

SCOTTSDALE UNIFIED SCHOOL DISTRICT

**Regular Meeting of the Governing Board**

**February 10, 2015**

**5:00 PM**

**Education Center**

3811 N. 44th Street  
Phoenix, AZ 85018-5420  
480-484-6100  
**[www.susd.org](http://www.susd.org)**



AGENDA



## **BOARD MEMBERS**

### **2015 Governing Board**

**Bonnie Sneed, President**  
**George Jackson, Vice President**  
**Kim Hartmann**  
**Pam Kirby**  
**Barbara Perleberg**

**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. There is a three-minute speaking limit.

### **Limitations**

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

**GOVERNING BOARD MEETING  
SCOTTSDALE UNIFIED SCHOOL DISTRICT NO. 48  
Board Room, 3811 North 44th Street, Phoenix, Arizona**

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

*Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting 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 \$127,511.61**

**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:**

	<b>School</b>	<b>Gift Value</b>
Copper Ridge PTO-Funds for Salaries	CRES	\$65,000.00
Charro Foundation-Funds for General Gift Account	Hohokam ES	\$12,500.00
Charro Foundation-Funds for General Gift Account	Pima ES	\$12,500.00
Charro Foundation-Funds for Chromebooks	Hopi ES	\$12,500.00
Ingleside Dads Club-Funds for General Gift Account	Ingleside MS	\$2,124.86
DM Boosters-Funds for Science	Desert Mtn. HS	\$2,000.00
Parchment-Funds for General Gift Account	Desert Mtn. HS	\$1,212.00
Naismith Memorial Basketball-Funds for Athletics	Chaparral HS	\$1,015.00
Wells Fargo-Funds for Athletics	Chaparral HS	\$1,000.00
Camp Invention-Funds for General Gift Account	Cochise ES	\$1,000.00
Charro Foundation-Funds for General Gift Account	Navajo ES	\$1,000.00
Charro Foundation-Funds for General Gift Account	Desert Mtn. HS	\$1,000.00
Hohokam PTA-Funds for General Gift Account	Hohokam ES	\$843.00
Prudential Foundation-Funds for General Gift Account	Coronado HS	\$760.00
Wells Fargo-Funds for General Gift Account	Desert Mtn. HS	\$750.00
Wells Fargo-Funds for General Gift Account	Cheyenne ES	\$725.00
Scottsdale ED Association-Funds for SEA Sub Account	Human Resources	\$700.00
Scottsdale ED Association-Funds for SEA Sub Account	Human Resources	\$500.00
Wells Fargo-Funds for General Gift Account	Cheyenne ES	\$409.22
Prudential Foundation-Funds for General Gift Account	Yavapai ES	\$400.00
Wells Fargo-Funds for General Gift Account	Pima ES	\$400.00
Wells Fargo-Funds for General Gift Account	Mohave MS	\$400.00
Wells Fargo-Funds for General Gift Account	Saguaro HS	\$393.05
Box Tops For Education-Funds for General Gift Account	ANLC ES	\$338.60
Vickie Ganahl-Funds for Literacy Account	Navajo ES	\$300.00
<b><u>Gifts(Cont.)</u></b>		
Letterman's Club-A Refrigerator for Gym Snack Bar	Saguaro HS	\$525.00
<b>Gifts Valued Under \$300.00 Donated to the District 02/10/15</b>	All Schools	\$7,215.88

**Donations to the District since July 1, 2014-\$686,244.58**

**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
- 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:****Accounts Payable Vouchers Processed from December 17, through January 28, 2015****Submitted by:**

Daniel O'Brien, CFO

**Funding:**

Various

**RECOMMENDATION:**

It is recommended that the Governing Board approve payment of accounts payable vouchers processed December 17, through January 28, 2015.

**Funding**

001-Regular Education	\$1,520,694.89
020-Instr Improv Indian GMNG	1,434.00
101-Title I LEA FY15	27,592.44
133-Eucation Homeless Children & Youth	541.30
141-Title II Improving Teacher Quality FY15	6,078.99
160-Safe & Supportive Schools FY15	83.46
164-21 <sup>st</sup> Century Community L.C. FY15	10,767.31
190-Title III LEP Programs	2,005.15
200-Title VII Indian Education Federal Direct	622.00
220-Idea Basic-Ent	209,453.78
260-CTE Federal Perkins grant FY15	1,435.12
261-CTE Basic Grant Federal FY14	1,090.86
290-Direct and Indirect Services	39,914.34
400-CTE State Priority Grant	4,769.50
505-School Plant-ST Lease<1 YR	12,233.44
506-School Plant-Sale of Property After 7/1/98	2,411.15
510-Nutritional Services	236,602.83
520-Community Schools	28,825.01
524-AUX OPS-Principal	14,716.70
525-AUX OPS-Bookstore/ATH	77,627.17
526-AUX OPS-Extra Tax Credit	233,195.56
530-Gifts and Donations	66,577.18
540-Fingerprint	352.00
555-Lost Damaged Books	1,822.92
570-Indirect Costs	11,743.70
595-Advertisement Fund	4,773.65
596-Joint Tech Education Fund	3,844.17
610-Capital Outlay	10,488.93
611-Capital Outlay Override	453,548.67
620-Adjacent Ways	7,339.10
636-2010 Tax-Exempt Bond	230,202.62
665-Energy and Water Savings	27,324.15
691-Building Renewal Grant fund	111,012.38
850-Student Activities	125,953.18
951-Print Shop	14,682.75
953-Property-Insurance/Casualty/WC	55,999.54

**Funding(Cont.)**

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955-IGA-Dual Enrollment	5,190.41
<b>Total</b>	<b><u>\$3,562,950.35</u></b>

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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
- 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:****Payroll Vouchers Processed from January 13, 2015 through January 29, 2015****Submitted by:**

Daniel O'Brien, CFO

**Funding:**

Various

**RECOMMENDATION:**

It is recommended that the Governing Board approve payment of payroll vouchers processed January 13, through January 29, 2015.

