



ADMINISTRATIVE CENTER GOVERNING BOARD

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SUPERINTENDENT
Brian Capistran

GOVERNING BOARD MEETING

CONSISTENT WITH THE REQUIREMENTS SET FORTH IN ARS 38-431.02,
NOTICES OF THIS PUBLIC MEETING HAVE BEEN APPROPRIATELY POSTED

AGENDA

Wednesday, September 19, 2018

**RECOGNITION RECEPTION
BOARD PATIO
7:15 P.M.**

**REGULAR MEETING
BOARD ROOM
7:30 P.M.**

PUBLIC RESPONSE TO AGENDA ITEMS
PLEASE REFER TO SECTION I.F. OF THE AGENDA

I. REGULAR MEETING

- A. Call to order
The meeting was called to order at _____.
- B. Roll call
- C. Pledge of Allegiance
The Governing Board President will lead the Pledge of Allegiance.
- D. Adoption of agenda – Policy Ref. BEDB
Adoption of the agenda as the order of business.

Motion _____ Second _____

E. Special recognition of National Merit Semi-Finalists:

Alexander Sigg	Independence High School
Jeremy Becker	Sunnyslope High School
Zoe Friese	Sunnyslope High School
Derek Gemar	Sunnyslope High School
McKenna Kellner	Sunnyslope High School
Michael Perry	Sunnyslope High School
Danielle Zylstra	Thunderbird High School

Note: As a matter of information to the audience, five days prior to any Governing Board meeting, Board members receive the agenda along with the extensive background material which they study individually before action is taken at the meeting. Routine matters will be asterisked and approved as consent agenda items. Any member of the Governing Board may remove items from the consent agenda.

Empowering All Students for the Choices and Challenges of the Twenty-First Century

F. Public participation at Board meetings

Members of the public wishing to appear before the Governing Board concerning an item on the agenda must fill out a request form located on the counter just inside the entrance to the board room and give it to the board secretary. Presentations are limited to a maximum of three (3) minutes. At the discretion of the Governing Board President, the number of presentations may be limited. Due to the Arizona Open Meeting Law, the Governing Board cannot discuss or take any action on items not listed on the agenda.

II. CONSENT ITEMS

*A. Approval of minutes – Policy Ref. BEDG (Enclosure)

Approve the minutes of the meeting held on September 5, 2018.

*B. Ratification of vouchers – Policy Ref. DK (Enclosure)

For the information of the audience, we follow a closely controlled procedure for processing vouchers when expending district monies. Vouchers (schedules of payments to vendors and/or employees), along with the supporting documentation, are prepared for review and signature by the Governing Board Clerk. The total vouchers reviewed were:

<u>Date Reviewed</u>	<u>Expense Voucher</u>	<u>Payroll Voucher</u>	<u>Aux/Tax Credit Voucher</u>
09/04/2018	71,234.22 536,468.13 52,142.18	N/A	25,774.52
09/10/2018	67,963.96 17,029.47 77,807.75 1,118,613.84	4,363,403.46	64,921.43

*C. Purchase orders – Policy Ref. DJA (Enclosure)

As a matter of information to the audience, procurement of materials and services is controlled by the use of a district purchase order system. The Board’s approval of the detailed annual budget provides authority for the processing of purchase orders through the Director of Purchasing. After preparation of purchase orders, the Clerk of the Governing Board reviews each of them before making a recommendation to the Governing Board.

*D. Authorization for Executive Session – Policy Ref. BEC

Request the Governing Board authorize an executive session consistent with the requirements set forth in ARS 38-431-03. Notices of this meeting as required by ARS 38-431.02 were posted. Reference: Executive session agenda is included.

*E. Professional visits – Policy Ref. GCCE

1. AMEA (Arizona Music Educators Association) Conference

Where: Mesa, AZ

When: January 31-February 2, 2019

Participant: Julie Trent (G)

Purpose: Professional development specific to music educators and Board Member

Cost to School Business funds: Substitute = \$200

Professional visits (continued)

2. NDEO (National Dance Education Organization) Conference
Where: San Diego, CA
When: October 4-7, 2018
Participant: Kelli Abramovich (W)
Purpose: Professional development specific to dance educators and conference presenter
Cost to Tax Credit funds: Substitute = \$100

3. Valley Schools Annual Study Session
Where: Prescott, AZ
When: November 1-2, 2018
Participants: Brad Nassif, Lou Wiegand (DO)
Purpose: Review employee benefit plan data and trends
Cost to Indirect funds: Transportation = \$166

