

HIGLEY UNIFIED SCHOOL DISTRICT

2935 South Recker Road, Gilbert, Arizona 85295

(480) 279-7000 • www.husd.org

September 20, 2023 - Board Meeting Agenda Questions & Responses

6.3 Approve Personnel Action Items

Were exit interviews offered to any of these employees?

Yes, exit interviews are offered to all employees.

I would like all exit interviews going forward to be shared with the board.

Exit interviews may be requested via a public records request.

To ensure employee privacy is protected, the exit interviews will require the use of legal services to redact information incurring additional cost to the district.

| TERMINATION/RESIGNATION OF EMPLOYMENT | | | | |
|---------------------------------------|---------------------------|-------------------------|----------|------------|
| No. | Name | Position | Location | Effective |
| 1 | Taylor Pongpet | Paraeducator II - Sped | Chap | 08/25/23 |
| 2 | Olivia Sparks | Library Media Assistant | HHS | 09/22/23 |
| 3 | Nataniel Santos Gutierrez | Paraeducator II - Sped | WF | 08/28/23 |
| 4 | Kathrine Buchanan | Office Manager | WF | 08/25/23 |
| 5 | Antoine Reeves | Campus Safety Monitor | WF | 08/21/23 |
| 6 | Danielle Agnew | Bus Driver | Transp | 08/21/23 |
| 7 | Sean Hackley | Bus Aide | Transp | 08/24/23 |
| 8 | Britton Webb | Student Worker | Comm Ed | 08/24/23 |
| 9 | Jason Braun | Teacher Math | WF | 08/29/23 |
| 10 | Kristine Davi | Teacher - Pre K | SECDC | 09/08/23 |
| 11 | Brittany Farley | Crossing Guard | SAN | 09/01/23 |
| 12 | John McAllister | Lunch Aide | Chap | 09/01/23 |
| 13 | Crystal Niapas | Health Aide Floater | DO | 09/05/23 |
| 14 | Jennifer Nevins | Teacher Interventionist | HHS | 09/22/23 |
| 15 | Guillermo Marin | Bus Driver | Transp | 9/8/2023 |
| 16 | Mathusek, Angela | Paraeducator I - PRE K | CECDC | 09/11/2023 |
| 17 | Michael Barbadillo | Lead Custodian | BRI | 9/6/23 |
| 18 | Annette Balderrama | Teacher - Sped | GWP | 11/15/23 |
| 19 | Angela Jaynes | Teacher 4th | BRI | 09/13/23 |
| 20 | | | | |
| LEAVE OF ABSENCE | | | | |
| No. | Name | Position | Location | Effective |
| 1 | | | | |

6.4 Request for Release from Contract and Waive Liquidated Damages Fee

We are asked to release them from the contract but are not given any information as to why. Can we have a column added to the document that gives a brief description as to why? I understand that some things might be confidential, but I believe this information is important to have when approving this.

| Higley Unified School District Request for Release from Contract & Waive Liquidated Damages Fee | | |
|--|------------------------------|-------------------------|
| Employee | 9/20/2023 Site/Department | Position |
| Jennifer Nevins | HHS | Teacher Interventionist |
| Annette Balderrama | GWP | Teacher Special Ed |
| Angela Jaynes | BRI | Teacher 4th |
| | | |

Due to HIPPA and employee confidentiality, the specific reasons are not shared. Individuals on the Request for Release from Contract and Waive Liquidated Damages Fee qualify under one of these reasons: if the employee's resignation is due to unforeseen circumstances beyond the employee's control. Uncontrollable circumstances may include, but are not limited to, incapacitating medical condition or injury of the employee or a member of the employee's immediate family requiring employee's care, a spouse's relocation due to employment to a distance beyond a reasonable commuting distance, other situations determined to be beyond the employee's control. Liquidated damages may also be waived when the employee's departure is to take a position within the education field that constitutes a promotion. Liquidated damages will not be charged when the termination of employment is initiated by the District.

6.5 Vouchers-Separate Voucher 1020 as a separate vote

All the Vouchers will be moved to Action.

Active Internet Technologies, LLC, doing business as Finalsite-Access to student information by whom? What kind of information is being collected and shared? Shared with who?

Mobile Communications App Intg. CUSTOM BRANDED MOBILE APP WITH ACCESS TO STUDENT INFORMATION, NEWS, CALENDARS, SOCIAL MEDIA, NOTIFICATIONS, AND OTHER VITAL SCHOOL INFORMATION 07/01/22-06/30/23

Finalsite is the vendor for our district website, app, and communications platform. Various information is shared on our website including district and school information, newsletters, calendars, etc. Finalsight is also the platform that allows communications to be sent to the Higley community via email, phone call, text or on the app. This includes all critical school communications and daily attendance notifications as required by the state.