**Funding**

001-Regular Education	\$7,906,140.72
011-Classrm Site-Base Salary	105,508.62
012-Classrm Site-Perform Pay	67,382.20
013-Classrm Site-Other	187,156.76
020-INSTR IMPROV-INDIAN GMNG	57,215.74
101-Title I LEA FY15	156,740.39
141-Title II Improving Teacher Quality FY15	32,362.40
160-Safe & Supportive Schools FY15	13,633.72
164-21st Century Community L.C. FY15	35,197.17
190-Title III Lep Programs	6,022.87
200-Title VII Indian Education Federal Direct	3,351.19
220-IDEA Basic-Ent	103,888.47
221-IDEA Basic-Ent	4,632.72
260-CTE Federal Perkins Grant FY15	5,859.06
290-Direct and Indirect Services	6,218.48
400-CTE State Priority Grant	661.99
505-School Plant-ST Lease< 1 YR	26,465.25
510-Nutritional Services	267,910.03
520-Community School	237,048.63
524-Aux OPS Principal	1,757.12
525-Aux OPS - Bookstore/ATH	22,736.21
526-Aux OPS-Extra Tax Credit	36,206.98
530-Gifts & Donation	52,038.07
570-Indirect Costs	37,369.21
596-Joint Tech Education Fund	106,880.83
611-Capital Outlay Override	12,025.22
850-Student Activities	161.28
951-Print Shop(Internal Service Fund)	2,643.17
953-Property-Insurance/Casualty/WC	4,842.21
955-IGA-Dual Enrollment	124.61
957-IGA-Ball Field Maint	7,016.48
<b>Total</b>	<b>\$9,507,197.80</b>

**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

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

This aligns to District Goal:

- 1 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, 12/16/14 – 1/26/15**

**Submitted by:**

Dr. Pam Sitton, Assistant Superintendent of Human Resources

**Funding:**

Various

**RECOMMENDATION:**

It is recommended that the Governing Board approve Personnel Actions which include: 26 New Employments, 11 Leaves of Absence, 11 Transfers, 2 Classified Substitutes and Temporary Workers, and 22 Separations.

**BACKGROUND:**

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

**Certified – School Sites:**

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
Marci Boettcher	Cocopah/Computers TC	01/26/15
Ilalia Coburn	ANLC/Gr 05-06 TC	01/07/15
Laura Farr	Navajo/Nurse TC	01/07/15
Lisa Macik	Tavan/Reading Specialist TC	01/20/15
Jill Moreno Barriga	Redfield/Nurse TC	02/02/15

**Certified – Departmental:**

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>VACANCY DATE</u>	<u>FUNDING</u>	<u>EFFECTIVE</u>
Heather Balzer	Comm Ed/Chemistry Online Lrng TC	New (.2 FTE)	M&O (001)	01/14/15

**Classified – School Sites:**

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>EFFECTIVE</u>
Leslie Alfano	Chaparral/Inst Supp Para Ed	01/26/15
Melissa Beiser	Copper Ridge/Inst Supp Para Ed	01/20/15
Penny Besock	Mohave/Sr Nutr Svc Wkr	01/08/15
Marnita Carter	Tavan/Nutr Svc Manager	01/08/15
Colleen Donahue	Hohokam/Nutr Svc Manager	01/20/15
Allison Encinas	Cochise/Chldcare Prov 2 LA	01/05/15
Susan Goodman	Laguna/Chldcare Asst	01/26/15
Haley Havis	Arcadia/Admin Supp Tech Registrar	01/12/15
Alexandria Hayes	Redfield/Inst Supp Para Ed	01/15/15
Lawrence Lenin	DMHS/Inst Supp Para Ed	01/05/15
Julie McDonald	Cherokee/Inst Supp Asst LA	01/12/15
Chrysanthe Mesoloras	DMHS/Admin Supp Asst	01/26/15
Gilda Naveas Farias	Copper Ridge/Inst Supp Spec LA	01/20/15
Xiao Qi	Saguaro/Inst Supp Spec	01/26/15
Joseph Rodriguez	Cheyenne/Chldcare Asst	01/12/15
Edwin Silva	Tonalea/Nutr Svc Wkr	12/17/14
Lisa Simkins	Mountainside/Inst Supp Para Ed	01/12/15
Alamelu Solayappan	Anasazi/Inst Supp Asst LA	01/26/15
Julie Torrez	Chaparral/Inst Supp Para Ed	01/12/15

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

**Classified – Departmental:**

<u>NAME</u>	<u>UNIT/ASSIGNMENT</u>	<u>VACANCY DATE</u>	<u>FUNDING</u>	<u>EFFECTIVE</u>
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Eric Johnson	IT/IT Support Specialist I – roving	01/17/15	M&O (001)	01/20/15
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**LEAVES OF ABSENCE**

<b><u>NAME</u></b>	<b><u>UNIT/ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
<b><u>Certified:</u></b>		
Michelle Frilot	Copper Ridge/Language Arts	01/09/15 – 05/22/15
Jessica Walsh	Supai/Spec Ed ALC	03/30/15 – 05/22/15
Brenda Witham	Chaparral/Spec Ed LRC	01/26/15 – 01/30/15

