Regular Meeting of the Governing Board
December 18, 2012
3:00 PM

Education Center
3811 N. 44th Street
Phoenix, AZ 85018-5420
480-484-6100
www.susd.org
BOARD MEMBERS

2012 Governing Board
Bonnie Sneed, President
Denny Brown, Vice President
Pam Kirby
Eric Meyer
Jennifer Petersen

Superintendent
David J. Peterson, Ed.D., J.D.

VISION STATEMENT
A community that engages, educates and empowers all to excel.

MISSION STATEMENT
To deliver a world-class education promoting the highest level of academic achievement, creativity and personal growth that will inspire greatness in today’s students and tomorrow’s leaders.

VALUES

- **Excellence** – we strive for unsurpassed achievement, challenging students to reach their personal best.
- **Collaboration** – we work together and partner with our community, united by a shared responsibility to educate our students.
- **Leadership** – we seek to inspire and engage, recognizing that we are developing tomorrow’s leaders today.
- **Character** – we aspire to instill integrity, respect and responsibility in all that we do.
- **Creativity** – we pursue innovation and exploration in our curriculum and our classrooms.

STRATEGIC GOALS

1. To improve public awareness and foster relationships that result in strong support, community/business partnerships, volunteerism and community pride.
2. To establish optimal class sizes and differentiated learning opportunities resulting in a more personalized learning environment.
3. To recruit and retain highly effective teachers and invest in their professional development.
4. To enhance the use of technology that develops student readiness to compete in a global economy.
5. To establish high standards through increased academic rigor and relevance which instill a passion for lifelong learning.
6. To cultivate a safe, structured, and supportive learning environment which enables students to grow and achieve.

PUBLIC COMMENT

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. Subject to the limitations described below, you will be permitted to comment when the Agenda item is discussed. 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.

Revised 01/17/12
Engage, educate and empower every student, every day.

I. Study Session (Education Center - Mesquite Conference Room)
   A. Review of Regular Board Meeting Agenda Items
   B. Discussions:
      • Student Performance Dashboard
      • Update on Science Adoption
      • Update on 2013-14 SY Expenditure Budget Process
   C. Updates from Superintendent/Board Members (if time permits)

II. Swearing In of New Board Members

III. Call to Order

IV. Pledge of Allegiance

V. Roll Call-Members of the SUSD Governing Board will attend either in person or by telephone, video or internet conferencing

VI. Approval of Agenda - Board Action Required

VII. Students and Staff Recognition and Celebrations

VIII. Public Comments

IX. Superintendent's Comments

X. Consent Agenda - Board Action Required
   A. Acceptance of Gifts - $119,153.14
   B. Accounts Payable Vouchers - 11/07/2012 through 11/28/2012
   C. Payroll Vouchers - 10/25/2012 through 11/21/2012
   D. Personnel Actions - 10/30/2012 through 12/02/2012
   E. Approval of Minutes of November 16, 2012 Special Meeting/Board Retreat
   F. Approval of Minutes of November 20, 2012 Special Meeting/Executive Session
   G. Approval of Minutes of November 20, 2012 Regular Board Meeting
   H. Action of Hearing Officer’s Recommendations
   I. Overnight, Out-of-State, Foreign Field Trips
   K. Student Activities Statement for November 30, 2012
   L. Tax Credit Statement for November 30, 2012
   M. Revision #1 of the Fiscal Year (FY) 2012-13 Annual Expenditure Budget
N. Approval of Community Education Childcare Pricing Changes 28
O. Adopt Revisions of Governing Board Policies: BK, CBA, DBC, DBF, DGD, DIC, DJE, DN, EHB, GB, GBECA, GCCD, GCK and GCO 29
P. Approval of Science Adoption Update 55
Q. Approval of the Revisions to the 2013-2014 High School Planning Guide (HSPG) 56
R. Approval of Intergovernmental Agreement (IGA) with the City of Phoenix for School Resource Officers (SROs) for SUSD Schools 57
S. Approve the Roof Replacement at Chaparral High School Building J through The 1 Government Procurement Alliance (1GPA) Contract 58
T. Approve a Contract Change Order for Modifications to the Roof Mounted and Elevated Solar Structure Requirements at 11 School Sites 59
U. Approval of Amendment #3 to Intergovernmental Agreement (IGA) with Maricopa County Department of Public Health for Tobacco Use Prevention Program 60
V. Approve the Issuance of a Request for Proposal (RFP) for Downloadable E-Books and Audiobooks 61
W. Approve the Issuance of a Request for Proposal (RFP) for Third Party Administrator Employee Retirement Plan to be issued through the 1Government Procurement Alliance (1GPA) Purchasing Cooperative 62
X. Approve the Issuance of a Request for Proposal (RFP) for Technology- Computers, Software, Peripherals and Components to be Issued Through The 1Government Procurement Alliance (1GPA) Purchasing Cooperative 63
Y. Approve the Issuance of a Request for Proposal (RFP) for Electronic Sign and Scoreboards to be issued through the 1Government Procurement Alliance (1GPA) Purchasing Cooperative 64
Z. Ratification of Procurement Item(s) Approved by the Superintendent or Designees with Prior Board Authorization 65
XI. Information/Discussion Items
A. Update on the Strategic Plan and Activities from June 2012 through December 2012 66
XII. Action Item - Board Action Required
A. Appointment of Governing Board Member as a Trustee to the SUSD Self-Insurance Retention Trust Board 67
XIII. Future Action
XIV. Governing Board Reports
XV. Dates of Upcoming Meetings
A. Thursday, January 10, 2013 at 9:30 AM - Special Meeting - Reorganization of Governing Board
B. Tuesday, January 15, 2013 - 2:00 PM Study Session
C. Tuesday, January 15, 2013 - 3:00 PM Regular Governing Board Meeting
D. Tuesday, February 12, 2013 - 4:00 PM - Study Session
E. Tuesday, February 12, 2013 - 5:00 PM - Regular Governing Board Meeting
XVI. 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 Marcy Moreno at 480-484-6113. Requests should be made as early as possible to allow time to arrange the accommodation.
Consent Item:

Acceptance of Gifts $119,153.14

Submitted by: Daniel O’Brien, 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:

<table>
<thead>
<tr>
<th>School</th>
<th>Gift Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mountainside MS</td>
<td>$24,954.46</td>
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<tr>
<td>Cheyenne ES</td>
<td>$19,000.00</td>
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<tr>
<td>Chaparral HS</td>
<td>$10,000.00</td>
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<tr>
<td>Sequoya ES</td>
<td>$8,000.00</td>
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<tr>
<td>Chaparral HS</td>
<td>$6,500.00</td>
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<tr>
<td>Sequoya ES</td>
<td>$5,700.00</td>
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<tr>
<td>Navajo ES</td>
<td>$3,000.00</td>
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<tr>
<td>Sequoya ES</td>
<td>$2,900.00</td>
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<tr>
<td>Desert Canyon ES</td>
<td>$2,450.00</td>
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<td>Chaparral HS</td>
<td>$2,000.00</td>
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<td>Saguaro HS</td>
<td>$1,548.62</td>
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<td>Building Services</td>
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<td>Desert Mtn. HS</td>
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<td>Sequoya ES</td>
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<td>Redfield ES</td>
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<td>Pima ES</td>
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<td>Tonalea ES</td>
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<td>Chaparral HS</td>
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<td>Pima ES</td>
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<td>Chaparral HS</td>
<td>$1,420.00</td>
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<tr>
<td>TekLink Program</td>
<td>$1,100.00</td>
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</table>
Gifts (Cont.)

Beverly Daughton - Various Computers
TekLink Program
$900.00

Coronado Unitown Gift Fund - Transfer from Coronado Unitown to SUSD Unitown Gift Fund
Coronado HS
$600.00

Saguaro Unitown Club - Transfer from Saguaro Unitown to SUSD Unitown Gift Fund
Saguaro HS
$499.38

Volleyball Boosters - A IPod for Stats
Desert Mtn. HS
$468.46

FM Group - Six Computer Towers, Two Monitors, One Mouse and Three Ergonomic Keyboards
TekLink Program
$450.00

Mitchell Rand - Five Computers, Two Monitors, One Mouse and One Keyboard
TekLink Program
$300.00

Gifts Valued Under $300.00 Donated to the District 7/1/12-12/18/12
All Schools
$4,859.03

Donations to the District since July 1, 2012-$741,366.06

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


Submitted by: Daniel O’Brien, CFO

Funding: Various

RECOMMENDATION:

It is recommended that the Governing Board approve payment of accounts payable vouchers processed November 7, 2012 through November 28, 2012.

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<tr>
<td>001-Regular Education</td>
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<td>020-INSTR IMPROV INDIAN GMNG</td>
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<td>100- Title I LEA FY12</td>
<td>12,835.69</td>
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<td>101-Title I LEA FY13</td>
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<td>133-Education Homeless Children &amp; Youth</td>
<td>1,014.91</td>
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<td>140- Title II Improving Teacher Quality FY12</td>
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<td>160-Safe &amp; Supportive Schools FY11</td>
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<td>162-21st Century Community L.C. YR5</td>
<td>50.73</td>
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<tr>
<td>200-Title VII Indian Education Federal Direct</td>
<td>130.66</td>
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<tr>
<td>260-CTE Basic Grant Federal FY 13</td>
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<td>261-CTE Basic Grant Federal FY12</td>
<td>6,385.10</td>
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<td>290-Direct Services</td>
<td>33,347.51</td>
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<td>400-CTE Priority Program</td>
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<td>505-School Plant-ST Lease&lt;1 YR</td>
<td>11,053.02</td>
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<td>510-Nutritional Services</td>
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<td>520-Community Schools</td>
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<td>524-AUX OPS Principal</td>
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<td>525-AUX OP-Bookstore/ATH</td>
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<td>526-AUX OPS/Extra Tax Credit</td>
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<td>530-Gifts and Donations</td>
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<td>540-Fingerprint</td>
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<td>555-Lost/Damaged Books</td>
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<td>595-Advertisement Fund</td>
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<td>596-Joint Tech Education Fund</td>
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<td>610-Capital Outlay</td>
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<td>611-Capital Outlay Override</td>
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<td>620-Adjacent Ways</td>
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<td>625-Soft Capital</td>
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<td>636-2010 Tax-Exempt Bond</td>
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<td>637-2010 QSCBS Bond</td>
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<td>638-2010 BAB’s Bonds</td>
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<td>665-Energy and Water Savings</td>
<td>52,000.00</td>
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<td>850-Student Activities</td>
<td>146,205.65</td>
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<td>953-Property-Insurance/Casualty/WC</td>
<td>6,589.81</td>
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<tr>
<td>955-IGA-Dual Enrollment</td>
<td>8,391.19</td>
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Funding (Cont.)

