

Agenda

AGENDA

FLAGSTAFF UNIFIED SCHOOL DISTRICT NUMBER ONE
District Administrative Center – 3285 E. Sparrow Avenue – Flagstaff, Arizona
Notice of Meeting of the Governing Board
August 22, 2017
Executive Session – 4:30 pm
Regular Meeting – 5:30 pm

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Governing Board and to the general public that the Governing Board of the Flagstaff Unified School District Number One will hold a Board Meeting, which will be open to the public. Pursuant to A.R.S. § 38-431.03(A)(3), the Flagstaff Unified School District Number One Governing Board may vote to go into Executive Session, which will not be open to the public, to get legal advice from the District's attorneys. The District's Attorney may appear telephonically. The Governing Board may consider any item on this agenda in any order and at any time during the meeting. Pursuant to A.R.S. § 38-431.4, members of the Governing Board may participate via speakerphone or other technological devices.

EXECUTIVE SESSION

Discussion and possible action regarding the approval of the Karen Hughes' Separation Agreement. The Governing Board may vote to convene in executive session, which will not be open to the public, pursuant to A.R.S. §38-431.03(A)(4) for consultation with the District's Attorney(s) regarding contracts subject to negotiation or settlement discussions. The Governing Board may vote to convene in executive session, which will not be open to the public, pursuant to A.R.S. §38-431.03(A)(1) for discussion of personnel matters. The District's Attorney(s) may appear telephonically.

PRELIMINARY

1. Call to Order
2. Moment of Silence
3. Pledge of Allegiance
4. Roll Call:

Board Members

Ms. Christine Fredericks, President
Ms. Kara Kelty, Clerk
Dr. Carol Haden, Member
Dr. Carole Gilmore, Member
Ms. Kathryn Kozak, Member

Administration

Mr. Michael A. Penca, Superintendent
Ms. Mary K. Walton, Assistant Superintendent
Mr. Robert Kuhn, Assistant Superintendent
Mr. Scott Walmer, Director of Finance
Ms. Dawn Anderson, Director of Human Resources
Ms. Karin Eberhard, District Relations Coordinator
Ms. Kim Branges, Executive Assistant

5. Reorder Agenda - At the Governing Board's discretion, the agenda may be reordered to accommodate guests who are present to address specific agenda items.
6. Agenda - Adoption of the agenda with addenda items, as submitted, is recommended.

Members of the Board may not discuss items that are not specifically identified on the agenda. Additional information about agenda items can be found on the district website at www.fusd1.org or by contacting the Superintendent's office at 928-527-6002.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Superintendent's office at 928-527-6002. Requests should be made as early as possible to arrange the accommodation.

FLAGSTAFF UNIFIED SCHOOL DISTRICT

Statement of Mission, Vision, Values and Goals

Mission Statement:

Creating opportunities for you to discover your path to excellence.

Vision Statement:

The premiere educational choice for the greater Flagstaff community.

Values:

We value:

- Innovation, by leading the way into the uncertain realm of opportunity.
- High standards with high expectations, supported by shared accountability.
- The diversity of our people, our programs and the accessibility to them.
- Our community and being intentional stewards of the relationships within.
- Inclusivity of all, by ensuring a safe and nurturing environment.

Goals:

- 1) Maintain and Improve Comprehensive Student Opportunities and Services
- 2) Recruit and Retain Highly Qualified, Motivated, and Excelling Staff
- 3) Improve Student Preparedness and Mastery
- 4) Research and Create Desirable and Relevant Educational Opportunities and Services
- 5) Increase Public Engagement and Support for FUSD
- 6) Develop Diversified Partnerships and Revenue Opportunities

PRESENTATION

A representative of BoardDocs will provide an online overview of BoardDocs.

CALL TO THE PUBLIC – Any person wishing to address the Board on any issue within the jurisdiction of the Board will be granted time to make a presentation at the discretion of the presiding chairperson. Pursuant to A.R.S. § 38-431.01(H), at the conclusion of an open call to the public, Board Members may respond to any criticism, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board will not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. Individual remarks may be limited to three minutes.

CONSENT AGENDA

1. Approval of Minutes of the Regular Meeting held on August 8, 2017
2. Approval of Minutes of the Special Meeting held on August 15, 2017
3. Approval of Vouchers: AD718B17; AD710A17; AD725A18; AX7140C17; AD804A18; AX710A17; AD712A17; AD725B18; AD720B17; 014; 213; 214; 215; (Detailed information is available upon request)
4. Acceptance of Monetary Donations: Dorrance Scholarship Program, LLC \$2,750.00 for Robotics at Coconino High School
5. Acceptance of Gifts: Twelve Praying Mantis Kits valued at \$180.00 from Ron Beauchame for elementary science teachers
6. Approval of Student Activities Treasurer and Assistant Treasurers for Fiscal Year 2018
7. Approval of Closure of Leupp Student Activities Bank Account
8. Approval of resignations, nonrenewals, appointments, retirements, releases of contract, leaves of absence, qualified evaluators, substitutes:

RESIGNATIONS, TERMINATIONS

Administration:

Certified:

Licensed Professionals:

Hughes, Karen CHS, Counselor, Effective 8/18/2017

Classified:

Fawbush, Maryssa: Cromer; FACTS Caregiver, Effective 8/1/2017

Garneau, Johanna: Knoles; Instructional/General Aide; Effective 6/30/2017

Rowley, Karen: FHS; Hearing Impaired Intervener; Effective 6/30/2017

Navarro, Michael: Sinagua MS; SPED Parapro; Effective 7/26/2017

Worden, Hannah: DeMiguel; FACTS Caregiver; Effective 8/1/2017

Gaitlin, Anne: DeMiguel; FACTS Caregiver; Effective 8/2/2017

Parafiniuk, Molly: Thomas; Transition Kinder Aide; Effective 6/1/2017

Guyer, Jennifer: Puente De Hozho; Parapro; Effective 6/30/2017

Stevens, Jane: Exceptional Student Services; Sign Language Interpreter; Effective 7/24/2017

Smith, Dayne: FHS; SPED Parapro; Effective 6/30/2017

Deegan, Marylee: Sinagua MS; SPED Parapro; Effective 6/30/2017

Other:

APPOINTMENTS *Salaries noted for some new hires are based on current verified information at time of preparation of this agenda. Salaries may be subject to change, as more information is received /verified by Human Resources.

Administration:

Licensed Professionals:

Blaauw, Gina: Occupational Therapist; DeMiguel & Thomas; 1.0 FTE; \$53,654; Effective 8/8/2017

Titus, Kelly: Exceptional Student Services/Marshall; Speech-Language Pathologist; 1.0 FTE; \$53,254; Effective 8/8/2017

Certified:

Doneski-Nicol, Janis: Exceptional Student Services; Assistive Technology Specialist; .8 FTE; \$39,445; Effective 8/15/2017

Giertych, Toni: MEMS; Fit Kids Teacher; 1.0 FTE; \$33,933; Effective 8/10/2017

Hatch, Dawn: Exceptional Student Services/FHS; Nurse Sen Comm. Program; 1.0 FTE; \$34,871; Effective 8/8/2017

Marks, Darrell: FHS; Native American Academic Advisor; 1.0 FTE; \$34,871; Effective 8/8/2017

Meyer, Sierra: Exceptional Student Services/Marshall; Nurse Cross Categorical Program; 1.0 FTE; \$35,221; Effective 8/8/2017

Pennington, Jeremy: FHS; SPED Teacher (Behavior Support); 1.0 FTE; \$41,692; Effective 8/8/2017

Polin, Rachael: MEMS; SPED Teacher (TIA Program); 1.0 FTE; \$38,083; Effective 8/8/2017

Schwartz, Laura: Knoles; Art Teacher; 1.0 FTE; 1.0 FTE; \$34,683; Effective 8/3/2017

Smith, Tyler: Summit High School; Fit Kids Teacher; 1.0 FTE; \$37,927; Effective 8/3/2017;

Classified:

Aldridge, Morgan: Sinagua MS/Little Ropers Childcare Center; Instructional Assistant; 15 hours/week; \$11.36/hour; 9 month calendar; Effective 8/10/2017

Borders, Samantha: Sinagua MS/SPED Parapro; 31.75 hours/week; \$11.30/hour; 9 month calendar; Effective 8/10/2017

Christian, Kyle: Knoles; FACTS Team Leader; 37.5 hours/week; \$13.33/hour; 9 month calendar; Effective 8/10/2017

Corcoran, Mary: FHS; Library/Media Assistant; 25 hours/week; \$11.30/hour; 9 month calendar; Effective 8/10/2017

Dankert, McKenzie: FHS; Instructional Aide (Business/Graphic/Web Design Programs & Inked Up Printing); 25 hours/week; \$10.83/hour; 9 month calendar; Effective 8/10/2017

Davis, Vanessa: Sechrist; Health Instructional Aide (Fit Kids); 40/hours/week; \$11.81/hour; 10 month calendar; Effective 8/10/2017

Flood, Stephanie: Leupp; Library/Media Assistant; 32 hours/week; \$11.30/hour; 9 month calendar; Effective 8/9/2017

Florek, Amber: Curriculum & Instruction; Textbook Account Clerk; 40 hours/week; \$12.99/hour; 12 month calendar; Effective 8/7/2017

Goldberg, Danielle: FHS; Instructional Assistant/Eagles Crest Childcare Center; 27.5 hours/week; \$10.83/hour 9 month calendar; Effective 8/10/2017

Gomez, Karin: MEMS; SPED Parapro; 31.75 hours/week; \$11.30/hour; 9 month calendar; Effective 8/11/2017

Gordon, Ana: Sechrist; FACTS Caregiver; 8 hours/week; \$10.50/hour; 9 month calendar; Effective 8/10/2017

Sechrist; SPED Parapro (Preschool); 30.75 hours/week; \$11.81/hour; 9 month calendar; Effective 8/10/2017

Hancock, Natalie: Exceptional Student Services/Marshall; Speech Language Pathology Assistant; 22.5 hours/week; \$16.75/hour; 9 month calendar; Effective 8/10/2017

Heiniemi, Lora "Stella": Transportation; Bus Driver; 40 hours/week; \$13.66/hour; 9 month calendar; Effective 8/10/2017

Hill, Jennifer: CHS; Registrar; 40 hours/week; \$12.97/hour; 12 month calendar; Effective 8/26/2017

Kennedy, Pamela: Marshall; SPED Parapro (Cross Cat Program); 30.75 hours/week; \$12.39/hour; 9 month calendar; Effective 8/11/2017

Kuche, Lyndsey: Sechrist; General Aide/RTI (Response to Intervention); 27.5 hours/week; \$11.36/hour; 9 month calendar; Effective 8/10/2017

Lawler, Britney: Cromer; FACTS Team Leader; 37.5 hours/week; \$12.99/hour; 9 month calendar; Effective 8/10/2017

Ludwig, Courtney: FHS; Instructional Assistant/Eagles Crest Childcare Center; 27.5 hours/week; \$10.83/hour; Effective 8/10/2017

Moss, Claudia: Marshall; SPED Parapro (Cross Cat Program); 30.75 hours/week; \$11.81/hour; 9 month calendar; Effective 8/11/2017

Nelson, Stormie: Sechrist; SPED Parapro (BSP Program); 32.75 hours/week; \$11.81/hour; 9 month calendar; Effective 8/10/2017

Pennington, James: Sechrist; Crossing Guard; 8.25 hours/week; \$10.52/hour; 9 month calendar; Effective 8/11/2017
Sechrist; General Aide; 9.25 hours/week; \$10.83/hour; 9 month calendar; Effective 8/11/2017

Ramirez, Miguel: FHS; SPED Parapro (Bridges Program); 31.75 hours/week; \$11.30/hour; 9 month calendar; Effective 8/10/2017

Reader, Kayla: Kinsey; 21st Century Community Learning Center Site Facilitator; 15 hours/week; \$16.26/hour; 9 month calendar; Effective 8/10/2017

Richardson, Summer: Killip; FACTS Site Manager; 29.5 hours/week; \$11.30/hour; 9 month calendar; Effective 8/2/2017

Rosell, Roger: Facility Services/Maintenance; Carpenter; 40 hours/week; \$17.67/hour; 12 month calendar; Effective 8/14/2017

Ruiz-Nielsen, Ana: Sinagua MS; SPED Parapro; 31.75 hours/week; \$11.81/hour; 9 month calendar; Effective 8/14/2017

Schlinger, Amanda: FHS; Attendance Secretary; 40 hours/week; \$12.39/hour; 10 month calendar; Effective 7/31/2017

Schoech, Chelsea: Knoles; FACTS Caregiver; 29.5 hours/week; \$11.30/hour; 9 month calendar; Effective 8/10/2017

Sifling, Michael: CHS and Districtwide as needed; School Security Officer; 40 hours/week; \$30.00/hour; 10 month calendar; Effective 8/4/2017

Simmons, Angela: Knoles; SPED Parapro; 30.75 hours/week; \$11.81/hour; 9 month calendar; Effective 8/10/2017

Smith, Kaylee: CHS; Team Leader TSW; 31.5 hours/week; \$12.99/hour; 9 month calendar; Effective 8/10/2017

Stokley, Abigail: Sinagua MS; SPED Parapro; 31.75 hours/week; \$11.81/hour; 9 month calendar; Effective 8/16/2017

Szikszai, Justyce: Cromer; SPED Parapro; 30.75 hours/week; \$11.30/hour; 9 month calendar; Effective 8/10/2017

Sutton, Desirea: CHS; SPED Parapro; 31.75 hours/week; \$11.81/hour; 9 month calendar; Effective 8/10/2017

Tripp, Courtney: Sechrist; FACTS Site Manager; 29.5 hours/week; \$11.57/hour; 9 month calendar; Effective 8/10/2017

Tripp, Taylor: DeMiguel & Thomas; FACTS Caregiver; 19 hours/week; \$10.50/hour; 9 month calendar; Effective 8/14/2017

Whiting, McKenzie: Thomas & Kinsey; Speech Language Pathology Assistant (SLP-A); 37.5 hours/week; \$16.35/hour; 9 month calendar; Effective 8/10/2017

Wingler, Gabrielle: FHS; SPED Parapro; 31.75 hours/week; \$12.10/hour; 9 month calendar; Effective 8/10/2017

Winters, Katharine: Killip; FACTS Caregiver; 6 hours/week; \$10.50/hour; 9 month calendar; Effective 8/15/2017

Wofford, Justina: Transportation; Bus Driver; 40 hours/week; \$13.66/hour; 9 month calendar; Effective 8/10/2017

Student Workers:
Camp Colton:

Beekman, Jessica: Program Assistant/Night Counselor: \$157.50/15 hour shift
Environmental Education Instructor; \$97.00/9 hour shift
Effective 8/14/2017

Garvey, Evan: Nurse; \$483.50/24 hour shift; Effective 8/14/2017

Karlsogdt, LeaAnn: Cook; \$165/11 hour shift; Effective 8/4/2017

Kennedy, Kevin: Environmental Education Instructor; \$97.00/9 hour shift;
Effective 8/14/2017

Kinback, Steven: Program Assistant/Night Counselor: \$157.50/15 hour shift;
Effective 7/25/2017
Environmental Education Instructor; \$97.00/9 hour shift;
Effective 8/2/2017

Kinney, Johnathan: Program Assistant/Night Counselor: \$157.50/15 hour shift;
Effective 8/14/2017
Environmental Education Instructor; \$97.00/9 hour shift;
Effective 7/31/2017

LeFevre, Judith: Environmental Education Instructor; \$97.00/9 hour shift;
Effective 8/3/2017

Ritchie, Samantha: Program Assistant/Night Counselor: \$157.50/15 hour shift;
Effective 8/14/2017
Environmental Education Instructor; \$97.00/9 hour shift;
Effective 7/31/2017

Skaggs, Kyra: Environmental Education Instructor; \$97.00/9 hours shift;
Effective 8/2/2017

Enrichment Skills Trainers:
Returning Retirees (Temp Positions):
Coach/Sports Officials/Sports Event Workers:

Guarino, Antonio: CHS; Head JV Volleyball Coach; Effective 8/1/2017 – 11/10/2017; \$1600.00

Thompson, Mike: CHS; Assistant Varsity Football Coach; Effective 8/14/2017 – 11/10/2017;
\$1800.00

Temporary Assignment:

Volunteers:

Bartlow, Ron: Thomas; First Lego League Robotics Team Coach

Betoney, Billy III: FHS; JV Football

Portillo, Marisol Arroyo: CHS; Transition School to Work Program volunteer

Shiels, Jann: Thomas; Kindergarten classroom volunteer

Singleton, Chris: FHS; JV Football Assistant

Smith, Robert: FHS; Culinary Arts and Football volunteer

Other:

RETIREMENT

The following administrator(s)/teacher(s)/support staff are requesting to retire from the District:

Administrative:

Certified:

Classified:

Ohl, Jerry: Facilities Service/Maintenance; Supply Coordinator; Effective 9/15/2017.
Will not participate in the Phased Retirement Program.

RELEASE OF CONTRACT

The following administrator(s)/teacher(s)/support staff are requesting to be released from their contract:

Administrative:

Certified:

Classified:

LEAVE OF ABSENCE

The following administrator(s)/teacher(s)/support staff are requesting a Leave of Absence from the District:

Administrative:

Certified:

Classified:

QUALIFIED EVALUATORS:**NEW HIRE SUBSTITUTES**

Substitute Teachers:

Jacqueline Funk; Suzanne Jacobsen; Lorenz Otzen III; Rebecca Cox; Thomas Holtje; Anne Davidson; Diane Saganey; Briley Belling; Laura Alonso Paez; Christine Jacobs; Taylor Folino

Substitute Aides:

Alison Dantlzer; Courtney Galvan; Erica Strobel; Roger Andreason

STUDENT TRAVEL**PRESENTATIONS**

1. Excellence in Financial Reporting – This will be a presentation regarding District awards for excellence in financial reporting from the Government Finance Officers Association and the Association of School Business Officials International for the year ended June 30, 2016 (S. Walmer/M. Penca)
2. Superintendent's Report – (M. Penca)
 - a. Current Events
3. FUSD Highlights – (K. Eberhard)
 - a. First Day of School
 - b. Open Houses
 - c. Current Events
4. Curriculum and Instruction Report – (M. Walton)
 - a. Current Events
 - b. Presentations Schedule
5. Finance and Budget Report – (S. Walmer – no report)
6. Operations and Support Services Report – (B. Kuhn)
 - a. Transportation
 - b. Procurement and Agreement Schedule
 - c. Flagstaff High School Welding Shop Remodel Project

7. Human Resources Report – (D. Anderson)

- a. Current Events

8. Governing Board Members' Report

- a. Current Events

GENERAL ADMINISTRATION: DISCUSSION/ACTION ITEMS

1. Willow Bend IGA – Discussion and possible action regarding the intergovernmental agreement with Willow Bend. (M. Walton)
2. Purchase of iPads for Elementary Refresh Phase 2 – Discussion and possible action regarding purchase of iPads for Phase 2 Refresh for elementary schools. (B. Kuhn)
3. Approval of Indian Education Policies and Procedures – Discussion and possible action regarding annual approval of the Indian Education Policies and Procedures. (B. Kuhn)
4. Driver Education Program Automobile Use Agreement – Discussion and possible action regarding the annual Driver Education Program Automobile Use Agreement for the 2017-18 school year. (M. Walton)
5. Policy Revision BBBA – Discussion and possible action regarding the first reading of revisions to Policy BBBA Board Member Qualifications. (M. Penca)
6. Policy Revision EEAEA – Discussion and possible action regarding the first reading of revisions to Policy EEAEA Bus Driver Requirements, Training, and Responsibilities. (B. Kuhn)
7. Policy Revisions IJJ, IKE-RB, JFAA, JFABC, and JFB – Discussion and possible action regarding the first reading of revisions to Policies IJJ Textbook / Supplementary Materials Selection and Adoption, IKE-RB Promotion and Retention of Students, JFAA Admission of Resident Students, JFABC Admission of Transfer Students, and JFB Open Enrollment. (M. Walton)
8. ASBA Bylaws – Discussion and possible action regarding possible bylaw amendments to be submitted to Arizona School Boards Association as part of the annual membership process. Action may be taken by the Board. Bylaw changes must be received to ASBA not later than September 15, 2017. (C. Fredericks)
9. Meeting Dates – The Board may approve additional meeting dates, may reschedule and/or cancel previously scheduled meetings. (C. Fredericks)

INFORMATION ITEMS

1. Future Agenda Items – The Governing Board may identify items they would like placed on a future agenda.

EXECUTIVE SESSION

1. Pursuant to A.R.S. § 38-431.03(A)(3), the Board may vote to hold an executive session, which will not be open to the public, for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda. This may be conducted by speakerphone.

*Instructions Regarding Confidentiality:

Pursuant to A.R.S. § 38-431.03(C) all are reminded that minutes of or discussions made at executive sessions are confidential by law and that violations of that confidentiality may subject the individuals involved to such penalties as are prescribed by law, including fines, costs, attorneys' fees and removal from office.