<b><u>Classified:</u></b>		
Thomas Bow	Transp/Bus Aide	11/17/14 – 05/22/15
Monica Dunlap	Nutr Serv/Sr Nutr Svc Wkr	12/08/14 – 12/18/14
Deana Earls	DCES/Inst Supp Asst LA	01/29/15 – 02/06/15
Alan Gordon	Copper Ridge/Inst Supp Para Ed	01/05/15 – 01/13/15
Emily Jaynes	DMHS/Inst Supp Para Ed	01/29/15 – 02/06/15
Alfred Martin	Transp/Bus Driver	01/26/15 – 01/30/15
Danielle Nguyen	Laguna/Inst Supp Asst LA	03/23/15 – 05/22/15
Barry Sherman	Transp/Bus Driver	03/23/15 – 05/22/15

**TRANSFERS:**

<b><u>NAME</u></b>	<b><u>UNIT/ASSIGNMENT</u></b>	<b><u>TRANSFER TO</u></b>	<b><u>EFFECTIVE</u></b>
<b><u>Classified – School Sites:</u></b>			
Jacqueline Atwood	Ingleside/Nutr Svc Mgr	Copper Ridge/Sr Nutr Svc Mgr	01/05/15
Camie Collinwood	Cheyenne/Chldcare Prov I LA	Cheyenne/Chldcare Asst	02/02/15
Lisa Gorgone	Laguna/CGrd-Noon Aide-Inst Supp LA	DCES/Inst Supp Para Ed	02/02/15
Michelle Mendes	Tonalea/Inst Supp Asst	Tonalea/Admin Supp Asst	01/13/15
Marcie Sleeth	Navajo/CGrd & Pueblo/Noon Aide	ANLC/Inst Supp Para Ed	01/05/15
Leslie Warne	Tonalea/Admin Supp Asst	Tonalea/Admin Supp Coord	12/15/14

**Classified – Departmental:**

Christopher Brundage	Transp/Bus Driver Training	Transp/Bus Driver	12/15/14
Vincent Cassese	Bldg Svcs/Fac Svcs Wkr Grnds	Bldg Svcs/Sr Fac Svcs Wkr Grnds	12/17/14
Shequita Ferguson	Transp/Bus Driver Training	Transp/Bus Driver	01/20/15
David Lawver	Transp/Bus Driver Training	Transp/Bus Driver	01/20/15
Michelle Olsen	Transp/Bus Driver Training	Transp/Bus Driver	01/20/15

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

**CLASSIFIED SUBSTITUTES and TEMPORARY WORKERS:**

<b><u>NAME</u></b>	<b><u>UNIT/ASSIGNMENT</u></b>	<b><u>EFFECTIVE</u></b>
Lee DeGrassi	Ingleside/AVID Tutor	01/20/15
Erica Sobel	Hohokam/Tutor Before-During-After School	01/12/15

**SEPARATIONS:**

<b><u>NAME</u></b>	<b><u>UNIT/ASSIGNMENT</u></b>	<b><u>REASON</u></b>	<b><u>EFFECTIVE</u></b>
<b><u>Administrative:</u></b>			
Randall Thomas	Redfield/Psychologist	Resigned	12/18/14
Susan Thomas	Cocopah/Principal	Resigned	06/30/15

**SEPARATIONS: (cont'd)**

<b><u>Certified:</u></b>			
Kathryn Forbes	Hohokam/Spec Ed SLP	Resigned	01/28/15

Brittany Niemeyer	Navajo/Nurse	Resigned	01/09/15
Diana Reed	Copper Ridge/Spec Ed LRC	Resigned	01/15/15

**Classified:**

Guadalupe Axelson	Mountainside/Inst Supp Para Ed	Resigned	12/19/14
Andrew Banister	Hopi/Inst Supp Asst LA	Resigned	12/20/14
Claudette Barton	DMHS/Admin Supp Asst	Resigned	01/16/15
Rafael Danam	Coronado/Security Officer	Resigned	01/09/15
Mary Edwards	Mohave/Sr Nutr Svc Wkr	Retired	01/23/15
Odette Evans	Cheyenne/Nutr Svc Wkr	Resigned	01/15/15
Kelly Finnigan	DMHS/Inst Supp Para Ed	Resigned	01/16/15
Penelope Harod	Cherokee/Nutr Svc Manager	Resigned	12/19/14
Michelle Knebel	Sequoia/Sr Nutr Svc Wkr	Terminated	12/19/14
Karena Kropf	Cheyenne/Chldcare Asst	Resigned	01/30/15
Michael Lagana	Bldg Svcs/Fac Svc Spec Grnds	Retired	01/16/15
Carl McAhron	Pima/Nutr Svc Wkr	Resigned	09/16/14
Joelle Notorio	Laguna/Chldcare Asst	Resigned	01/09/15
Dawn Pangborn	Nutr Serv/Sr Nutr Svc Wkr	Resigned	01/09/15
Lorie Smith	Coronado/Nutr Svc Supv	Resigned	01/16/15
Todd Spears	IT/IT Supp Spec I	Resigned	01/21/15
Melissa Toth	Supai/Admin Supp Asst	Released	01/16/15

**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

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
- 6 School Safety and Student Support

**Consent Item:**

**Approval of Minutes of January 8, 2015 Special Governing Board Meeting/Study Session and Executive Session**

**Submitted by:**

Dr. David J. Peterson, Superintendent

**Funding:**

N/A

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**RECOMMENDATION:**

It is recommended that the Governing Board approve the Minutes of the January 8, 2015 Special Governing Board Meeting/Study Session and 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 January 13, 2015 Regular Governing Board Meeting**

**Submitted by:**

Dr. David J. Peterson, Superintendent

**Funding:**

N/A

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**RECOMMENDATION:**

It is recommended that the Governing Board approve the Minutes of the January 13, 2015 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:**