Parking permits for where?

| | | | | | | |
|-------|------|-----------|--------------|-----------|----------|-----------------------|
| RYDIN | 1018 | 8/23/2023 | PS-INV110945 | 202401111 | \$480.59 | STAFF PARKING PERMITS |
|-------|------|-----------|--------------|-----------|----------|-----------------------|

This PO was to pay for the WFHS staff parking permit decals for FY2023-2024.

6.6 Staff Travel-Pull NCECA and NCTM as separate items.

All Staff Travel will be moved to an action item.

6.8 M&O Financial Report

Other than SPED, what other expenses are included in this? What things do we bill to Medicaid?

| | | | | | | | | | | |
|-----|------------------------|----|-----------|----|----------|---|----|------------|----|-----------|
| 290 | Medicaid Reimbursement | \$ | 1,984,568 | \$ | 2,879.14 | - | \$ | 104,345.19 | \$ | 1,877,344 |
|-----|------------------------|----|-----------|----|----------|---|----|------------|----|-----------|

Medicaid school-based direct service claiming is a federally funded program that allows the school district to be reimbursed for some of their costs associated with

providing certain direct medical services to a child whose IEP states a medical need to receive a covered service. The expenses billed to this fund are salaries and benefits for employees who work on claims and support the reporting.

For Northrop, what donation are they matching?

| Higley Unified School District Gifts and Donations | | | | |
|--|--------------------------|--|-------------------------|-----------|
| Document # | Donor | Item(s) Donated | Total Value of Donation | Recipient |
| 2024-001 | Geno Sensor | For CTE BioTech Used Microarrayer Used Hybstation Used Portable Cleanroom | \$53,000.00 | WFHS |
| 2024-002 | DLR Group | Money for Fall & Spring Business Partner Breakfast | \$1,000.00 | DO |
| 2024-003 | Higley High Booster Club | Mascot | \$3,000.00 | HHS |
| 2024-004 | Northrop Grumman | Money - Donation Match | \$2,500.00 | HTA |
| | | | | |

Northrop is matching a parent/employee donation.

6.13 Approve Student Discipline Hearing Officers

What exactly do hearing officers do?

Mediate long-term suspension/expulsion hearings.

Why are there so many?

The list is all Trust certified hearing officers for the entire state of Arizona.

Do they work for the Trust?

No. They are trained by the Trust.

By approving, does that approve these people to work with Higley?

They are independent contractors who serve as 3rd party impartial mediators.

What does such approval entail?

Majority of board members voting yes.

What is a holiday dinner retreat for HHS choir? What was the district approval process for this travel? What is the educational value of this trip?

The holiday dinner retreat is similar to student council camps and athletic team camps. The HHS choir uses this time to team build and prepare for their winter season, including their annual holiday dinner. This trip was approved last year as well. The process is the same as all overnight/out-of-state field trips where the request was approved by site administration and then sent to cabinet for approval, following HUSD policy. Once cabinet approves, the choir then submitted the final packet for governing board approval. The trip allows for the choir program to focus on their standards for performance and knowledge, as well as opportunities for team building and leadership development.

I noticed [REDACTED] on the resignation/termination list but also listed on [REDACTED] for approval for a hard to fill stipend. I am assuming this is going to be prorated but wondering why that adjustment wasn't made for approval.

The employee resigned; this individual will repay any portion of the stipend that has been received and charged liquidated damages.

Since the employee we referenced resigned back in August, wouldn't they have already received their last paycheck from us? If so, what methods are used to recoup those funds if there isn't a paycheck to deduct them from?

Method: When an employee resigns and still owes the district money due to liquidated damages or overpayment on a stipend, we invoice them. The invoice is sent to their residence and to the HUSD accounts receivable department. If they do not pay, it is turned over to collections.

Please remind me what the \$750 employee recognition payments are for.

This is the payment to all employees that were employed prior to April 1, 2023, and still employed as of August 31, 2023. This is one time employee recognition stipend of up to \$750 based on the employee's employment status.

What is [REDACTED] on the supplemental for? How is an [REDACTED] receiving a [REDACTED] contract? And why is the contract listed as District Office?

This is an error, should read HEA [REDACTED] Stipend.

We've previously approved a stipend for [REDACTED] for HEA [REDACTED]. If this is an additional stipend, how much is the total stipend and why would it not be all submitted at 1 time?

Previously, the MOU with HEA was approved at the June 28, 2023, board meeting but this is the first stipend listed in the personnel action items. The total stipend is \$4,586 for this individual.

Why are we paying the HEA [REDACTED] a stipend when they get their dues. As stated in a previous meeting, taxpayer dollars should not be paid to HEA when they are attending events in their HEA capacity.

It is part of the approved MOU.