ADJOURNMENT OF PUBLIC MEETING

Executive Session

Preliminary

Presentations

BoardDocs Pro Formal Proposal

Executive Overview

Introduction

ASBA BoardDocs® Pro is a state-of-the-art, cloud-based Board Management Service from Emerald Data Solutions™ and ASBA. Developed specifically for public governing bodies, BoardDocs provides a means of immediately publishing and revising agenda items, supporting documents, and policies and procedures via the Internet. Staff Members can quickly and easily create, approve and track agenda items and other correspondence. ASBA BoardDocs services offer governing bodies a simple way to eliminate paper-based and less advanced electronic processes while maintaining a searchable, legal repository for all documents.



BoardDocs improves governance by making documents readily available to governing bodies, designated staff and the public in a professional, easy-to-access format. Staff maintains total control over who sees what information - and when. Governance stakeholders have immediate and ubiquitous access to their data via most Internet-connected devices. No third-party apps are required because BoardDocs is platform-independent and looks, feels and functions the same across both mobile and stationary devices.

ASBA BoardDocs goes far beyond email, PDF quick-fixes and general-purpose cloud services like Google Drive. It is a turn-key, state-of-the-art solution that includes all supervision, labor, materials, hosting, hardware, licensing, training, technical support, upgrades and documentation necessary to implement and maintain an effective electronic board document management system. With BoardDocs, there's no need to incur the cost of purchasing and supporting a thick client infrastructure; the organization need only provide Internet-connected devices to access the service.

Benefits Summary

In addition to dramatic improvements in governance processes and board effectiveness, our subscribers consistently report substantial annual cost savings, time-of-staff savings of up to 75%, increased transparency with stakeholders and multiple environmental benefits.

Call to the Public

Consent Agenda

OFFICIAL MINUTES
August 8, 2017

A public meeting of the Flagstaff Unified School District Governing Board was convened on August 8, 2017 at the District Administrative Center, 3285 E. Sparrow Avenue, Flagstaff, Arizona.

Ms. Fredericks called the meeting to order at 4:05 pm.

Ms. Kozak made a motion to enter Executive Session pursuant to ARS §38-431.03 (A)(3) for legal advice regarding a personnel matter and possible discipline, up to and including termination, of District Employee Karen Hughes. Dr. Haden seconded; motion carried 5-0. The Executive Session for legal advice ended at 4:51 pm and the public meeting resumed.

Ms. Kozak made a motion to table the personnel matter. Ms. Fredericks seconded; motion carried 5-0.

Ms. Fredericks moved to enter Executive Session pursuant to ARS §38-431.03(A)(3) and (A)(4) for a discussion regarding an administrative hearing matter that is pending litigation and/or settlement discussions in order to avoid or resolve litigation and for legal advice at 4:55 pm. Ms. Kozak seconded; motion carried 5-0. The executive session ended at 5:41 pm.

Following an eight minute break, Ms. Fredericks called the regular meeting to order at 5:49 pm. This was followed by a Moment of Silence and the Pledge of Allegiance.

Roll Call:

Board Member

Ms. Christine Fredericks, President

Ms. Kara Kelty, Clerk

Dr. Carole Gilmore, Member

Dr. Carol Haden, Member

Ms. Kathryn Kozak, Member

Administrative Staff

Mr. Michael Penca, Superintendent

Ms. Mary K. Walton, Assistant Superintendent

Mr. Robert Kuhn, Assistant Superintendent

Mr. Scott Walmer, Director of Finance

Ms. Dawn Anderson, Director of Human Resources

Ms. Karin Eberhard, District Relations Coordinator

Ms. Kim Branges, Executive Assistant

Ms. Fredericks made a motion that Presentation Items 3a and 6e be moved to the front of Presentations. Ms. Kelty seconded; motion carried 5-0.

Dr. Gilmore requested that Consent Agenda Item #8 be removed for separate discussion. Ms. Kelty requested that Consent Agenda Items #1 and #9 be removed for separate discussion.

Ms. Fredericks moved to adopt the agenda as amended. Ms. Kozak seconded; motion carried 5-0.

20 people signed the guest register

CALL TO THE PUBLIC

Ms. Fredericks called on the public for comment:

- Dani Lawrence: said she provided the Board with the TUSD agreement with ASDB but it wasn't included in the agenda. She is surprised that ASDB wasn't present at the meeting where their agreement was on the agenda and urged the Board to get the proposed amendment approved.

CONSENT AGENDA

The Consent Agenda included the following:

1. Minutes of the Regular Meeting held on July 11, 2017

Ms. Kelty and Dr. Gilmore expressed concern with how the request to remove the Director of Career and College Readiness from the Consent Agenda was handled at the July 11, 2017 meeting. They believe that anyone can remove an item from the agenda without a vote and they feel that the vote on this item was not correct. Mr. Contente-Cuomo will share his thoughts on this by email prior to the next meeting.

Ms. Fredericks moved to approve Consent Agenda Item #1. Ms. Kelty seconded; motion carried 5-0.

8. Signers on Bank Accounts

Dr. Gilmore asked how many signers are required on the student account checks. Ginger Wischmann, Budget Director, said two signatures are required on checks for the student accounts.

Ms. Fredericks moved to approve Consent Agenda Item #8. Ms. Kelty seconded; motion carried 5-0.

9. Resignations, appointments, retirements, releases from contract, leaves of absence and substitutes:

RESIGNATIONS, TERMINATIONS
Administration:

Certified:

Brancati, Ryan MEMS; P.E. Fit Kids Instructor; Effective June 30, 2017
~~Casados, Leah~~ ~~Coconino High School; Math; Effective August 15, 2017~~
 Connors, Emily Knoles Elementary School; Kindergarten; Effective June 30, 2017

Licensed Professionals:

Morse, Jill District Wide; Speech Pathologist; Effective June 30, 2017

Classified:

Ares, Melissa Marshall Elementary; SE Parapro; Effective June 30, 2017
 Athey, Terri Flagstaff High School; Eagles Crest Caregiver; Effective May 31, 2017
 Barber, Draven Flagstaff High School; Eagles Crest Caregiver; Effective June 1, 2017
 Blackwell, Kalie Flagstaff High School; Eagles Crest Caregiver; Effective May 2, 2017
 Bolerjack, Megan Educational Enrichment; FACTS Caregiver; Effective July 28, 2017
 Buckley, Janielle Cromer Elementary School; Kindergarten Aide; Effective June 30, 2017
 Burrell, Tina Coconino High School; Attendance Secretary; Effective June 9, 2017
 Christenson, Shryl Flagstaff High School; SE Parapro; Effective June 30, 2017
 Cooper, Lindsey Educational Enrichment; Instructional Aide; Effective June 1, 2017
 DeWitt-Dunn, Sara: Sinagua MS; SE Parapro; Effective June 30, 2017
 Dixon, Carly Flagstaff High School; Eagles Crest; Effective June 30, 2017
 Hintz, Tarrah DeMiguel Elementary School; SE Parapro; Effective June 30, 2017
 Hockensmith, Cassandra Marshall; Paraprofessional; Effective June 30, 2017
 Hustead, Heather DeMiguel Elementary School; Caregiver; Effective July 10, 2017
 Kugler, Gina Coconino High School; School to Work; Effective July 28, 2017
 Marks, Darrell Flagstaff High School; SE Parapro; Effective June 30, 2017
 Marshall, Karen Flagstaff High School; SE Parapro; Effective June 30, 2017
 Mathisen, Maren Camp Colton; Effective June 30, 2017
 Mitchell, Donna Flagstaff High School; SE Parapro; Effective June 2, 2017
 Montes DeOca, Paulina Killip Elementary School; SE Parapro; Effective June 30, 2017
 Pavlikowski, Mary Sinagua Middle School; Little Ropers Sub Caregiver; Effective June 27, 2017
 Poullos, Alexa Flagstaff High School; Eagles Crest; Effective June 30, 2017
 Ruiz, Ariana Flagstaff High School; Eagles Crest; Effective May 31, 2017
 Ramirez, Mayra Killip Elementary School; SE Parapro; Effective June 27, 2017
 Schaeffer, Aimee DeMiguel; SE Parapro; Effective June 30, 2017
 Sharpe, Kami Flagstaff High School; Eagles Crest Substitute Caregiver; Effective May 28, 2017
 Wilkes, Lastenia Administrative Center; Payroll Clerk; Effective July 6, 2017

Other:

APPOINTMENTS *Salaries noted for some new hires are based on current verified information at time of preparation of this agenda. Salaries may be subject to change, as more information is received /verified by Human Resources.

Administration:

Licensed Professionals:

Firth, Lynn: Exceptional Student Services (MEMS/Knoles); Speech Language Pathologist; 1.0 FTE; Effective 8/8/2017
 Pinet, Alesha District Wide; School Psychologist; 1.0 FTE; \$59,690; Effective August 8, 2017; 9 month calendar
 Rice, Kara District Wide; occupational Therapist; .60 FTE; \$50,692; Effective August 8, 2017; 9 month calendar

Certified:

Alvillar, Frank Flagstaff High School; Social Studies World/US History; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
 Ash, Heidi MEMS; PE/Health Teacher; 1.0 FTE; \$35,221; Effective August 2, 2017; 9 month calendar

Auble, Cristy	Flagstaff High School; Business; .8 FTE; \$27,896; Effective August 2, 2017; 9 month calendar
Barraza, Geraldine	Knoles; 3rd Grade Teacher; 1.0 FTE; \$41,421; Effective August 2, 2017; 9 month calendar
Bryson, Molly:	Cromer; Special Education Resource Teacher; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
Cathey, Michelle	Summit High School; Teacher TAPP; 1.0 FTE; \$42,171; Effective August 2, 2017; 9 month calendar
Chaira, Christina	Sechrist Elementary School; SE Preschool; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
Coddington, Mandy	Thomas Elementary School; Grade TBD; 1.0 FTE; \$36,505; Effective August 7, 2017; 9 month calendar
Corcoran, John:	FHS; Math Teacher (College Math); .4 FTE; \$18,128; Effective August 8, 2017; 9 month calendar
Craig, Jennifer	Leupp Elementary School; 2nd Grade Teacher; 1.0 FTE; \$36,971; Effective July 12, 2017; 9 month calendar
De la Rosa-John, Michele	Killip Elementary School; SEI Teacher Grades 3-5; 1.0 FTE; \$40,721; Effective July 12, 2017; 9 month calendar
Denslaw, Rachel	Knoles Elementary School; Special Education Teacher Beacon; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
Fernandez, Ramon	Flagstaff High School; English Teacher; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
Friend, Christine	Knoles; 2nd Grade Teacher; 1.0 FTE; \$36,971; Effective August 2, 2017; 9 month calendar
Gemetta, Jeremy	Coconino High School; Digital Media Teacher; 1.0 FTE; \$42,521; Effective August 2, 2017; 9 month calendar
Gibson, Krista:	PDH Language Academy @ Sinagua MS; 6th/7th Grade English and Math Teacher; 1.0 FTE; \$38,671; Effective August 2, 2017; 9 month calendar
Hashimoto, Alisha	Knoles; 5th Grade Teacher (ELA/Math); 1.0 FTE; Balance of the year; Effective August 8, 2017; 9 month calendar
Henderson, Clayton	Coconino High School; Geometry Teacher; 1.0 FTE; \$35,871; Effective August 2, 2017; 9 month calendar
Hester, Sarah	Summit High School; Special Education/Transitions School To Work; 1.0 FTE; \$38,285 (2016-17 salary. Will be revised to reflect 2017-18 salary increase); Effective August 8, 2017; 9 month calendar
Hyman, Phetkadei	Killip Elementary School; 4th Grade Teacher; 1.0 FTE; \$34,871; Effective July 12, 2017; 9 month calendar
Johnson, Valli	Killip Elementary School; Special Education Teacher-Resource; 1.0 FTE; \$24,871; Effective July 12, 2017; 9 month calendar
Kallister, Jennifer	Sinagua Middle School; SEI Teacher; 1.0 FTE; \$40,971; Effective August 2, 2017; 9 month calendar
Kasch, Russell	Marshall Elementary School; Instructional Specialist; 1.0 FTE; \$45,321; Effective August 2, 2017; 9 month calendar
Keller, Angela	Puente De Hozho; 4th/5th Grade Teacher; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
Keller, Kaitlyn	Cromer Elementary School; 1st Grade Teacher; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
Kugler, Gina	CHS; SPED Teacher (Anchor Program); 1.0 FTE; \$35,175; Effective August 2, 2017; 9 month calendar
Lewis, Emily	Sinagua Middle School; Spanish Teacher (.8 FTE); Teacher on Assignment (.2 FTE); 1.0 FTE; \$37,471; Effective August 2, 2017; 9 month employee
Long, Kristi	Coconino High School; Dance Teacher; .2 FTE; \$8,383.20; Effective August 8, 2017; 9 month calendar

Lyle, Janice	MEMS; 7th-8th Grade Math Teacher; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month employee
Lyle, Thomas	FHS; Sports Medicine Instructor; .2 FTE; \$8,461 (2016-17 salary. Will be revised to reflect 2017-18 salary increase); Effective August 8, 2017; 9 month calendar
McCord, Cameron	Killip Elementary School; 3rd Grade Teacher; 1.0 FTE; \$41,421; Effective July 12, 2017; 9 month calendar
Managhan, Casey	DeMiguel Elementary School; 1st Grade Teacher; 1.0 FTE; \$35,571; Effective August 2, 2017; 9 month calendar
Marshall, Catherine	Flagstaff High School; Culinary Arts Teacher; 1.0 FTE; \$35,221; Effective August 2, 2017; 9 month calendar
Maury, Caitlin	Kinsey Elementary School; 3rd Grade Teacher; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
Merriman, Rachel	DeMiguel Elementary School; Kindergarten Teacher; 1.0 FTE; \$36,621; Effective August 2, 2017; 9 month calendar
Millos, Sarah	Marshall Elementary School; SEI 4th-5th Grade Teacher; 1.0 FTE; \$39,071; Effective August 2, 2017; 9 month calendar
Morales, Jordan	Kinsey Elementary School; 3rd Grade Teacher; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
Morton, Jeff	Sechrist Elementary School' Program Specialist Elementary; .5 FTE; \$20,372; Effective August 2, 2017; 9 month calendar
Mushro, Sara	Sinagua Middle School; Special Education Resource Teacher; 1.0 FTE; \$38,471; Effective August 2, 2017; 9 month calendar
Naylor, Kelsi	Sinagua Middle School; 7th Grade Math and Social Studies; 1.0 FTE; \$35,571; Effective August 2, 2017; 9 month calendar
Nie, Laura	Sechrist Elementary School; Special Education (Behavior and Support); 1.0 FTE; \$38,421; Effective August 2, 2017; 9 month calendar
Norcutt, Abby	Sechrist Elementary School; 2nd Grade Teacher; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
Patty, Karen	Thomas Elementary School; Technology Teacher (Integration Coach) .5 FTE; \$20,924.50; Effective August 8, 2017; 9 month calendar
Penca, Kristine	Sinagua Middle School; 7th Grade Science/Engineering Teacher; 1.0 FTE; \$38,371; Effective August 2, 2017; 9 month calendar
Rosensweet, Laura	Coconino High School; Algebra II Teacher; 1.0 FTE; \$39,071; Effective August 2, 2017; 9 month calendar
Sampson, Sydnie	Program Specialist/Special Education Resource Teacher; 1.0 FTE; \$34,655 (2016-17 salary. Will be revised to reflect 2017-18 salary increase); Effective August 8, 2017; 9 month calendar
Serverian, Raymond	Summit High School; Science Teacher; 1.0 FTE; \$35,121; Effective August 2, 2017; 9 month calendar
Schwerzel, Andrew	CHS; Band/Orchestra/Guitar Teacher; 1.0 FTE; \$38,171; Effective August 2, 2017; 9 month calendar
Shaffer, Sonja	Sechrist Elementary School; 1st Grade Teacher; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
Sheppard, Victoria	DeMiguel Elementary School; 3rd Grade Teacher; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
Shove, Casey	Coconino High School; PE/Health Teacher; 1.0 FTE; \$38,721; Effective August 2, 2017; 9 month calendar
Solarte Soto, Francy	CHS; Spanish Teacher; 1.0 FTE; \$38,071; Effective August 2, 2017; 9 month calendar
Stevens, Lily	Coconino High School; 11th & 12th Grade English Teacher; 1.0 FTE; \$40,621; Effective August 2, 2017; 9 month calendar

Stott, Jessica:	Kinsey Elementary School; Special Education Teacher-Specialized Program-Transition to Kindergarten; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
Todacheenie, Therron	Sinagua Middle School; 7th Grade Math Teacher; 1.0 FTE; \$35,921; Effective August 2, 2017; 9 month calendar
Vezeau, Morgan	MEMS; Special Education Resource Teacher (English); 1.0 FTE; \$35,221; Effective August 2, 2017; 9 month calendar
Wade, Brian	Sinagua Middle School; Social Studies Teacher; 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
Wagner Bosley, Janis	Leupp; Kindergarten Teacher; 1.0 FTE; \$43,671; Effective July 12, 2017
Will, Vrendi	Cromer Elementary School; 4th Grade Teacher; 1.0 FTE; \$37,821; Effective August 2, 2017; 9 month calendar
Wood, Katie	Sinagua Middle School; 6th Grade Social Studies Teacher; 1.0 FTE; \$39,271; Effective August 2, 2017; 9 month calendar
Woodruff, Kelly	Coconino High School; Art Teacher (Sculpture and Ceramics); 1.0 FTE; \$34,871; Effective August 2, 2017; 9 month calendar
Worthington, Eva:	Sechrist Elementary School; Instructional Specialist; 1.0 FTE; \$41,521; Effective August 2, 2017; 9 month calendar
Yeager, Sarah	Cromer; Instructional Specialist; 1.0 FTE; \$36,071; Effective August 2, 2017; 9 month calendar
Classified:	
Amos, Hailey	Administrative Center; Assessment Systems Assistant; \$15.95/hour 27.5 hours/week; Effective July 20, 2017; 12 month calendar
Andrews, Carmen	Sinagua Middle School; Special Education Paraprofessional; \$11.81/hour; 31.75 hours/week; Effective August 10, 2017; 9 month Calendar
Bailey, Joni	Marshall Elementary; General Aide Clerical/Lunch Duty; \$11.36/hour; 17.5 hours/week; Effective August 10, 2017; 9 month Calendar
Blair, Kira	Coconino High School; Counseling Secretary; \$12.39/hour; 35 hours/week; Effective July 31, 2017; 10 month position
Boyer, Chad	Flagstaff High School; Special Education Paraprofessional; \$11.84/hour; 31.75 hours/week; Effective August 10, 2017; 9 month Calendar
Calahan, Sarah	Coconino High School; Bookkeeper; \$12.99/hour; 40 hours/week; Effective July 31, 2017; 12 month calendar
Charley, Heather	Marshall Elementary School; Special Education Paraprofessional; \$11.81/hour; 30.75 hours/week; Effective August 10, 2017; 9 month calendar
Covarrubiaz, Maria	Knoles; Special Education Paraprofessional; \$14.27/hour; 30.75 hours/week; Effective August 10, 2017; 9 month calendar
Czachowski, Margaret	Coconino High School; Attendance Secretary; \$12.97/hour; 40 hours/week; Effective July 31, 2017; 10 month calendar
Delgadillo, Jim	Sinagua Middle School; Special Education Parapro; \$12.39/hour; 31.75 hours/week; Effective August 10, 2017; 9 month calendar
Greenberg, Elena	Puente deHozho; Health Instructional Aide/FIT Kids; \$11.81/hour; 36 hours/week; Effective August 10, 2017; 9 month calendar
Hice, Bryanna	Kinsey Elementary School; Technology Assistant Aide; \$12.99/hour; 35 hours/week; Effective August 10, 2017; 9 month calendar
Largo, Tina	Leupp Elementary School; Health Instructional Aide/FIT Kids; \$16.06/hour; 40 hours/week; Effective August 10, 2017; 10 month calendar
Marandola, Diane	Sinagua Middle School; Special Education Paraprofessional; \$11.84/hour; 31.75 hours/week; Effective August 10, 2017; 9 month Calendar
May, Cheryl	Killip; Special Education Paraprofessional; \$11.84/hour; 30.75 hours/week; Effective July 19, 2017; 9 month calendar

Mitchell, Heather	District Wide; Special Education Clerical-Preschool Evaluation Team; \$12.10/hour; 32.5 hours/week; Effective August 10, 2017; 9 month Calendar
Rossi, Ann	Kinsey Elementary School; Library Media Assistant; \$11.84/hour; 35 25 hours/week; Effective July 31, 2017; 10 month calendar
Ryan, Julie	Sinagua Middle School; Instructional Assistant Little Ropers; \$11.36/hour; 40 hours/week; Effective August 10, 2017; 9 month Calendar
Stefani, Paula	District Wide; Enrichment Skills Trainer; \$27.50/hour; 20 hours/week; Effective August 1, 2017; Temp
Strange, James	Maintenance; Facilities Low Voltage Specialist; \$17.67/hour; 40 hours/week; Effective July 31, 2017; 12 month calendar
Warren, Serena	Leupp Elementary School; Instructional Aide Preschool \$10.83/hour; 35 hours/week; Effective July 19, 2017; 9 month calendar
Watson, Robert	District Wide; Speech Language Pathology-Assistant; \$15.95/hour; 15 hours/week; Effective August 10, 2017; 9 month calendar
Williams; Stella	Sinagua Middle School; Special Education Paraprofessional; \$11.81/hour; 31.75 hours/week; Effective August 10, 2017; 9 month Calendar
Woods, Melissa	Sinagua Middle School; Special Education Parapro; \$11.30/hour; 31.75 hours/week; Effective August 10, 2017; 9 month calendar

Student Workers:

Camp Colton:

Enrichment Skills Trainers:

Returning Retirees (Temp Positions):

Coach/Sports Officials/Sports Event Workers:

Temporary Assignment:

Volunteers:

Mercer, Kathryn Flagstaff High School; Volunteer; Athletic Training

Other:

RETIREMENT

The following administrator(s)/teacher(s)/support staff are requesting to retire from the District:

Administrative:

Certified:

Casados, Leah *Coconino High School; Math; Effective August 15, 2017; Plans to participate in Phased Retirement*

McCamley, Susan Thomas; Music Teacher; Effective July 17, 2017; Plans to participate in Phased Retirement

Classified:

Chairez, Raul Facility Services/Maintenance; Custodian; Effective August 31, 2017; Will not participate in Phased Retirement

Chee, Bella Facility Services/Maintenance; Sub Custodian; Effective July 24, 2017; Will not participate in Phased Retirement

Mase, Ella Coconino High School/Sinagua MS; Home School Coordinator; Effective June 30, 2017; Plans to participate in Phased Retirement

RELEASE OF CONTRACT

The following administrator(s)/teacher(s)/support staff are requesting to be released from their contract:

Administrative:

Certified:

Classified:

LEAVE OF ABSENCE

The following administrator(s)/teacher(s)/support staff are requesting a Leave of Absence from the District:

Administrative:

Certified:

Soifer, Jessica Knoles Elementary School; Art Teacher; Effective June 30, 2017

Classified:

QUALIFIED EVALUATORS:

SUBSTITUTES NEW HIRES

SUBSTITUTE TEACHERS: Mercedes Gonzalez-Whitney; Andrew Wollman; Martha Guerra-Carroll; Shelly Henley; Jill Pressman; Brendan Personale

SUB AIDES: Stella Carr

Ms. Kelty asked if exit interviews are conducted with staff that are leaving. Ms. Anderson outlined her plans for future interviews with staff members that are leaving the District.