**Approval of Minutes of January 16, 2015 Special Governing Board Meeting/Study Session**

**Submitted by:**

Dr. David J. Peterson, Superintendent

**Funding:**

N/A

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**RECOMMENDATION:**

It is recommended that the Governing Board approve the Minutes of the January 16, 2015 Special Governing Board Meeting/Study 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
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- 4 Technology Improvements and Integration
- 5 High Standards and Accountability
- 6 School Safety and Student Support



**Consent Item:**

**Approval of Minutes of January 23, 2015 Special Governing Board Meeting/Study Session**

**Submitted by:**

Dr. David J. Peterson, Superintendent

**Funding:**

N/A

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**RECOMMENDATION:**

It is recommended that the Governing Board approve the Minutes of the January 23, 2015 Special Governing Board Meeting/Study 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
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- 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 (526), Auxiliary Operations (525), Student Activities (850)

**RECOMMENDATION:**

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

School	Trip Type	Leave Date	Return Date	Trip	Destination
Saguaro	Overnight	2/14/2015	2/15/2015	Dance Workshop	Glendale

School	Trip Type	Leave Date	Return Date	Trip	Destination
Chaparral	Out-of-State	2/5/2015	2/9/2015	UCA Cheerleading Championship	Orlando
Desert Mountain	Out-of-State	3/13/2015	3/15/2015	UCA Cheer Nationals	Anaheim
Chaparral	Out-of-State	3/19/2015	3/22/2015	USA Spirit Nationals - JV	Anaheim
Chaparral	Out-of-State	3/20/2015	3/22/2015	USA Spirit Nationals - Varsity	Anaheim
Chaparral	Out-of-State	3/26/2015	3/29/2015	Music in the Parks	Anaheim
Mohave	Out-of-State	5/1/2015	5/3/2015	Music trip to California	Anaheim

**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
- 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:**

**Auxiliary Operations Statement for December 2014**

**Submitted by:**  
Daniel O'Brien, CFO

**Funding:**  
Auxiliary Operations (525)

**RECOMMENDATION:**

It is recommended that the Governing Board ratify the Summary of Revenues and Expenditures for the Auxiliary Operations Fund for fiscal year 2015 as of December 31, 2014.

<b>School</b>	<b>Beg. Balance</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>Ending Balance</b>
Anasazi	15,911.91	4,012.82	4,148.26	15,776.47
ANLC	26,777.60	4,964.21	10,896.20	20,845.61
Cherokee	12,455.65	1,182.24	4,431.58	9,206.31
Cheyenne	37,114.69	13,641.04	10,448.88	40,306.85
Cochise	5,867.26	1,825.10	336.00	7,356.36
Copper Ridge E.S.	6,447.50	2,508.12	562.40	8,393.22
Desert Canyon E.S.	10,089.26	1,445.11	4,912.51	6,621.86
ECC - Cholla	649.44	0.00	0.00	649.44
ECC - Oak	219.02	0.00	0.00	219.02
Hohokam	5,886.50	327.54	1,627.64	4,586.40
Hopi	5,319.45	2,874.97	1,816.61	6,377.81
Kiva	6,376.17	2,183.62	2,100.15	6,459.64
Laguna	4,989.12	1,717.19	5,220.35	1,485.96
Navajo	713.86	647.07	362.23	998.70
Pima	9,627.25	1,238.31	289.09	10,576.47
Pueblo	7,759.25	841.13	4,160.56	4,439.82
Redfield	4,433.80	3,072.59	657.59	6,848.80
Sequoia	6,232.31	1,364.45	2,849.46	4,747.30
Tavan	6,759.63	202.95	1,306.80	5,655.78
Tonalea	13,079.79	25.11	1,089.26	12,015.64
Yavapai	13,166.89	1,628.78	1,121.11	13,674.56
Cocopah	61,923.00	46,622.66	20,359.92	88,185.74
Desert Canyon M.S.	28,066.59	5,687.55	9,186.79	24,567.35
Ingleside	16,414.03	3,963.15	3,874.99	16,502.19
Mohave	29,942.39	3,890.98	3,054.15	30,779.22
Mountainside	23,915.96	3,458.56	1,792.96	25,581.56
Supai	5,830.83	6,634.82	6,227.86	6,237.79
<b>Elementary &amp; Middle School Total</b>	<b>\$ 365,969.15</b>	<b>\$ 115,960.07</b>	<b>\$ 102,833.35</b>	<b>\$ 379,095.87</b>
Arcadia	290,206.62	160,422.32	185,333.27	265,295.67
Chaparral	310,505.86	215,996.20	200,007.65	326,494.41
Coronado	237,748.15	74,446.29	186,773.60	125,420.84
Desert Mountain	385,690.16	280,076.92	342,813.22	322,953.86
Saguaro	282,432.04	147,466.47	175,382.67	254,515.84
SOL	0.00	0.00	0.00	0.00

<b>High School Total</b>	<b>\$1,506,582.83</b>	<b>\$ 878,408.20</b>	<b>\$1,090,310.41</b>	<b>\$ 1,294,680.62</b>
District	300,577.60	166,969.49	98,603.47	368,943.62
<b>Total All Sites</b>	<b>\$2,173,129.58</b>	<b>\$1,161,337.76</b>	<b>\$1,291,747.23</b>	<b>\$ 2,042,720.11</b>

**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 December 2014****Submitted by:**

Daniel O'Brien, CFO

**Funding:**

Student Activities (850)

**RECOMMENDATION:**

It is recommended that the Governing Board ratify the Summary of Revenues and Expenditures for the Student Activities Fund for fiscal year 2015 as of December 31, 2014.