4. OELAS (Office of English Language Acquisition Services) Conference
Where: Tucson, AZ
When: December 5-7, 2018
Participants: Beth Ransom (A); Bart Bondeson (I); Ceily Erie (S); Kimberly Means (DO)
Purpose: Professional development in English acquisition
Cost to ELL funds: Registration = \$1,580; Lodging = \$1,700; Meals = \$208;
Transportation = \$464

*F. Student trips – Policy Ref. IJOA

1. WHS FBLA (Future Business Leaders of America)
Where: Prescott, AZ
When: September 20-22, 2018
Participants: 6 students and 1 chaperone
Arrangements: District vehicle departing 9/20/18, 12:00 pm returning 9/22/18, 3:00 pm
Purpose: Leadership training
Students will miss 1.5 school days
Cost to CTE funds: Registration/Lodging = \$945; Substitute = \$100
Cost to Club funds: Transportation = \$250

2. GHS Chess
Where: Flagstaff, AZ
When: September 21-22, 2018
Participants: 10 students and 1 chaperone
Arrangements: District vehicle departing 9/21/18, 2:00 pm returning 9/22/18, 9:00 pm
Purpose: AIA Chess Tournament
Students will miss 1 hour of school time
Cost to Tax Credit funds: Transportation = \$375; Registration = \$50; Lodging = \$500;
Substitute = \$25

Student trips (continued)

3. AHS/GWHS/WHS FCCLA (Family, Career & Community Leaders of America)
Where: Prescott, AZ
When: September 27-29, 2018
Participants: 30 students and 3 chaperones
Arrangements: District vehicle departing 9/27/18, 6:00 am returning 9/29/18, 4:00 pm
Purpose: Officer training and leadership camp
Students will miss 2 school days
Cost to CTE funds: Transportation = \$613; Registration/Lodging = \$4,620; Substitute = \$500

4. IHS Student Council
Where: Anaheim, CA
When: October 5-8, 2018
Participants: 20 students and 2 chaperones
Arrangements: Commercial carrier departing 10/5/18, 3:30 pm returning 10/8/18, 7:00 pm
Purpose: Leadership training
No loss of school days
Cost to Club funds: Transportation = \$800; Registration = \$4,224; Lodging = \$3,900

5. GHS NJROTC
Where: San Diego, CA
When: October 7-12, 2018
Participants: 30 students and 3 chaperones
Arrangements: Commercial carrier departing 10/7/18, 5:00 pm returning 10/12/18, 5:00 pm
Purpose: Military orientation
No loss of school days
Cost to CTE funds: Transportation = \$2,127

6. SHS Journalism
Where: Chicago, IL
When: November 1-4, 2018
Participants: 20 students and 2 chaperones
Arrangements: Commercial carrier departing 11/1/18, 6:00 am returning 11/4/18, 4:00 pm
Purpose: National Journalism Convention
Students will miss 2 school days
Cost to Club/Tax Credit funds: Transportation = \$7,000; Registration = \$2,100;
Lodging = \$6,000; Substitute = \$200

7. SHS FBLA (Future Business Leaders of America)
Where: Charlotte, NC
When: November 14-18, 2018
Participants: 10 students and 1 chaperone
Arrangements: Commercial carrier departing 11/14/18, 3:50 pm returning 11/18/18, 4:57 pm
Purpose: Fall Leadership Conference
Students will miss 2.5 school days
Cost to CTE funds: Transportation = \$5,335; Registration = \$715; Lodging = \$3,040;
Substitute = \$175

Student trips (continued)

8. MVHS Wrestling

Where: Bullhead City, AZ

When: January 11-12, 2019

Participants: 14 students and 2 chaperones

Arrangements: Private vehicles departing 1/11/19, 5:00 am returning 1/12/19, 12:00 am

Purpose: Wrestling tournament

Students will miss 1 school day

Cost to Club funds: Registration - \$375; Lodging = \$1,200; Substitute = \$300

9. GWHS/SHS Performance Dance

Where: Anaheim, CA

When: February 15-18, 2019

Participants: 33 students and 5 chaperones

Arrangements: Commercial carrier departing 2/15/19, 4:30 am returning 2/18/19, 4:45 pm

Purpose: Attend dance workshops, performances and classes

Students will miss 1 school day

Cost to Tax Credit funds: Transportation = \$4,400; Lodging = \$6,080; Substitute = \$200