<table>
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<th>Description</th>
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<tr>
<td>959-IGA-City of Scottsdale Prevention</td>
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<td><strong>Total</strong></td>
<td><strong>$6,851,006.98</strong></td>
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**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 Communications and Community Partnerships
- [x] 2 Optimal Class Sizes and Personalized Learning
- [ ] 3 Teacher Quality and Professional Development
- [ ] 4 Technology Improvements and Integration
- [x] 5 High Standards and Accountability
- [x] 6 School Safety and Student Support
Consent Item:

Payroll Vouchers Processed from October 25, 2012 through November 21, 2012

Submitted by: Daniel O’Brien, CFO

Funding: Various

RECOMMENDATION:

It is recommended that the Governing Board approve payment of payroll vouchers processed October 25, 2012 through November 21, 2012.

<table>
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<th>Funding</th>
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<td>011-Classroom Site-Base Salary</td>
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<td>012-Classroom Site-Perform Pay</td>
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<td>013-Classroom Site-Other</td>
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<td>020-INSTR IMPROV-INDIAN GMNG</td>
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<td>100-Title I LEA FY12</td>
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<td>101-Title I Lea FY11</td>
<td>216,598.99</td>
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<tr>
<td>141-Title II Improving Teacher Quality FY11</td>
<td>29,709.90</td>
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<td>160-Safe &amp; Supportive Schools FY13</td>
<td>16,761.97</td>
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<td>161-Safe &amp; Supportive Schools FY12</td>
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<td>162-21st Century Comm. Learning Centers YR 4</td>
<td>8,307.49</td>
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<td>164-21st Century Comm. Learning Centers YR 3</td>
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<td>190-Title III LEP Programs</td>
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<td>200-Title VII Indian Education Federal Direct</td>
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<td>220-IDEA Basic-Ent</td>
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<td>221-IDEA Preschool Grant</td>
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<td>260-CTE Basic Grant Federal FY11</td>
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<td>290-Direct Services</td>
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<td>515-Civic Center</td>
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<td>520-Community School</td>
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<td>524-AUX OPS Principal</td>
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<td>525-Aux OPS - Bookstore/ATH</td>
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<td>526-Aux OPS-Extra Tax Credit</td>
<td>51,644.49</td>
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<td>530-Gifts and Donations</td>
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<td>570-Indirect Costs</td>
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<td>596-Joint Tech Education Fund</td>
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<td>636-2010 Tax-Exempt Bond</td>
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<td>850-Student Activities</td>
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<td>951-Print Shop(Internal Service Fund)</td>
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<td>953-Property-Insurance/Casualty/WC</td>
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<td>954-IGA Scottsdale Online Learning</td>
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<td>955-IGA-Dual Enrollment</td>
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<tr>
<td>957-IGA Ball Field Maint</td>
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IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT
Processing payroll provides the staff necessary for instruction and instructional support.

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
Consent Item:

Personnel Action Items 10/30/12 – 12/02/12

Submitted by: Dr. Pam Sitton, Assistant Superintendent of Human Resources

Funding: M&O or External

RECOMMENDATION:
It is recommended that the Governing Board approve Personnel Actions which include:
34 New Employments, 10 Leaves of Absence, 13 Transfers, 14 Classified Substitutes and Temporary Workers, 1 Qualified Evaluator for Certificated Staff and 38 Separations.

BACKGROUND:

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

<table>
<thead>
<tr>
<th>NAME</th>
<th>UNIT/ASSIGNMENT</th>
<th>EFFECTIVE</th>
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</thead>
<tbody>
<tr>
<td>Alison Brown</td>
<td>Cochise/SPED-ABC TC</td>
<td>10/22/12-05/24/13</td>
</tr>
<tr>
<td>Cheryl Cunningham</td>
<td>Supai/SPED-LSC TC</td>
<td>07/31/12-05/24/13</td>
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<tr>
<td>Christopher Kelley</td>
<td>Mohave/Social Studies TC</td>
<td>11/02/12-05/24/13</td>
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<tr>
<td>Maureen Launer</td>
<td>MDA/SLP TC</td>
<td>11/16/12-05/24/13</td>
</tr>
<tr>
<td>Jaime McHale</td>
<td>Pima/5th TC</td>
<td>11/29/12-05/24/13</td>
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<tr>
<td>Cynthia Vanhook</td>
<td>Cheyenne/5th TC</td>
<td>11/13/12-05/24/13</td>
</tr>
<tr>
<td>Lora Walradt</td>
<td>Ingleside/SPED-LRC TC</td>
<td>11/26/12-05/24/13</td>
</tr>
<tr>
<td>Jamie White</td>
<td>Sequoya/Kinder-5th ILLP TC</td>
<td>11/13/12-05/24/13</td>
</tr>
</tbody>
</table>

Classified:

Wayne Binnert  Transp/Bus Driver  11/05/12
Candice Celaya Curriculum/Admin Support Coord  12/05/12
Shawnee Cochran Mohave/Security Officer  11/19/12
Stephanie Collins Bldg Serv/Fac Svc Wkr-Cust  12/10/12
Melissa Darnall ANLC/Noon Aide  12/10/12
Scott Demange Nutr Serv/Sr Nut Svc Wkr  11/12/12
Linda Ellis Pueblo/Admin Support Asst  11/13/12
Veronica Finney Cochise/Crossing Guard  11/12/12
Deborah Hagan DCMS/Inst Support Para Ed  11/13/12
Jennifer Hooper Cppr Ridge/Inst Support Para Ed  11/19/12
Shaun Jones Transp/Bus Driver  11/05/12
Malak Khalil Nutr Serv/Nut Svc Wkr  11/12/12
Annie McCall IT/IT Support Spec-CT  12/10/12
Monica McCuller Comm Ed/Childcare Assistant  12/03/12
Robin Meinhart Cochise/Inst Support Asst LA  11/19/12
Luke Miller Cherokee/Noon Aide  12/10/12
Terri Milling DMHS/Inst Support Para Ed  11/12/12
### NEW EMPLOYMENTS: (LA=Limited Appointment, TC=Terminating Contract):

<table>
<thead>
<tr>
<th>NAME</th>
<th>UNIT/ASSIGNMENT</th>
<th>EFFECTIVE</th>
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<tr>
<td>Classified:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kathleen O’Connor</td>
<td>Laguna/Crossing Guard</td>
<td>11/19/12</td>
</tr>
<tr>
<td>Kathleen O’Connor</td>
<td>Laguna/Noon Aide</td>
<td>11/19/12</td>
</tr>
<tr>
<td>Alan Packer</td>
<td>IT/IT Support Spec-CT</td>
<td>12/10/12</td>
</tr>
<tr>
<td>Walter Richters</td>
<td>Transp/Bus Driver</td>
<td>11/14/12</td>
</tr>
<tr>
<td>Vincent Rio</td>
<td>Chaparral/Inst Support Asst</td>
<td>11/19/12</td>
</tr>
<tr>
<td>Kerri Rudnick</td>
<td>Tavan/Noon Aide</td>
<td>12/10/12</td>
</tr>
<tr>
<td>Shannon Stanley</td>
<td>Tavan/Noon Aide</td>
<td>12/10/12</td>
</tr>
<tr>
<td>April Storer</td>
<td>Nutr Services/Sr Nut Svc Wkr</td>
<td>11/19/12</td>
</tr>
<tr>
<td>Lavonne Weinberg</td>
<td>Laguna/Noon Aide</td>
<td>12/03/12</td>
</tr>
</tbody>
</table>

### LEAVES OF ABSENCE:

<table>
<thead>
<tr>
<th>NAME</th>
<th>UNIT/ASSIGNMENT</th>
<th>EFFECTIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certified:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mary Berry</td>
<td>Ingleside/Computers</td>
<td>11/27/12-01/06/13</td>
</tr>
<tr>
<td>Marisa Edwards</td>
<td>Mtnside/General Music</td>
<td>01/07/13-05/24/13</td>
</tr>
<tr>
<td>Caroline Novak</td>
<td>Anasazi/Kindergarten</td>
<td>11/05/12-05/24/13</td>
</tr>
</tbody>
</table>

### Classified:

<table>
<thead>
<tr>
<th>NAME</th>
<th>UNIT/ASSIGNMENT</th>
<th>EFFECTIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meagan Booth</td>
<td>Chaparral/Inst Support Para Ed</td>
<td>11/22/12-01/04/13</td>
</tr>
<tr>
<td>Judith Butchin</td>
<td>Saguaro/Inst Support Para Ed</td>
<td>11/05/12-11/28/12</td>
</tr>
<tr>
<td>Holly Kellogg</td>
<td>Ingleside/Inst Support Para Ed</td>
<td>01/07/13-03/29/13</td>
</tr>
<tr>
<td>Maritza Montano</td>
<td>Supai/Inst Support Para Ed</td>
<td>10/31/12-11/16/12</td>
</tr>
<tr>
<td>Kyle Tompkins</td>
<td>Bldg Serv/Facilities Coord</td>
<td>01/08/13-09/13/13</td>
</tr>
<tr>
<td>Judith Tulkki</td>
<td>Nutr Serv/Sr Nut Svc Wkr</td>
<td>10/23/12-01/21/13</td>
</tr>
<tr>
<td>Susan Wright-Jones</td>
<td>Transp/Bus Driver</td>
<td>12/03/12-01/18/13</td>
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### TRANSFERS:

<table>
<thead>
<tr>
<th>NAME</th>
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<th>EFFECTIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admin:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Xochilt Calderon</td>
<td>Tonalea/AP</td>
<td>Ingleside/AP</td>
<td>10/01/12</td>
</tr>
</tbody>
</table>

### Certified:

<table>
<thead>
<tr>
<th>NAME</th>
<th>UNIT/ASSIGNMENT</th>
<th>TRANSFER TO</th>
<th>EFFECTIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jill Campos</td>
<td>TOA/World Languages</td>
<td>Admin: Deseg: Coordinator</td>
<td>10/22/12</td>
</tr>
</tbody>
</table>

### Classified:

<table>
<thead>
<tr>
<th>NAME</th>
<th>UNIT/ASSIGNMENT</th>
<th>TRANSFER TO</th>
<th>EFFECTIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kristen Johnson</td>
<td>Nutr Serv/Sr Nut Svc Wkr</td>
<td>Nutr Serv/Nut Svc Mgr</td>
<td>11/05/12</td>
</tr>
<tr>
<td>Mary Meinershagen</td>
<td>Nutr Serv/Sr Nut Svc Wkr</td>
<td>Nutr Serv/Nut Svc Supvsr</td>
<td>11/13/12</td>
</tr>
<tr>
<td>Kathleen O’Connor</td>
<td>Laguna/Noon Aide &amp; Cross Guard</td>
<td>Cochise/Inst Support Para Ed</td>
<td>12/03/12</td>
</tr>
<tr>
<td>Janine Pongratz</td>
<td>Pueblo/Admin Support Asst</td>
<td>SPED/Admin Support Coord</td>
<td>11/13/12</td>
</tr>
<tr>
<td>Martha Ramsey</td>
<td>Comm Ed/Exec Admin Asst</td>
<td>Admin:</td>
<td></td>
</tr>
<tr>
<td>Karn Reinke</td>
<td>DCES/Childcare Assistant</td>
<td>Comm Ed/Dir-1st Impressions</td>
<td>11/26/12</td>
</tr>
<tr>
<td>Paulette Riekenberg</td>
<td>Cherokee/Inst Support Asst</td>
<td>Chaparral/Admin Support Asst</td>
<td>11/05/12</td>
</tr>
<tr>
<td>James Rohde</td>
<td>Laguna/Noon Aide &amp; Cross Guard</td>
<td>Transp/Bus Aide</td>
<td>11/14/12</td>
</tr>
</tbody>
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**TRANSFERS:**