<b>School</b>	<b>Beg. Balance</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>Ending Balance</b>
Anasazi	866.87	0.00	110.67	756.20
ANLC	8,685.68	2,589.72	4,127.64	7,147.76
Cherokee	4,320.88	23.60	1,254.46	3,090.02
Cheyenne	7,057.84	1,482.35	135.00	8,405.19
Cochise	795.50	0.00	0.00	795.50
Copper Ridge	33,392.91	10,833.75	9,799.00	34,427.66
Desert Canyon	336.27	0.00	0.00	336.27
Hohokam	7,735.83	264.40	705.21	7,295.02
Hopi	2,915.64	772.90	719.93	2,968.61
Kiva	2,021.95	0.00	333.77	1,688.18
Laguna	4,907.25	1,475.00	2,392.36	3,989.89
Navajo	1,506.18	0.00	571.89	934.29
Pima	2,236.53	0.00	0.00	2,236.53
Pueblo	2,573.23	0.00	0.00	2,573.23
Redfield	6,620.22	577.49	900.00	6,297.71
Sequoia	4,008.05	49.20	295.67	3,761.58
Tavan	2,353.01	546.06	0.00	2,899.07
Tonalea	1,078.10	0.00	0.00	1,078.10
Yavapai	12,444.42	117.00	2,287.50	10,273.92
Cocopah	20,696.29	65,681.02	49,310.36	37,066.95
Desert Canyon	26,616.96	10,832.92	19,653.75	17,796.13
Ingleside	23,791.57	2,713.10	17,153.80	9,350.87
Mohave	55,233.59	50,730.04	69,941.73	36,021.90
Mountainside	101,463.25	30,204.90	45,184.20	86,483.95
Supai	11,593.52	8,433.40	10,579.30	9,447.62
<b>Elementary &amp; Middle School Total</b>	<b>\$ 345,251.54</b>	<b>\$ 187,326.85</b>	<b>\$ 235,456.24</b>	<b>\$ 297,122.15</b>
Arcadia	123,919.40	126,225.09	159,762.70	90,381.79
Chaparral	189,078.94	32,660.53	42,122.85	179,616.62
Coronado	119,103.08	138,155.91	198,737.56	58,521.43
Desert Mountain	389,428.96	210,882.82	314,289.19	286,022.59
Saguaro	207,363.14	415,107.05	566,857.85	55,612.34
Alternative ED	0.00	0.00	0.00	0.00
Student Advisory Board	40.41	0.00	0.00	40.41

<b>High School Total</b>	<b>\$ 1,028,933.93</b>	<b>\$ 923,031.40</b>	<b>\$ 1,281,770.15</b>	<b>\$ 670,195.18</b>
Unallocated Interest	0.18	2,849.61	0.00	2,849.79
<b>Total All Sites</b>	<b>\$ 1,374,185.65</b>	<b>\$1,113,207.86</b>	<b>\$ 1,517,226.39</b>	<b>\$ 970,167.12</b>

**BACKGROUND:**

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

**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

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

This aligns to District Goal:

- 1 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:****Tax Credit Statement for December 2014****Submitted by:**

Daniel O'Brien, CFO

**Funding:**

Tax Credit (526)

**RECOMMENDATION:**

It is recommended that the Governing Board ratify the Summary of Revenues and Expenditures for the Tax Credit Fund for fiscal year 2015 as of December 31, 2014

<b>School</b>	<b>Beg. Balance</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>Ending Balance</b>
Anasazi	49,468.61	30,693.00	27,935.36	52,226.25
ANLC	44,367.50	33,888.34	27,336.98	50,918.86
Cherokee	86,885.15	43,011.34	26,946.49	102,950.00
Cheyenne	185,025.35	57,975.00	35,629.54	207,370.81
Cochise	62,062.78	42,581.00	24,913.59	79,730.19
Copper Ridge	158,158.12	114,026.00	74,492.21	197,691.91
Desert Canyon	67,592.85	28,616.00	8,749.22	87,459.63
Early Childhood Center - Cholla	0.00	0.00	0.00	0.00
Early Childhood Center - Oak	0.00	0.00	0.00	0.00
Hohokam	42,326.30	23,277.33	22,976.59	42,627.04
Hopi	150,645.81	75,166.00	55,533.65	170,278.16
Kiva	103,532.17	35,900.00	31,495.04	107,937.13
Laguna	94,943.76	55,569.00	60,432.04	90,080.72
Navajo	26,070.83	21,791.00	5,759.44	42,102.39
Pima	51,217.28	16,530.53	12,834.81	54,913.00
Pueblo	75,288.87	41,818.00	25,795.08	91,311.79
Redfield	27,337.25	28,760.00	6,786.39	49,310.86
Sequoia	62,873.64	31,188.33	17,035.86	77,026.11
Tavan	43,479.88	31,611.00	3,253.00	71,837.88
Tonalea	68,037.57	15,012.20	22,030.65	61,019.12
Yavapai	56,132.17	34,829.50	21,176.36	69,785.31
Cocopah	74,516.71	141,221.34	48,428.53	167,309.52
Desert Canyon	122,299.55	47,820.22	16,463.32	153,656.45
Ingleside	105,181.49	52,276.00	18,472.93	138,984.56
Mohave	80,982.42	75,004.56	40,193.58	115,793.40
Mountainside	156,769.09	91,275.00	105,059.85	142,984.24
Supai	47,404.82	21,233.00	7,478.02	61,159.80
<b>Elementary &amp; Middle School Total</b>	<b>\$ 2,042,599.97</b>	<b>\$1,191,073.69</b>	<b>\$ 747,208.53</b>	<b>\$ 2,486,465.13</b>
Arcadia	160,775.40	208,173.08	118,963.35	249,985.13
Chaparral	354,079.04	288,378.00	348,300.24	294,156.80
Coronado	147,048.70	74,883.60	35,445.05	186,487.25
Desert Mountain	249,237.21	330,418.16	341,405.21	238,250.16
Saguaro	180,003.20	183,160.00	283,045.51	80,117.69
SOL	2,111.06	1,000.00	0.00	3,111.06