10. THS Theatre and Band

Where: Anaheim, CA

When: March 14-17, 2019

Participants: 110 students and 11 chaperones

Arrangements: Commercial carrier departing 3/14/19, 3:00 pm returning 3/17/19, 3:00 pm

Purpose: Performance workshops and university tour

Students will miss 1 school day

Cost to Tax Credit funds: Transportation = \$10,980; Registration = \$21,600;

Lodging = \$15,795; Substitute = \$500

11. GHS NJROTC

Where: El Paso, TX

When: March 17-22, 2019

Participants: 30 students and 3 chaperones

Arrangements: Commercial carrier departing 3/17/19, 5:00 pm returning 3/22/19, 5:00 pm

Purpose: Military orientation

No loss of school days

Cost to Club funds: Transportation = \$2,305

*G. Personnel1. Certifieda. Employment – Policy Ref. GCF Professional Staff HiringWHS - Ry Sedrick Bolodo, Special Ed – Effective 7/30/18b. Leave of Absence – Policy Ref. GCCC Professional/Support Leave of AbsenceAHS - Monica Paganelli, Special Ed – Effective 12/10/18THS - Brandee Bergen, Guidance Counselor – Effective 10/15/18c. Employment ReleaseTHS - Joseph Clements, English – Effective 9/4/18

Personnel (continued)

2. Classifieda. Employment – Policy Ref. GDF Support Staff Hiring

CHS - Leslie Lopez, Special Ed Instructional Assistant – Effective 3/26/18
 Ervik Whitehat, Cafeteria Assistant – Effective 3/6/18

DO - Aura Fonseca, Bus Driver – Effective 3/26/18
 Judith Roza, Bus Assistant – Effective 3/26/18

IHS - Audrey Marquez, Athletic Trainer – Effective 9/24/18

THS - Jarrett Downey, Campus Technology Assistant – Effective 6/1/18

WHS - Dorisela Pita Martinez, Custodian – Effective 5/25/18

b. Leave of Absence – Policy Ref. GCCC Professional/Support Leave of Absence

AHS - Ann Andrade, Title One Instructional Assistant – Effective 9/17/18

CHS - Diana Martinez, Special Ed Instructional Assistant – Effective 7/24/18

MVHS - Robert Newcomb, CTE Instructional Assistant – Effective 8/6/18

Andrea Wilson, Special Ed Instructional Assistant – Effective 9/10/18

WHS - Maria Alvarado Caudillo, Custodian – Effective 9/14/18

c. Resignation – Policy Ref. GDOB Resignation of Support Staff Members

SHS - Patricia Berry, Special Ed Instructional Assistant – Effective 9/6/18

d. Employment Release

DO - Sharon Jones, Bus Assistant – Effective 8/27/18

Robyn Nelson, Bus Driver – Effective 8/20/18

RECOMMENDATION: The Governing Board approve the recommendations for Consent items II. *A through II. *G.

Motion _____ Second _____ Vote _____

III. NEW BUSINESS**A. BCB - BOARD MEMBER CONFLICT OF INTEREST****Voting Restrictions**

Notwithstanding any other provision of law, a Governing Board member shall be eligible to vote on any budgetary, personnel, or other question that comes before the Board, except that it shall be unlawful for a member to vote on a specific item that concerns the appointment, employment, or remuneration of such member or any person related to such member as a dependent as defined in A.R.S. [43-1001](#). [LEGAL REF.: A.R.S. [15-323](#)]

Employment Limitation

No dependent, as defined in Section [43-1001](#), of a Governing Board member may be employed in the District, except by consent of the Board. [LEGAL REF.: A.R.S. [15-502](#)]

No employee of the District or the spouse of such employee may hold membership on the Governing Board of the District. [LEGAL REF.: A.R.S. [15-421](#)]

Conflict of Interest

Any Board member or employee of the District who has, or whose relative has, a substantial interest in any contract, sale, purchase, or service to the District shall make known that interest in the official records of the District and shall refrain from voting upon or otherwise participating in any manner as a Board member or employee in such contract, sale, or purchase. [LEGAL REF.: A.R.S. [38-503](#)]

Any Board member or employee who has, or whose relative has, a substantial interest in any decision of the District shall make known such interest in the official records of the District and shall refrain from participating in any manner as a Board member or employee in such a decision. [LEGAL REF.: A.R.S. [38-503](#)]

“Refrain from participating in any manner” means more than just refraining from making a final decision. It means participating in any way in the process leading up to a decision. An employee with a conflict of interest must not make recommendations, give advice, or otherwise communicate in any manner with anyone involved in the decision-making process.