Ms. Anderson said there is one correction to the Human Resources portion of the Consent Agenda. She said that Leah Casados should not be listed as a resignation but should instead be a retirement and will return as a SmartSchools employee.

Ms. Fredericks moved to approve Consent Agenda Item #9 as amended. Ms. Kelty seconded; motion carried 5-0.

2. Minutes of the Special Meeting held on July 18, 2017
3. Vouchers: AD626A17; AD619A17; DS626A17; DS629A17; DS620A17; DS621A17; AD622A17; AD628A17; 012; 013 (Detailed information is available upon request)
4. Monetary Donations
Brenda Wilson \$25.00 Hopi and Navajo Language Leupp School
Clara Schmach \$10.00 Hopi and Navajo Language Leupp School
Clara Schmach \$25.00 Hopi and Navajo Language Leupp School
Diana and Louwood Saganey \$25.00 Hopi and Navajo Language Leupp School
Wildine Rodriguez \$25.00 Hopi and Navajo Language Leupp School
Carol and Herbert Harvey \$25.00 Hopi and Navajo Language Leupp School
Tim and Colleen Ellenberger \$35.00 Hopi and Navajo Language Leupp School
April Kinlicheenie \$25.00 Hopi and Navajo Language Leupp School
S. S. Fuller \$25.00 Hopi and Navajo Language Leupp School
Home Team Marketing, LLC \$800.00 Athletics Coconino High School
Coconino Community College \$400.02 Curt Craig Stipend Mount Elden Middle School (MEMS)
Coconino Community College \$92.00 Transportation and Substitute Teachers MEMS
Coconino Community College \$4,747.00 Transportation and Substitute Teachers MEMS
Coconino Community College \$399.98 Jill Worssam Stipend Sinagua Middle School (SMS)
Coconino Community College \$1,253.00 Transportation and Substitute Teachers SMS
Friends of Camp Colton \$5,489.69 Executive Director Benefits Camp Colton
Friends of Camp Colton \$56,656.21 Cabin Construction Camp Colton
United Way of Northern Arizona \$110,856.97 KinderCamp Educational Enrichment Dept.
5. Gifts and Donations: One Edugear Mobilab Charging Cart valued at \$949.00 from the DeMiguel PTO to be used at DeMiguel Elementary School

6. Annual Professional Memberships for Superintendent Michael A. Penca in Arizona School Administrators (\$395.00) and American Association of School Administrators (\$450.00)
7. Reimbursement for Moving Expenses in the amount of \$4,920.31 for Superintendent Michael A. Penca

Ms. Kelty moved to approve the remainder of the Consent Agenda. Ms. Kozak seconded; motion carried 5-0.

STUDENT TRAVEL

1. Flagstaff High School Cross Country team to the Nike Cross Country Meet in Portland, Oregon on September 29 – October 1, 2017

Ms. Fredericks moved to approve Student Travel as submitted. Ms. Kelty seconded; motion carried 5-0.

PRESENTATIONS

3. FUSD Highlights
 - a. Ms. Eberhard introduced students from the CocoNuts team. The students provided a PowerPoint presentation and reported on their trip to Washington, DC this summer.

6. Operations and Support Services Report

- e. Update on Flagstaff High School Welding Shop Remodel Project and Contract

Mr. Kuhn provided an update on progress on the remodel project of the Welding Shop at Flagstaff High School. He will meet with representatives of Sky Engineering tomorrow and will come up with a completion plan. Ms. Kelty asked if Mr. Kuhn is confident that Sky Engineering will complete the project on time and adequately. Mr. Kuhn said that he is confident they will.

1. Proposed Contract Amendment

Mr. Penca and Susan Smith, Exceptional Student Services Director, reviewed a draft Contract Amendment to the Regional Cooperative Agreement with The Arizona State Schools for the Deaf and Blind (ASDB) for educational services for students with hearing or visual disabilities. Board Members indicated that these are the amendments they were seeking and authorized Ms. Smith to present the amendment to ASDB for their consideration. Mr. Kuhn and Ms. Smith plan to attend ASDB's board meeting next month to present the proposed amendment.

Ms. Smith addressed Ms. Lawrence's comment about the Tucson Unified School District (TUSD) agreement with ASDB and said that our attorney's research indicated that the contract is not a signed agreement and doesn't think there is currently an agreement in place between ASDB and TUSD.

2. Superintendent's Report

Mr. Penca reviewed his written report. He said he'd like to move forward with the purchase of BoardDocs and feels it could increase transparency and efficiency. Mr. Penca asked the Board their thoughts about proceeding with purchasing BoardDocs. Dr. Gilmore said she is concerned about funding it and would like to see a public presentation about BoardDocs.

3. FUSD Highlights

Ms. Eberhard provided an update on the district's new website. Board Members indicated that they would like the Board's page moved away from Administration and put under "About Us". Ms. Eberhard provided a report on highlights of happenings in the district.

4. Curriculum and Instruction Report

Ms. Walton's presentation included reports on Student Policies and Processes related to Bullying/Harassment. Ms. Fredericks suggested changes to Regulation JICK-R. Dr. Robert Hagstrom reviewed how the AZMerit was presented last year and a discussion followed on how the Board wants AZMerit data presented this year. Ms. Walton reviewed the Memorandum of Understanding with Willow Bend. This item will come back as an action item at the August 22nd meeting.

5. Finance and Budget Report

Mr. Walmer reviewed the FUSD Property Tax Rate Summary for the 2017-2018 School Year. A discussion about Board Member's signature on vouchers followed. Ms. Fredericks and Ms. Kozak will continue to use their electronic signatures on the vouchers but all others want to come in to the business office to review and sign vouchers.

6. Operations and Support Services Report

Mary Knight, Director of Technology, provided an update on the proposed Phase II iPads Refresh for elementary schools. This will be an action item at the August 22nd meeting. Mr. Kuhn provided a report on the Summer Food Service Program. Elaine Kasch, Supervisor of Indian Education, provided information related to the annual approval of Indian Education Policies and Procedures and her efforts to comply with the requirements of funding and participation in the Impact A id program. Mr. Kuhn provided a report on Construction projects around the District.

At 8:37 pm, the Board took a ten-minute break.

7. Human Resources Report

Ms. Anderson provided a PowerPoint presentation on Hiring and Pay Practices; changes from the Arizona Department of Education related to Certification Requirements; and Coach and Club Stipend Schedule. Ms. Anderson informed the Board that she is in the process of reviewing all policies and procedures related to Human Resources.

Ms. Kelty made a motion that General Administration Item #1 be moved before the Governing Board Members' Report. Ms. Kozak seconded; motion carried 5-0.

GENERAL ADMINISTRATION: DISCUSSION/ACTION ITEMS

1. New Positions

Ms. Kozak moved to approve job descriptions for and creation of STEM Project Coordinator and STEAM Consultant positions at Kinsey Elementary School. Ms. Kelty seconded; motion carried 5-0.

PRESENTATIONS (CONTINUED)

8. Governing Board Members' Report

Board Members reported on various activities, conferences and meetings they have attended.

GENERAL ADMINISTRATION: DISCUSSION/ACTION ITEMS (CONTINUED)

2. Hearing Officer

Dr. Gilmore said she will vote nay because she thinks the Board should serve as the Hearing Officer. Ms. Kozak said she feels the Board should not serve as the Hearing Officer so that students will have an appeal process.

Ms. Fredericks moved to approve the appointment of Derald Cox as the district's hearing officer and Tom McMillian and The Trust as the alternate hearing officers for student hearings conducted during the 2017 – 18 school year. Ms. Kozak seconded; motion carried 4-1 with Dr. Gilmore voting

3. Coach and Club Stipends

Ms. Kelty made a motion to amend the stipend schedule to move Robotics to Class A. Ms. Kozak seconded; motion carried 5-0.

Ms. Kelty moved to approve the payment of stipends to coaches for the 2017-18 school year as amended. Ms. Kozak seconded; motion carried 5-0.

4. Air Conditioning

Ms. Fredericks moved to approve installation of air conditioning in four classrooms at DeMiguel Elementary School. Dr. Haden seconded; motion carried 5-0.

5. ASBA Delegate Assembly

Ms. Kozak moved to approve appointment of Ms. Fredericks as Delegate and Ms. Kozak as the Alternate at the Arizona School Boards Association Annual Delegate Assembly in Phoenix on September 9, 2017. Ms. Kelty seconded; motion carried 5-0.

6. Student Representation

Ms. Kelty moved to table Student Representation until the August 22nd meeting. Dr. Gilmore seconded; motion carried 5-0.

7. Meeting Dates

Ms. Fredericks said that Dr. Haden, and possibly Ms. Kozak, will not attend the August 22, 2017 meeting and suggested that the FEA Executive Session and Presentation be moved to September 12, 2017 at 4:30 pm.

Dr. Gilmore requested a special meeting for August 15, 2017 at 5:30 pm to further discuss the Welding Shop at Flagstaff High School.

INFORMATION ITEMS1. Future Agenda Items

ADJOURNMENT OF REGULAR MEETING – The meeting was adjourned at 10:05 pm.

Signature Date

Signature Date

Signature Date

Signature Date

Signature Date

OFFICIAL MINUTES

August 15, 2017

The Governing Board of the Flagstaff Unified School District Number One, Coconino County, Flagstaff, Arizona held a Special Meeting on August 15, 2017 at the District Administrative Center, 3285 E. Sparrow Avenue, Flagstaff, Arizona.

Ms. Fredericks called the meeting to order at 5:30 pm. This was followed by a Moment of Silence and the Pledge of Allegiance.

Roll Call:

Board Members

Ms. Christine Fredericks, President
Ms. Kara Kelty, Clerk (participated by telephone)
Dr. Carol Haden, Member
Dr. Carole Gilmore, Member
Ms. Kathryn Kozak, Member

Administrative Staff

Mr. Michael A. Penca, Superintendent
Mr. Robert Kuhn, Assistant Superintendent
Ms. Mary K. Walton, Assistant Superintendent
Mr. Scott Walmer, Director of Finance
Ms. Dawn Anderson, Director of Human Resources
Ms. Karin Eberhard, District Relations Coordinator
Ms. Kim Branges, Executive Assistant

Absent

There were no requests to reorder the agenda.

Ms. Kozak moved to adopt the agenda as submitted. Ms. Fredericks seconded; motion carried 5-0.

Ms. Fredericks made a motion to enter Executive Session pursuant to ARS §38-431.03 (A)(4) for a discussion regarding the contract with Sky Engineering for the Flagstaff High School Metal Lab Renovation. Ms. Kozak seconded; motion carried 5-0. The Executive Session ended at 6:36 pm and the public meeting resumed.

Ms. Kozak made a motion to table a decision regarding the contract with Sky Engineering for the Flagstaff High School Metal Lab and directed staff to provide an update to the Board on their progress on all future agendas until the project is complete. Dr. Haden seconded; motion carried 4-1 with Ms. Kelty voting nay.

DISCUSSION/ACTION ITEMS

Mr. Penca and Susan Smith, Director of Exceptional Student Services, answered questions regarding the proposed Modification LEA Service Order 1 to the Intergovernmental Agreement with Coconino County Education Service agency for Speech Services.

Ms. Fredericks moved to approve the Modification LEA Service Order 1 to the Intergovernmental Agreement with Coconino County Education Service agency for Speech Services. Dr. Haden seconded; motion carried 5-0.

INFORMATION ITEMS

Dr. Gilmore requested a review of the stipend list and suggested that C-PAP, for culinary arts, be added to the list. Ms. Anderson explained how the Negotiations process works.

Dr. Gilmore asked that test scores be presented to the Board in executive session prior to the release to the public. Board Members agreed that this meeting will be held on September 5, 2017 at 5:30 pm.

Dr. Gilmore requested a discussion on prioritizing agenda items and procedures for following up on ongoing items. Mr. Penca said this will be discussed at the retreat on September 19.

ADJOURNMENT OF SPECIAL MEETING – The meeting was adjourned at 6:54 pm.

Signature Date

Signature Date

Signature Date

Signature Date

Signature Date

**RENT VOUCHERS AS OF AUGUST 16, 2017
TOTALS FOR BOARD
MEETING DATED AUGUST 22, 2017**

Accounts Payable	AD718B17	7/18/2017	407,919.98	Carole Gilmore
Accounts Payable	AD710A17	7/10/2017	786,338.10	Carole Gilmore
Accounts Payable	AD725A18	7/25/2017	173,704.53	Carole Gilmore
Accounts Payable	AX7140C17	7/10/2017	91,911.73	Carole Gilmore
Auxiliary	AD804A18	8/4/2017	17,061.76	Carole Gilmore
Auxiliary	AX710A17	7/10/2017	7,063.18	Carole Gilmore
Auxiliary	AD712A17	7/12/2017	20,688.55	Carole Gilmore
Auxiliary	AD725B18	7/25/2017	7,502.50	Carole Gilmore
Auxiliary	AD720B17	7/20/2017	1,224.89	Carole Gilmore
Payroll	014	7/27/2017	562,861.46	Carole Gilmore
Payroll	213	6/30/2017	1,359,273.87	Carole Gilmore
Payroll	214	7/26/2017	2,349.76	Carole Gilmore
Payroll	215	8/2/2017	616.27	Carole Gilmore

MONETARY GIFTS & DONATIONS
FY 2017-2018
July 29 through August 14, 2017

Date	Contributor	Amount	Purpose	School/Site
8/14/2017	Dorrance Scholarship Program, LLC	\$2,750.00	Robotics	Coconino High School
Total		\$2,750.00		

BOARD SUMMARY

MEETING DATE: August 22, 2017

ACCEPTANCE OF GIFTS TO DISTRICT

EXECUTIVE SUMMARY:

Donations to the District include the following:

RECIPIENT	DONOR	ITEM	DONOR VALUE
Elementary Science Teachers	Ron Beauchame	12 Praying Mantis Kits	\$180

RECOMMENDED ACTION: Move to accept Gifts to District



3285 East Sparrow Avenue

Flagstaff, Arizona 86004

928-527-6043

To: Flagstaff Unified School District #1 Governing Board
From: Ginger Wischmann, Director of Accounting
Re: Approval of Student Activities Treasurers FY 2018
Date: August 14, 2017
Goal: #5-Increase Public Engagement and Support for FUSD

Student Activities Treasurers for Fiscal Year 2017-2018

Request for approval of Student Activities Treasurer:

Ginger Wischmann, Director of Accounting

Request for approval of Student Activities Assistant Treasurers

Scott Walmer – Director of Finance

Mount Elden Middle School – Tom Safranek, Principal

Sinagua Middle School – Tari Popham, Principal

Flagstaff High School – Anthony Cullen, Principal

Coconino High School – Stacie Zanzucchi, Principal



3285 East Sparrow Avenue

Flagstaff, Arizona 86004

928-527-6043

To: Flagstaff Unified School District #1 Governing Board
From: Ginger Wischmann, Director of Accounting
Re: Approval of Closure of Leupp Student Activities Bank Account
Date: August 15, 2017
Goal: #6-Develop Diversified Partnerships and Revenue Opportunities

The Uniform System of Financial Records advises that inactive bank accounts be closed. The below bank account has been inactive since September 2016.

Leupp Student Activities at Wells Fargo

The funds from this account will be transferred to the school's Auxiliary Bookstore account.

FUSD Governing Board Meeting
AGENDA
August 22, 2017
HUMAN RESOURCES SUMMARY

RESIGNATIONS, TERMINATIONS

Administration:

Certified:

Licensed Professionals:

Hughes, Karen CHS, Counselor, Effective 8/18/2017

Classified:

Fawbush, Maryssa: Cromer; FACTS Caregiver, Effective 8/1/2017
Garneau, Johanna: Knoles; Instructional/General Aide; Effective 6/30/2017
Rowley, Karen: FHS; Hearing Impaired Intervener; Effective 6/30/2017
Navarro, Michael: Sinagua MS; SPED Parapro; Effective 7/26/2017
Worden, Hannah: DeMiguel; FACTS Caregiver; Effective 8/1/2017
Gaitlin, Anne: DeMiguel; FACTS Caregiver; Effective 8/2/2017
Parafiniuk, Molly: Thomas; Transition Kinder Aide; Effective 6/1/2017
Guyer, Jennifer: Puente De Hozho; Parapro; Effective 6/30/2017
Stevens, Jane: Exceptional Student Services; Sign Language Interpreter;
Effective 7/24/2017
Smith, Dayne: FHS; SPED Parapro; Effective 6/30/2017
Deegan, Marylee: Sinagua MS; SPED Parapro; Effective 6/30/2017

Other:

APPOINTMENTS

**Salaries noted for some new hires are based on current verified information at time of preparation of this agenda. Salaries may be subject to change, as more information is received /verified by Human Resources.*

Administration:

Licensed Professionals:

Blaauw, Gina: Occupational Therapist; DeMiguel & Thomas; 1.0 FTE;
\$53,654; Effective 8/8/2017
Titus, Kelly: Exceptional Student Services/Marshall; Speech-Language
Pathologist; 1.0 FTE; \$53,254; Effective 8/8/2017

Certified:

Doneski-Nicol, Janis: Exceptional Student Services; Assistive Technology Specialist;
.8 FTE; \$39,445; Effective 8/15/2017
Giertych, Toni: MEMS; Fit Kids Teacher; 1.0 FTE; \$33,933; Effective 8/10/2017

Hatch, Dawn:	Exceptional Student Services/FHS; Nurse Sen Comm. Program; 1.0 FTE; \$34,871; Effective 8/8/2017
Marks, Darrell:	FHS; Native American Academic Advisor; 1.0 FTE; \$34,871; Effective 8/8/2017
Meyer, Sierra:	Exceptional Student Services/Marshall; Nurse Cross Categorical Program; 1.0 FTE; \$35,221; Effective 8/8/2017
Pennington, Jeremy:	FHS; SPED Teacher (Behavior Support); 1.0 FTE; \$41,692; Effective 8/8/2017
Polin, Rachael:	MEMS; SPED Teacher (TIA Program); 1.0 FTE; \$38,083; Effective 8/8/2017
Schwartz, Laura:	Knolles; Art Teacher; 1.0 FTE; \$34,683; Effective 8/3/2017
Smith, Tyler:	Summit High School; Fit Kids Teacher; 1.0 FTE; \$37,927; Effective 8/3/2017;

Classified:

Aldridge, Morgan:	Sinagua MS/Little Ropers Childcare Center; Instructional Assistant; 15 hours/week; \$11.36/hour; 9 month calendar; Effective 8/10/2017
Borders, Samantha:	Sinagua MS/SPED Parapro; 31.75 hours/week; \$11.30/hour; 9 month calendar; Effective 8/10/2017
Christian, Kyle:	Knolles; FACTS Team Leader; 37.5 hours/week; \$13.33/hour; 9 month calendar; Effective 8/10/2017
Corcoran, Mary:	FHS; Library/Media Assistant; 25 hours/week; \$11.30/hour; 9 month calendar; Effective 8/10/2017
Dankert, McKenzie:	FHS; Instructional Aide (Business/Graphic/Web Design Programs & Inked Up Printing); 25 hours/week; \$10.83/hour; 9 month calendar; Effective 8/10/2017
Davis, Vanessa:	Sechrist; Health Instructional Aide (Fit Kids); 40/hours/week; \$11.81/hour; 10 month calendar; Effective 8/10/2017
Flood, Stephanie:	Leupp; Library/Media Assistant; 32 hours/week; \$11.30/hour; 9 month calendar; Effective 8/9/2017
Florek, Amber:	Curriculum & Instruction; Textbook Account Clerk; 40 hours/week; \$12.99/hour; 12 month calendar; Effective 8/7/2017
Goldberg, Danielle:	FHS; Instructional Assistant/Eagles Crest Childcare Center; 27.5 hours/week; \$10.83/hour 9 month calendar; Effective 8/10/2017
Gomez, Karin:	MEMS; SPED Parapro; 31.75 hours/week; \$11.30/hour; 9 month calendar; Effective 8/11/2017
Gordon, Ana:	Sechrist; FACTS Caregiver; 8 hours/week; \$10.50/hour; 9 month calendar; Effective 8/10/2017 Sechrist; SPED Parapro (Preschool); 30.75 hours/week; \$11.81/hour; 9 month calendar; Effective 8/10/2017
Hancock, Natalie:	Exceptional Student Services/Marshall; Speech Language Pathology Assistant; 22.5 hours/week; \$16.75/hour; 9 month calendar; Effective 8/10/2017
Heiniemi, Lora "Stella":	Transportation; Bus Driver; 40 hours/week; \$13.66/hour; 9 month calendar; Effective 8/10/2017

Hill, Jennifer:	CHS; Registrar; 40 hours/week; \$12.97/hour; 12 month calendar; Effective 8/26/2017
Kennedy, Pamela:	Marshall; SPED Parapro (Cross Cat Program); 30.75 hours/week; \$12.39/hour; 9 month calendar; Effective 8/11/2017
Kuche, Lyndsey:	Sechrist; General Aide/RTI (Response to Intervention); 27.5 hours/week; \$11.36/hour; 9 month calendar; Effective 8/10/2017
Lawler, Britney:	Cromer; FACTS Team Leader; 37.5 hours/week; \$12.99/hour; 9 month calendar; Effective 8/10/2017
Ludwig, Courtney:	FHS; Instructional Assistant/Eagles Crest Childcare Center; 27.5 hours/week; \$10.83/hour; Effective 8/10/2017
Moss, Claudia:	Marshall; SPED Parapro (Cross Cat Program); 30.75 hours/week; \$11.81/hour; 9 month calendar; Effective 8/11/2017
Nelson, Stormie:	Sechrist; SPED Parapro (BSP Program); 32.75 hours/week; \$11.81/hour; 9 month calendar; Effective 8/10/2017
Pennington, James:	Sechrist; Crossing Guard; 8.25 hours/week; \$10.52/hour; 9 month calendar; Effective 8/11/2017 Sechrist; General Aide; 9.25 hours/week; \$10.83/hour; 9 month calendar; Effective 8/11/2017
Ramirez, Miguel:	FHS; SPED Parapro (Bridges Program); 31.75 hours/week; \$11.30/hour; 9 month calendar; Effective 8/10/2017
Reader, Kayla:	Kinsey; 21 st Century Community Learning Center Site Facilitator; 15 hours/week; \$16.26/hour; 9 month calendar; Effective 8/10/2017
Richardson, Summer:	Killip; FACTS Site Manager; 29.5 hours/week; \$11.30/hour; 9 month calendar; Effective 8/2/2017
Rosell, Roger:	Facility Services/Maintenance; Carpenter; 40 hours/week; \$17.67/hour; 12 month calendar; Effective 8/14/2017
Ruiz-Nielsen, Ana:	Sinagua MS; SPED Parapro; 31.75 hours/week; \$11.81/hour; 9 month calendar; Effective 8/14/2017
Schlinger, Amanda:	FHS; Attendance Secretary; 40 hours/week; \$12.39/hour; 10 month calendar; Effective 7/31/2017
Schoech, Chelsea:	Knoles; FACTS Caregiver; 29.5 hours/week; \$11.30/hour; 9 month calendar; Effective 8/10/2017
Sifling, Michael:	CHS and Districtwide as needed; School Security Officer; 40 hours/week; \$30.00/hour; 10 month calendar; Effective 8/4/2017
Simmons, Angela:	Knoles; SPED Parapro; 30.75 hours/week; \$11.81/hour; 9 month calendar; Effective 8/10/2017
Smith, Kaylee:	CHS; Team Leader TSW; 31.5 hours/week; \$12.99/hour; 9 month calendar; Effective 8/10/2017
Stokley, Abigail:	Sinagua MS; SPED Parapro; 31.75 hours/week; \$11.81/hour; 9 month calendar; Effective 8/16/2017
Szikszai, Justyce:	Cromer; SPED Parapro; 30.75 hours/week; \$11.30/hour; 9 month calendar; Effective 8/10/2017
Sutton, Desirea:	CHS; SPED Parapro; 31.75 hours/week; \$11.81/hour; 9 month calendar; Effective 8/10/2017
Tripp, Courtney:	Sechrist; FACTS Site Manager; 29.5 hours/week; \$11.57/hour; 9 month calendar; Effective 8/10/2017

Tripp, Taylor:	DeMiguel & Thomas; FACTS Caregiver; 19 hours/week; \$10.50/hour; 9 month calendar; Effective 8/14/2017
Whiting, McKenzie:	Thomas & Kinsey; Speech Language Pathology Assistant (SLP-A); 37.5 hours/week; \$16.35/hour; 9 month calendar; Effective 8/10/2017
Wingler, Gabrielle:	FHS; SPED Parapro; 31.75 hours/week; \$12.10/hour; 9 month calendar; Effective 8/10/2017
Winters, Katharine:	Killip; FACTS Caregiver; 6 hours/week; \$10.50/hour; 9 month calendar; Effective 8/15/2017
Wofford, Justina:	Transportation; Bus Driver; 40 hours/week; \$13.66/hour; 9 month calendar; Effective 8/10/2017

Student Workers:

Camp Colton:

Beekman, Jessica:	Program Assistant/Night Counselor: \$157.50/15 hour shift Environmental Education Instructor; \$97.00/9 hour shift Effective 8/14/2017
Garvey, Evan:	Nurse; \$483.50/24 hour shift; Effective 8/14/2017
Karls godt, LeaAnn:	Cook; \$165/11 hour shift; Effective 8/4/2017
Kennedy, Kevin:	Environmental Education Instructor; \$97.00/9 hour shift; Effective 8/14/2017
Kinback, Steven:	Program Assistant/Night Counselor: \$157.50/15 hour shift; Effective 7/25/2017 Environmental Education Instructor; \$97.00/9 hour shift; Effective 8/2/2017
Kinney, Johnathan:	Program Assistant/Night Counselor: \$157.50/15 hour shift; Effective 8/14/2017 Environmental Education Instructor; \$97.00/9 hour shift; Effective 7/31/2017
LeFevre, Judith:	Environmental Education Instructor; \$97.00/9 hour shift; Effective 8/3/2017
Ritchie, Samantha:	Program Assistant/Night Counselor: \$157.50/15 hour shift; Effective 8/14/2017 Environmental Education Instructor; \$97.00/9 hour shift; Effective 7/31/2017
Skaggs, Kyra:	Environmental Education Instructor; \$97.00/9 hours shift; Effective 8/2/2017

Enrichment Skills Trainers:

Returning Retirees (Temp Positions):

Coach/Sports Officials/Sports Event Workers:

Guarino, Antonio	CHS; Head JV Volleyball Coach; Effective 8/1/2017 – 11/10/2017; \$1600.00
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Thompson, Mike: CHS; Assistant Varsity Football Coach; Effective 8/14/2017 – 11/10/2017; \$1800.00

Temporary Assignment:

Volunteers:

Bartlow, Ron:	Thomas; First Lego League Robotics Team Coach
Betoney, Billy III:	FHS; JV Football
Portillo, Marisol Arroyo:	CHS; Transition School to Work Program volunteer
Shiels, Jann:	Thomas; Kindergarten classroom volunteer
Singleton, Chris:	FHS; JV Football Assistant
Smith, Robert:	FHS; Culinary Arts and Football volunteer

Other:

RETIREMENT

The following administrator(s)/teacher(s)/support staff are requesting to retire from the District:

Administrative:

Certified:

Classified:

Ohl, Jerry:	Facilities Service/Maintenance; Supply Coordinator; Effective 9/15/2017. Will not participate in the Phased Retirement Program.
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RELEASE OF CONTRACT

The following administrator(s)/teacher(s)/support staff are requesting to be released from their contract:

Administrative:

Certified:

Classified:

LEAVE OF ABSENCE

The following administrator(s)/teacher(s)/support staff are requesting a Leave of Absence from the District:

Administrative:

Certified:

Classified:

QUALIFIED EVALUATORS:

Dawn Anderson
Director-Human Resources
August 22, 2017

HUMAN RESOURCES

New Hire Substitutes

Substitute Teachers

Jacqueline Funk

Suzanne Jacobsen

Lorenz Otzen III

Rebecca Cox

Thomas Holtje

Anne Davidson

Diane Saganey

Briley Belling

Laura Alonso Paez

Christine Jacobs

Taylor Folino

Substitute Aides

Alison Dantlzer

Courtney Galvan

Erica Strobel

Roger Andreason

D. Anderson

08/22/17

Student Travel

Presentations



Meeting Date: August 22, 2017

Excellence in Financial Reporting

Goal #5: Increase Public Engagement and Support for FUSD.

Executive Summary

Finance Department staff will present information celebrating awards for excellence in financial reporting from the Government Finance Officers Association and the Association of School Business Officials International for the year ended June 30, 2016.

Mike Penca/Scott Walmer

Goals:

1. Maintain and Improve Comprehensive Student Opportunities and Services
2. Recruit and Retain Highly Qualified, Motivated, and Excelling Staff
3. Improve Student Preparedness and Mastery
4. Research and Create Desirable and Relevant Educational Opportunities and Services
5. Increase Public Engagement and Support for FUSD
6. Develop Diversified Partnerships and Revenue Opportunities

Calendar:

- August 4 Weekly Meeting with District Relations Coordinator Karin Eberhard (*Goal 5*)
- August 4 Teacher Supply Drive/Walmart (*Goals 5, 6*)
- August 5 Friends of Camp Colton Volunteering (*Goals 5, 6*)
- August 7 301 Professional Development Day- Grading From the Inside Out (*Goals 2,3*)
- August 7 FUSD Bond History- Meeting with Ken Garland, Scott Walmer, Bob Kuhn (*Goals 5, 6*)
- August 7 Weekly Meeting with Director of Finance Scott Walmer (*Goals 1, 6*)
- August 7 Meeting with Sarah Ells (*Goal 5*)
- August 8 FUSD Welcome Back Event- Flagstaff High School (*Goals 2, 5*)
- August 8 Meeting with Attorney Anthony Contente-Cuomo and Dawn Anderson (*Goal 1*)
- August 8 Weekly Cabinet Meeting (*Goal 1*)
- August 8 Governing Board Meeting (*Goals 1, 5*)
- August 9 Weekly Meeting with Assistant Superintendent Bob Kuhn (*Goal 1*)
- August 9 Site Visit- Knoles Elementary Open House (*Goal 5*)
- August 10 Site Visits-First Day of School Tours (*Goal 1*)
- August 10 Site Visit- Leupp Elementary Open House (*Goal 5*)
- August 11 Meeting with Director of College and Career Development David Dirksen (*Goal 1*)
- August 11 Weekly Meeting with District Relations Coordinator Karin Eberhard (*Goal 5*)
- August 11 Weekly Meeting with Human Resources Director Dawn Anderson (*Goal 2*)
- August 11 Meeting with Director of Transportation Joe Martin (*Goal 1*)
- August 14 Weekly Meeting with Director of Finance Scott Walmer (*Goals 1, 6*)
- August 14 Meeting with Dr. Carole Gilmore and Bob Kuhn- Flagstaff High School (*Goal 1*)
- August 14 Administrative Council Meeting (*Goals 1, 3, 4*)
- August 15 Weekly Meeting with Board President Christine Fredericks (*Goal 1*)
- August 15 Weekly Meeting with Assistant Superintendent Mary K. Walton (*Goal 1, 3*)
- August 15 Site Visit- Knoles Elementary (*Goal 1*)
- August 15 ASBA Webinar- Back to School/Legislative Issues (*Goal 4, 5*)
- August 15 Weekly Cabinet Meeting (*Goal 1*)
- August 15 Governing Board Special Meeting (*Goals 1, 6*)
- August 16 KAFF Radio Interview on Parent Engagement (*Goal 5*)
- August 16 Curriculum & Instruction Department Meeting (*Goals 1, 3*)
- August 16 Weekly Meeting with Assistant Superintendent Bob Kuhn (*Goal 1*)
- August 16 Site Visit - Coconino High School (*Goal 1*)
- August 16 Meeting with Bob Kuhn and Karin Eberhard- Winter Weather Procedures (*Goal 1*)
- August 17 Meeting with Chamber of Commerce/Education & Workforce Dev. Division (*Goals 5, 6*)
- August 17 Weekly Meeting with Human Resources Director Dawn Anderson (*Goal 2*)
- August 17 Meeting with FEA President Derek Born (*Goals 1, 2*)
- August 17 Weekly Meeting with District Relations Coordinator Karin Eberhard (*Goal 5*)



Get the ball rolling: Back to school advocacy

Tuesday, August 14, 2017

Chris Kotterman, Director of Governmental Relations
Darbi Jenkins, Governmental Relations Analyst



Topics to Cover

- NSBA Summer Recess Guide
- Update on status of Medicaid in healthcare debate
- Federal budget update
- Special Education Funding
- Policy Issues from 2017 Legislative Session
- Update on A-F and AZ Merit Scores
- Friends of ASBA Voting Record



NSBA Summer Recess Guide

- Congress is on its summer recess until after Labor Day (September 4).
- Good time to set up meetings with members of Congress.
- Use the [NSBA Summer Recess Guide](#) for talking points and communications tips.
- Use ASBA's [Resource Center](#) for visual materials and infographics!



Medicaid



Impact on Schools

- \$47 million in reimbursements in 2015, according to AHCCCS.
- The primary concern is reimbursement for eligible services provided to students with disabilities.
- The “per-capita cap” imposes a spending cap on a state’s current level of Medicaid spending, increased by inflation each year.
- The effect is to limit spending without controlling costs. Medicaid continues to be an entitlement, meaning fewer dollars/person.



Impact on Schools

- In addition, all versions have a reduction of Medicaid eligibility back to pre-2009 levels. Currently children are covered up to 141% FPL ages 1-5, and 133% FPL ages 6-18.
- Uninsured adults are covered up to 133% FPL. CHIP Enrollment also grew under the first enrollment period under expanded Medicaid coverage.



Impact on Schools

- Proposition 204 (2000) also expanded Medicaid eligibility for childless adults to 100% regardless of the ACA, but under ACA, match is 90%, saving the state money.
- ASBA's primary concern with any healthcare overhaul remains cuts to Medicaid.

Healthcare Legislation Timeline



6/22/17

Senate Republicans unveil the BCRA, to underwhelming reviews. It would severely limit Medicaid spending in states like AZ.



7/25/17

Sen. Ted Cruz of Texas, with some others, roll out amendments that are also not well-received.



7/25/17

The Senate announces it will proceed with the bill, to be voted on after 20 hours of debate. Sen. McCain votes yes on the motion to proceed.



7/26/17

The BCRA is deemed out of order, and the Senate considers the “skinny repeal.”



7/27/17

Senator McCain seeks assurances that if “skinny repeal” passes the Senate, the House will take it to conference. Failing to get those assurances, he votes no, killing the bill.



7/29/17

Congress must now regroup and figure out what to do next. In the meantime, the ACA remains as-is.

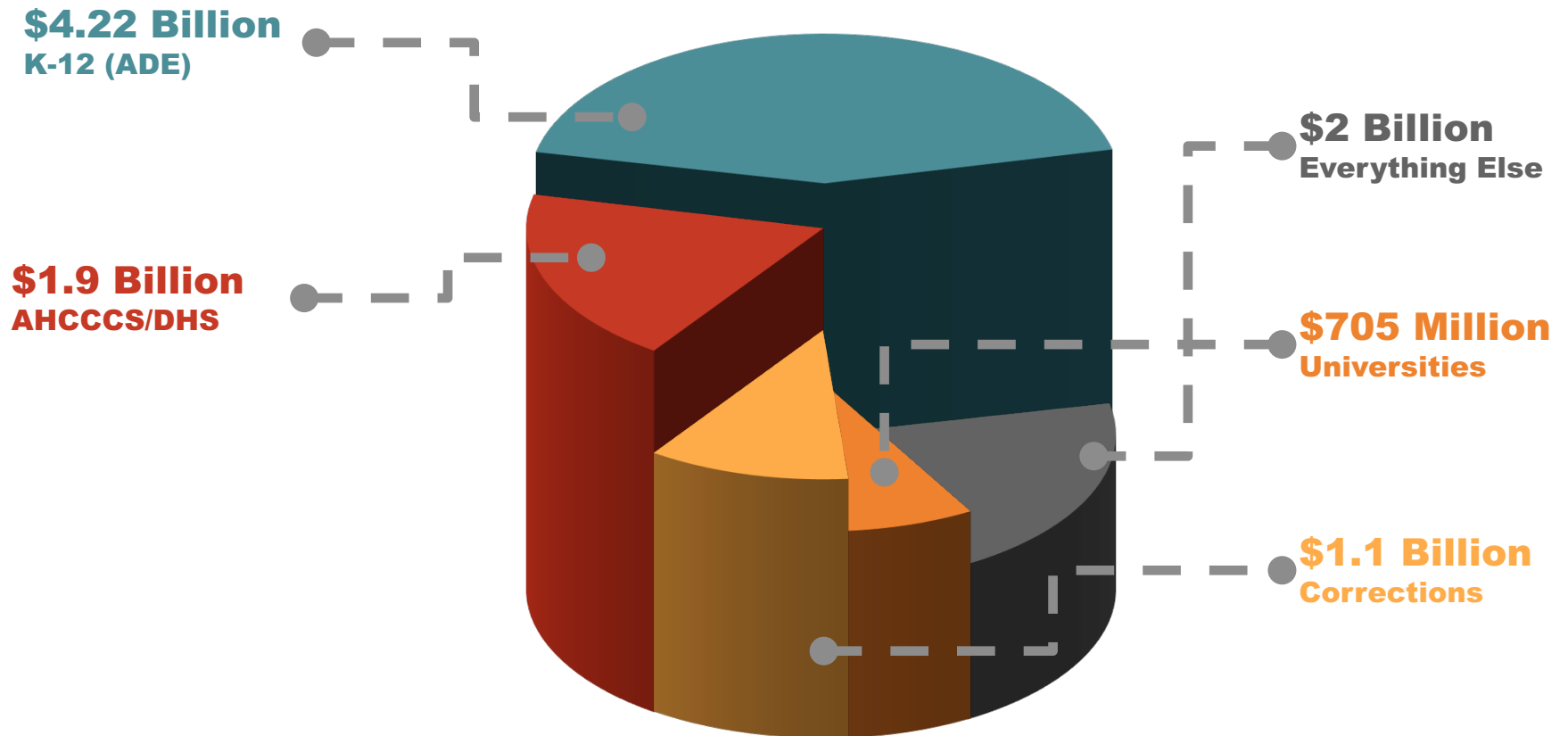


Impacts on Schools

Special education services must be provided as outlined in an IEP, **regardless of cost to the district.**



Impacts on Schools





Federal Budget Update



House Budget Resolution

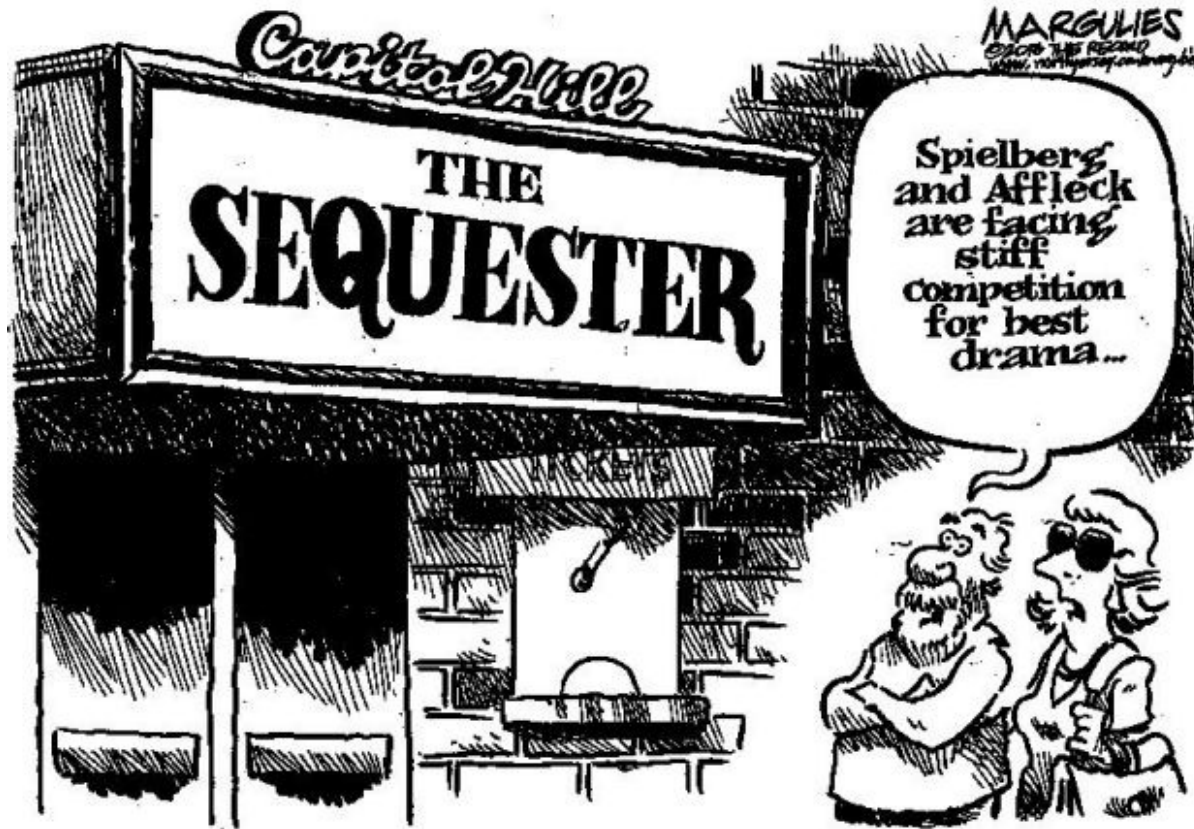
- On July 20th, the U.S. House Appropriations Committee passed Health, Human Services and Education funding measure.
- The measure cuts overall federal education funding by \$2.4 billion.
- Most of that (\$2B) is due to defunding Title II(A) of the ESSA, for teacher professional development.