High School Total	\$ 1,093,254.61	\$1,086,012.84	\$ 1,127,159.36	\$ 1,052,108.09
Total All Sites	\$ 3,135,854.58	\$2,277,086.53	\$ 1,874,367.89	\$ 3,538,573.22

**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
- 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 Request for Proposals (RFP's) for Multiple Commodities and Services****Submitted by:**

Terry Worcester, Director of Facilities & Operations, Building Services  
Maintenance  
Chris Thuman, Executive Director of Comm. Ed./Online Learning

**Funding:**

Capital Override (611)  
Various, M&O (001)  
Community Schools (520)

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**RECOMMENDATION:**

It is recommended that the Governing Board approve the issuance of the following Request for Proposals needed to replace contracts expiring at the end of the current fiscal year 2015-2016.

- Alarm Monitoring and Repair Services
- Natural Gas Compliance Services
- Design Professional Services
- Before and After School Enrichment

**BACKGROUND:****Alarm Monitoring and Repair Services**

The purpose of the Request for Proposal is to obtain a qualified vendor(s) capable of providing alarm monitoring and alarm system repairs District-wide. The vendor will provide monitoring for existing security panels, card access systems and fire panels. Alarm response, notification and data reports, technical support and repair parts will be provided to the District.

**Natural Gas Compliance Services**

The purpose of the Request for Proposal is to obtain a qualified vendor(s) capable of providing natural gas compliance testing, reporting and repairing natural gas pipes and distribution system equipment for facilitates throughout the District. The vendor will provide an emergency response plan and meet the Arizona Corporation Commission annual reporting requirements.

**Design Professional Services**

The purpose of the Request for Proposal is to obtain a qualified vendor(s) capable of planning and designing District remodel and new construction projects. Design Professional Services are needed for construction projects such as, but not limited to, elementary schools, middle schools, high schools and other facilities that require electrical engineering, mechanical engineering, architectural services, civil engineering and land surveying.

**Before and After School Enrichment**

The purpose of the Request for Proposal is to select a supplemental vendor(s) capable of providing student enrichment services at the elementary, middle school and high school levels. Services are to include, but not be limited to: Drama, Technology Health, Life Skills, Wellness Classes, Sports and Recreational Classes, Dance Classes, Art Classes, Educational Enrichment Classes, Summer Camp/Break Camps, and Special and One Night Event programs.

For these procurements, it is necessary to compare different price, quality and contractual factors, to

conduct discussions with the Offeror and to award contracts 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 will be used.

**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

Request for Proposal issuances will allow the District to formally procure needed services that will contribute to a safe and continuous learning environment for students.

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 E Rate Internal Connections to be Issued Through The 1Government Procurement Alliance (1GPA) Purchasing Cooperative**

**Submitted by:**  
Daniel O'Brien, CFO

**Funding:**  
N/A

**RECOMMENDATION:**

It is recommended that the Governing Board approve the issuance of a Request for Proposal (RFP) for E Rate Internal Connections, 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 RFP will take into account the variable needs of the cooperative's members 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**

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

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 Real Estate Broker Services**

**Submitted by:**

Daniel O'Brien, CFO

**Funding:**

Unrestricted Capital (610)

**RECOMMENDATION:**

It is recommended that the Governing Board approve the issuance of an RFP for Real Estate Broker Services.

**BACKGROUND:**

The purpose of the RFP is to obtain a qualified vendor(s) capable of providing Real Estate Broker Services to assist the District with the sale of the property located at 3811 N. 44<sup>th</sup> St., Phoenix, Az., 85018-5420.

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**

Positive governance leads to high standards and accountability.

**Estimated Budget Expenditures**

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

<u>Fund</u>	<u>Amount</u>
610	\$200,000

**Consent Item:****Approve the Award of Request for Proposal (RFP) #15096, Travel Agency & Tour Event Services****Submitted by:**

Daniel O'Brien, CFO

**Funding:**

Student Activities (850)

Tax Credit (526)

Athletics (525)

Gifts &amp; Donations (530)

M&O (001)

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**RECOMMENDATION:**

It is recommended that the Governing Board approve the award of RFP #15096, Travel Agency & Tour Event Services, to the most advantageous offerors as listed below, for an amount not to exceed \$1,000,000 for the remainder of fiscal year 2014-2015.

**Vendors:**

The Seiferth Corp. dba Terra Travel

EF Institute for Cultural Exchange, Inc. (dba EF Educational Tours)

MusicTrip.Com

Class Travel, LLC

Educational Performance Tours

**BACKGROUND:**

The purpose of the RFP was to obtain a qualified vendor(s) for travel agency and tour event services for student and employee travel. Travel agencies are used to obtain event tickets and admissions, book airline travel tickets, make hotel/motel reservation and car rentals for District staff and students. In addition, these services are used by student activities, athletics and clubs for out-of-state events and field trips.

On November 18, 2014 the Notice of Solicitation was sent to fifty-eight (58) vendors from the bidders list. On December 17, 2014 at 11:00 AM, the proposals were opened with nine (9) acceptable offers and thirteen (13) no bids.