<table>
<thead>
<tr>
<th>NAME</th>
<th>UNIT/ASSIGNMENT</th>
<th>TRANSFER TO</th>
<th>EFFECTIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allen Spivey</td>
<td>Purchasing/Admin Support Asst</td>
<td>Admin: Purchasing/Sr Contract Buyer</td>
<td>11/06/12</td>
</tr>
<tr>
<td>Kay Stockley</td>
<td>Curriculum/Sr Buyer</td>
<td>Admin: Curriculum/ Materials Coord</td>
<td>12/10/12</td>
</tr>
<tr>
<td>Cathy Tirone</td>
<td>Saguaro/Admin Support Tech</td>
<td>Simar/Assessment Support</td>
<td>12/03/12</td>
</tr>
</tbody>
</table>

*It is recommended that the Governing Board approve the following as:*

**CLASSIFIED SUBSTITUTES and TEMPORARY WORKERS:**

<table>
<thead>
<tr>
<th>Name</th>
<th>UNIT/ASSIGNMENT</th>
<th>Name</th>
<th>UNIT/ASSIGNMENT</th>
<th>Name</th>
<th>UNIT/ASSIGNMENT</th>
<th>Name</th>
<th>UNIT/ASSIGNMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chloe Belford</td>
<td>Seth Carroll</td>
<td>Jordan Grawn</td>
<td>Angela Jones</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jeff King</td>
<td>Tyler Lohnes</td>
<td>Adriana Mercado</td>
<td>Patrice Miles</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jamie Mitchell</td>
<td>Violet Parouse</td>
<td>Kristin Scott</td>
<td>Ted Shepherd</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Michael Steele</td>
<td>Karen Thorner</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**QUALIFIED EVALUATORS FOR CERTIFICATED STAFF for 2012-2013:**

Eric Kurland/Alternative Education

**SEPARATIONS:**

<table>
<thead>
<tr>
<th>NAME</th>
<th>UNIT/ASSIGNMENT</th>
<th>REASON</th>
<th>EFFECTIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Admin:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tanya Beckwith</td>
<td>Ingleside/Principal</td>
<td>Retired</td>
<td>12/28/12</td>
</tr>
<tr>
<td><strong>Certified:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sharon Blaisdell</td>
<td>Saguaro/Math</td>
<td>Did not return from FMLA</td>
<td>11/19/12</td>
</tr>
<tr>
<td>Carlos Gantchoff</td>
<td>Mohave/Social Studies</td>
<td>Resigned</td>
<td>11/14/12</td>
</tr>
<tr>
<td>Cali Greenbaum</td>
<td>Student Services/Homebound</td>
<td>Retired</td>
<td>01/07/13</td>
</tr>
<tr>
<td>Daniel Holleman</td>
<td>Cheyenne/5th</td>
<td>Resigned</td>
<td>11/02/12</td>
</tr>
<tr>
<td><strong>Classified:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Christel Baker</td>
<td>DCES/Inst Support Para Ed</td>
<td>Resigned</td>
<td>11/30/12</td>
</tr>
<tr>
<td>Michael Barthelme</td>
<td>Transp/Bus Driver</td>
<td>Job Abandonment</td>
<td>10/30/12</td>
</tr>
<tr>
<td>Kira Bauer</td>
<td>Nutr Serv/Nut Svc Wkr</td>
<td>Resigned</td>
<td>10/26/12</td>
</tr>
<tr>
<td>Marta Benitez</td>
<td>ANLC/Noon Aide</td>
<td>Resigned</td>
<td>11/05/12</td>
</tr>
<tr>
<td>Teresa Byro</td>
<td>Yavapai/Admin Support Asst</td>
<td>Resigned</td>
<td>11/21/12</td>
</tr>
<tr>
<td>J. Dimatteo-Godsey</td>
<td>Navajo/Inst Support Para Ed</td>
<td>Resigned</td>
<td>12/21/12</td>
</tr>
<tr>
<td>James Dunn</td>
<td>Transp/Bus Aide</td>
<td>Resigned</td>
<td>10/31/12</td>
</tr>
<tr>
<td>Elaine Gary</td>
<td>Nutr Serv/Nut Svc Wkr</td>
<td>Terminated</td>
<td>10/12/12</td>
</tr>
<tr>
<td>Mark Goldstein</td>
<td>Bldg Serv/Fac Coord-Plant Mgr</td>
<td>Retired</td>
<td>01/08/13</td>
</tr>
<tr>
<td>Joseph Greenbaum</td>
<td>IT/IT Support Tech-CT</td>
<td>Terminated</td>
<td>10/26/12</td>
</tr>
<tr>
<td>Greg Harris</td>
<td>Bldg Serv/Fac Svc Specialist</td>
<td>Resigned</td>
<td>11/06/12</td>
</tr>
<tr>
<td>Troy-Jon Horta</td>
<td>Cherokee/Inst Support Para Ed</td>
<td>Resigned</td>
<td>11/20/12</td>
</tr>
<tr>
<td>Lucas Johnston</td>
<td>Tavan/Noon Aide</td>
<td>Resigned</td>
<td>10/12/12</td>
</tr>
<tr>
<td>Angela Kirk</td>
<td>Nutr Serv/Sr Nut Svc Wkr</td>
<td>Resigned</td>
<td>10/26/12</td>
</tr>
<tr>
<td>Samantha Kramer</td>
<td>Cochise/Inst Support Para Ed</td>
<td>Resigned</td>
<td>11/16/12</td>
</tr>
<tr>
<td>NAME</td>
<td>UNIT/ASSIGNMENT</td>
<td>REASON</td>
<td>EFFECTIVE</td>
</tr>
<tr>
<td>-----------------------</td>
<td>----------------------------------</td>
<td>---------</td>
<td>-----------</td>
</tr>
<tr>
<td>Terri Lortie</td>
<td>DCES/Noon Aide</td>
<td>Resigned</td>
<td>11/13/12</td>
</tr>
<tr>
<td>Brian Martinez</td>
<td>Anasazi/Childcare Provider</td>
<td>Resigned</td>
<td>11/21/12</td>
</tr>
<tr>
<td>Jan Maslikowski</td>
<td>IT/IT Support Specialist</td>
<td>Retired</td>
<td>10/02/12</td>
</tr>
<tr>
<td>Constance Nagy</td>
<td>Cheyenne/Crossing Guard</td>
<td>Resigned</td>
<td>11/13/12</td>
</tr>
<tr>
<td>Colleen Natachu</td>
<td>Nutr Serv/Sr Nut Svc Wkr</td>
<td>Resigned</td>
<td>10/09/12</td>
</tr>
<tr>
<td>Kelli New</td>
<td>ECC Cholla/Childcare Assistant</td>
<td>Resigned</td>
<td>10/09/12</td>
</tr>
<tr>
<td>Manfred Penzenstadler</td>
<td>Bldg Serv/Fac Svc Wkr-Cust</td>
<td>Resigned</td>
<td>11/19/12</td>
</tr>
<tr>
<td>Karin Prophet</td>
<td>Transp/Bus Driver</td>
<td>Resigned</td>
<td>11/09/12</td>
</tr>
<tr>
<td>Joseph Raimo</td>
<td>Mohave/Security Officer</td>
<td>Resigned</td>
<td>11/05/12</td>
</tr>
<tr>
<td>Brandon Reiter</td>
<td>Transp/Bus Driver</td>
<td>Resigned</td>
<td>12/03/12</td>
</tr>
<tr>
<td>Kathleen Ring</td>
<td>Redfield/Childcare Specialist</td>
<td>Resigned</td>
<td>10/26/12</td>
</tr>
<tr>
<td>Caleb Ripley</td>
<td>Bldg Serv/Fac Svc Wkr-Grounds</td>
<td>Resigned</td>
<td>11/09/12</td>
</tr>
<tr>
<td>Amanda Shapiro</td>
<td>Cherokee/Noon Aide</td>
<td>Resigned</td>
<td>11/06/12</td>
</tr>
<tr>
<td>Suzanne Sloan</td>
<td>Sequoya/Inst Support Asst</td>
<td>Resigned</td>
<td>11/07/12</td>
</tr>
<tr>
<td>Suzanne Sloan</td>
<td>Sequoya/Noon Aide</td>
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<td>11/07/12</td>
</tr>
<tr>
<td>Suzanne Sloan</td>
<td>Sequoya/Inst Support Para Ed</td>
<td>Resigned</td>
<td>11/06/12</td>
</tr>
<tr>
<td>Ashleigh Volz</td>
<td>DCES/Childcare Specialist</td>
<td>Resigned</td>
<td>10/26/12</td>
</tr>
<tr>
<td>Charles Winter</td>
<td>Transp/Bus Driver</td>
<td>Resigned</td>
<td>10/24/12</td>
</tr>
</tbody>
</table>

**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 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
Consent Item:

Approval of Minutes of November 16, 2012 Special Board Meeting/Board Retreat

Submitted by:  
Dr. David J. Peterson, Superintendent  
Funding:  
N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the Minutes of the November 16, 2012 Special Board Meeting/Board Retreat.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to high standards and accountability.

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
Consent Item:

Approval of Minutes of November 20, 2012 Special Board Meeting/Executive Session

Submitted by: Dr. David J. Peterson, Superintendent

Funding: N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the Minutes of the November 20, 2012 Special Board Meeting/Executive Session.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to high standards and accountability.

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
Consent Item:

Approval of Minutes of November 20, 2012 Regular Governing Board Meeting

Submitted by:  
Dr. David J. Peterson, Superintendent

Funding:  
N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the Minutes of the November 20, 2012 Regular Governing Board Meeting.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to high standards and accountability.

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
Consent Item:

Action of Hearing Officer’s Recommendations

Submitted by:
Dr. Milissa W. Sackos, Executive Director for Student Services & Grants

Funding:
N/A

RECOMMENDATION:
Presented below are the Hearing Officer’s Recommendations:

<table>
<thead>
<tr>
<th>Case #</th>
<th>Reason for Hearing</th>
<th>Hearing Officers Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>121304</td>
<td>Drug Violation-Level I, Combustibles, Dangerous Items</td>
<td>Expulsion</td>
</tr>
<tr>
<td>121305</td>
<td>Weapons</td>
<td>SOL</td>
</tr>
</tbody>
</table>

BACKGROUND:
As per the Governing Board Policy, the student(s) have had five days to appeal the decision of the Hearing Officer. 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 school safety and support.