House Budget Resolution

- IDEA Part B sees an increase of \$200M, while Title I, CTE, and state assessment grants are level-funded.
- The measure includes no provisions for expanded school choice.
- House Appropriations Committee Budget Blueprint
- Federal Fiscal Year 2017 ends on September 30. A new budget or a continuing resolution is needed by then to avoid government shutdown.

Federal FY18 Budget





K-12 Special Education Funding Gaps



Special Education Gap

- ASBA/AASBO Report on Special Education Funding Gap
- How does funding for students with disabilities compare to expenditures?
 - How large is the funding gap?
 - What accounts for differences across the state in the size of the funding gap?



Special Education Gap

- Preliminary Results:
 - Special education rates have remained steady; small decrease in rate of Group A is matched by slight increase in rate of Group B students.
 - M&O funding gap for students with disabilities was approximately \$110 million in FY 2015 and \$79 million in FY2016. Reduction in the gap is a result of Proposition 123.
 - Funding of Group A students does not align with enrollment of Group A students and partially explains the differences in the funding gap.



Policy Issues from 2017 Legislative Session



Menu of Assessments

- SB1098 (Laws 2017, Ch. 137, §7)
 - Requires SBE to develop the menu of locally procured assessments for HS by the 2018-2019 school year.
 - Forces SBE to accept any assessment onto the menu that meets statutory requirements if it is in use prior to March 31, 2018.
 - SBE has 8 months to develop to avoid this issue.



Special Education

- SB1317 (Laws 2017, Ch. 337)
 - Requires SBE to adopt new rules clarifying the definition of “specially designed instruction” in accordance with the bill.
 - These rules must be adopted by November 15, 2017.
 - SBE is also required to undertake a comprehensive review of SPED rules to “streamline processes” and “reduce administrative burdens.”



Teacher Certification

- SB1042 (Laws 2017, Ch. 245)
 - SBE must adopt rules to implement both the new “alternative teacher preparation program” rules, as well as “subject matter expertise” certificate rules, and reciprocity rules to implement the bill.
 - The board must also develop a process to implement the “classroom based preparation program.”



A-F Letter Grades



A-F Update

- SBE Special Meeting on 8/4
 - K-2 and K-3 schools will be labeled NR
 - New schools will be only be rated on indicators that apply
 - Draft public comment period for the 9-12 alternative schools
 - K-8 alt. draft plan will be reviewed in September



A-F Update

- SBE Special Meeting on 8/18
 - Set cut scores
 - Label the letter grades
- SBE FAQs and resources



A-F Timeline

August 18th – SBE will
set the cut scores



Week of August 28th –
Scores will be released
to schools



September 18th - Letter
grades will be made
public



October – Letter grades
for alternative schools
will be released



Friends of ASBA Voting Record

2017 Voting Record














Ask your legislators if they support or oppose...

FRIENDS of ASBA
educating arizona





























SB1431 Empowerment Scholarship Account Expansion

Senators

Y		★ Sylvia Allen LD 6
Y		★ Nancy Barto LD 15
Y		★ Sonny Borrelli LD 5
N		★ Sean Bowie LD 18
N		★ David Bradley LD 10
N		★ Kate Brophy McGee LD 28
Y		★ Judy Burges LD 22
N		★ Olivia Cajero Bedford LD 3
N		★ Lupe Contreras LD 19
N		★ Andrea Dalessandro LD 2
Y		★ Karen Fann LD 1
N		★ Steve Farley LD 9
Y		★ David C. Farnsworth LD 16

Representatives

Y		★ John M. Allen LD 24	N		★ Daniel Hernandez LD 2
N		★ Lela Alston LD 24	Y		★ Drew John LD 14
N		★ Richard C. Andrade LD 29	Y		★ Anthony T. Kern LD 20
Y		★ Brenda Barton LD 6	Y		★ Jay Lawrence LD 23
N		★ Wenona Benally LD 7	Y		★ Vince Leach LD 11
N		★ Isela Blanc LD 26	Y		★ David Livingston LD 22
N		★ Reginald Bolding LD 27	Y		★ Phil Lovas LD 22
Y		★ Russell Bowers LD 25	N		★ Ray D. Martinez LD 30
Y		★ Paul Boyer LD 20	Y		★ Javan D. Mesnard LD 17
N		★ Kelli Butler LD 28	Y		★ Darin Mitchell LD 13
Y		★ Noel W. Campbell LD 1	Y		★ Paul Mosley LD 5
N		★ Mark A. Cardenas LD 19	N		★ Tony Navarrete LD 30
N		★ Heather Carter LD 15	Y		★ Jill Norgaard LD 18

<http://friendsofasba.org/legislative-impact/>



Friends of ASBA Reception

- Save the Date: September 6, 2017 @ 5:30 p.m. at the J.W. Marriott Desert Ridge
- Celebration of public education
 - 2017 Voting Records – pick up your hard copy early!
 - Friends of ASBA summer activities
 - Membership information



Voucher Referendum

- Effort to refer SB1431 to the ballot in 2018.
 - Turned in 111,540 signatures on August 8 to Secretary of State's office.
 - As a result, SB1431 has not taken effect.
 - A sample of 5% of signatures will be validated by Secretary of State and County recorders.
 - May be about three weeks until final declaration is made. Expect court challenges.
 - If successful, SB1431 will be placed on the November 2018 ballot.



Questions?

Anabel Aportela, AASBO/ASBA Director of Research

aaportela@azsba.org

Chris Kotterman, ASBA Director of Gov. Relations

ckotterman@azsba.org

Darbi Jenkins, ASBA Government Relations Analyst

djenkins@azsba.org



FUSD Highlights
August 22, 2017

Highlights and good news for the August 22, 2017 FUSD Governing Board Meeting will include:

- 1st Day of School
- Open Houses
- Other Events Around the District

Submitted by: Karin Eberhard, FUSD District Relations Coordinator.



BOARD SUMMARY for August 22, 2017
presented by: Mary K. Walton, M.Ed.
Assistant Superintendent of Curriculum & Instruction Report

Governing Board Goals:

1. Maintain and improve comprehensive student opportunities and services
2. Recruit and retain highly qualified, motivated, and excelling staff
3. Improve student preparedness and mastery
4. Research and create desirable and relevant educational opportunities and services
5. Increase public engagement and support for FUSD
6. Develop diversified partnerships and revenue opportunities

Wednesday, August 9,

- Presentation “True Colors” for the Coconino High School staff – presenters included Dawn Trubakoff, Mary Knight, Jane Gaun and myself
- Meeting with Friends of Camp Colton planning group

Thursday, August 10,

- First day of school! – Dawn Anderson, HR Director and I visited 13 sites to welcome and support students and staff to the first day.

Friday, August 11,

- Visited Cromer Elementary
- Met with Elaine Kasch, Indian Education Supervisor, to discuss plans for the solar eclipse and our Native American population

Monday, August 14,

- Meeting with Program Specialists and Susan Smith
- Facilitated Administrative Council

Tuesday, August 15,

- Weekly meeting with Superintendent Penca
- Attended ASBA webinar
- Weekly cabinet meeting

Wednesday, August 16,

- Facilitated the Curriculum & Instruction department meeting
- Debrief of professional development with Dawn Trubakoff, Coordinator

Thursday, August 17,

- Attended the Flagstaff Greater Council Educational Workforce meeting
- Attended the Flagstaff LAUNCH leadership meeting
- Attended the Boys & Girls Club of Flagstaff gathering

Friday, August 18,

- Attended the ESSA Committee of Practitioners meeting

Monday, August 21,

- Attended Friends of Camp Colton board of directors meeting with Superintendent Penca

Tuesday, August 22,

- Weekly meeting with Superintendent Penca
- Weekly cabinet meeting
- Governing Board meeting

Curriculum & Instruction

Board Meeting Presentations for 2017 – 2018

The following presentation topics are proposals for the 2017 – 2018 school year. This is not an inclusive list as school site, student or community presentations may also be added throughout the course of the year.

August 22, 2017	Policy updates
September 12, 2017	Testing Scores
September 26, 2017	Testing Scores
October 10, 2017	Mathematics K – 12 update / Summit HS Science Lab and PBIS
October 24, 2017	Early Childhood / ASDB update
November 14, 2017	Camp Colton update
December 12, 2017	Technology Digital Resources
January 9, 2018	Title I Educational Enrichment
January 23, 2018	ELL update
February 13, 2018	ELA Adoption / Indian Education Budget update
February 27, 2018	Technology Long Range Plan
March 13, 2018	ESS Department update
April 10, 2018	PBIS / Counselors
April 24, 2018	Professional Development update
May 8, 2018	301 Plan
May 22, 2018	Indian Education Community update / College & Career Development
June 12, 2018	
June 26, 2018	



Operations and Support Services

Board Meeting

August 22, 2017

Goal 1: Maintain and Improve Comprehensive Student Opportunities and Services
--

Support Services:

Transportation:

I want to take time to thank the FUSD Transportation team for a great start of the school year. There are numerous road projects that are going on throughout the Flagstaff Community and Transportation had to plan ahead and work around these projects. The first two days were very smooth with the pre-planning the team did. These road projects are continuing into October. Transportation management will continue to adjust the routes as needed.

Procurement:

Procurement and Agreement Schedule discussion.

As requested, I have included a schedule of current FUSD RFPs and agreements.

Construction Project:

FHS Welding Shop:

I will have an update for the Board on the Welding Lab at the meeting.

B. Kuhn, Assistant Superintendent

FUSD ~ Business & Support Services ~ MOU's, IGA's and Leases ***

Entity	Subject/General Provisions	Date Entered	Expiration	Annual Cost	Annual Income	IGA File Label
1 Government Procurement Alliance (1GPA)	Voluntary purchasing agreements secured on behalf of public agencies in the State of Arizona	07/13/2013	06/30/18			1GPA Cooperative Purchase Agreement
Flagstaff Alliance for the Second Century	IGA permits FUSD, NAU, County, City and CCCD to purchase materials, equipment and services "piggyback" onto procurement contracts	9/16/2014	9/16/2024			Alliance for the Second Century (Procurement With Flagstaff)
ASDB <i>Arizona School for Deaf and the Blind</i>	Agreement for services.	7/ /2017 <i>year to year</i>	May be renewed for 5years	According to ?		ASDB
Coconino County	District use of Camp Colton property for only environmental, educational purposes	1/30/1996	6/25/2026			Camp Colton Conditional Use Permit
USDA Forest Service	Spring box, pipeline & fence in Hart Prairie	10/21/2012	9/22/2022			Special Use Permit
CAVIAT <i>Coconino Association of Vocations, Industry, And Technology</i>	Provision of Joint Technical Education Programs	7/1/2017 <i>year to year</i>	Until terminated		Based on state aid and tax levy funds	CAVIAT
Chevelon Butte School District	FUSD to provide transportation services from Blue Ridge to Winslow Schools	8/26/2002 <i>Renewed 7/1/2013</i>	6/30/2017	Cost driver & insurance shared equally		Chevelon Butte School District
City of Flagstaff	Joint (& mutual) Use (operation & maintenance) of FUSD and City Recreational (& related-use) Facilities	10/15/1996 10/8/2008	10/8/2014 <i>Renewable for successive 3-year periods unless terminated</i>		\$25,000	City of Flagstaff Facilities Use IGA (Recreational)
City of Flagstaff	Joint use of City Youth Center & CHS for recreational activities * same agreement	2/16/1988	2/16/2015 <i>Under negotiation</i>			City Youth Center/CHS
City of Flagstaff	Joint use of City sports lighting on FUSD playing fields @ CHS	6/7/1994	6/7/2019			CHS Sports Lights

FUSD ~ Business & Support Services ~ MOU's, IGA's and Leases ***

<i>Entity</i>	<i>Subject/General Provisions</i>	<i>Date Entered</i>	<i>Expiration</i>	<i>Annual Cost</i>	<i>Annual Income</i>	<i>IGA File Label</i>
<i>City of Flagstaff</i>	City rental of FUSD facility @ 505 W. Coconino Avenue	2/21/1994	1/1/1999 <i>Land Swap Pending</i>		\$12,000	Coco Ave Bldg
<i>Coconino County Community College</i>	a) Use of FUSD facilities for CCCC classes (year to year terms) Dual Enrollment	10/3/1995 <i>year to year</i>	until terminated 6/30/2017		\$50.00 per/hr regular class	CCCC
<i>Coconino County CCESA</i>	Special Education Services	8/1/2015	6/30/2025	Invoiced amounts		CCESA
<i>Certain Mtn. Dell Property Owners</i>	Easement granted to FUSD across certain lots and adjacent property in Mtn. Dell subdivision for student pathway (no other purpose) to DeMiguel School; FUSD to maintain	10/25/1988				DeMiguel - Mtn. Dell (Pathway)
Department of Economic Security	This is a third party cooperative arrangement as defined by 34 CFR 361.28 for the purpose of facilitating seamless transition of students with disabilities from high school to the world of work	07/01/2017	06/30/2022	Details in finance department		DES
<i>Coconino County</i>	FUSD grants public access easement to County near the intersection of Hwy 89N & Railhead Avenue And FUSD grants public access right of way for Silver Saddle Road at Cromer Elementary School	8/20/2002 4/8/2003	Until terminated Until terminated			EASEMENT And RIGHT OF WAY
<i>City of Flagstaff</i>	Easements granted to City of Flagstaff for utility & sidewalk at Thomas Elementary School	4/20/2012				Easement Thomas Sidewalk
<i>EFRG-Education Finance Reform Group</i>	Chandler School District is Fiscal Agent for IGA to conserve and reduce procurement costs.	8/1/2013	Until terminated	\$8,500		EFRG/ Education Finance Reform Group

FUSD ~ Business & Support Services ~ MOU's, IGA's and Leases ***

Entity	Subject/General Provisions	Date Entered	Expiration	Annual Cost	Annual Income	IGA File Label
Coconino County	Provision of Services by the Coconino County Elections Department	10/18/2016				Elections
Educational Technology Consortium	Joint acquisition, development & use of software, personnel & supplies to provide for data processing services	3/1/2015	6/30/2020	\$500.00 + annual membership \$500 and % of use - invoiced yearly		ETC
Coconino County	Establishes the responsibilities of FUSD and the County in the provision of outdoor education classes, equipment, lesson supplies, and funding for the FACTS Program.	8/13/2012	8/31/2015 Renewable through 2017	Hourly rate by instructor		FACTS
Findlay Automotive of Arizona LLC	Findlay provides automobiles to FUSD for drivers education.	07/01/2017	06/30/2017	FUSD is given the use of automobile(s) at no cost from dealership. Automobiles are covered under FUSD insurance		Findlay Automotive of AZ LLC
City of Flagstaff	Joint use of City's Foxglenn Park & portions of adjacent Knoles site	6/9/1986	6/9/2011 <i>Under negotiation</i>			Foxglenn Park
City of Flagstaff	FUSD lease of City property for (joint use) establishing multi-purpose playing field (FMS site)	7/1/1973	6/30/2018	\$100		FMS Pond
City of Flagstaff	Agreement to establish a self-insured program and/or insurance program for FUSD to pay insurance premiums	5/15/2014	Until terminated			FUSD Self-Insurance Trust
NACOG	Agreement to provide meals	6/1/2013 10/1/2016	9/30/2017			Headstart Meals

FUSD ~ Business & Support Services ~ MOU's, IGA's and Leases ***

Entity	Subject/General Provisions	Date Entered	Expiration	Annual Cost	Annual Income	IGA File Label
City of Flagstaff	Agreement regarding construction of Tennis Courts and use of recreational facilities at CHS & City Rec. Center on Izabel.	2/16/1988	Until terminated			IGA CHS Tennis Courts
Church for the Nations Flagstaff	8 month Lease of FMS	11/10/2016	6/30/2017		23,200.00	Lease/Church for the Nations Flagstaff
Covenant Church Flagstaff	15 month Lease of FHS	3/24/2017	6/30/2018		\$5,400.00	Lease/Covenant Church Flagstaff
Flagstaff Community Christian School	12 month Lease of FMS	5/11/2015	6/30/2017		52,000.00	Lease/Flagstaff Community Christian School
Flagstaff Junior Academy	12 month Lease of FMS Classrooms	3/10/2017	6/30/2019		90,000.00	Lease FJA/FMS
Harvest Bible Chapel	Lease of CHS Main Auditorium and additional rooms	4/1/2017	6/30/2018		\$22,800.00	Lease Harvest Bible Chapel
Redemption Church	Lease of Hurley Auditorium at FHS	2/7/2017	12/31/2017		9,350.00	Lease Redemption Church
(AT&SF) Catellus Mgmt. as Agent	FUSD lease of site for use of building; maintenance & storage of "lessee-owned" vehicles & equipment. (Former Bus Barn on Coconino Ave)	11/22/1989	month to month until terminated <i>Land Swap with City pending</i>	\$7,775.99 <u><i>City responsible fall 1999</i></u>		Lease/Santa Fe Railway /City
Navajo Tribal Council	Lease of Navajo Tribal land for FUSD use as school (Leupp) site or educational purpose	12/15/1960	10/10/2077	rent free		Leupp Lease/Navajo Tribe
Maine Consolidated School District	Agreement – Tuition charges for FY07 and subsequent years	9/9/2014	6/30/2019		Per state law	Maine Consolidated
Mohave Educational Services Cooperative (MESC)	Voluntary purchasing agreements secured on behalf of public agencies in the State of Arizona	07/11/2007	Until Terminated			Mohave Educational Services Cooperative
National Opinion Research Center (NORC)	Data access and use with Helios Foundation	Annual		FUSD receives \$ for ACT testing		National Opinion Research Center

FUSD ~ Business & Support Services ~ MOU's, IGA's and Leases ***

Entity	Subject/General Provisions	Date Entered	Expiration	Annual Cost	Annual Income	IGA File Label
Arizona Department of Education	Provides continued participation in NSLP and SFE with ADE as agent	7/8/2014	Year to year until terminated			National School Lunch Program
NAIPTA	MOU –Transportation Services	02/25/10	Until Terminated			NAIPTA
NAU	MOU- Printing and Copying Services	4/25/2008	Until terminated			NAU Printing Services
NAU	MOU- Surplus Property *Disposal of surplus equipment and materials	08/09/2001	Until terminated	reimbursed	District is reimbursed 70% of the proceeds collected from the sales	NAU Surplus Property
Northern AZ Community Tennis Association	NACTA receives financial and material donations from the U.S. Tennis Association. In turn, these donations are used to provide FUSD support with equipment and supplies, coaches and supervisors, and other learning activities	07/01/2017	06/30/2018		Estimated actual and in-kind value is set at \$12,000 and will be increased if and when additional grant funds become available	Northern AZ Community Tennis Association
Coconino County	District use of county park for recreation purposes	01/15/2001	Until terminated			Peaks View County Park
City of Flagstaff	FUSD to purchase Reclaimed Wastewater for irrigation at CHS, FHS, SMS, MEMS, PDH, Killip, Kinsey, Thomas and Christensen for 5-year (renewable) terms	2/4/1992 *use began during 1994 <i>Updated 6/20/12</i>	6/20/2017			Reclaimed Wastewater
American Red Cross	Shelter Agreement to use facilities to provide emergency services.	11/08/2011	Until terminated			Red Cross
Rutter, Elena Joy	Independent Contractor Agreement to provide services for ESS department	07/01/2017	06/30/2018	\$2500		Rutter, Elena Joy
Cooperative Purchasing Group	IGA Cooperative Purchasing Group	4/11/2002	Until terminated			SAVE Coop