Purchases from Governing Board Members for Districts with 3,000 or More Students

School district procurement rules are required for all purchases of service from Governing Board members, regardless of the dollar amount. Purchases of services, materials, and equipment from Board members are subject to the following:

- A. Purchases for goods or services are limited to three hundred dollars (\$300) per transaction;
- B. Total purchases within any twelve (12) month period are limited to one thousand dollars (\$1,000);
- C. The purchases comply with the Uniform System of Financial Records (USFR) guidelines for oral and written quotations.
- D. The Board has, by majority vote, adopted or reconfirmed a policy authorizing such purchases within the preceding twelve (12) month period.

[LEGAL REF.: A.R.S. [38-503](#); [15-323](#); A.G.O. I84-012; I06-002]

Filing of Disclosures

The District shall maintain for public inspection in a special file all documents necessary to memorialize all disclosures of substantial interest made known pursuant to the statutory conflict-of-interest provisions. [LEGAL REF.: A.R.S. [38-509](#)]

Adopted: ~~February~~ 4, 2015

LEGAL REF.:

A.R.S.

[15-213](#)

[15-323](#)

[15-421](#)

[15-502](#)

[38-481](#)

[38-503](#)

[38-509](#)

[43-1001](#)

A.G.O.

I84-012

I88-013

I06-002

CROSS REF.:

BBBA - Board Member Qualifications

DJE - Bidding/Purchasing Procedures

RECOMMENDATION: The Governing Board approve the third and final reading for policy BCB – Board Member Conflict of Interest.

Motion _____ Second _____ Vote _____

B. BCB-E BOARD MEMBER CONFLICT OF INTEREST

I, _____, do hereby indicate that I am presently a member of the Glendale Union High School District Governing Board, and that I (or my relative[s] _____) have a substantial interest in the contract, sale, purchase, service to or decisions made by the Glendale Union High School District Governing Board. Description of the conflict is as follows:

I also declare that I shall refrain from participating in any manner in my capacity as Governing Board member in such contract, sale, purchase, service to or decisions by the Governing Board unless specifically permitted to do so by law.

I, _____, do hereby indicate:

1. That I am presently an officer/employee of the Glendale Union High School District;
2. That I (or my relative[s]: _____) have a substantial interest in the contract, sale, purchase, decision, investigation, or other matter by the Glendale Union High School District Governing Board as described below.

Identify the contract, sale, purchase, service, decision, investigation, or other matter in which you or your relative may have a "substantial interest" under A.R.S. §§ 38- 501 to 511. (Use as much space as necessary)

Describe the "substantial interest" referred to above. (Use as much space as necessary.)

STATEMENT OF DISQUALIFICATION

To be completed if you have a conflict as identified above.

To avoid any possible conflict of interest under A.R.S. §§ 38-501 to 511, I will refrain from participating in any manner in the matter identified above.

Date _____ Signature _____

STATEMENT OF NO CONFLICT

**To be completed only if you do not or your relative does not
have a conflict of interest.**

I, _____, do hereby indicate that I do not have, and none of my relatives has, a substantial interest in any contract, sale, purchase, service, decision, investigation, or other matter of the Glendale Union High School District;

Date _____ Signature _____

The District will investigate allegations of inadequate disclosure of substantial interests and/or inappropriate participation when a substantial interest may exist.

RECOMMENDATION: The Governing Board approve the third and final reading for exhibit BCB - E – Board Member Conflict of Interest.

Motion _____ Second _____ Vote _____

C. GBEAA - STAFF CONFLICT OF INTEREST

Employment of Close Relatives

No person employed by the District may be directly supervised by a close relative (father, mother, son, daughter, sister, brother, or spouse). This policy will apply for summer or part-time work as well as for full-time employment.

A dependent of a Board member (a person more than half of whose support is obtained from a Board member) cannot be hired in the District except by consent of the Board. The spouse of a Board member cannot be employed by the District.

Business Relations

Any employee who has, or whose relative has, a substantial interest in any decision of the District shall make known this interest in the official records of the District, and shall refrain from participating in any manner as an employee in such a decision.

“Refrain from participating in any manner” means more than just refraining from making a final decision. It means participating in any way in the process leading up to a decision. An employee with a conflict of interest must not make recommendations, give advice, or otherwise communicate in any manner with anyone involved in the decision-making process.