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
Consent Item:

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

**Submitted by:**
Daniel O’Brien, CFO

**Funding:**
Tax Credit, Auxiliary Operations, Student Activities

**RECOMMENDATION:**

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

<table>
<thead>
<tr>
<th>School</th>
<th>Trip Type</th>
<th>Leave Date</th>
<th>Return Date</th>
<th>Trip</th>
<th>Destination</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>School</th>
<th>Trip Type</th>
<th>Leave Date</th>
<th>Return Date</th>
<th>Trip</th>
<th>Destination</th>
</tr>
</thead>
<tbody>
<tr>
<td>All High Schools</td>
<td>Overnight</td>
<td>4/19/2013</td>
<td>4/21/2013</td>
<td>SUSD Calculus Camp</td>
<td>Prescott</td>
</tr>
<tr>
<td>Chaparral</td>
<td>Overnight</td>
<td>12/7/2012</td>
<td>12/8/2012</td>
<td>Douglas Wrestling Tournament</td>
<td>Douglas</td>
</tr>
</tbody>
</table>

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

Auxiliary Operations Statement for November 2012

Submitted by: Daniel O’Brien, CFO

Funding: Auxiliary Operations

RECOMMENDATION:

It is recommended that the Governing Board ratify the Summary of Revenues and Expenditures for the Auxiliary Operations Fund for fiscal year 2013 as of November 30, 2012

<table>
<thead>
<tr>
<th>School</th>
<th>Beg. Balance</th>
<th>Revenue</th>
<th>Expenditures</th>
<th>Ending Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anasazi</td>
<td>6,756.41</td>
<td>670.29</td>
<td>114.33</td>
<td>7,312.37</td>
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<td>ANLC</td>
<td>11,956.04</td>
<td>5,619.00</td>
<td>5,194.33</td>
<td>12,380.71</td>
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<tr>
<td>Cherokee</td>
<td>15,213.87</td>
<td>55.81</td>
<td>0.00</td>
<td>15,269.68</td>
</tr>
<tr>
<td>Cheyenne</td>
<td>24,620.21</td>
<td>11,127.92</td>
<td>14,573.90</td>
<td>21,174.23</td>
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<tr>
<td>Cochise</td>
<td>5,660.74</td>
<td>211.56</td>
<td>3,662.85</td>
<td>2,209.45</td>
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<tr>
<td>Copper Ridge E.S.</td>
<td>7,546.57</td>
<td>39.53</td>
<td>250.00</td>
<td>7,336.10</td>
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<tr>
<td>Desert Canyon E.S.</td>
<td>12,864.98</td>
<td>817.79</td>
<td>1,165.55</td>
<td>12,517.22</td>
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<tr>
<td>ECC - Cholla</td>
<td>85.56</td>
<td>131.49</td>
<td>0.00</td>
<td>217.05</td>
</tr>
<tr>
<td>Hohokam</td>
<td>7,810.53</td>
<td>92.74</td>
<td>955.78</td>
<td>6,947.49</td>
</tr>
<tr>
<td>Hopi</td>
<td>4,358.12</td>
<td>69.91</td>
<td>1,484.92</td>
<td>2,943.11</td>
</tr>
<tr>
<td>Kiva</td>
<td>12,413.06</td>
<td>1,783.64</td>
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<td>11,090.74</td>
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<tr>
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<tr>
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<tr>
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<td>5,753.60</td>
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<td><strong>$ 98,075.24</strong></td>
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BACKGROUND:
This fund is used to account for the funds deposited and expended in connection with all activities of the school bookstores and athletic activities.

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. 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
Consent Item:

**Student Activities Statement for November 2012**

Submitted by: Daniel O’Brien, CFO

Funding: Student Activities

**RECOMMENDATION:**

It is recommended that the Governing Board ratify the Summary of Revenues and Expenditures for the Student Activities Fund for fiscal year 2013 as of November 30, 2012.

<table>
<thead>
<tr>
<th>School</th>
<th>Beg. Balance</th>
<th>Revenue</th>
<th>Expenditures</th>
<th>Ending Balance</th>
</tr>
</thead>
<tbody>
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<td>0.00</td>
<td>788.34</td>
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</table>

**Elementary & Middle School Total** $341,672.94 $175,696.51 $218,197.49 $299,171.96

<table>
<thead>
<tr>
<th>School</th>
<th>Beg. Balance</th>
<th>Revenue</th>
<th>Expenditures</th>
<th>Ending Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arcadia</td>
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**High School Total** $983,010.75 $733,013.27 $961,553.01 $754,471.01
Unallocated Interest

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**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:

<p>| | | | | | | | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
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<td>School Safety and Student Support</td>
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### Consent Item:

**Tax Credit Statement for November 2012**

**Submitted by:** Daniel O’Brien, CFO  
**Funding:** Tax Credit

### RECOMMENDATION:

It is recommended that the Governing Board ratify the Summary of Revenues and Expenditures for the Tax Credit Fund for fiscal year 2013 as of November 30, 2012.

<table>
<thead>
<tr>
<th>School</th>
<th>Beg. Balance</th>
<th>Revenue</th>
<th>Expenditures</th>
<th>Ending Balance</th>
</tr>
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<td>21,009.27</td>
</tr>
</tbody>
</table>

| Elementary & Middle School Total | $ 1,375,797.90 | $ 395,087.22 | $ 747,136.33 | $ 1,023,748.79 |

Arcadia                    | 125,108.72 | 97,992.00 | 95,296.37 | 127,804.35 |
Chaparral                  | 318,402.56 | 165,991.75 | 289,497.24 | 194,897.07 |
Coronado                   | 122,554.90 | 21,375.00 | 54,588.31 | 89,341.59 |
Desert Mountain            | 238,642.02 | 128,257.00 | 233,680.54 | 133,218.48 |
Saguaro                    | 166,534.07 | 88,843.08 | 163,474.04 | 91,903.11 |
Sierra Vista               | 0.00       | 0.00    | 0.00 | 0.00 |
SOL                        | 1,150.00    | 0.00    | 0.00 | 1,150.00 |
**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. Communications and Community Partnerships
- [X] 2. Optimal Class Sizes and Personalized Learning
- [ ] 3. Teacher Quality and Professional Development
- [ ] 4. Technology Improvements and Integration
- [X] 5. High Standards and Accountability
- [X] 6. School Safety and Student Support
Consent Item:

Revision #1 of the Fiscal Year (FY) 2012-13 Annual Expenditure Budget

Submitted by: Daniel O’Brien, CFO

Funding: Various

RECOMMENDATION:
It is recommended that the Governing Board ratify Revision #1 of the Fiscal Year (FY) 2012-13 Annual Expenditure Budget as presented to the Governing Board.

BACKGROUND:
Pursuant to ARS §15-905(E), the district has exceeded the Budget Limit(s) in Maintenance and Operations (M&O), Unrestricted Capital (UNR) and/or Soft Capital Allocation (SCA) by more than $100,000 or 1% of the General Budget Limit GBL, therefore the district is required to revise its expenditure budget on or before December 15, 2012. The budgeted expenditures in all over budgeted funds must be reduced to not exceed the respective Budget Limit(s). Therefore the district has revised the budget and has submitted it to the Arizona Department of Education prior to December 15.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT
The budget allocated the resources to provide staff, supplies, instructional materials and equipment for the operation of the entire District.

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
Consent Item:

Approval of Community Education Childcare Pricing Changes

Submitted by: Christopher D. Thuman, Executive Director of Comm. Ed. & SOL

Funding: Community Education

RECOMMENDATION:

It is recommended that the Governing Board approve the new pricing structure for Community Education Childcare programs effective July 1, 2013.

BACKGROUND:

Community Education is recommending increased rates for Early Childhood and Childcare programs for the 2013-2014 school year. The last increase was during the 2009-2010 school year. All of the services listed below are scheduled at 5 days a week. Kids Club Early Bird is before school care and the other programs are full school day care programs. The current rates and proposed rates are in the table below.

<table>
<thead>
<tr>
<th>Service</th>
<th>Current Rate</th>
<th>Proposed Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kids Club Early Bird Care</td>
<td>$90/month</td>
<td>$99/month</td>
</tr>
<tr>
<td>Pre-School/Pre-K (3 and 4 year olds)</td>
<td>$575/month</td>
<td>$629/month</td>
</tr>
<tr>
<td>ECC Toddler Care (1 and 2 year olds)</td>
<td>$575/month</td>
<td>$659/month</td>
</tr>
<tr>
<td>ECC Infant Care (6wks. - 12mos.)</td>
<td>$575/month</td>
<td>$699/month</td>
</tr>
</tbody>
</table>

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Through Early Childhood and Before/After School Childcare programs, SUSD has developed safe, educationally sound, and appropriate options for families to utilize as needed.

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
Consent Item:

Adoption of Revisions of Governing Board Policies: BK, CBA, DBC, DBF, DGD, DIC, DJE, DN, EHB, GB, GBECA, GCCD, GCK and GCO

Submitted by: Michelle G. Marshall, General Counsel

Funding: N/A

RECOMMENDATION:

It is recommended that the Governing Board adopt the revisions to the following Governing Board Policies:

- Policy BK - School Board Memberships
- Policy CBA - Qualifications and Duties of the Superintendent
- Policy DBC - Budget Planning, Preparation and Schedules
- Policy DBF - Budget Hearings and Reviews/Adoption Process
- Policy DGD - Credit Cards
- Policy DIC - Financial Reports and Statements
- Policy DJE - Bidding/Purchasing Procedures
- Policy DN - School Properties Disposition
- Policy EHB - Data/Records Retention
- Policy GB - General Personnel Policies
- Policy GBECA - Nonmedical Use or Abuse of Drugs or Alcohol
- Policy GCCD - Professional/Support Staff Military/Legal Leave
- Policy GCK - Professional Staff Assignments and Transfers
- Policy GCO - Evaluation of Professional Staff Members

BACKGROUND:

Legal has reviewed SUSD’s Policy Manual and recommended revisions where appropriate to align with ASBA model policies, ASBA advisories and District needs. The revised policies were presented on November 20, 2012. The policies are now being presented for approval to adopt the policies.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Positive governance leads to high standards and accountability.

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
X_____ 5 High Standards and Accountability
_____ 6 School Safety and Student Support
SCHOOL BOARD MEMBERSHIPS

The Board may choose to be a member of and participate in school boards associations at the state, county, regional, and national levels. The Superintendent will ensure that the subject of school boards association membership is addressed during budget preparation.

The District shall not spend monies for memberships in an association that attempts to influence the outcome of an election, as determined by state and federal law.

Adopted:

LEGAL REF.: A.R.S. 15-511, 15-342
C-0150 CBA
QUALIFICATIONS AND DUTIES
OF THE SUPERINTENDENT

(Performance Responsibilities)

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

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

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

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

**Education:**

- Administers the development, coordination, maintenance, and evaluation of the educational program, including the special education program.
- Supervises the methods of teaching, supervision, and administration used in the District.
- Keeps informed of educational thought and practices by advanced study, by visiting other school system, by attending educational conferences, and by other appropriate means.
- Keeps the public informed about modern education practices, educational trends, and the policies, practices, and problems in the District's schools.