FUSD ~ Business & Support Services ~ MOU's, IGA's and Leases ***

Entity	Subject/General Provisions	Date Entered	Expiration	Annual Cost	Annual Income	IGA File Label
SEAS- (formerly Southwest Ed. Billing)	Medicaid Administration agreement provides Medicaid consultancy and administrative services	7/1/2015	6/30/2016 Renewable yearly until 2020	\$40,000		SEAS
Verizon Wireless	Verizon Wireless Option and Site Easement Agreement - CHS	1/1/2016	1/1/2021			Site(s) Lease Verizon CHS Cell Tower
US WEST Wireless Verizon Wireless and Capital Land Service	USW to rent space at SHS and Transportation sites for their signal reception equipment. Two agreements exist. Texas Telecom. by Alamosa Delaware GP to rent space at SHS for signal reception equip	6/22/1999 4/25/2001	6/22/2024 4/25/2026	years 1-5= years 6-10= years 11-15= years 16-20= years 21-25= years 1-5= years 6-10= years 11-15= years 16-20= years 21-25=	\$17,000 \$18,700 \$20,570 \$22,627 \$24,889 \$1,500/mo \$1,650/mo \$1,815/mo \$1,996/mo \$2,196/mo	Site(s) Lease
New Cingular Wireless Sprint/Nextel	SHS Lease TowerCo	10/15/2008 <i>Renewal 8/3/2011</i>	10/5/2023		\$9,600 50/50 SHS/FUSD	SITES/LEASE Cingular Wireless
smartschoolsplus	Professional employment agreements to provide educational services	6/27/2005 <i>year to year</i>	6/30/2015 <i>May be renewed</i>			Smartschools Plus
Employment Security Commission/ ASRS	Section 218 Agreement provides Social Security Coverage for employees	3/23/1955 <i>Modified in 1975</i>				Social Security Agreement
SunGard Bi-Tech and Management Information Group Int'l	Financial Info System Software Package/Support Student Info System Software Package/Support	11/27/2000 11/20/2000	Until terminated Until terminated			Software License Agreements
APS	Contract (Credit Purchase Agreement) to electricity -Photovoltaic Renewable Energy System	4/26/2011	15 years 2026	\$0	Depends on energy purchase and sale	Solar – DeMiguel & PDH APS
Kennedy Partners	PPA to purchase and sell electricity -Photovoltaic Renewable Energy System	4/19/2011	20 years 2031	\$0	Depends on energy purchase and sale	Solar – DeMiguel & PDH Kennedy Partners PPA

FUSD ~ Business & Support Services ~ MOU's, IGA's and Leases ***

<i>Entity</i>	<i>Subject/General Provisions</i>	<i>Date Entered</i>	<i>Expiration</i>	<i>Annual Cost</i>	<i>Annual Income</i>	<i>IGA File Label</i>
APS	Photovoltaic Renewable Energy System	6/7/2011				Solar – APS-FHS
APS	Photovoltaic Renewable Energy System	9/2/2014				Solar – APS-Marshall
APS	Photovoltaic Renewable Energy System	12/28/2012	12/28/2017			Solar – APS-SMS
State of AZ Procurement Office	Permits District to purchase materials and services from State contractors	06/11/2016	06/20/2021			State of AZ Procurement Office
Superintendent's Office – Various Agreements	<ol style="list-style-type: none"> 1. Foster Grandparent Program* 2. NACOG Head Start Program* & Agreement-Food Service 3. Teen parent program NACOG* 4. Coconino County Cooperative Education Letter of Support 5. County Juvenile Court (Community Service Work) 6. JROTC Program @ CHS 7. Memorandum of Agreement (United Way of N. AZ) KinderCamp* 8. Assistance League of Flagstaff (Operation School Bell)* 9. CCHD-Dental Services 10. ASBA Policy Services-Subscription Agreement 11. Statewide Inst. Technology MOU SIT Project-Pima County Schools 12. Rio Salado College 13. MESA Distance Learning* Program 14. NAU COE/FUSD Cert. Teacher MOU 15. True North Logic 16. Willow Bend MOU 17. Mountain Sports/Camp Colton MOU 18. Camp Colton/NAU MOU 19. PeachJar 20. SkoolLive Agreement* 21. Driver's Ed car agreement with Findlay Toyota. 22. NAU Student Placement Agreement 23. CKGI Helios 24. MOU AZ Historical Society 25. NAU Agreement for Clinical Practicum 26. NAH Fit Kids 					Superintendent Office – Various Agreements *Independent File

FUSD ~ Business & Support Services ~ MOU's, IGA's and Leases ***

<i>Entity</i>	<i>Subject/General Provisions</i>	<i>Date Entered</i>	<i>Expiration</i>	<i>Annual Cost</i>	<i>Annual Income</i>	<i>IGA File Label</i>
TALX	Unemployment cost management	7/1/2016	7/1/2021	\$4,999.00		TALX
TSA Consulting Group	Agreement to retain services to administer FUSD voluntary retirement programs 403(b)	8/2/2011	Until terminated			TSA Consulting Group
<i>a) Town of Flagstaff</i> <i>And</i> <i>b) City of Flagstaff</i>	a) Town lease of FUSD property (FHS site), "a certain tract...upon which is a dwelling house & several other buildings..." b) FUSD lease of City property (FHS site) for educational facilities	2/9/1923 7/1/1968	2/9/1928 6/30/2018	 \$100	\$1	Unknown
	***List Reviewed 7/12/2017					

iga&leasedoc:eck

Commodity	Current Contract	Expiration Date	Target Date for Board Approval of New Contract
Plumbing Supplies	1199-12	9/30/2017	9/26/2017
Landscaping Materials	1198-12	9/30/2017	9/26/2017
Electrical Supplies	1205-12	10/23/2017	9/26/2017
Fencing	1207-12	11/13/2017	10/24/2017
Fire Alarm Panel UL Listed Monitoring, NFPA 72 Annual Testng and Servicing	1206-12	11/13/2017	10/24/2017
Pest Control Services	1209-12	11/17/2017	10/24/2017
Locks	1211-12	12/11/2017	11/14/2017
Lock Supplies	1211-12	12/12/2017	11/14/2017
Employee Absence Management	1208-12	1/21/2018	Sole Source
Job Order Contracting (JOC)	1214-13	6/30/2018	4/10/2018
Welding Gas & Supplies	1216-13	6/30/2018	5/22/2018
Music Instrument Repair Services	1220-14	2/28/2019	
Glass and Screen Services	1225-15	6/30/2019	
Legal Services	1224-14	6/30/2019	
Child Nutrition Programs (Food Service Mgt)	1222-14	6/30/2019	
Audit Services	1236-16	6/30/2020	
River Rafting San Juan and Colorado Rivers	1233-16	6/30/2020	
Medicaid Reimbursements	1226-15	6/30/2020	
Recycling Surplus Electronic Equipment	1235-16	2/23/2021	
Software for GPS Student Vehicle Tracking System	1234-16	2/23/2021	
Charter Bus Services	1241-16	6/30/2021	
Snack and Beverage Vending Machines - Full Service	1240-16	6/30/2021	
Yearbook Publication	1237-16	6/30/2021	
Vehicle Fluids - Oil and ATF Lubricants	1243-16	6/30/2021	
Professional Services for OT/PT	1239-16	6/30/2021	
E-Rate Category 2 - Wireless Equipment for Multiple Schools	1244-17	3/31/2022	
Custodial Services	1245-17	6/30/2022	
District Wide Snow Removal	1246-17	6/30/2022	

Under Committee Discussion for Future Bids and/or Proposals	
Electronic Communications - to include website, mass notification and mobile app	Karin Eberhard & Mary Knight
Automated Time Keeping System	Scott Walmer



BOARD SUMMARY FOR AUGUST 22, 2017

Governing Board Goals:

Goal #2 - Recruit and retain highly qualified, motivated, and excelling staff

Director of Human Resources

- A. On August 8, 2017 attended webcast presented by Society of Human Resource Management “What’s Happening with the ACA?” Presenters were Ray Littlefield, Regional Vice President of corporate accounts at Sovos and Tom Hospod, Regulatory Counsel at Sovos Compliance. Information reviewed included:
- The latest on the ACA from Capitol Hill and what’s expected in the future.
 - Common mistakes and observations from 2016 filings.
 - How compliance can prepare for accurate 2017 ACA filings.
- B. On August 10, 2017 rounded and visited the 13 schools for the first day of school. Visited with front office staff, students and teachers.
- C. On August 15, 2017 attended webcast presented by Society of Human Resource Management “Future of Recruiting – Tech Trends and Tools for the Talent of Tomorrow.” Presenter Matt Charney, principal analyst and practice leader for Recruiting Advisory LLC, also is the editor-in-chief for Recruiting Daily and is recognized as an HR Game Changer by HR Magazine. Information included tech trends and tools to help deliver tomorrow’s great talent.

Dawn Anderson
8/22/17

General Administration

BOARD SUMMARY

Meeting Date: August 22, 2017

Agreement with Willow Bend

FUSD Governing Board Goals:

1. Maintain and improve comprehensive student opportunities and services
3. Improve student preparedness and mastery
4. Research and create desirable and relevant educational opportunities and services

EXECUTIVE SUMMARY

Memorandum of Understanding between FUSD and Willow Bend

The Governing Board received a presentation, August 8, on the purpose and scope of the Memorandum of Understanding between FUSD and Willow Bend as it pertains to the 2017-2018 school year. Details include forty one-hour classroom programs for fourth grade classes across the district in the area of environmental education. These classes include lessons, activities, and presentations with an interdisciplinary approach and emphasis on student “hands-on” experience. FUSD will commit \$4,091.00 to Willow Bend (FUSD funding is contingent upon available funds).

Recommended Action:

Seeking board approval of the Memorandum of Understanding with Willow Bend for the 2017-18 school year.

Mary K. Walton
8-22-17

BOARD SUMMARY

MEETING DATE: August 22, 2017

Purchase of iPads for Elementary Refresh Phase II

EXECUTIVE SUMMARY:

As presented to the Governing Board on August 8, 2017, and as presented to and approved by the Bond Oversight Committee, the Technology Department and Bond Project Team recommend iPads be purchased for elementary schools (Knoles, Marshall, Puente, Sechrist, Thomas) as well as staff.

New iPads will replace the existing student iPads which are housed on carts and are out of date. Teacher and administrator iPads will be refreshed and associated professional development on the upgraded capabilities of their new iPad will be provided. This purchase will be Phase II of the elementary iPad refresh and includes one-half of all K-5 cart and teacher iPads. In addition to the iPads, cases will be purchased to protect iPads for student and staff use. Carts in elementary schools included in Phase I were completed in June 2017 (Cromer, DeMiguel, Killip, Kinsey, Leupp).

The purchase price for Phase II iPads for carts, iPads for teachers, administrators and cases is: \$439,516.39

RECOMMENDED ACTION:

The Governing Board approves purchase of iPads with associated cases for elementary, staff and administrator iPad refresh.

Mary Knight, Director of Technology/Bob Kuhn, Asst. Superintendent, Support Services

BOARD SUMMARY

Reaffirmation (Approval) of District's Indian Education Policies and Procedures

Goal 1: Maintain and Improve Comprehensive Student Opportunities

Goal 6: Develop Diversified Partnerships and Revenue Opportunities

As reviewed at the August 8, 2017 meeting, the Governing Board must annually approve the district's Indian Education policies and procedures and assure that the district has established policies and procedures in consultation with and based on information from tribal officials and parents of those children residing on Indian lands who are Indian children in order to receive payment under section 7003 of the Act for children residing on Indian lands (Impact Aid).

As with any policy manual, there will be changes from time to time. The Governing Board may, at any time during the year, make revisions, changes, or deletions to district policy.

Recommended Action:

That the Governing Board reaffirm (approve) the District's Indian Education Policies and Procedures, including those changes approved subsequent to August 22, 2017.

B.Kuhn

08/22/17

BOARD SUMMARY

Meeting Date: August 22, 2017

Contracted Agreement with Findlay Automotive of Arizona

FUSD Governing Board Goals:

1. Maintain and improve comprehensive student opportunities and services
3. Improve student preparedness and mastery
4. Research and create desirable and relevant educational opportunities and services

EXECUTIVE SUMMARY

Driver Education Program Automobile Use Agreement

The Driver Education program utilizes the use of automobiles for instructional purposes. Each year Findlay Automotive donates two automobiles for the provision of this course. This agreement began in 2008 and has had board approval annually. Our driver education course typically enrolls 125 students each year and all instructors meet drivers' education endorsement certification.

Recommended Action:

Seeking board approval of the Automobile Use Agreement with Findlay Automotive of Arizona for the 2017-18 school year.

Mary K. Walton

8-22-17

FLAGSTAFF UNIFIED SCHOOL DISTRICT DRIVER EDUCATION PROGRAM AUTOMOBILE USE AGREEMENT

This Driver Education Program Car Use Agreement ("Agreement") is entered into this 1 day, of July, 2017 by and between the Governing Board of Flagstaff Unified School District No. 1 of Coconino, an Arizona school district, on behalf of Flagstaff Unified School District Community Education ("School District"), and Findlay Automotive of Arizona, LLC, an Arizona corporation, on behalf of Toyota of Flagstaff, located at 5030 East Marketplace Drive, Flagstaff, Arizona 86004 ("Findlay") (collectively, the "Parties").

RECITALS

WHEREAS, Findlay desires to donate the use of an Automobiles of their choosing for the use of the School District in the provision of a driver education course (the "Course") to the School District's eligible high school age students (the "Students");

WHEREAS, School District desires to provide hands on learning opportunities to the Students;

NOW THEREFORE, for the mutual covenants and promises contained herein the Parties mutually agree as follows:

AGREEMENT

A. PURPOSE

The purpose of this Agreement is to outline the respective responsibilities and duties of the Parties involving the donated use of the Automobiles by Findlay to the School District.

B. DURATION

The term of this Agreement shall commence upon execution of this Agreement by both Parties and shall terminate on June 30, 2018.

C. FINDLAY OBLIGATIONS

1. Findlay shall donate the use of the Automobiles: 2008 Scion Tc – VIN # JTKDE167680249467 and 2015 Prius C – VIN # JTDKTB39F1578784 for use by the School District in the provision of the Course.
2. Findlay shall document the condition of the Automobiles via photographs or video so that the Findlay and the School District may agree on post-use conditions of the Automobiles. Copies of the photographs or videos and any other documentation of the condition of the Automobiles shall be provided to School District as soon as the documentation is finished. The Parties shall compare the pre-use documentation and post-use documentation and shall negotiate any necessary repairs and expensed of such repair. Repairs and the expenses of any damages to the Automobiles caused by or as a result of the use of the Automobiles by the School district

(whether caused by the School District, its agents, students, employees, or volunteers) shall be the responsibility of the School District.

3. Findlay shall designate one contact person as "Automobile Manager" who will liaise with the Course Manager (as defined in Section D(1) below). Findlay shall submit contact data for the Automobiles Manager to School District for maintenance in School District records.
4. Findlay shall notify the School District of any manufacturer recalls and repairs to the Automobiles.
5. In the event that repair of maintenance work of the Automobiles renders the Automobiles unavailable to School District for longer than 5 (five) business days, Findlay shall provide School District with an alternate Automobile for use in the Course until repairs to the Automobile are completed at no addition cost to the School District.

D. SCHOOL DISTRICT OBLIGATIONS

School District shall:

1. Only use the Automobiles in the provision of the Course.
2. Only permit authorized Students and Course instructors to operate the Automobiles.
3. Designate one contact person as "Course Manager" who will liaise with the Automobile Manager (as defined in Section C(3) above). School District shall submit contact data for the Course Manager to Findlay for maintenance in Findlay records.
4. Be responsible for the reasonable costs of repairs to the Automobiles for damages arising out of use of the Automobiles in the Course and regular scheduled maintenance of the Automobiles, not arising out of manufacturing recalls of the Automobiles, related repairs or manufacturing warrantied repairs of the Automobiles.
5. Return the Automobiles in a condition equivalent to the condition in which it was received from Findlay on the execution date of this Agreement. This provision excludes responsibility for normal wear and tear and miles driven during the term of this Agreement.
6. Findlay shall be responsible for all documented costs associated with manufacturing recalls, related repairs and manufacturing warrantied repairs of the Automobiles.
7. Cooperate with Findlay to complete all manufacturer required regular and scheduled maintenance, recall related repairs, and warrantied repairs to the Automobiles. All repairs and maintenance referenced in this provision will be referred to Findlay's repair and maintenance facilities.
8. Obtain insurance to cover any and all property damage, personal injury claims or liabilities, third party property damage claims, and hospital fees resulting from the use of the Automobiles by the School District in the Course not caused by the act, omission, negligence, misconduct, or other fault of Findlay, its officers, officials, agents, employees or volunteers.

9. School District shall name Findlay, its officers, officials, agents, employees or volunteers as additional insureds under the policy required under Section D (5) of this Agreement, and shall provide any insurance documents evidencing the terms of the policy to Findlay within five (5) business days of a written request by Findlay.

E. FUNDING

1. This Agreement memorializes a donation by Findlay of the use of the Automobiles to the School District for use in the Course, and as a donation there is no monetary compensation contemplated.

F. INDEMNIFICATION

Each party (as indemnitor) agrees to indemnify, defend, and hold harmless the other party (as indemnitee) from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (hereafter referred to as claims) arising out of bodily injury of any person (including death) or property damage, but only to the extent that such claims which result in vicarious/derivative liability to the indemnitee are not caused by the act, omission, negligence, misconduct, or other fault of the indemnitor, its officers, officials, agents employees of volunteers. Notwithstanding the preceding sentence or any other provision of this Agreement to the contrary, any agreement by School District to defend, hold harmless or indemnify Findlay shall be limited to, and be payable only from, School District's available insurance or self-insurance coverage for liability assumed by contract, if any, available as a part of its general liability insurance program.

G. MISCELLANEOUS PROVISIONS

1. This Agreement shall be governed and construed under the laws of the State of Arizona. In the event of a dispute among the parties concerning the terms of provisions hereof, venue shall be in Coconino County, Arizona.
2. Failure by any person on one or more occasions to exercise one or more of its right hereunder shall not be construed as a waiver of such right or rights and the rights granted hereunder are in addition to those available under law and equity.
3. All agreements, covenants, or provisions contained herein are severable and in the event any agreement, covenant, or provision shall be held to be invalid by any court of competent jurisdiction, this Agreement shall be interpreted as though such invalid agreement, covenant, or provision was not contained herein.
4. The captions of various Sections of this Agreement are for the convenience of reference only and shall not alter the terms and conditions of this Agreement.

H. TERMINATION

This Agreement may be terminated by any party thirty (30) days after written notice of intent to terminate delivered to the other party or parties via certified mail, return receipt requested.

I. CONFLICT OF INTEREST

This Agreement may be cancelled for conflict of interest pursuant to Arizona Revised Statutes Section 38-511.

J. NOTICE

All other notices, communications, and reports under this Agreement shall be either hand delivered or mailed, postage prepaid in the United States Postal Service, to the respective parties at the respective addresses shown below, unless and until either party is otherwise notified in writing.

For School District:

3285 E. Sparrow Avenue
Flagstaff, AZ 86004

For Findlay:

5030 E. Market Place Drive
Flagstaff, AZ 86004

K. MERGER CLAUSE

This Agreement reflects final, complete and exclusive understandings of all the parties hereto, and may not be waived, altered, assigned, or modified except by the written agreement of all the parties.

L. AUTHORITY

All persons that are signatories to this Agreement represent that they have authority to enter into the Agreement and bind their respective organization thereunto.

M. ABRITRATION

If a dispute arises between the parties concerning any provision of this Agreement, the parties agree to arbitrate the dispute pursuant to the Arizona Arbitration Act, A.R.S. Section 12-1501 *et seq.*

N. LEGAL WORKFRS

As mandated by Arizona Revised Statutes § 41-4401, each party (a) warrants the party's compliance with all federal immigration laws and regulations that relate to the party's employees and their compliance with Arizona Revised Statutes § 23-214(A); (b) acknowledges that a breach of the warranty in subsection (a) of this section shall be deemed a material breach of this Agreement that is subject to penalties up to and including termination of this Agreement; and (c) retains the legal right to inspect the papers of any contractor or subcontractor employee who works pursuant to this Agreement to ensure compliance with the warranty.

O. IRAN/SUDAN INTERESTS

Pursuant to A.R.S. §§ 35-391.06 and 35-393.06, each party certifies that the party does not have a scrutinized business operations in either Iran or the Sudan. The party further certifies that no

subcontractors, hired by the party to carry out the duties of this Agreement shall have a scrutinized business operations in either Iran or the Sudan.

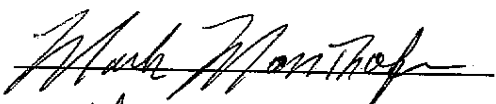
IN WITNESS whereof, the Parties hereby execute this Agreement:

FOR FLAGSTAFF UNIFIED SCHOOL DISTRICT NO. 1 OF COCONINO COUNTY:

Superintendent

Date: _____

FOR FINDLAY AUTOMOTIVE OF ARIZONA, LLC:



Its: MARKETING MANAGER

Date: 8/15/17



BOARD SUMMARY

MEETING DATE: August 22, 2017

Policy Revision BBBA – 1st Reading

Goal 5: Increase Public Engagement and Support for FUSD

EXECUTIVE SUMMARY:

ASBA sent the following policy revisions to its member districts for local adoption. ASBA attorneys have reviewed and approved these policy revisions and they are being presented this evening with a recommendation for approval by the FUSD Governing Board.

Policy Advisory No 588 Policy BBBA – Board Member Qualifications

House Bill 2416 makes adjustments to language found in A.R.S. 15-421, related to board member qualifications pertaining to employment with a third-party contractor. Language in Policy BBBA, *Board Member Qualifications*, reflects the new language in statute.

RECOMMENDED ACTION:

It is recommended that the Governing Board approve the first reading of revisions to Policy BBBA Board Member Qualifications as submitted and recommended by ASBA Policy Services.

M. Penca
08/22/17

BBBA ©
BOARD MEMBER QUALIFICATIONS

(Governing Board Membership)

A person who is a registered voter of this state and has been a resident of the District for one (1) year immediately preceding the day of election is eligible for election to the office of Governing Board member.

No employee of the District, including a person who directly provides certificated or support services to the District as an employee of a third-party contractor, or the spouse of such employee may hold membership on the Governing Board of this District.

A Governing Board member is ineligible to serve simultaneously as a member of any other school district governing board, except that a Governing Board member may be a candidate for nomination or election for any other governing board if serving in the last year of a term of office.

**Five-Member Board Same
Household Limitation**

By legislative restriction applicable to five (5) member Boards, persons related as immediate family and having the same household within four (4) years:

- A. Shall not serve simultaneously on the Governing Board.
- B. Are ineligible to be a candidate for nomination or election to the Governing Board, except when a member is serving in the last year of a term of office.
- C. Are ineligible to be simultaneous candidates for nomination or election to the Governing Board.

A qualified elector residing in the District may bring an action in Superior Court to enforce these restrictions.

For purposes of this policy, the definitions of "immediate family" and "household of residence" set out in A.R.S. 15-421 shall apply.

Adopted: date of Manual adoption

LEGAL REF.:

A.R.S.

15-421

38-201

38-296.01

Arizona Constitution, Article VII, Section 15

BOARD SUMMARY

MEETING DATE: August 22, 2017

Policy Revision EEAEA – 1st Reading

Goal 2: Recruit and Retain Highly Qualified, Motivated, and Excelling Staff

EXECUTIVE SUMMARY:

ASBA sent the following policy revision to its member districts for local adoption. ASBA attorneys have reviewed and approved the policy revision and they are being presented this evening with a recommendation for approval by the FUSD Governing Board.

House Bill 2247 has modified the requirements for school bus drivers who must submit an Identity Verified Fingerprint Card as described in A.R.S. 15-106 that the Department of Public Safety (DPS) shall use to process the fingerprint clearance card as outlined in A.R.S. 15-106.

A person who is issued a school bus driver certificate shall maintain a valid Identity Verified Fingerprint Clearance Card for the duration of any school bus driver certification period.

DPS shall suspend a school bus driver certificate if the fingerprint clearance card is invalid, suspended, canceled or revoked.

On or before December 31, 2018, a person certified as a school bus driver must obtain a valid fingerprint clearance card and submit an Identify Verified Fingerprint Clearance Card as prescribed by A.R.S. 28-3228 to maintain certification.

A person who is certified as a school bus driver who holds a valid fingerprint clearance card may use the current valid fingerprint clearance card to satisfy requirements until such fingerprint clearance card expires, whereupon the school bus driver must obtain and maintain a valid Identity Verified Fingerprint Clearance Card for the duration of any school bus driver certification period.

RECOMMENDED ACTION:

It is recommended that the Governing Board approve the first reading of revisions to Policy EEAEA Bus Driver Requirements, Training, and Responsibilities as submitted and recommended by ASBA Policy Services.

Bob Kuhn
Assistant Superintendent

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

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

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

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

Adopted: date of Manual adoption

LEGAL REF.:

A.R.S.

15-106

28-857

28-3228

A.A.C.

R17-4-508 *et seq.*

GDFA – Support Staff Qualifications and Requirements

BOARD SUMMARY

Meeting Date: August 22, 2017

Policy Revisions:

EXECUTIVE SUMMARY

1. Policy advisory 593 – Policy IJJ – Textbook/Supplementary Materials Selection and Adoption. Senate Bill 1204 made adjustments that pertain to the display of high school textbooks for a 60-day period and the posting of related information on the website.
2. Policy advisory 595 – Regulation IKE-RB – Promotion and Retention of Students. Regulation supports changes made to Senate Bill 1131 (A.R.S. 15-701) related to a student's promotion from third grade.
3. Policy advisory 596 – Policy JFAA – Admission of Resident Students. Under current law, district and charter school are required to admit students between the ages of six and twenty-one who are Arizona residents and reside in the district. House Bill 2107 allows military families to begin the enrollment process prior to physical arrival in the state and expand the definition of resident students to include those whose parent is transferred or is pending transfer to a military installation within this state.
4. Policy advisory 597 – Policy JFABC – Admission of Transfer Students (Academic Credit Transfer). House Bill 2389 add Chapter 7 to A.R.S. 1-701. Language establishes that school districts may evaluate the transcripts of transfer student for assignment of credit pursuant to A.R.S. 15-701.1.
5. Policy advisory 598 – Policy JFB – Open Enrollment. A.R.S. 15-184(I), desegregation provisions have been deleted from the statutes in Senate Bill 1254.

Recommended Action:

It is recommended that the Governing Board approves the first reading of Policies: IJJ, IKE-RB, JFAA, JFABC, and JFB as submitted by ASBA (Arizona School Board Association).

Mary K. Walton
8-22-17

IJJ ©
TEXTBOOK / SUPPLEMENTARY
MATERIALS
SELECTION AND ADOPTION

The Board will approve and adopt all new textbooks and supplementary books. The Superintendent shall establish textbook selection procedures that shall provide for the appropriate involvement of staff members, students, and community members. These procedures may provide for the establishment of textbook selection committees. Recommendations from textbook selection committees will be forwarded to the Superintendent.

Textbooks and supplementary books for common schools recommended by textbook selection committees will be placed on display in the District office for a period of at least sixty (60) days prior to the meeting at which the Board will consider their adoption.

Textbooks for high schools recommended by textbook selection committees will be placed on display in the District office for a period of at least sixty (60) days prior to the meeting at which the Board will consider their adoption. Information related to high school textbooks, which are proposed for approval, shall be placed on the District website.

In recommending books, the committees will strive for continuity of textbooks throughout the different grades and use the same book series in all classes of the same grade.

Objectives of Selection

It is the responsibility of the school textbook committees to:

- A. Recommend resources that will support and enrich the curriculum, taking into consideration the varied interests, abilities, learning styles, and maturity levels of students served.
- B. Recommend resources that will stimulate growth in factual knowledge, critical analysis of differing sides of issues, literary appreciation, aesthetic values, and recognition of various societal values.
- C. Place principle above personal opinion and reason above prejudice in the recommendation of resources of the highest quality in order to assure a comprehensive collection of resources appropriate for the complete education of all students.

The Superintendent will establish procedures for the purchase and distribution of all necessary textbooks, supplemental books, and other related instructional materials from the adopted list free of cost to students.

Removal of Textbooks/Supplementary Materials

Textbook selection committees may recommend to the Superintendent that certain previously adopted textbooks or supplementary materials be deleted from the Board-approved list. Textbooks and supplementary materials will not be deleted without the approval of the Board.

Disposal of Learning Materials

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.

Adopted: date of Manual adoption

LEGAL REF.:

A.R.S.

15-203

15-342

15-721

15-722

15-726

CROSS REF.:

DN - School Properties Disposition

IJL - Library Materials Selection and Adoption

KEC - Public Concerns/Complaints about Instructional Resources

IKE-RB ©

REGULATION

PROMOTION AND RETENTION OF STUDENTS

Competency Requirements for Promotion of Students from Third Grade

The District shall identify each student who is at risk of reading below grade level in kindergarten and grades one (1), two (2), and three (3). The District shall provide an annual specific written notification to parents or guardians of students in kindergarten programs and first (1st), second (2nd) and third (3rd) grades that a student who obtains a score on the reading portion of a state required ~~test~~ assessment that demonstrates the student is reading far below the third (3rd) grade level or the equivalent as established by the Board will not be promoted from the third (3rd) grade.

If the student's school has determined that the student is substantially deficient in reading before the end of grade three (3), the District shall provide to the parent or guardian of that student a ~~separate~~ specific written notification of the reading deficiency that includes the following information:

A. A Description of the student's specific individual needs

~~A. B.~~ A description of the current reading services provided to the student.

~~B. C.~~ A description of the available supplemental instructional services and supporting programs that are designed to remediate reading deficiencies. The District shall offer ~~at least~~ more than one (1) evidence-based intervention strategy and ~~at least~~ more than one (1) remedial strategy developed by the State Board of Education for pupils with reading deficiencies. The notification shall list the intervention and remedial strategies offered and shall instruct the parent or guardian to choose, in consultation with the student's teacher, the ~~strategy~~ most appropriate strategies that will be implemented for the student.

~~C. D.~~ Parental/guardian strategies to assist the student to attain reading proficiency.

~~D. E.~~ A description of the District policies on midyear promotion to a higher grade.

Competency requirements for the promotion of a student from the third (3rd) grade shall include the following:

A. The student shall not be promoted from the third (3rd) grade if the pupil obtains a score on the reading portion of a state required test that demonstrates the student's reading skills fall far below the third (3rd) grade level or the equivalent as established by the Board, unless the student is exempt from mandated retention or the pupil qualifies for an exemption as determined by the Governing Board.

B. The Governing Board may promote a student from the third (3rd) grade if the student obtains a score on the reading portion of a state required test that demonstrates the student's reading skills fall far below the third (3rd) grade level for any of the following:

1. A good cause exemption if the student is an English learner or a limited proficient student as defined in section 15-751 and has had fewer than two (2) years of English language instruction.

2. A pupil who is in the process of a special education referral or evaluation for placement in special education or a pupil who has been diagnosed as having a significant reading impairment, including dyslexia or a pupil who is a child with a disability as defined in section 15-761 if the pupil's individualized education program team and the pupil's parent or guardian agree that promotion is appropriate based on the pupil's individualized education program. "Dyslexia" as defined in section 15-701 means a brain-based learning difference that impairs a person's ability to read and spell, that is independent of intelligence and that typically causes a person to read at levels lower than expected.

3. A pupil who receives intervention and remedial services during the summer or subsequent school year pursuant to those indicated below under "Intervention and Remedial Strategies Developed by the State Board of Education" and demonstrates sufficient progress may be promoted from the third grade based on guidelines issued pursuant to the description of the school district or charter school policies on midyear promotion to a higher grade.

C. The student has demonstrated reading proficiency on an alternate assessment approved by the State Board of Education (SBE).

A pupil may not be retained if data regarding the pupil's performance on the state required test is not available before the start of the following academic year. A pupil who is not retained due to the unavailability of test data must receive intervention and remedial strategies as in the section immediately below if the third (3rd)-grade assessment data subsequently demonstrates that the pupil's reading ability falls far below the third (3rd)-grade level or the equivalent.

***Intervention and Remedial Strategies Developed by
the State Board of Education (SBE) for Students
Who Are Not Promoted from the Third Grade***

The Governing Board shall offer ~~at least~~ more than one (1) of the intervention and remedial strategies developed by the SBE. The parent or guardian of a student not promoted from the third (3rd) grade and the student's teacher(s) and principal may choose the most appropriate intervention and remedial strategies that will be provided to that student. The intervention and remedial strategies developed by the SBE shall include:

- A. A requirement the student be assigned to a different teacher, who was designated in that teacher's most recent performance evaluation in one (1) of the top two (2) performance classifications pursuant to section 15-203, for reading instruction.
- B. Summer school reading instruction.
- C. Intensive reading instruction in the next academic year that occurs before, during, or after the regular school day, or any combination of before, during and after the regular school day.
- D. Online reading instruction.

The intervention and remedial strategies developed by the SBE shall also:

- A. Provide for universal screening of pupils in preschool programs, kindergarten programs and grades one (1) through three (3) that is designed to identify students who have reading deficiencies in accordance with A.R.S. 15-704.
- B. Develop interventions and remedial strategies for pupils in kindergarten programs and grades one (1) through three (3) who are identified as having reading deficiencies pursuant to section 15-704.

**JFAA ©
ADMISSION OF
RESIDENT STUDENTS**

A student who is a resident of the District and who meets the applicable age requirements established by state law shall be admitted without payment of tuition to the school in the attendance area in which the student resides and may be admitted as a resident transfer student to another school in the District in accordance with the District's open enrollment policy.

The following students are residents of the District:

- A. A student who is in the legal custody of a natural or adoptive parent or other person to whom custody has been granted by a court order and who resides with the parent or other person in the District.
- B. A student who is an emancipated minor and whose place of residence is in the District. When determining whether a minor is emancipated, the Superintendent will consider such factors as whether the student is married, financially independent, and residing away from the family domicile with parental consent.
- C. A student who is eighteen (18) years of age or older and whose place of residence is in the District.
- D. A student who is homeless, and who attended a school in the District at the time of becoming homeless.
- E. A student who resides with a family member living in the District while awaiting the outcome of a legal guardianship or custody proceeding if the family provides written documentary proof in accord with 15-821(D).
- F. A student whose parent is transferred to or is pending transfer to a military installation within this state while on active military duty pursuant to an official military order.

The residency of a student, natural or adoptive parent, or other person to whom custody of the student has been granted by court order shall be based upon evidence of the individual's physical presence and intent to remain in the District. Such evidence of residency may be determined by using the following verifiable documentation.

Verifiable Documentation

A.R.S. 15-802(B) requires school districts and charter schools to obtain and maintain verifiable documentation of Arizona residency upon enrollment in an Arizona public school.

The documentation required by A.R.S. 15-802 must be provided each time a student enrolls in a school district or charter school in this state, and reaffirmed during the district or charter's annual registration process via the district or charter's annual registration form. The documentation supporting Arizona residency should be maintained according to the school's records retention schedule.

In general, students will fall into one (1) of two (2) groups: 1) those whose parent or legal guardian is able to provide documentation bearing his or her name and address; and 2) those whose parent/legal guardian cannot document his or her own residence because of extenuating circumstances including, but not limited to, that the family's household is multi- generational. Different documentation is required for each circumstance.

Parent(s) or legal guardian(s) that maintains his or her own residence:

The parent or legal guardian must complete and sign a form indicating his or her name, the name of the school district, school site, or charter school in which the student is being enrolled, and provide *one (1)* of the following documents, which bear the parent or legal guardian's full name and residential address or physical description of the property where the student resides (no P.O. Boxes):

- A. Valid Arizona driver's license, Arizona identification card
- B. Valid Arizona motor vehicle registration
- C. Valid United States passport
- D. Property deed
- E. Mortgage documents
- F. Property tax bill
- G. Rental agreement or lease (including Section 8 agreement)
- H. Utility bill (water, electric, gas, cable, phone)
- I. Bank or credit card statement
- J. W-2 wage statement
- K. Payroll stub

L. Certificate of tribal enrollment or other identification issued by a recognized Indian tribe

M. Other documentation from a state, tribal, or federal agency (Social Security Administration, Veterans' Administration, Arizona Department of Economic Security, etc.)

Parent(s) or legal guardian(s) that does not maintain his or her own residence: The parent or legal guardian must complete and sign a form indicating his or her name, the name of the school district, school site, or charter school in which the student is being enrolled, and submit a signed, notarized affidavit bearing the name and address of the person who maintains the residence where the student lives attesting to the fact that the student resides at that address, along with a document from the bulleted list above bearing the name and address of the person who maintains the residence.

Use of and Retention of Documents by Schools

School officials must *retain a copy* of the attestations or affidavits and copies of any supporting documentation presented for each student (photocopies acceptable) that school officials believe establish validity. Documents presented may be different in each circumstance, and unique to the living situation of the student. Documents retained by the school district or charter school may be used as an indicia of residency; however, documentation is subject to audit by the Arizona Department of Education. Personally identifiable information other than name and address (SSN, account numbers, etc.) should be redacted from the documentation either by the parent/guardian or the school official prior to filing.

Adopted: date of Manual adoption

LEGAL REF.:

A.R.S.

15-802

15-816 *et seq.*

15-821

15-823

15-823.01

15-824

42 U.S.C. 11301, McKinney-Vento Homeless Assistance Act of 2001,
as amended by the Every Student Succeeds Act (ESSA) of 2015

CROSS REF.:

IKEB - Acceleration

JFAB - Admission of Nonresident Students

JFABD - Admission of Homeless Students

JFB - Open Enrollment

JG - Assignment of Students to Classes and Grade Levels

JLCB - Immunizations of Students

JLH - Missing Students

JR - Student Records

JRCA - Request for Transfer of Records

JFABC © ADMISSION OF TRANSFER STUDENTS

(Academic Credit Transfer)

Academic credit for students who transfer from private or public schools shall be determined on a uniform and consistent basis.

Elementary

Academic credit for placement in the common school subjects and grades shall be based upon teacher recommendations and previous grade level assignments subject to the determination that the student can meet the standards adopted by the State Board of Education for the grade level assignment.

Credit for Graduation Requirements

Core credit for purposes of this policy shall be the units of credit specifically named as required for graduation by the State Board of Education in R7-2-302.02.

The District may evaluate the transcripts of transfer students for the assignment of credit pursuant to Section 15-701.01.

The School District shall provide to a pupil who transfers credit from a charter school, school district or Arizona online instruction a list that indicates which credits have been accepted as either elective or core credits by the School District.

Within ten (10) school days after receiving the list, a pupil may request to take an examination in each particular course in which core credit has been denied. The School District shall accept the credit as a core credit for each particular course in which the pupil takes an examination and receives a passing score on a test, aligned to the competency requirements adopted pursuant to this section, designed and evaluated by a teacher in the School District who teaches the subject matter on which the examination is based.

The School District may not charge a fee to a pupil who takes an examination in a particular course to obtain academic credit, pursuant to section 15-701.01, subsection i, from the School District if the academic credit for a course was previously earned in an Arizona online instruction course or at any public school in this state. Any test administered pursuant to this subsection shall be an assessment that is aligned to the course relevant state academic standards.

If a pupil is enrolled in the School District and that pupil also participates in Arizona online instruction between May 1 and July 31, the School District shall not require proof of payment as a condition of the School District accepting credits earned from the online course provider.

All core credit courses must meet the standards adopted by the State Board of Education where such standards exist. Where standards have not been adopted by the State Board of Education, core credit courses must meet the standards established for the school to which the student has requested a transfer of credit.

Adopted: date of Manual adoption

LEGAL REF.:

A.R.S.

1-701

15-189.03

15-701.01

15-745

15-808

A.A.C.

R7-2-302.02

CROSS REF.:

JG - Assignment of Students to Class

JFB © OPEN ENROLLMENT

The District has an open-enrollment program as set forth in A.R.S. 15-816 *et seq.* The open enrollment program described in this policy shall be placed on the District website and made available to the public on request.

No tuition shall be charged for open enrollment, except as authorized by applicable provisions of A.R.S. 15-764, 15-797, 15-823, 15-824, and 15-825.

Definitions

Resident transfer pupil means a resident pupil who is enrolled in or seeking enrollment in a school that is within the school district - but outside the attendance area - of the pupil's residence.

Nonresident pupil means a pupil who resides in this state and who is seeking enrollment in a school district other than the school district in which the pupil resides.

Enrollment Options

District resident pupils may enroll in another school district or in another school within this District. Resident transfer pupils and nonresident pupils may enroll in schools within this District, subject to the procedures that follow.

Information and Application

The Superintendent shall prepare a written information packet concerning the District's application process, standards for acceptance or rejection, and policies, regulations, and procedures for open enrollment. The packet will be made available to everyone who requests it.

The information packet shall include the enrollment application form and shall advise applicants that they must submit enrollment applications on or before _____ of each year to be considered for enrollment during the following school year.

Capacity

The Superintendent shall annually estimate how much excess capacity may exist to accept transfer pupils. The estimate of excess capacity shall be made for each school and grade level and shall take into consideration:

- A. District resident pupils in assigned school attendance areas, including those issued certificates of educational convenience and those required to be admitted by statute.
- B. The enrollment of eligible children of persons who are employed by the District.
- C. Resident transfer pupils who were enrolled in the school the previous year.
- D. Nonresident pupils who were enrolled in the school the previous year.

