by:**

Patti Bilbrey, Director of Nutrition Services and Wellness

Funding:

Nutritional Services (510)

RECOMMENDATION:

It is recommended that the Governing Board approve the award of RFP #17020, Nutrition Services Point of Sale (POS) System. This RFP was issued as an SAVE/GPPCS Cooperative it is beneficial that this RFP be multiple awarded as listed below.

Vendor:

Meal Plus

PrimeroEdge

Titan School Solutions

BACKGROUND:

The purpose of the Request for Proposal was to obtain a qualified vendor(s) Nutrition Services Point of Sale (POS) System to replace the outdated system currently in place from 2002. Point of Sale (POS) System to include various modules: Point of Service, Inventory, Purchasing, Account Receivables, Account Payables, General Ledger, Menu Planning and Production.

On December 20, 2017, the Notice of Solicitation was sent to 196 vendors from the bidders list. On January 11, 2018, at 2:00PM, the proposals were opened with five (5) acceptable offers, On January 29, 2017, copies of the proposals were made available to each member of the selection committee for review and evaluation. Demonstrations by the vendors were made the week of February 5, 2018. A Best and Final Offer (BAFO) was sent to all vendors on February 15, 2018, and were returned on February 22, 2018. After scoring was completed, it was determined that three (3) vendors should be awarded based upon final scores tabulated within 75 points of each other. The two (2) non-awarded vendor's scores were well below the final three selected vendors.

Additional Supporting Background:

The Governing Board approved the issuance of the RFP on March 21, 2017.

The dollar amount that SUSD Nutrition Services intends on spending, based on the modules we will implement in the short term, will run approximately \$30,000/year for subscription/support costs. The vendor SUSD will use does provide additional modules for back of the house areas such as inventory, AP/AR, etc. that we will not be utilizing at this time. SUSD may implement them in the future, but we

currently have an in house designed system that works and integrates well. Please note that the first year of implementation will have an additional data/system set up fee, as well as training costs, that will add an additional \$10,000 for the first year only.

Nutrition Services has budgeted for this expense and funds are available through our 510 Food Service (Non M&O) account.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

An updated Nutrition Services Point of Sale (POS) System will enable the Nutrition Services Department to provide a new state of the art point of sale system. This will deliver an improved experience to the District's students by creating efficiencies through which the Nutrition Services Department operates speed of service, updated reporting and other features not currently available in the current POS system.

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:

Updated Authorization of Check Signers

Submitted by:

Doug Virgil, Interim CFO

Funding:

N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the updated authorization of check signers for the District bank accounts as per A.R.S. 15-1126 for the 2017-2018 fiscal year as follows:

Arcadia Athletics

Doug Virgil
Kristin Thomas
Todd Stevens
Cher Fesenmaier

Chaparral Athletics

Doug Virgil
Samuel Messina
Jill Stewart
Angela Chomokos

Coronado Athletics

Doug Virgil
Christopher Gilmore
Brandon Larson
Brandi Brumfield

Desert Mountain Athletics

Doug Virgil
Stephen Cervantez
Lisa Hirsch
Beverly Pundsack

Saguaro Athletics

Doug Virgil
Ann Achtziger
Diane Johnston
Kraig Leuschner

Revenue

Amy Fuller
Susan Doyle
Doug Virgil
Shannon Crosier

Revolving

Amy Fuller
Susan Doyle
Doug Virgil
Shannon Crosier

Food Services

Amy Fuller
Doug Virgil
Patricia Bilbrey

Flex Benefit

Amy Fuller
Susan Doyle
Doug Virgil
Shannon Crosier

Workman's Comp.

Amy Fuller
Susan Doyle
Doug Virgil
Michelle Marshall

Trust

Amy Fuller
Susan Doyle
Doug Virgil
Michelle Marshall

Employee Insurance

Amy Fuller
Susan Doyle
Doug Virgil
Shannon Crosier

Payroll Direct Deposit

Amy Fuller
Susan Doyle
Doug Virgil

Payroll State Tax

Amy Fuller
Susan Doyle
Doug Virgil

Payroll Federal Tax

Amy Fuller
Susan Doyle
Doug Virgil

Shannon Crosier

Kris Costanzo

Kris Costanzo

Utility

Amy Fuller
 Susan Doyle
 Doug Virgil
 Shannon Crosier

AZ State Retirement

Amy Fuller
 Susan Doyle
 Doug Virgil
 Kris Costanzo

Pay Flo - Web Payments

Amy Fuller
 Susan Doyle
 Doug Virgil
 Shannon Crosier

Employee TSA

Amy Fuller
 Doug Virgil

BACKGROUND:

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