Vendor Relations

No employee of the District will accept ~~gifts~~ a gift or benefit from any person, group, or entity doing, or desiring to do, business with the District as described in Policy DJ, Purchasing (Purchasing Ethics Policy). ~~The acceptance of any business-related gratuity is specifically prohibited, except for widely distributed, advertising items of nominal value.~~

~~This policy should not be construed to deem unacceptable inexpensive novelty advertising items of general distribution. Acceptance of business meals and holiday gifts for general consumption are acceptable under this policy.~~

District Purchases from Employees

The District is required to follow the school district procurement rules for all purchases of goods or services from District employees regardless of dollar amount. The District may acquire equipment, material, supplies, or services from its employees only under an award or contract let after public competitive bidding [A.R.S. [38-503](#); A.G.O. I06-002]. The requirement applies to any purchase using District monies, including extracurricular activities fees, tax credit contributions, and monies held in trust by the District such as student activities monies, when a District employee acts as the vendor. Oral and written quotations do not satisfy the public competitive bidding requirements.

Employee Training and Acknowledgement of Understanding

The Governing Board may require annual employee training to ensure District conflict of interest policies are communicated to employees and acknowledged as received and understood. Each employee shall complete and sign the conflict of interest form, GBEAA-E, as determined by the District.

The District will investigate allegations of inadequate disclosure of substantial interests and/or inappropriate participation when a substantial interest may exist.

Adopted: ~~December 1, 2010~~

LEGAL REF.:

A.R.S.
15-323
15-421
15-502
38-481
38-501 et seq.
38-502
38-503
A.G.O.
I83-111
103-005
I06-002

Attorney General Arizona Agency Handbook, Appendix 8.1,
Conflict of Interest Disclosure Memorandum

CROSS REF.:

BCB - Board Member Conflict of Interest
DJ – Purchasing
DJE - Bidding/Purchasing Procedures
GBP – Prohibited Personnel Practices

RECOMMENDATION: The Governing Board approve the third and final reading for policy GBEAA – Staff Conflict of Interest.

Motion _____ Second _____ Vote _____

D. GBEAA-E - STAFF CONFLICT OF INTEREST

(CONFLICT OF INTEREST DISCLOSURE PURSUANT TO A.R.S. §§ 38-501 to -511)

(Instructions)

1. Employees must file a Conflict of Interest Disclosure within five (5) calendar days after commencing work and at least annually thereafter, either identifying any conflict the employee or the employee’s relative has or stating that the employee or the employee’s relative has no conflict.
2. All Conflict of Interest Disclosures shall be kept on file at *Glendale Union High School District*.
3. It is the employee’s responsibility to update and submit to both District Legal and Human Resources Departments within fifteen (15) calendar days of any new conflict arising after the date of the most recent Disclosure.

STATEMENT OF CONFLICT

I, _____, do hereby indicate:

1. That I am presently an officer/employee of the Glendale Union High School District No. 205;
2. That I (or my relative[s]: _____) have a substantial interest in the contract, sale, purchase, ~~or service to~~ or decision, investigation, or other matter by the Glendale Union High School District Governing Board as described below.

Identify the contract, sale, purchase, service, decision, investigation, or other matter in which you or your relative may have a "substantial interest" under A.R.S. §§ 38-501 to -511. (Use as much space as necessary)

Describe the "substantial interest" referred to above. (Use as much space as necessary)

3. ~~That I shall refrain from participating in any manner in my capacity as an employee or officer of the Glendale Union High School District in such contract, sale, purchase, service to, or decision by the Governing Board unless specifically permitted to do so by law.~~

STATEMENT OF DISQUALIFICATION

To be completed if you have a conflict as identified above.

To avoid any possible conflict of interest under A.R.S. §§ 38-501 to -511, I will refrain from participating in any manner in the matter identified above.

Date

Signature

Description of Conflict:

STATEMENT OF NO CONFLICT
To be completed only if you do not or your relative does not
have a conflict of interest.

I, _____, do hereby indicate that I do not have, and none of my relatives has, a substantial interest in any contract, sale, purchase, service, decision, investigation, or other matter of the Glendale Union High School District;

_____ Date _____ Signature

RECOMMENDATION: The Governing Board approve the third and final reading for exhibit GBEAA-E - Staff Conflict of Interest.

Motion _____ Second _____ Vote _____

E. BGD – Board Review of Regulations: (Enclosure)

The Superintendent has the responsibility for carrying out, through administrative regulations, the policies established by the Board. The administrative regulations shall specify required actions and reflect the detailed arrangement under which the District will be operated.

Before issuance, regulations shall be properly titled and coded in conformance with the policy classification system ~~selected by the Board.~~

The Board reserves the right to review all administrative regulations. The Superintendent shall provide a copy of each District regulation to each Board member prior to distribution.

Adopted: ~~December 1, 2010~~

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

RECOMMENDATION: The Governing Board approve the first of three readings for policy BGD – Board Review of Regulations

Motion _____ Second _____ Vote _____

F. BEDF – Voting Method

Votes on all motions and resolutions shall be by *ayes, nays* or *abstentions*.

At the discretion of the Board President or on the request of a member, a show-of-hands or roll-call vote shall be made and the vote of members shall be recorded. On a ~~voice vote~~ show-of-hands or roll-call, members may request that their own votes be recorded an indication of how each member voted, the names of the members who propose each motion and the names of the persons, as given, who make statements or present material to the public body and a reference to the legal action about which they made statements or presented material shall be recorded.

All motions shall be carried by a majority of the members who vote, or as otherwise required by law.

Adopted: ~~December 1, 2010~~

BEDF (continued)

LEGAL REF.:

A.R.S. 1-216

15-321

38-431

A.G.O.

I78-237

CROSS REF.:

BEDC - Quorum BEDD - Rules of Order BEDG - Minutes

RECOMMENDATION: The Governing Board approve the first of three readings for policy BEDF – Voting Method.

Motion _____ Second _____ Vote _____

G. **DICA – Budget Format**

The District shall utilize the budget format prepared and prescribed by the Superintendent of Public Instruction in conjunction with the Auditor General. The budget format is designed to allow school districts to plan and provide in detail for the use of available funds.

The District shall prominently post on its website home page a copy of its profile pages that displays the percentage of every dollar spent in the classroom by that school district from the most recent status report issued by the auditor general.

The District may want to include the additional categories of Instructional Support and Student Support alongside the dollars in the classroom number as the intention of the report is to give a more accurate picture of the percentage of district dollars spent that directly impact teaching and student learning.

The budget format, in addition to other requirements specified in statute, shall also contain the following information. The School District shall prominently post on its website home page, separately from its budget, Items A through F below:

- A. A statement identifying proposed pupil-teacher ratios and pupil-staff ratios relating to the provision of special education services for the budget year.
- B. A statement identifying the number of full-time equivalent certificated employees.
- C. The prominent display of the average salary of all teachers employed by the School District for the current year.
- D. The prominent display of the average salary of all teachers employed by the School District for the previous year.
- E. The prominent display of the dollar increase in the average salary of all teachers employed by the School District for the current year.
- F. The prominent display of the percentage increase in the average salary of all teachers employed by the School District for the current year.

Adopted:

LEGAL REF.: A.R.S.

15-271

15-302

15-903

15-977

15-991

41-1279.03

CROSS REF.:

CM - School District Annual Report

DBC-R - Budget Planning, Preparation and Schedules DIC - Financial Reports and Statements

DIE – Audits/Financial Monitoring

RECOMMENDATION: The Governing Board approve the first of three readings for policy DICA – Budget Format.

Motion _____ Second _____ Vote _____

H. DIE – Audits/Financial Monitoring

The Governing Board directs the Superintendent to implement procedures that assure District compliance with all state and federal requirements for financial monitoring and audits. Contingent upon prescribed qualifying criteria, such requirements may include, but are not limited to, procedural reviews by the Office of the Auditor General and the federal Single Audit Act Amendments of 2003 and OMB Compliance Supplement June 2016.

The procurement of the necessary services shall be consistent with the District's policy on bidding and purchasing procedures. Any allocation of costs for the services shall conform to the requirements of the Uniform System of Financial Records (USFR).

The following statutory limitations regarding the auditor or auditing firm shall be followed:

- A. The District may not hire the same auditor or auditing firm for more than three (3) consecutive years.
- B. An auditor or auditing firm hired by a school district may not also receive consulting fees from that school district.

A final report of each separate fiscal management review shall be presented to the Board for examination and discussion. After a report has been presented to the Board, it will become a matter of public record, and its distribution will not be limited. Copies of a final report shall be filed with appropriate state and other authorities.

The District shall prominently post on its website home page a copy of its profile pages that displays the percentage of every dollar spent in the classroom by that school district from the most recent status report issued by the Auditor General.

Adopted: ~~December 1, 2010~~

LEGAL REF.:

A.R.S. 15-239

15-914

15-2111

41-1279.04

41-1279.05

41-1279.07

41-1279.21

41-1279.22

A.A.C.

R7-2-902

USFR - Audit Requirements

2 CFR Part 200 Appendix XI, Compliance Supplement

CROSS REF.:

DICA – Budget Format

RECOMMENDATION: The Governing Board approve the first of three readings for policy DIE – Audits/Financial Monitoring.

Motion _____ Second _____ Vote _____

I. JFBA – Unsafe School Choice

Pursuant to the Unsafe School Choice Option of ~~the Every Student Succeeds Act of 2015 No Child Left Behind Act of 2001~~, funding under the Elementary and Secondary Education Act for the State is contingent upon the adoption and enforcement of an unsafe school choice policy. The State policy must require that a student attending a persistently dangerous public elementary school or secondary school, as determined by the State in consultation with a representative sample of local educational agencies, or who becomes a victim of a violent criminal offense, as determined by State law, while in or on the grounds of a public elementary school or secondary school that the student attends, be allowed to attend a safe public elementary school or secondary school within the local educational agency, including a public charter school.

Definitions

General Definition of Persistently Dangerous School Label (Adopted by Arizona State Board).

A persistently dangerous school is a school with recurring violent and/or dangerous crime that continues over time and does not use research based planning and prevention programming to ensure school safety.

The State, with a representative sample of local educational agencies, must determine which schools are persistently dangerous.

Definition of Victim of Violent Criminal Offense. A victim is an individual against whom the crime is committed as listed in a police report that is not unfounded or exceptionally cleared, or who is an immediate family member of a crime victim that has been killed or incapacitated.

Exhibit JFBA-E lists the laws that are considered Violent Criminal Offenses. These laws should be consulted to determine if the victim is eligible for the optional transfer to another school within the District or to a charter school.

Enrollment Options

Persistently Dangerous School Label

All students attending a public school that is classified by the State as a persistently dangerous school shall be notified of this label and be offered the opportunity to transfer to any school within the District that is not labeled persistently dangerous and contains the same grade level the student is eligible to attend or a charter school.

Victim of Violent Criminal Offense

Any student, while in or on the grounds of a public elementary school or secondary school that the student attends, who is subjected to a violent criminal offense as defined in Arizona law or who is an immediate family member of one who has been killed or incapacitated by such defined violent criminal offense shall be offered the opportunity to transfer to any school within the District that contains the same grade level the student is eligible to attend or a charter school.

Reports Required

The number of individuals using the individual transfer option should be reported to the Arizona Department of Education (ADE) each year in the format and form required.

Schools are to report violations of rules regarding dangerous weapons in the "Safe and Drug-Free Schools Report," which is an annual requirement for all public schools in Arizona and is due to ADE by June 30 each year. Additionally, referrals to law enforcement agencies for criminal offenses should be reported in the annual School Report Card.

Adopted: ~~December 1, 2010~~

LEGAL REF.:

A.R.S.

15-341

13-3726

20 U.S.C. 6301 et seq. Every Student Succeeds Act of 2015

20 U.S.C. 7912 ~~9532~~, Unsafe School Choice Option ~~No Child Left Behind~~

CROSS REF.:

JC - School Attendance Areas

JG - Assignment of Students to Classes and Grade Levels

RECOMMENDATION: The Governing Board approve the first of three readings for policy JFBA – Unsafe School Choice.

Motion _____ Second _____ Vote _____

J. JLCC – Communicable/Infectious Diseases

Any student with, or recovering from, a communicable disease will not be permitted in school until the period of contagion is passed or until a physician recommends a return, in accordance with A.R.S. [36-621](#) *et seq.*, appropriate regulations of the State Department of Health Services, and policies of the County Health Department.

Parents will be requested to provide a history of the communicable diseases for each student, and such records will be kept and maintained by the District.

A student suffering from a communicable disease shall be excluded from school to protect the student's own welfare and also to protect other students from illness. Early recognition of a communicable disease is of prime importance. The administrator or county health director shall make the decision for exclusion and readmission.

Pediculosis (Lice Infestation)

Students with pediculosis shall be excluded from school until ~~treatment specific for pediculosis has been initiated and the student is symptom free.~~ treated with a pediculocide.

Adopted: ~~December 1, 2010~~

LEGAL REF.:

A.R.S.

15-871

15-872

36-621

A.A.C.

R9-6-202 *et seq.*

R9-6-301 R9-6-342 R9-6-355

RECOMMENDATION: The Governing Board approve the first of three readings for policy JLCC – Communicable/Infectious Diseases.

Motion _____ Second _____ Vote _____

K. Intergovernmental Agreement (“Agreement”) providing for School Resource Officers at GUHSD Phoenix Schools (Enclosure)

The City of Phoenix (City) and the District desire to enter into an agreement whereby the City will assign three (3) school resource officers to Cortez/Moon Valley, Greenway/Thunderbird and Sunnyslope/Washington High Schools. The initial term of the Agreement shall be from August 6, 2018 until the end of the school year, May 22, 2019. This Agreement may be extended for up to three (3) additional school years in one (1) year terms by the mutual written agreement of the City and the District.

RECOMMENDATION: The Governing Board approve the Agreement and authorize Brian Capistran, Superintendent, to execute and deliver the Agreement.

Motion _____ Second _____ Vote _____

L. Sole Source - Albert.io (Enclosure)

In compliance with School Procurement Rule R7-2-1503, a contract may be awarded for a material, service, or construction item without competition if the Governing Board determines by resolution that there is only one source for this required item.

Albert.io – Learn By Doing, Inc. produces products intended to improve scores on testing across various subjects primarily for students in grades 7-12. These products take the form of specially developed assessment items, solutions and software tools, analytics and remediation. This resource provides materials for college and career preparation.

RECOMMENDATION: The Governing Board approve the sole source procurement for Albert.io – Learn By Doing, Inc.

Motion _____ Second _____ Vote _____

M. Midstate Energy L.L.C. Agreement (Enclosure)

To consider and, if deemed acceptable, adopt a resolution authorizing the lease purchase of certain energy conservation measures within the District from Midstate Energy, L.L.C. through a tax-exempt equipment lease purchase agreement with a bank or financial institution, as determined by the District in response to a term sheet to solicit financing bids; authorizing the execution of various documents relating to such energy conservation measures and the financing thereof; and delegating to the District Superintendent and Chief Financial Officer the authority to complete such documents within the parameters set forth in the resolution.

RECOMMENDATION: The Governing Board adopt the resolution and authorize Patty Kennedy, Board President; Brian Capistran, Superintendent; and Louis Wiegand, Chief Financial Officer; to sign and complete such documents within the parameters set forth in the resolution.

Motion _____ Second _____ Vote _____

IV. INFORMATION AND REPORTS

- A. Suspension reports (Enclosure)
- B. Financial reports (Enclosure)
- C. Bid specification (Enclosure)
 - 1. RFP 19-03R Glass Replacement and Services

RECOMMENDATION: The Governing Board accept the Information and Reports as presented.

Motion _____ Second _____ Vote _____

V. CURRENT EVENTS

- A. Authorization for Principals, District Administrators & Superintendent to present information
- B. Board comments

RECOMMENDATION: The Governing Board accept the Current Events as presented.

Motion _____ Second _____ Vote _____

VI. FUTURE MEETINGS AND DATES TO REMEMBER

Oct 3	Student Achievement Report	Washington High School – 5:00 pm
	Regular meeting	Administrative Center/Board room – 7:30 pm
Oct 5	1 st quarter ends	
Oct 8-12	Fall recess	All schools (no students/teachers)
Oct 17	Reception – AAA Washington	Administrative Center/Board patio – 7:00 pm
	Regular meeting	Administrative Center/Board room – 7:30 pm
Oct 24	PSAT	All schools

VII. CONVENE INTO EXECUTIVE SESSION (Pursuant to ARS 38-431.03)

Executive sessions require the confidentiality of the participants. Information discussed in executive session is confidential and therefore prohibited from being a subject of discussion outside this executive session, with the exception of information reported in the general meeting. Additionally, board members cannot state how they intend to vote or the action they intend to take on any subject discussed in the executive session.

- A. Call to order
- B. Minutes
Review the minutes of the executive session held on September 5, 2018.
- C. Student discipline matters ARS 15-843
Hear recommendations for long-term suspensions at Greenway, Independence and Moon Valley High Schools.
- D. Discussion/consideration of confidential information pursuant to ARS 38-431.03
Receipt of confidential matters subsequent to the posting of the agenda.

VIII. RECONVENE INTO PUBLIC MEETING**IX. POSSIBLE MOTION(S) ON SPECIFIC ITEM(S) DISCUSSED IN EXECUTIVE SESSION**

(Each item will be identified and voted on separately.)

X. ADJOURNMENT

The meeting adjourned at _____