The Governing Board shall make the final determination of excess capacity and may require resident transfer pupils and/or nonresident pupils to be subject to the enrollment priorities and procedures found below. The excess-capacity estimates shall be made available to the public in _____ of each year.

Enrollment Priorities

If the Governing Board has determined that there is excess capacity to enroll additional pupils, such pupils shall be selected on the basis of designated priority categories from the pool of pupils:

- A. Who have properly completed and submitted applications; *and*
- B. Who meet admission standards.

Enrollment priorities and procedures for selection shall be in the order and in accordance with the following:

- A. Enrollment preference shall be given to resident transfer pupils who were enrolled in the school the previous year and any sibling who would be enrolled concurrently with such pupils. If capacity is not sufficient to enroll all of these pupils, they shall be selected through a random selection process adopted by regulation of the Superintendent.
- B. Enrollment preference shall be given to nonresident pupils who were enrolled in the school the previous year and any sibling who would be enrolled concurrently with such pupils. If capacity is not sufficient to enroll all of these pupils, they shall be selected through a random selection process adopted by regulation of the Superintendent.

C. Enrollment preference shall be given to resident transfer pupils who were not enrolled in the school the previous year. If capacity is not sufficient to enroll all of these pupils, they shall be selected through a random selection process adopted by regulation of the Superintendent.

D. Enrollment preference shall be given to nonresident pupils who were not enrolled in the school the previous year. If capacity is not sufficient to enroll all of these pupils, they shall be selected through a random selection process adopted by regulation of the Superintendent.

Enrollment preference may be given to children who are in foster care.

Admission Standards

A school district may refuse to admit any pupil who has been expelled from another educational institution or who is in the process of being expelled from another educational institution.

~~A school shall not admit a pupil if the admission of the pupil would violate the provisions of a court order of desegregation or agreement by a school or district with the United States Department of Education Office for Civil Rights directed toward remediating alleged or proven racial discrimination.~~

Notification

The District shall notify the emancipated pupil, parent, or legal guardian in writing by _____ whether the applicant has been accepted, placed on a waiting list pending the availability of capacity, or rejected. The District shall also notify the resident school district of an applicant's acceptance or placement on a waiting list. If the applicant is placed on a waiting list, the notification shall inform the emancipated pupil, parent, or legal guardian of the date when it will be determined whether there is capacity for additional enrollment in a school. If the pupil's application is rejected, the reason for the rejection shall be stated in the notification.

As provided by A.R.S. 15-816.07, the District and its employees are immune from civil liability for decisions relative to the acceptance or rejection of the enrollment of a nonresident student when the decisions are based on good faith application of this policy and the applicable statutory requirements and standards.

Transportation of Students Admitted Through Open Enrollment

A resident transfer student is eligible for District transportation on routes within the attendance boundaries of the school to which the student has been accepted for open enrollment transfer. It is the responsibility of the parents or guardians of the resident transfer student to have the student at a designated pickup point within the receiving school's transportation area. Nonresident open enrollment students are eligible for District transportation from a designated pickup point on a bus route serving the attendance area of the school to which the student has been admitted, or as may be otherwise determined by the District.

The District *may* provide transportation for open enrollment nonresident students who meet the economic eligibility requirements established under the national school lunch and child nutrition acts for free or reduced price lunches:

- A. of not more than twenty (20) miles to and from:
 - 1. the school of attendance, or
 - 2. a pickup point on a regular District transportation route, or
 - 3. for the total miles traveled each day to an adjacent district.

The District *shall* provide transportation for nonresident transfer students with disabilities whose individualized education program (IEP) specifies that transportation is necessary for fulfillment of the program:

- A. of not more than twenty (20) miles to and from:
 - 1. the school of attendance, or
 - 2. a pickup point on a regular District transportation route, or
 - 3. for the total miles traveled each day to an adjacent district.

Exception

Should there be excess capacity remaining for which no applications were submitted by the date established, the Superintendent, upon approval by the Board, shall authorize additional enrollment of nonresident pupils:

- A. Up to the determined capacity.
- B. On the basis of the order of the completed applications submitted after the notification date established in this policy.
- C. Without regard to enrollment preference.
- D. As long as admission standards are met.
- E. Whose applications are submitted by _____.

Adopted: date of Manual adoption

LEGAL REF.:

A.R.S.

8-371

15-764

15-797

15-816 *et seq.*

15-823

15-824

15-825

15-841

15-922

CROSS REF.:

EEAA - Walkers and Riders

IIB - Class Size

JF - Student Admissions

JFAA - Admission of Resident Students

JFAB - Admission of Nonresident Students

JFABD - Admission of Homeless Students

JG - Assignment of Students to Classes and Grade Levels



Arizona School Boards Association

MEMORANDUM

TO: ASBA Governing Board Members, Superintendents and Governing/Superintendent Secretaries

FROM: Dr. Tim Ogle, Executive Director

DATE: July 28, 2017

SUBJ: Proposed ASBA Bylaw Changes Request Notice

Article VIII Section 1. (b) allows for changes to the ASBA Bylaws to be brought forward by the membership.

These Bylaws or the Core Beliefs may be amended or repealed, or new ones adopted as follows:

- (a) *By a vote of two-thirds of the member boards using an electronic vote of the membership using a procedure adopted by the Board of Directors.*
- (b) *Amendments may be submitted by action of a member board, the Board of Directors of this Association, or any committee appointed by it, and shall be transmitted to the executive director not later than September 15. Such amendments shall be forwarded to the membership at least thirty (30) days prior to the opening of electronic voting as approved by the ASBA Board of Directors.*

This memo is being sent so that your governing board will have ample time to meet and determine if they wish to put forth any changes or amendments to the ASBA Bylaws. All proposed changes to ASBA's bylaws must be received by me no later than **Friday, September 15, 2017**. Enclosed please find a model agenda item for you to use when preparing your governing board meeting agenda if your board plans to discuss and/or propose changes to the bylaws.

To view or download ASBA's current bylaws, go to <http://azsba.org/about-asba/governance/> and click on the bylaws tab.

Electronic voting on proposed changes will begin in November.

azsba.org – o: 602.254.1100 – f: 602.254.1177 – 2100 N. Central Ave., Suite 200, Phoenix, AZ 85004

Executive Director – Dr. Timothy L. Ogle

President – Julie Bacon, Paradise Valley USD • **President Elect** Linda Lyon, Oracle ESD

Treasurer – Lawrence Robinson, Roosevelt ESD • **Secretary** – Steven Chapman, Tolleson UHSD

Immediate Past President – Kathy Knecht, Peoria USD

Quality leadership and advocacy for children in public schools



If you have any questions, please do not hesitate to contact me either at 602.254.1100 or 800.238.4701 (toll free), or via email at togle@azsba.org.

TO/kks

Enclosure

Model Agenda Item

Arizona School Boards Association Bylaw Amendments – Discussion and Possible Action

The board will discuss ideas for possible bylaw amendments to be submitted to ASBA as part of their annual membership governance process. Action may be taken by the board. Bylaw changes must be received to ASBA not later than Sept. 15, 2017, and thus this discussion is timely.

(In addition to the language above, if the board has a proposal in mind, it would be prudent to specify what that proposal is and describe it on the agenda.)





BYLAWS

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Introduction

ASBA is a membership driven organization as described in these Bylaws. As a Private Nonprofit, ASBA is committed to compliance with the Articles of Incorporation, these Bylaws, and the Internal Policy Manual, in all aspects of our work. A review and understanding of these Bylaws facilitates smooth interaction between and among members. Your membership and participation are appreciated.

BYLAWS ARIZONA SCHOOL BOARDS ASSOCIATION, INC.

Article I - Name of the Association

The Association shall be called the ARIZONA SCHOOL BOARDS ASSOCIATION, INC.

Article II - Purpose of the Association

The Purpose of the Association shall be:

Section 1. To promote the general advancement of public education in the State of Arizona and the United States of America and its Territories.

Section 2. To promote lay control of public education.

Section 3. To coordinate educational policies and procedures and promote uniform application of school laws of the state.

Section 4. To coordinate the activities and interest of school boards and accommodation schools within the State of Arizona.

Section 5. To present reports, recommendations and information concerning education to the Legislature, State Board of Education, and other governmental officials and agencies.

Section 6. To provide leadership to the local school boards.

- (a) By exchanging information and ideas pertaining to all aspects of education.
- (b) By encouraging effective communication with students, parents, community, school personnel, legislators and appropriate agencies.
- (c) By encouraging the most desirable and effective communication between school boards and school personnel, the legislature, and the general public.

Section 7. To cooperate with other organizations for the benefit of the children in the public schools of the state and nation.

Article III - Policies of the Association

The adoption of the beliefs, of the Arizona School Boards Association, changes thereto, or additions thereto, shall require a majority vote in favor of such adoption by the delegates of member boards. Changes to bylaws and core beliefs may occur by an electronic vote of the membership using a procedure adopted by the Board of Directors.

Article IV - Membership

Section 1. Classes of Membership

- (a) **Active Member** –
Any governing board of a school district of the State of Arizona is eligible to be an active member of the Association, and membership shall be classified under the name of the district thus represented.
- (b) **Honorary Member** –
Each past president of the Association shall automatically become and remain an honorary life member. The Board of Directors of the Association may elect additional honorary life members.
- (c) **Associate Member** –
Accommodation schools within the state of Arizona; the Arizona State School for the Deaf and the Blind; the State Juvenile Education System Board; agency school boards, or local school boards, as established by the Bureau of Indian Affairs of the United States Department of the Interior; tribal school boards, charter school governing bodies; and accredited community colleges shall be eligible for Associate Membership. Any former member of a public school governing board shall be eligible for Associate Membership upon written application to the executive director and upon the payment of dues as established by the Association. Membership privileges of the Associate Members shall be determined by the Board of Directors.
- (d) **Organization Affiliate** –
Any commercial or professional service firm that wishes to participate in the programs and activities of the Association shall be eligible for Organization Affiliate Membership upon written application to the executive director and approval by the Board of Directors.

Section 2. Voting Powers of the Membership

- (a) **Active Members** –
A governing board that is an active member of the Association shall be deemed present at a membership meeting if one or more members of such governing boards are in attendance. On each matter presented to the membership for vote, each governing board that is an active member shall be entitled to one vote, provided such governing board has paid dues as established and assessed in section 3(a) hereafter. The right to the floor for the purpose of discussion shall, however, be open to any and all members of a governing board who is an active member.

- (b) **Honorary Members** –
Honorary members shall also have the right to the floor for the purpose of discussion but shall not be entitled to vote.
- (c) **Associate Members** –
Associate members shall have the right to the floor for discussion purposes but shall not be entitled to vote.
- (d) **Organization Affiliate** –
Organization affiliate members shall not be entitled to vote.

Section 3. Dues of the Membership

- (a) **Active Members** –
The dues of each active member shall be established by the Association at an annual membership meeting or as established by law.
- (b) **Honorary Members** –
Honorary members shall not pay any dues.
- (c) **Associate Members** –
The dues of associate members shall be as established by the Association by an electronic vote of the membership using a procedure adopted by the Board of Directors.
- (d) **Organization Affiliates** –
The dues of organization affiliate members shall be as established by the Association by an electronic vote of the membership using a procedure adopted by the Board of Directors.

Section 4. Resignation

Any member of any classification may submit a resignation in writing to the executive director and such resignation shall be effective ten (10) days after receipt.

Section 5. Suspension and Expulsion

Failure to pay dues shall be grounds for suspension or expulsion from the Association. The Board may also terminate the membership of a member for actions of the member contrary to ASBA's bylaws, under procedures adopted by the Board. Suspension or expulsion shall automatically constitute a termination (in case of suspension, however, only for the period of suspension) of all member's rights and privileges in the Association.

Article V - Officers and Board of Directors and Executive Committee

Section 1. Officers and Terms of Office

The officers of the Association shall be president, president-elect, treasurer, secretary, and immediate past president, each of whom shall serve a term of one (1) year or until the selection and/or qualification of his/her successor. Upon election as the *president-elect*, he/she shall accede automatically to the presidency at such time as he/she is duly qualified. No two offices may be held by the same person.

Section 2. Board of Directors

The governing body of the Association shall be a Board of Directors consisting of the officers, one representative from each of the counties of the state, except Maricopa and

Pima counties which are allotted two (2) representatives. County representatives shall serve for a period of two (2) years with no member serving more than three (3) consecutive two (2) year terms. However, at the first meeting of the Board of Directors after the adoption of the bylaws, county representatives shall determine by lot the one-half of their number who will serve for one (1) year and the one-half who will serve for two (2) years. Thereafter, members of the Board of Directors shall be elected by member boards of their counties at their annual County Workshop meetings. Ex-officio members of the Arizona School Boards Association Board of Directors shall be:

- (a) Any person residing in Arizona who is either an officer or director of the National School Boards Association during his/her term of office in the national body, and
- (b) Any member of an ASBA active member Governing Board serving as President of the Arizona Hispanic Native American Indian Caucus and Black Caucus during his/her term of office in the Caucus.

Section 3. Qualifications

Each officer and director, with the exception of the immediate past president, shall be a member of a governing board which is a member of the Association. No more than one (1) elected officer shall be elected from any one member board and no two (2) board of directors' positions may be held by the same person.

Section 4. Authority

The board shall manage the affairs of the Association and shall have the power to adopt such rules as are consistent with the bylaws.

Section 5. Nominations and Elections

A nominating committee shall be constituted and selected as follows: the immediate past president of the Association shall serve as chairman of the committee and the remaining members shall be appointed by the president in consultation with the directors from those counties in which a county representative to the Board of Directors is elected for a two-year term. No two (2) members of the nominating committee shall be from the same county, and no more than three (3) members, in addition to the past president, shall be members of the Board of Directors. The committee shall submit a slate of officers consisting of one or more nominees for each office to the general membership at an annual membership meeting. Additional nominations may be made from the floor provided the consent of the nominee has been obtained.

The election of officers of the Association shall take place at the annual membership meeting. The election shall be by written ballot when there is more than one nominee for any office and only designated delegates shall be allowed to vote. The officers, county representatives, and ex-officio members of the Board of Directors shall take office at the close of the annual membership meeting. County representatives to the Board of Directors shall be nominated and elected by the official delegates of the governing boards of school districts at the county workshop of each county.

Section 6. Selection of Executive Director

The executive director shall be appointed by the Board of Directors, with a contract not to exceed four (4) years. He/she shall receive such salary and expenses as the Board shall determine or as may be consistent with the laws of the State of Arizona providing therefore.

Section 7. Duties of Officers, Board of Directors and Executive Committee

The president shall have such power and duties as are usually exercised by such an officer. He/she shall preside at meetings of the Association, the Board of Directors and of the Executive Committee. Unless otherwise provided for herein he/she shall appoint all standing and special committees. The president shall be ex-officio member of all committees, except the nominating committee, with voting power. The president-elect, in the absence or disability of the president, shall have the authority and perform the duties of the president. The treasurer and secretary shall have such powers and duties as are usually exercised by such officers. The treasurer shall collect dues and receipt therefor; shall receive and cause to be deposited all monies belonging to the Association, shall disburse the funds of the Association in accordance with the dictates of the Board. He/she shall report regularly to the board, prepare a budget report to be presented to delegates and membership and shall perform such other duties as are delegated to him/her by the president or by the Board. The secretary shall keep the minutes of all meetings of the Association, the Board, and the Executive Committee; shall keep a membership roster up to date at all times; shall preserve the records and the files of the Association; shall give all notices required.

Section 8. Executive Committee

The Executive Committee shall be composed of the officers of the Association.

Duties:

- (a) The Executive Committee shall have the authority of the Board to act on any emergency when the president deems it impracticable to call a meeting of the entire board.
- (b) It may review plans and programs to be presented to the Board at their regular meetings.
- (c) It shall have authority to give direction or delegate that such direction be given on legislative action to come before the State Legislature on which there is no formal Association position.
- (d) All actions of the Executive Committee shall be subject to ratification by the Board of Directors.

Section 9. Vacancies and removal from office.

A vacancy in any office or on the Board of Directors occurring between annual membership meetings shall be filled by a vote of the Board of Directors. Such person shall hold office until the next annual membership meeting of the Association. Any officer or director who *misses more than one meeting out of any four (4) consecutive meetings, unless he/she is excused* by the Board for a valid reason, may have his/her office vacated by action of the board.

Article VI - Meetings and Voting

Section 1. Membership Meetings

The Association shall hold an annual membership meeting, and in addition an annual Delegate Assembly at a time and place designated by the preceding annual membership meeting, by a vote of the membership, or by subsequent determination by the Board of Directors. Notice of the time and place shall be given by written notice to all members at least sixty (60) days but not more than ninety (90) days prior to the meeting. Special meetings of the membership may be called at anytime by the Board of Directors or by the president; and the president shall call a special meeting promptly upon receipt by him/her of a petition stating the purpose of the meeting signed by no less than ten (10) active members. Notice of the time and place of a special meeting shall be given to members at least fifteen (15) days prior to the meeting date, and such notice shall specify the business to be transacted. The presence of representatives of no less than twenty-five (25) active members shall be necessary to constitute a quorum at any meeting of the membership.

Section 2. Meetings of the Board of Directors and Executive Committee

The Board of Directors shall meet at least once each quarter of each calendar year. Special meetings shall be upon the call of the president, and such meetings shall be called upon written request of five (5) members of the Board of Directors. All members should be given notice of time and place of special meetings at least five (5) days prior to the meeting date. The Executive Committee shall meet from time to time as it deems necessary or upon call of the president.

Section 3. Annual Delegate Assembly

- (a) The annual Delegate Assembly shall be held to establish the political agenda items which support the beliefs of the association in the legislative process and in the priorities of the Association. Action agenda items may be submitted to the annual Delegate Assembly of the Association by the action of member boards, the Board of Directors of this Association, or any committee appointed by it, and shall be transmitted to the executive director not later than sixty (60) days before the opening date of the annual Delegate Assembly. All action items so submitted shall be forwarded immediately to the legislative committee for consideration.
- (b) The legislative committee is charged with creating a draft political agenda and shall consider the district action agenda item submitted. The draft legislative agenda shall be sent to members at least twenty (20) days prior to the annual Delegate Assembly by the legislative committee.
- (c) Other action agenda items submitted to the chairman of the legislative committee during the annual Delegate Assembly and prior to the last business session shall be considered by the membership at said meeting, provided that such action agenda items are in proper written form and signed by registered delegates from at least ten (10) active members.
- (d) The reporting member of the legislative committee shall be authorized, on behalf of the committee, to move for floor action on action agenda items and beliefs.

- (e) All action agenda items reported out of the legislative committee shall be duplicated as soon as possible and made available to the delegates.
- (f) Action agenda items passed at the annual Delegate Assembly will constitute the Political Agenda and shall be considered the position of the Association until the next Delegate Assembly.
- (g) The presence of representatives of no less than twenty-five (25) active members shall be necessary to constitute a quorum at the Delegate Assembly.

Article VII - Committees & Caucuses

Section 1. Standing Committees

Standing Committees of the Association shall be a nominating committee and a legislative committee.

The nominating committee shall be so constituted and have such powers as previously provided herein.

The legislative committee, consisting of as many members as deemed advisable by the president and the Board of Directors, shall meet upon the call of the president to consider legislative matters, and the effect thereof on governing boards.

Section 2. Caucuses

Caucuses shall exist to enhance the work of the association by addressing the unique needs of member districts. Caucuses of ASBA are considered to be affiliated with ASBA as a program provider with responsibility for the caucuses. Each caucus is expected to adopt its own bylaws for operating, programming and governing within the context of the relationship with ASBA described herein.

With the adoption of this section, the Black Caucus of ASBA and the Hispanic/Native American Indian Caucus of ASBA are hereby established.

Caucuses shall be added or eliminated to this provision through the amendment process described in article VIII of this document.

Article VIII - Amendment of Bylaws and Core Beliefs

Section 1. These Bylaws or the Core Beliefs may be amended or repealed, or new ones adopted as follows:

- (a) By a vote of two-thirds of the member boards using an electronic vote of the membership using a procedure adopted by the Board of Directors.
- (b) Amendments may be submitted by action of a member board, the Board of Directors of this Association, or any committee appointed by it, and shall be transmitted to the executive director not later than September 15. Such amendments shall be forwarded to the membership at least thirty (30) days prior to the opening of electronic voting as approved by the ASBA Board of Directors.



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Article IX - Parliamentary Authority

Section 1. The rules contained in the current edition of Robert's Rules of Order newly revised shall govern the proceedings of the ASBA in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order that ASBA may adopt.

Adopted by the ASBA Delegate Assembly, April 6, 1974.

Amended:	September 12, 1975	December 14, 1995
	June 12, 1976	December 12, 1996
	December 8, 1976	December 11, 1997
	November 30, 1977	December 10, 1998
	November 29, 1978	December 13, 2001
	December 12, 1979	December 16, 2004
	December 2, 1981	December 14, 2006
	June 25, 1983	December 11, 2008
	December 5, 1985	December 16, 2010
	December 12, 1986	December 15, 2011
	December 13, 1990	December 13, 2012
	December 12, 1991	December 11, 2014
	December 15, 1994	

FYI