**Management:**

- Ensures that all activities of the District are conducted in accordance with the laws of the state of Arizona, the regulations of the Arizona Board of Education, and the policies of the Governing Board.
- Assumes the responsibility for the overall financial planning of the District and for the preparation of the annual budget, and submits it to the Board for review and approval.
- Establishes a management system that is driven by the District strategic plan and incorporates shared decision making.
- Assumes responsibility for the overall financial planning of the District and the preparation...
of the annual budget.

• Establishes and maintains efficient procedures and effective controls for all expenditures of school funds in accordance with the adopted budget, and direction and approval by the Board.

• Maintains or has maintained adequate records for the schools, including, but limited to:
  
  ● Financial accounts,
  ● Business and property records,
  ● Personnel,
  ● School population,
  ● Student records including verifiable documentation of each student’s residency in this state in accordance with guidelines and forms adopted by the Arizona Department of Education, and
  ● Scholastic records.

• Provides suitable instructions and regulations to govern the safe transportation of students.

• Assumes responsibility for the use of buildings and grounds.

• Recommends the locations, sizes, and appropriations for new school sites and additions/renovations to existing sites.

• Oversees the processing and submission of required reports.

• Provides budget and finances information to the community.

• Remains current on new legislation, proposes new legislation, and implements laws to the best advantage of the District.

• Establishes and maintains a comprehensive communication and information system with all District clients.

**Governing Board:**

• Attends and participates in all meetings of the Board and its committees, except when excused by the Board.

• Takes prompt action to implement all directives of the Board.

• Advises the Board on the need for new and/or revised policies.

• Provides timely information to the Board on the implication of changes in statutes or regulations affecting the District.

• Informs and advises the Board about programs, practices, and problems of the schools, and keeps the Board informed of the activities operating under the Board's authority.

• Prepares and submits to the Board recommendations relative to all matters requiring Board
action, placing before the Board such facts, objective information, and reports as are needed to ensure the making of informed decisions.

- Acts as chief public relations agent for the District.
- Acts on own discretion if action is necessary in any matter not covered by Board policy, reports such action to the Board as soon as practicable, and recommends policy guidance in the future.

**Personnel:**

- Recommends to the Board the appointment or dismissal of all employees of the District.
- Ensures that all employees are evaluated in accordance with the schedule established by the Board.
- Determines assignments and duties, and coordinates and directs the work of all District employees.
- Recommends all promotions, demotions, and salary changes to the Board.
- Communicates to all employees all actions of the Board relating to personnel matters, and receives from employees all communications to be made to the Board.
- The Superintendent shall have a valid fingerprint card issued pursuant to A.R.S. 41-1758.03.

*Adopted:* September 21, 2010

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

CROSS REF.: CBI - Evaluation of Superintendent
Each school year the Superintendent shall prepare and disseminate a budget preparation schedule to accomplish all required budgetary actions for the following school year. This schedule will, as a minimum, provide specific dates for the accomplishment of all state-mandated actions.

Adopted:

LEGAL REF.: A.R.S. 15-481, 15-904, 15-824, 15-905, 15-905.01, 15-952 and 15-991

CROSS REF.: DBF – Budget Hearings and Reviews/Adoption Process
At least ten (10) days before and not later than July 5, the Governing Board shall publish notice of the public hearing and Board meeting to be held no later than July 15 to present the proposed budget for consideration of the residents or taxpayers of the District and shall submit the proposed budget to the Department of Education. The Department shall prominently display the budget information on the website maintained by the Department. If the District maintains a website, the District shall post a link to the website of the Department of Education where this information about the District is posted.

If a truth-in-taxation notice and hearing is required under A.R.S. 15-905.01, the Board may combine the budget notice and hearing with the truth-in-taxation notice and hearing.

The publishing of the proposed budget and notice of the hearing and meeting shall be in accordance with A.R.S. 15-905. If a truth-in-taxation notice and hearing is necessary, the notice shall be in accordance with A.R.S. 15-905.01. If the Board determines to combine the budget and truth-in-taxation hearings, publication of a combined notice must satisfy the requirements of both A.R.S. 15-905 and 15-905.01.

Immediately following the public hearing the President shall call to order the Board meeting for the purpose of adopting the budget. A Board member may, without creating a conflict of interest, participate in adoption of a final budget even though the member may have substantial interest in specific items included in the budget.

The Board shall adopt the budget and enter the budget as adopted in its minutes.

Not later than July 18, the Governing Board shall submit the adopted budget to the Department of Education. The Department shall prominently display the District budget information on the website maintained by the Department. If the District maintains a website the District shall post a link to the website of the Department of Education where this information about the District is posted.

Filing of the budget shall be according to state law [see exhibit DBC-R]

If the Governing Board receives notification that one (1) or more of the District’s categorical budgets are in excess of its authorized limit, the Board shall revise the affected budget(s) in accordance with ARS 15-905.

Adopted:

LEGAL REF.: A.R.S. 15-903, 15-915, 15-905
15-905.01
15-911
15-948

CROSS REF.: DBC – Budget Planning, Preparation and Schedules
D-1950 DGD
CREDIT CARDS

(Credit Cards and/or Procurement Cards)

Use of Credit Cards/Procurement Cards

The Governing Board acknowledges that instances may occur when ready payment for goods or services is in the District's best interest. The Superintendent or his/her designee is responsible for the implementation of all aspects of the District credit/procurement card program. The Board authorizes the Superintendent to secure and assign controlled-limit credit/procurement cards to designated personnel. District-assigned credit/procurement cards may not be used for personal expenditures.

The use of credit/procurement cards is to be closely monitored and payment of statements for authorized purchases are to be made as promptly as possible to avoid fees and charges for the use of such cards.

The Superintendent is directed to develop regulations for the use of District-assigned credit/procurement cards. Such regulations are subject to Board review and approval.

The Board reserves the right to revise or rescind this policy at its sole discretion.

Definition of Credit/Procurement Card

The District defines “credit card” and “procurement card” as a form of payment in lieu of cash, purchase order, or check. The credit/procurement card must bear the applicable Visa and/or Master Card logo.

Adopted:

LEGAL REF.: A.R.S. 15-342
38-621
38-622
38-623
38-624
38-625
Uniform System of Financial Records

CROSS REF.: DKC - Expense Authorization/Reimbursement
D-2300 © DIC
FINANCIAL REPORTS AND STATEMENTS

On or before October 15 of each year, the Superintendent shall present to the Board the annual financial report for the previous fiscal year and the Governing Board shall submit the annual financial report for the previous fiscal year to the Department of Education, which shall prominently display this information about the District on the website maintained by the Department.

The District annual financial report shall be published by November 15 either in a newspaper of general circulation within the District, by electronic submission to the Department of Education for publication on its web site, in the official newspaper of the county, or by mailing to each household in the School District. If published electronically as indicated above, a link shall be posted on the School District web site to the state department’s web site.

The Superintendent shall also ensure that a report of expenditures of public funds and student activity funds is provided to the Board on a monthly basis.

Adopted:

LEGAL REF.:  
A.R.S. 15-271
15-
919.06,  
15-977,  
15-991 
15-302  
15-904

CROSS REF.: DBC-R Budget Planning, Preparation and Schedules
D-2750 DJE
BIDDING / PURCHASING PROCEDURES

The Superintendent or the Superintendent's designee shall be responsible for all purchasing, contracting, competitive bidding, and receiving and processing of all bid protests, in accordance with the Arizona school district procurement rules, including A.A.C. R7-2-1141 et seq. A contract shall not be awarded to an entity that does not verify employment eligibility of each employee through the E-verify program in compliance with A.R.S. 23-214 subsection A. Each contract shall contain the warranties required by A.R.S. 41-4401 relative to the E-verify requirements.

Purchases Not Requiring Bidding

Purchases of five thousand dollars ($5,000) or less may be made at the discretion of the Superintendent or the Superintendent's designee. Such procurements are not subject to competitive purchasing requirements, however reasonable judgment should be used to ensure the purchases are advantageous to the District.

Verbal price quotations will be requested from at least three (3) vendors for a transaction in excess of five thousand dollars ($5,000) but less than Seventy Five thousand dollars ($75,000). The price quotations should be shown on, or attached to, the related requisition form. If three (3) verbal quotations cannot be obtained, documentation showing the vendors contacted that did not offer price quotations, or explaining why price quotations were not obtained, shall be maintained on file in the District Procurement office.

Written price quotations will be requested from at least three (3) vendors for transactions of at least twenty-five thousand dollars ($25,000) but not more than fifty thousand dollars ($50,000). If three (3) written price quotations cannot be obtained, documentation showing the vendors contacted that did not offer written price quotations, or explaining why written price quotations were not obtained, shall be maintained on file in the District Procurement office.

The District is not required to engage in competitive bidding in order to place a student in a private school that provides special education services if such placement is prescribed in the student’s individualized education program and the private school has been approved by the Department of Education Division of Special Education pursuant to ARS 15-765. The placement is not subject to rules adopted by the State Board of Education before November 24, 2009 pursuant to ARS 15-213.

The District may, without competitive bidding, purchase or contract for any products, materials, and services directly from Arizona Industries for the Blind, certified nonprofit agencies that serve individuals with disabilities and Arizona Correctional Industries if the delivery and quality of the goods, materials or services meet the District’s reasonable requirements.

Intergovernmental agreements and contracts between school districts or between the District and other governing bodies as provided in ARS 11-952 are exempt from competitive bidding under
the procurement rules adopted by the State Board of Education pursuant to ARS 15-213.

The District is not required to engage in competitive bidding to make a decision to participate in insurance programs authorized by ARS 15-382.

The District is not required to obtain bid security for the construction manager-at-risk method of project delivery.

Unless otherwise provided by law, contracts for materials or services and contracts for job-order-contracting construction services may be entered into if the duration of the contract and the conditions of renewal or extension, if any, are included in the invitation for bids or the request for proposals and if monies are available for the first fiscal period at the time the contract is executed. The duration of contracts for materials or services and contracts for job-order-contracting construction services shall be limited to no more than five (5) years unless the Board determines that a contract of longer duration would be advantageous to the District. Once determined, the decision should be memorialized in meeting minutes and in the contract/bid file. Payment and performance obligations for succeeding fiscal periods are subject to the availability and appropriation of monies. The maximum dollar amount of an individual job order for a job-order-contracting construction service shall be one million dollars ($1,000,000) or as determined by the Board.

**Online Bidding**

Until such time as the State Board of Education adopts rules for the procurement of goods and information services by school districts and charter schools using electronic, online bidding, the District may procure goods and information services pursuant to ARS 41-2671 through 2673 using the rules adopted by the Department of Administration in implementing 41-2671 through 2673.