Offerors Included: The Seiferth Corp. dba Terra Travel, EF Institute for Cultural Exchange, Inc., (dba EF Educational Tours) MusicTrip.Com, Class Travel LLC, Sun Travel, Inc., Desert Botanical Garden, Exploria Inc., Junior Tours and Educational Performance Tours.

The awarded offerors demonstrated the highest level of experience and the overall best responses from current and past customers, specifically with school district experience for travel agency and tour event services.

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

**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

Field trips, athletic events, academic events, workshops and conferences outside of the District help to improve student and District staff achievements.

**Estimated Budget Expenditures**

<u>Fund</u>	<u>Amount</u>
<b>850</b>	<b>\$250,000</b>
<b>526</b>	<b>\$457,000</b>
<b>525</b>	<b>\$ 20,000</b>
<b>530</b>	<b>\$ 20,000</b>
<b>001</b>	<b>\$ 10,000</b>

This aligns to District Goal:

- 1 Communications and Community Partnerships
- X 2 Optimal Class Sizes and Personalized Learning
- X 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:**

**Ratification of Procurement Items Approved by the Superintendent or Designees with Prior Board Authorization**

**Submitted by:**

Terry Worcester, Executive Director Facilities & Operations  
 Robert Herzog, Director of Transportation and Safety  
 Daniel O'Brien, CFO

**Funding:**

M&O (001)  
 Capital Override (611)

**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.

- Approval to Increase Prior Board Authorization for Invitation for Bid (IFB) #11106, Backflow Prevention Parts and Services
- Approve the Purchase of Tires and Tubes through the State of Arizona (State) Contract
- Approval to Increase Prior Board Authorization for State of Arizona (State) Wireless Network (WAN) Contract

**BACKGROUND:**

At the March 20, 2012 Board Meeting, the Governing Board approved Consent Item VI.L. Approval for Delegation of Procurement Authority, which authorized the Superintendent to further delegate procurement functions and signature authority to the Associate Superintendent, 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 these contracts allows the District to continue to provide students and staff with 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
- 5 High Standards and Accountability
- 6 School Safety and Student Support

**Information/Discussion:**

**Tabling Items and Allowing Public Comment at Governing Board Meetings**

**Submitted by:**

Michelle G. Marshall, General Counsel

**Funding:**

N/A

**BACKGROUND:**

At its January 13, 2015 meeting, the SUSD Governing Board discussed whether an item must be tabled at least twenty-four (24) hours prior to a regularly scheduled Board meeting. The Board also discussed whether the public could still comment on an item so tabled, whether the member of the public submitted a comment card indicating they wished to comment on an agenda item or non-agenda item. Michelle G. Marshall, General Counsel, will provide information regarding the questions raised and the rules and laws regarding these matters.

**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



**Action Item:**

**Approval of District Goals 2014 - 2017 – Measures and Baselines**

**Submitted by:**

Dr. David J. Peterson, Superintendent

**Funding:**

N/A

**RECOMMENDATION:**

It is recommended that the Governing Board approve the District Goals – 2014-2017 - Measures and Baselines, as discussed and finalized at the Governing Board Study Session on January 8, 2015.

**BACKGROUND:**

The Board has been meeting over the last several months to create the Measures and Baselines for District Goals for 2014-2017. At the Study Session on January 8, 2015, facilitated by Mr. Steve Capobres, the Board was able to finalize the document. District staff has also completed the variables and data sources used to identify the baseline metrics. Those variables and data sources will be used to determine the yearly outcomes.

**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

**Action Item:**

**Revisions of Governing Board Policies: Section B – School Board Governance**

**Submitted by:**

Michelle G. Marshall, General Counsel

**Funding:**

N/A

**RECOMMENDATION:**

SUSD Governing Board is recommending the following Policies be adopted or revised:

- BDA – Board Organizational Meeting
- BE – School Board Meetings
- BEDD – Rules of Order
- BEDG - Minutes
- BJ – School Board Legislative Program

**BACKGROUND:**

The SUSD Governing Board met on February 5, 2015 and discussed the proposed changes to B Policies. The Governing Board is recommending revisions where appropriate.

**IMPACT ON STUDENTS AND DISTRICT GOAL ALIGNMENT**

Positive governance leads to increased 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

**BOARD ORGANIZATIONAL MEETING**

For the purpose of organization of the Governing Board, the Board shall meet at the most convenient public facility in the District. (If a public facility is not available within the District, the Board may meet at any available public facility convenient to all Board members, regardless of the county or school district in which the facility is located.) Such meeting shall be held between January 1 and January 15 next following the election.

The meeting shall be called to order by the President of the Board for the preceding year. If that person is not a member of the Board, a temporary president shall be elected and the meeting shall be called to order by the temporary president. The person calling the meeting to order shall preside until a successor is chosen.

The new President of the Board shall take office upon election in an open meeting.

Whenever there is a vacancy in the office of President, the Board shall elect a new officer to fill the vacancy during the unexpired term of office.

In addition to the organizational meeting described in this policy, the Board may elect a Board President at any time, for any reason, providing that the matter has been properly placed and noticed on the Board agenda consistent with the open meeting law and adopted by the Board, in an open meeting.

Adopted:

LEGAL REF.: A.R.S. 15-321

38-431 et seq.

CROSS REF.: BDB - Board Officers

BEC - Executive Sessions/Open Meetings

BEDA - Notification of Board Meetings

**SCHOOL BOARD MEETINGS**

The Board shall transact all business at official meetings of the Board. These may be either regular or special meetings, defined as follows:

- Regular meeting - the usual official legal-action meeting, scheduled and held regularly.
- Special meeting - an official legal-action meeting called between scheduled regular meetings to consider only specifically identified topics.