**Purchases Requiring Bidding**

Sealed bids and proposals shall be requested for transactions to purchase construction, materials, or services costing more than fifty thousand dollars ($50,000). All transactions must comply with the requirements of the Arizona Administrative Code and the Uniform System of Financial Records.

**Registered Sex Offender Prohibition**

All purchase orders, agreements to purchase, and contracts for services to be provided by personnel other than District employees must include the following statement on the document:

*Registered Sex Offender Restriction. Pursuant to this order, the named vendor agrees by acceptance of this order that no employee of the vendor or a subcontractor of the vendor, who has been adjudicated to be a registered sex offender, will perform work on District premises or equipment at any time when District students are, or are reasonably*
expected to be, present. The vendor further agrees by acceptance of this order that a violation of this condition shall be considered a material breach and may result in a cancellation of the order at the District's discretion.

**Required Scrutinized Business Operations Clause**

All contracts for District purchase of goods or services shall include a clause requiring the contractor offering the goods or services to certify that the contractor does not have scrutinized business services in Sudan nor in Iran.

The District through the Superintendent or Superintendent’s designee shall:

- Verify that the offeror does not appear on the most recent list prepared by the Arizona Central Procurement Officer of parties excluded from Arizona contracts.
- Notify the State Central Procurement Officer of any contractor the District suspects has submitted a false certification.

*Adopted:*

**LEGAL REF.:** A.R.S. 11-952
15-213, 15-213.01, 15-213.02
15-239, 15-323
15-342, 15-382, 15-765
15-910.02
23-214, 34-101 et. seq.
35-391 et seq.
35-393 et seq.
38-511, 38-503, 39-121
41-2632, 41-2636
41-4401
A.A.C. R7-2-1001 et seq.
''U.S.F.R. VI-G-8 et seq.

**CROSS REF.:** DJG - Vendor/Contractor Relations
JLIF - Sex Offender Notification
BCB – Board Member Conflict of Interest

GBEAA – Staff Conflict of Interest
SCHOOL PROPERTIES DISPOSITION

Sale or Lease of Property

The Board may sell or lease to the state, a county, a city, another school district or a tribal government agency any school property required for public purpose provided the sale or lease of the property will not affect the normal operation of a school within the District.

Disposition of Surplus Materials

The School District may determine the fair market value of excess and surplus property. Except as provided in A.R.S. 15-342, surplus materials, regardless of value, shall be offered through competitive sealed bids, public auction, established markets, trade-in, posted prices, or state surplus property. If unusual circumstances render the above methods impractical, the District may employ other disposition methods, including appraisal or barter, provided the District makes a determination that such procedure is advantageous to the District. Only United States Postal Money Orders, certified checks, cashier's checks, or cash shall be accepted for sales of surplus property unless otherwise approved by the District or for sales of less than one hundred dollars ($100).

Exceptions for Disposition of Learning Materials and Equipment

The Board authorizes the Superintendent to establish regulations for the disposal of surplus or outdated learning materials when it has been determined that the cost of selling such materials equals or exceeds estimated market value of the learning materials.

The Board may sell used equipment to a charter school before attempting to sell or dispose of the equipment by other means.

Competitive Sealed Bidding

Notice of the sale bids shall be publicly available from the District at least ten (10) days before the date set for opening bids. Notice of sale bids shall be mailed to prospective bidders, including those on lists maintained by the District pursuant to A.A.C. R7-2-1023. The notice of the sale bids shall list the materials offered for sale; their location; availability for inspection; the terms and conditions of sale; and instructions to bidders, including the place, date, and time set for bid opening. Bids shall be opened publicly pursuant to the requirements of A.A.C. R7-2-1029.
The award shall be made, in accordance with the provisions of the notice of the sale bids, to the highest responsive and responsible bidder, provided that the price offered by such bidder is acceptable to the District. If the District determines that the bid is not advantageous to the District, the District may reject the bids in whole or in part and may resolicit bids, or the District may negotiate the sale, provided that the negotiated sale price is higher than the highest responsive and responsible bidder's price.

Auctions shall be advertised at least two (2) times prior to the auction date in a newspaper of the county as defined in A.R.S. 11-255. Advertisements must be at least seven (7) days apart. All of the terms and conditions of any sale shall be available to the public at least twenty-four (24) hours prior to the auction date.

Before surplus materials are disposed of by trade-in to a vendor for credit on an acquisition, the District shall approve such disposal. The District shall base this determination on whether the trade-in value is expected to exceed the value realized through the sale or other disposition of such materials.

An employee of the District or a Governing Board member shall not directly or indirectly purchase or agree with another person to purchase surplus property if said employee or Board member is, or has been, directly or indirectly involved in the purchase, disposal, maintenance, or preparation for sale of the surplus material.

**State Surplus Property Manager**

Except as provided in A.R.S. 15-342, the District may enter into an agreement with the State Surplus Property Manager for the disposition of property pursuant to Article 8 of the Arizona Procurement Code [A.R.S. 41-2601 et seq.] and the rules promulgated thereunder.

**Donation of Surplus**

The Board may donate surplus or outdated learning materials, educational equipment and furnishings to nonprofit community organizations where the Board determines the anticipated cost of selling the learning materials, educational equipment or furnishings equals or exceeds the estimated market value of the materials.

**Offer to Sell**

The Board may offer to sell outdated learning materials, educational equipment or furnishings at a posted price commensurate with the value of the item to pupils who are currently enrolled in the District before those materials are offered for public sale.
Adopted:

LEGAL REF.: A.R.S. 15-189, 15-341

15-342

U.S.F.R. Sec. III-J-5(10); App. B(6)

A.A.C. R7-2-1131

A.G.O. I80-036

I80-189

CROSS REF.: IJJ - Textbook/Supplementary Materials Selection and Adoption BCB – Board Member Conflict of Interest

GBEAA – Staff Conflict of Interest
DATA / RECORDS RETENTION

(Records Management)

All required records and any other records that are deemed necessary or helpful will be prepared in a manner consistent with law and the requirements of the Uniform System of Financial Records. An administrative records management program approved by the Governing Board shall be established and maintained, and copies of retention schedules shall be submitted to the Arizona State Library, Archives and Public Records (ASLAPR).

Records management standards adopted by the ASLAPR for the maintenance and storage of the District’s public records provides for the maintenance and storage of records either on paper or in an electronic format, or a combination of paper and electronic format.

The Governing Board is the custodian of the official copies of all records, required or optional, and the Superintendent shall be responsible for protecting such records on behalf of the Board. As a part of the records management program, the Superintendent may assign management responsibilities to other employees by naming the employee positions and a general description of the records assigned to their jurisdiction.

*Adopted:* date of manual adoption

LEGAL REF.: A.R.S. 15, 341, 15-271
- 15-272
- 15-521
- 23-721
- 23-926
- 23-962
- 38-421
- 38-423
- 38-424
- 39-101
- 39-103
- 39-121
- 41-1346 *et seq.*

A.A.C. R7-2-803
(Records Management)

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Adopted: date of manual adoption

LEGAL REF.: A.R.S. 15, 341, 15-271
15-272
15-521
23-721
23-926
23-962
38-421
38-423
38-424
39-101
39-103
39-121
41-1346 et seq.
A.A.C. R7-2-803
GENERAL PERSONNEL POLICIES

Personnel policies adopted by the Governing Board are to serve as guidelines for the efficient and successful functioning of the District.

The policies are framed and intended to be interpreted within the context of applicable laws and regulations. Changes in the laws and agency rules, as well as in the needs, conditions, purposes, and objectives of the District may result in revisions, deletions, and additions to the policies. Therefore, to the extent permitted or required by law, District personnel policies may be modified, amended, or repealed at any time as the Board determines to be in the best interest of the District. No person shall be deemed to have a vested right to continuing employment or benefits associated with District employment except as may be required by law and provided in the respective employee's written contract or employment agreement.

Wherever inconsistencies of interpretation arise, the law and regulations prevail.

Adopted:

LEGAL REF.: A.R.S. 15-341
15-342
15-546
NONMEDICAL USE OR ABUSE OF DRUGS OR ALCOHOL

Employee Drug Use, Abuse, or Possession

The nonmedical use, abuse or possession of drugs and/or use or possession of alcohol is forbidden on District property or at District-sponsored activities. Employees determined to be in possession of, using, or abusing drugs or alcohol shall be reported immediately to the employee’s principal or supervisor. The Superintendent shall be notified immediately.

The Superintendent shall conduct an investigation in consultation with legal counsel as necessary. Employees that violate this policy may be disciplined up to and including termination. If the investigation shows sufficient evidence to suggest that the employee was involved with distribution or otherwise in violation of the law, law enforcement authorities shall be notified.

Medical Marijuana

The District recognizes Arizona’s medical marijuana law and shall not discriminate against a person in hiring, termination or imposition of any term or condition of employment or otherwise penalize a person on the basis of the person’s status as an eligible medical marijuana cardholder, or as a registered qualifying patient, having a positive drug test for marijuana components or metabolites, unless the person used, possessed or was impaired by marijuana on District property, at a District event, or during the hours of the persons regular or extended hours of employment or as prescribed by law.

Adopted:

41 USC 702, Drug-free workplace requirements for Federal grant recipients

CROSS REF.: EEAEAA - Drug and Alcohol Testing of Transportation Employees
The Board recognizes the fact that its employees have citizenship responsibilities, and, in order to make it possible for said employees to carry out their responsibilities to the city, county, state, or nation, the Board will grant leaves, in addition to jury duty, when an employee is called to attend field training services for the Military Reserve or National Guard and when an employee is a victim of a juvenile or adult crime exercising a right to be present at a proceeding as defined in statute.

When an employee receives notice that requires leave as delineated above, it is the responsibility of the employee to notify the Superintendent or principal.

**Jury Duty**

It is recognized by the Board that no employee is exempt from jury duty and that leaves of absence for such duty must be granted.

- Only the regular salary may be received by an employee on jury duty.
  - It is the responsibility of the employee to reimburse the District for jury duty pay when such payment is made directly to the employee. Failure to reimburse the District at the completion of the jury duty service will result in a full deduction equal to the number of contract days missed.
  - An employee excused from jury duty after being summoned shall report for regular duty as soon as possible. Failure to report for duty will result in a deduction equal to that portion of a contract day missed [A.R.S. 21-236].

**Victim Leave**

Statute provides that an employer who has fifty (50) or more employees shall permit an employee leave if the employee is the victim of juvenile or adult crime and is exercising a right to be present at a proceeding as defined in A.R.S. 8-420 or 13-4439. Compensation may be provided if the employee has available vacation or to the extent other leave may be available by policy.

- An employee's accrued vacation, personal, sick or other applicable leave shall be used to the extent available by policy.

- If paid leave is unavailable, the employee must request an unpaid leave of absence in accord with policy.
• Before an employee may leave work for this purpose, the employee shall provide the employer with a copy of the form provided by law enforcement and if applicable a copy of the information the law enforcement agency provides the employee pursuant to either A.R.S. 8-386 or 13-4405.

• Leave for this purpose may be limited if the leave creates an undue hardship to the employer's business.

Military Leave

• An employee who is a member of the Military Reserve or National Guard shall be entitled to leave of absence without loss of pay, time, or efficiency rating when engaged in field training [ARS 26-168 and 38-610].

  • An employee who is a member of the uniformed service may use any vacation leave or other accumulated paid time off during their service or may take unpaid leave of absence.
  • The District must reemploy uniformed service members, as defined in 38 U.S.C. 4303, returning from a period of service, if the service member:
    • Was employed by the District.
    • Gave the District notice that he or she was leaving the job for service in the uniformed services, unless giving notice was precluded by military necessity or otherwise impossible or unreasonable.
    • Has a cumulative period of service in the uniformed services not exceeding five (5) years.
    • Was not released from service under dishonorable or other punitive conditions.
    • Has reported back to the District in a timely manner or has submitted a timely application for reemployment in accordance with the Uniformed Services Employment and Reemployment Rights Act.

Adopted:

PROFESSIONAL STAFF ASSIGNMENTS
AND TRANSFERS

Assignments

The Superintendent will determine all professional staff assignments. Such assignments shall be based on the needs of the District. In addition, no right to school, grade, or subject assignment shall be inferred from the standard teacher's contract.

Transfers

A teacher who has been employed by the school district for the major portion of three or more consecutive school years and who is designated in the lowest performance classification for two consecutive school years shall not be transferred as a teacher to another school in that school district unless the district has issued a notice of inadequacy of classroom performance and approved a performance improvement plan for the teacher pursuant to ARS 15-539 and the governing board has approved the new placement as in the best interests of the pupils in the school. A teacher shall not be transferred more than once pursuant to ARS 15-537.

There is an additional admonition in ARS 15-537 that any school district policy pertaining to the transfer of teachers from one school to another school within the school district shall take into consideration the needs of the pupils in the school district and the current distribution of teachers across all of the four performance classifications adopted by the State Board of Education pursuant to ARS 203(A)(38).

The procedure for assignment and transfer of professional staff members will be based on the needs of the instructional program. Assignments may be changed to serve the best interests of the District and students.

Generally, transfers will not be approved during the school year unless the needs of the District dictate such approval.

It shall be the policy of the Board that instructional professional personnel be assigned on the basis of their qualifications, the needs of the District, and their expressed desires. When it is not possible to meet all three conditions, personnel shall be assigned first in accordance with the needs of the District, second where the Superintendent determines the employee is most qualified to serve, and third as to expressed preference of the employees.

The Superintendent shall have the responsibility for the assignment of all personnel throughout the District.

The resolution of any conflicts over the need for a transfer shall be based on what is best for the instructional program, the needs of the students, and the overall needs of the District as defined by the Superintendent.

Adopted:
G-5350 GCO
EVALUATION OF PROFESSIONAL STAFF MEMBERS

The process of evaluation for staff members shall be designed to improve the quality of instruction and strengthen the abilities of the staff.

Certain elements in an effective evaluation process shall be emphasized:

- Evaluation shall be a cooperative endeavor between evaluator and evaluatee.
- Open communication shall be considered essential.
- The agreed-upon purpose of evaluation shall be to work toward common goals for the improvement of education. This shall include attention to student and staff success, which shall include all certificated staff members.
- Evaluation shall be ongoing and flexible, and sensitive to need for revision.
- The result of evaluation(s) shall be courses of action for the improvement of instruction. These courses of action shall be set in motion by specific recommendations mutually reviewed by the evaluator and the evaluatee.
- Evaluation shall be considered one aspect of effective management, rather than a discrete entity.
- Effective evaluation depends on accurate information; therefore, input from all appropriate sources shall be used.

Evaluation(s) shall be based on, but not limited to the following:

- Student learning as the primary focus of the teacher’s professional time.
  - Job expectations and performance within the District.
  - Instruments for assessment.
  - Personal observation.

Evaluation of Classroom Teachers and Other Certificated Non-administrative Staff Members

The District evaluation instrument will utilize the required elements of the model framework for a teacher and principal evaluation instrument adopted by the State Board of Education on or before December 31, 2012 that includes, quantitative data on student academic progress that accounts for between thirty three percent (33%) and fifty percent (50%) of the evaluation outcomes. The model framework shall include four (4) performance classifications, designated as highly effective, effective, developing, and ineffective. The model framework includes guidelines for school districts and charter schools to use in their evaluation instruments.
Definitions for the above performance classifications adopted by the State Board of Education shall be adopted by the School District in a public meeting by school year 2013-2014. The performance classifications are to be applied to the evaluation instruments in a manner designed to improve principal and teacher performance. At least annually, the School District Governing Board shall discuss at a public meeting its aggregate performance classifications of principals and teachers.

In accordance with state law, the District shall involve its certificated teachers in the development and periodic evaluation of the teacher performance evaluation system. The following elements will be a part of the evaluation system:

- A copy of the evaluation system shall be given to each teacher in the District.
- The Board shall receive recommendations from the Superintendent for qualified evaluators prior to naming evaluators.
  - The best practices for professional development and evaluator training adopted by the State Board Education.
- The Board will designate qualified evaluators by name or position at a Board meeting each year.

**Inadequacy of Classroom Performance**

A teacher’s classroom performance is inadequate if the teacher receives a rating of *ineffective* in one (1) or more of the performance classifications pursuant to ARS 15-203 and set forth in the District’s teacher evaluation system. A teacher’s classroom performance is also inadequate if the teacher receives a rating of *developing* in three (3) or more of the performance classifications pursuant to ARS 15-203 and set forth in the District’s teacher evaluation system.

If the District receives approval to budget for a career ladder program, more than one (1) evaluation system may be developed as authorized in ARS 15-539. If more than one (1) level is established, the same level of performance for minimum adequacy shall be required of all teachers who have completed the same number of years of teaching in the District.

Prior approval by the Board is not required for each notice of inadequacy. The Assistant Superintendent for Human Resources or his/her designee is authorized to issue notices of inadequacy of classroom performance, subject to approval by the Superintendent. When a notice is issued without prior Board approval, the Board shall be notified within five (5) days of such issuance.

**Evaluation of Administrators and Psychologists**

The District shall establish and maintain a system for the evaluation of the performance of
principals, other school administrators, and psychologists. The District will seek advice from District administrators and psychologists in the development of this performance evaluation system. The administrator evaluation system is on file in the office of human resource services and is available for review.

The Board shall make available the evaluation and performance classification pursuant to ARS 15-203 of each principal in the School District to school districts and charter schools that are inquiring about the performance of the principal for hiring purposes.

Adopted:

LEGAL REF.: A.R.S.
15-203
15-502
15-503
15-536
15-537
15-307.01
15-538
15-308.01
15-539 et seq.
15-544
15-549
15-918.02
15-977
A.A.C. R7-2-605

CROSS REF: GCF - Professional Staff Hiring
GCK-Professional Staff Assignments and Transfers
GCMF-Professional Staff Duties and Responsibilities
GCJ - Professional Staff Noncontinuing and Continuing Status

GCQF - Discipline, Suspension, and Dismissal of Professional Staff Members
Consent Item:

Approval of Update to Science Adoption

Submitted by: Dr. Karen Benson Director of Curriculum

Funding: Capital Override

RECOMMENDATION:

It is recommended that the Governing Board approve the committee recommendations made last spring to update the current K-8 Science Kits, accompanied by Discovery Education Science Techbooks as outlined in our initial adoption process to meet Next Generation Science Standards.

BACKGROUND:

The SUSD Science Adoption Committee members have reviewed instructional materials to support our K-12 science courses.

These materials will provide tools to meet the expectations within the Next Generation Science Standards and the Science and Engineering Practices associated with STEM which require different ways of thinking about instruction and the tools we use to ensure greater depth of knowledge.

The recommendations include Web-based programs to allow the student the opportunity to engage in real world applications using continually updated materials. The recommendations are in-line with the District technology goals and the Technology Standardization Committee.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

The resources recommended align to the SUSD Goals 2, 3, 4, 5 and 6. Specifically, the resources recommended at all levels will allow all SUSD Science students’ access to engaging instructional resources that reinforce the rigor expected within the Next Generation Science Standards.

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
Consent Item:

Approval of the Revisions to the 2013-2014 High School Planning Guide (HSPG)

Submitted by:  
Dr. Karen Benson, Director of Curriculum  
Dr. Mitch von Gnechten, Executive Director Secondary Education

Funding:  
N/A

RECOMMENDATION:
It is recommended that the Governing Board approve the revisions and updates made to the 2013-2014 High School Planning Guide (HSPG), as presented on November 20, 2012.

BACKGROUND:
Dr. Mitch von Gnechten, co-facilitator of this year’s HSPG Committee, presented an overview of the highlights and changes recommended by the HSPG Committee and the Superintendent’s Leadership Team (SLT) for the 2013-2014 HSPG at the Board Meeting on November 20, 2012.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT
Positive governance leads to increased student achievement, improved operations of the District.

This aligns to District Goal:

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

Approval of Intergovernmental Agreement with the City of Phoenix for School Resource Officers (SROs) for SUSD Schools

Submitted by: Michelle G. Marshall, General Counsel

Funding: M & O

RECOMMENDATION:

It is recommended that the Governing Board approve the Intergovernmental Agreement (IGA) between Scottsdale Unified School District (“SUSD”) and the City of Phoenix (“City”) for the purpose of establishing the position of two (2) School Resource Officers for fiscal year 2012-2013.

BACKGROUND:

Each year SUSD renews an IGA with the City of Phoenix for two (2) school resource officers. The District agrees to pay $164,226.00 in consideration for the services provided by the City under this Agreement. The District will provide the police officers with an office at the officers’ assigned school and such equipment and office supplies as is necessary for performance of the officers’ duties, including a desk, chair, telephone, computer and email linkages, and filing space capable of being secured. SROs must seek approval from the Principal or Designee and the appropriate Phoenix Police Department supervisor before working on SRO-related overtime (i.e. those matters pertaining to school, its students or its employees). The District will pay 100% of any SRO overtime worked as the result of SRO-related functions.

The IGA shall continue until May 24, 2013 or until otherwise terminated in accordance with the agreement.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

Ensuring safety and security of students and staff ensures opportunities for learning.

This aligns to District Goal:

X 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
X 6 School Safety and Student Support
Consent Item:

Approve the Roof Replacement at Chaparral High School Building J through The 1
Government Procurement Alliance (1GPA) Contract

Submitted by: Rick Freeman, Executive Director Facilities & Operations

Funding: 2010 Bond

RECOMMENDATION:
It is recommended that the Governing Board approve the roof replacement at Chaparral High School Building J through the 1GPA contract to the vendor listed below, for an amount not to exceed $80,000.

Vendor:
Progressive Roofing

BACKGROUND:
Roof replacement is required for the Chaparral High School Building J due to normal wear and aging. Replacement is required to prevent further damage to the building.

The Governing Board has previously approved the use of 1GPA contract, and staff determined the use of this contract represents the best value to the District.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT
Facility upgrades contribute to a safe 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
Consent Item:

Approve a Contract Change Order for Modifications to the Roof Mounted and Elevated Solar Structure Requirements at 11 School Sites

Submitted by: Rick Freeman, Executive Director Facilities & Operations

Funding: 2010 Bond

RECOMMENDATION:
The close out of the Solar PV Installation project at Chaparral, Desert Mountain, Desert Canyon, Copper Ridge, Sequoya, Cherokee, Cochise, Cheyenne, Laguna, Redfield and Anasazi schools require that adjustments be made to the contract for modifications needed due to site conditions and community input. It is recommended that the Governing Board approve a contract change order in the amount of $115,594.00 to Sun Power Corporation Systems for changes in scope requirements and modifications to the elevated solar collector/covered parking areas. The work was completed during this past semester and was accomplished while not interrupting the Schools’ operations.

BACKGROUND:
During the installation of the elevated solar collectors at the above listed facilities, several areas were identified requiring additional site adaptations and corrections. These areas were not able to be identified during the initial investigations and design work. This change order includes paint that is beyond the primer and top coat that was required by the city and will help maintain the system in Arizona weather conditions. Sites that had excessive soil conditions called for multiple spread footings. In addition, LED light fixtures were requested by SUSD, there were additional engineering charges for structural investigations of Anasazi cafeteria roof loading, and increased concrete pourbacks from control joint to control joint in sidewalk and concrete slab areas. The energy savings from this installation is projected at $400,000.00 per year.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT
Maintaining high standards and quality workmanship.

This aligns to District Goal:

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

Approval of Amendment #3 to Intergovernmental Agreement (IGA) with Maricopa County Department of Public Health for Tobacco Use Prevention Program

Submitted by:  
Dr. Milissa W. Sackos, Executive Director of Student Services and Grants

Funding:  
M&O

RECOMMENDATION:
It is recommended that the Governing Board approve the third Amendment to the IGA between SUSD and the Maricopa County Department of Public Health to fund tobacco use based prevention programs.

BACKGROUND:
In November 2002, the Governing Board approved an IGA between SUSD and the Maricopa County Department of Public Health for school based tobacco prevention programs. Under this Agreement, Maricopa County Tobacco Use Prevention paid SUSD $2,000 for each participating school. This Agreement is amended as follows:

- Contract amount is changed to NTE $47,250 (increase by $7000.00 for the budget term July 1, 2012 through May 1, 2013)
- Expiration date of Agreement is May 1, 2013
- List of participating schools:
  - Year 1 “planning” schools: Cheyenne Traditional, Mohave Middle School, Coronado High School, Saguaro High School and Supai Middle schools—each school will receive up to $1,000 for assessing and planning a School Health Index (SHI) plan.
  - Year 2 “implementation” schools: ANLC and Sequoya—each school to receive up to $1,500.00 for the implementation of their approved School Health Implementation Plan (SHIP)
- Amendment is effective upon execution of both parties
- All other terms and conditions of the original Agreement shall remain in full force and effect

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT
Positive governance leads to School Safety and Student Support.

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
X 6 School Safety and Student Support
Consent Item:

Approve the Issuance of a Request for Proposal (RFP) for Downloadable E-Books and Audiobooks

Submitted by: Dr. David J. Peterson, Superintendent

Funding: Various

RECOMMENDATION:

It is recommended that the Governing Board approve the issuance of a Request for Proposal for Downloadable E-Books and Audiobooks.

BACKGROUND:

The purpose of the Request of Proposal is to select a vendor(s) capable of providing the District access to E-books and Audiobooks that are available for download to multiple mobile devices, and be made available to multiple simultaneous users.

For this procurement, it is necessary to compare different price, quality and contractual factors, to conduct discussions with the offerors and to award a contract in which price alone is not the determining factor. Therefore, competitive sealed bidding is not practicable or advantageous to the District and the competitive sealed proposal method is used.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

The service will provide students with additional access to the required curriculum.

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
Consent Item:

Approve the Issuance of a Request for Proposal (RFP) for Third Party Administrator Employee Retirement Plan to be issued through the 1Government Procurement Alliance (1GPA) Purchasing Cooperative

Submitted by: Dr. David J. Peterson, Superintendent

Funding: N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the issuance of an RFP for Third Party Administrator Employee Retirement Plan to be issued through the 1Government Procurement Alliance (1GPA) Purchasing Cooperative.

BACKGROUND:

The District has agreed to act as the “Lead District” for this solicitation to be issued by 1GPA.

As the lead district, Scottsdale Unified School District contributes our expertise pertaining to the solicitation process to ensure compliance with applicable laws, regulations and policies as if SUSD were to have prepared and issued the RFP.

The solicitation will request offers from qualified firms able to provide administrative, compliance and plan writing services for all or part of employee retirement plans that may be offered by the various participants.

The RFP will take into account the variable needs of the cooperative’s member’s which are determined by enrollment, district size, office needs and other factors regarding the size of the district.

For this procurement, it is necessary to compare different price, quality and contractual factors, to conduct discussions with the offerors and to award a contract in which price alone is not the determining factor. Therefore, competitive sealed bidding is not practicable or advantageous and the competitive sealed proposal method is used.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

The District participation in this cooperative contract process emphasizes our commitment to fostering relationships with our business partners and fellow school/government agencies.

This aligns to District Goal:

X 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
Consent Item:

Approve the Issuance of a Request for Proposal (RFP) for Technology-Computers, Software, Peripherals and Components to be Issued Through The 1Government Procurement Alliance (1GPA) Purchasing Cooperative

Submitted by: Dr. David J. Peterson, Superintendent

Funding: N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the issuance of an RFP for Technology-Computers, Software, Peripherals and Components to be issued through the 1Government Procurement Alliance (1GPA) Purchasing Cooperative.

BACKGROUND:

The District has agreed to act as the "Lead District" for this solicitation to be issued by 1GPA.

As the lead district, Scottsdale Unified School District contributes our expertise pertaining to the solicitation process to ensure compliance with applicable laws, regulations and policies as if SUSD were to have prepared and issued the RFP.

The solicitation will request offers from qualified firms to provide various types of Technology, i.e. CPU’s, software, memory and monitors to be used by participating members of the 1GPA.

The RFP will take into account the variable needs of the cooperative’s member’s which are determined by enrollment, district size, office needs and other factors regarding the size of the district.

For this procurement, it is necessary to compare different price, quality and contractual factors, to conduct discussions with the offerors and to award a contract in which price alone is not the determining factor. Therefore, competitive sealed bidding is not practicable or advantageous and the competitive sealed proposal method is used.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

The District participation in this cooperative contract process emphasizes our commitment to fostering relationships with our business partners and fellow school/government agencies.

This aligns to District Goal:

X 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
Consent Item:

Approve the Issuance of a Request for Proposal (RFP) for Electronic Sign and Scoreboards to be issued through the 1Government Procurement Alliance (1GPA) Purchasing Cooperative

Submitted by: Dr. David. J. Peterson, Superintendent

Funding: N/A

RECOMMENDATION:

It is recommended that the Governing Board approve the issuance of an RFP for Electronic Signs and Scoreboards to be issued through the 1Government Procurement Alliance (1GPA) Purchasing Cooperative.

BACKGROUND:

The District has agreed to act as the “Lead District” for this solicitation to be issued by 1GPA.

As the lead district, Scottsdale Unified School District contributes our expertise pertaining to the solicitation process to ensure compliance with applicable laws, regulations and policies as if SUSD were to have prepared and issued the RFP.

The solicitation will request offers from qualified firms able to provide sales, installation and maintenance services for electronic scoreboards and signs.

The RFP will take into account the variable needs of the cooperative’s member’s which are determined by enrollment, district size, office needs and other factors regarding the size of the district.

For this procurement, it is necessary to compare different price, quality and contractual factors, to conduct discussions with the offerors and to award a contract in which price alone is not the determining factor. Therefore, competitive sealed bidding is not practicable or advantageous and the competitive sealed proposal method is used.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

The District participation in this cooperative contract process emphasizes our commitment to fostering relationships with our business partners and fellow school/government agencies.

This aligns to District Goal:

- X 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
Consent Item:

Ratification of Procurement Item(s) Approved by the Superintendent or Designees with Prior Board Authorization

Submitted by: 
Patti Bilbrey, Director of Nutritional Services and Wellness
Daniel O’Brien, CFO
Michelle G. Marshall, General Counsel

Funding:
Nutritional Services & Wellness
Community Education
M & O

RECOMMENDATION:

It is recommended that the Governing Board ratify the following procurement items that were approved by the Superintendent or Designees, as authorized by Governing Board policy DJE.

- Approve the Cancellation of Award and Permission to Re-Award IFB #12015, Delivered Blended & Prepared Fresh Fruit Smoothies
- Approve the Cancellation of Request for Proposal (RFP) #13128, Community Education Enrollment and Receipting Software and approve the issuance of a new Request for Proposal (RFP) for Community Education Enrollment and Accounting Software
- Approve the Intergovernmental Agreement (“IGA”) for Scottsdale Online Learning Program Services between Scottsdale Unified School District (“SUSD”) and Page Unified School District (“PUSD”)

BACKGROUND:

At the December 9, 2003 Board Meeting, the Governing Board approved Consent Item VII.C. Approval for Redelegation of Procurement Authority, which authorizes the Chief Financial Officer and Director of Purchasing Services to take action on purchasing and contracting function in accordance with Policy DJE.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT

The approval of the listed contracts for materials and services will allow the District to continue to provide students with the services and educational materials necessary to ensure a safe and quality 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
X  5 High Standards and Accountability
X  6 School Safety and Student Support
Information/Discussion Item:

Update on the Strategic Plan and Activities from June 2012 through December 2012

Submitted by: Dr. Jeff Thomas, Associate Superintendent

Funding: N/A

BACKGROUND:
The Governing Board adopted the Strategic Plan in February 2011. Since that time the Strategic Plan had full implementation for the 2011-2012 school year and has reached the mid-point for the 2012-2013 school year. The Governing Board has received period updates on progress and status reports aligned to major components of the Strategic Plan over the past 18 months. This update will highlight changes and points of emphasis from June 2012 through December 2012.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT
This report provides an overview of alignment and support for implementation of key components of the Strategic Plan and connects with all six goals.

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:

Appointment of Governing Board Member as a Trustee to the SUSD Self-Insurance Retention Trust Board

Submitted by:  
Dr. David J. Peterson, Superintendent

Funding:  
N/A

RECOMMENDATION:
The Governing Board must appoint a new Trustee of the SUSD Self-Insurance Retention Trust Board.

BACKGROUND:
Due to Jennifer Petersen's leaving the Governing Board, she will no longer be eligible to serve as the SUSD Board Member Trustee. Therefore, as required by the Self-Insurance Retention Trust Charter, the Governing Board must appoint a new Board Member as its representative.

IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT
Positive governance leads to high standards and accountability.

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