Every meeting of the Board, regular or special, shall be open to the public except for an executive session that is held in accordance with state law. A "meeting" is defined as the gathering in person or through technological devices, of a quorum of members of a public body to discuss propose or take legal action, including any deliberations with respect to such action, that has been properly noticed, pursuant to Arizona Revised Statutes.

Notice of all Governing Board members, regular and special, shall be posted in compliance with the requirements prescribed by A.R.S. 38-431.02 and described in Board Policy BEDA.

**Regular Board Meetings**

The Board will hold a regular meeting on one (1) or more Tuesday(s) each calendar month and may be rescheduled or canceled by the Board.

Prior to the start of each fiscal year, the District shall post a meeting schedule with the dates for all regular meetings for the year. Written notice of the date, hour, place, and subject (agenda) of each regular meeting of the Board shall be given as follows:

- Notice shall be posted at least twenty-four (24) hours preceding the scheduled time of the meeting, with the exception of an actual emergency, in which case such notice as is appropriate to the circumstances shall be given.
- By majority vote of the Board when noticed as a meeting agenda item.
- By declaration of the Board President, or if the President is unavailable another member of the Board, in consultation with the Superintendent, when a significant event beyond the Board’s control renders attendance at the meeting unsafe or unreasonable in light of the circumstance, such as:
  - Significantly inclement weather conditions, or
  - A local, state, or national emergency of a magnitude it intervenes to the extent that convening of the meeting is inadvisable.
- When the absence of a quorum of the Board will render the meeting impermissible.

Every regular meeting of the Board shall be open to the public, and the Board shall meet at the most convenient public facility in the District. (If a public facility is not available within the District, the Board may meet at any available public facility convenient to all Board members, regardless of the county or school district in which the facility is located.)

**Special Board Meetings**

Special meetings may be called whenever deemed necessary. Written or telephoned notice of all special meetings shall be given to the members of the Board, and written notice shall be posted, at least twenty-four (24) hours prior to the time stated for the meeting to convene. Said notice shall indicate the purpose of the special meeting. No business other than the matters specified in the notice shall be transacted at such meeting.

Special meetings shall be open to the public.

Adopted:

LEGAL REF.: A.R.S. 15-321

15-843

38-431 et seq.

A.G.O. 179-045

CROSS REF.: BEC - Executive Sessions/Open Meetings

BEDA - Notification of Board Meetings

BEDB - Agenda

BEDC - Quorum

**RULES OF ORDER**

The Board prescribes rules for its meetings as follows:

- It shall hold a regular meeting at least once each month during the regular school year and may hold other meetings as often as called.
- Each action item shall require a motion, and all motions shall require seconding.
- The President may make or second motions, and may vote on all motions.
- A motion to adjourn is in order at any time. Such a motion shall require a second and a majority vote. No discussion is in order.
- A motion to table is in order at any time. Such a motion requires a second and a majority vote and is limited to being considered only once on any given agenda item. No discussion is in order.
- Rules of order may be subject to suspension only upon a majority vote of the members of the Board present at a meeting.

Adopted:

LEGAL REF.: A.R.S. 15-321

15-341

CROSS REF.: BED - Meeting Procedures/Bylaws

BEDA - Notification of Board Meetings

BEDBA - Agenda Preparation and Dissemination

BEDB - Agenda

BEDC - Quorum

BEDF - Voting Method

BEDG - Minutes

BEDH - Public Participation at Board Meetings

BGF - Suspension/Repeal of Policy

**MINUTES**

All written or recorded minutes shall be taken of all regular and special Board meetings. If possible, complete written minutes of each Board meeting will, including executive sessions, and shall include the information required by A.R.S. 38-431.01. The written minutes or recording shall be available for public review in the District administrative office for inspection three (3) working days after the date of the meeting. If this is not possible, the record of the meeting shall be available until the written minutes are prepared. In all cases, written minutes of each meeting shall be prepared as soon as possible, containing the information required by A.R.S. 38-431.01, except for confidential executive session minutes. Written minutes or a recording not yet approved by the Governing Board shall be marked as “draft” or “unapproved”. The minutes or recording shall not be withheld from the public pending approval and must be in a form readily accessible to the public.

Copies of unapproved written minutes, in print or digital form, shall be distributed to all Board members prior to the next meeting. The Board will take action at a subsequent meeting to amend and/or approve these minutes. Minutes of regular or special meetings will be made available to the public upon request, as unconfirmed written minutes.

The Superintendent shall oversee the preparation of written or recorded minutes of all executive sessions, as required by A.R.S. 38-431.01. The Superintendent will provide confidential copies of unapproved written minutes, in print or digital form, to all Board members prior to the next meeting.

The Superintendent shall assure that permanent archival files of all approved Governing Board meeting minutes and related required materials are maintained in accordance with A.R.S. 39-101 and standards established by Arizona State Library, Archives, and Public Records (ASLAPR). Regular and special Board meeting minutes shall be filed separately from Board executive session minutes.

Adopted:

LEGAL REF.: A.R.S. 15-843

38-431.01

38-431.03

39-121

39-122

38-421

29-11

38-431.01

41-1347

38-431.03

41-1351

39-101



A.G.O. 180-198

Attorney General Arizona Agency Handbook, Chapter 7, Open Meetings

ASLAPR General Retention Schedule for School Districts and Charter Schools

A.G.O. 180-198

**3500**

**BJ SCHOOL BOARD LEGISLATIVE PROGRAM**

The Board will participate in legislative programs through conferences with the state and national school boards associations.

The Board authorizes the Superintendent to actively participate in the development of legislation that has a positive effect on educational programs of the District.

Adopted: