

Governing Board Agenda
WASHINGTON ELEMENTARY SCHOOL DISTRICT
GOVERNING BOARD AGENDA FOR
SPECIAL MEETING, EXECUTIVE SESSION, REGULAR MEETING AND EXECUTIVE SESSION

DATE: March 10, 2011

TIME: Special Meeting, Executive Session 6:15 p.m. – Anasazi Room
Regular Meeting 7:00 p.m. – Board Room
Executive Session to follow Regular Meeting – Anasazi Room

PLACE: Administrative Center, 4650 West Sweetwater Avenue, Glendale, AZ 85304-1505

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

A copy of the completed agenda with names and details, including available support documents, may be obtained during regular business hours at the Washington Elementary School District Superintendent's Office at 4650 West Sweetwater Avenue, Glendale, AZ 85304-1505.

I. SPECIAL MEETING – GENERAL FUNCTION

- A. Call to Order and Roll Call
- B. Adoption of the Special Meeting Agenda

It is recommended that the Governing Board adopt the Special Meeting Agenda.

Motion _____ Second _____ Vote _____

II. CALL FOR EXECUTIVE SESSION

Call for Executive Session: Pursuant to A.R.S. §38-431.03 – A.3

It is recommended that the Governing Board establish an Executive Session to be held immediately during a recess in the Special Meeting for:

- A.3 – Discussion or consultation for legal advice with the attorney or attorneys of the public body regarding Policy issues.

Motion _____ Second _____ Vote _____

III. RECESSING OF SPECIAL MEETING FOR EXECUTIVE SESSION

IV. EXECUTIVE SESSION – GENERAL FUNCTION

- A. Call to Order and Roll Call
- B. Confidentiality Statement
All persons present are hereby reminded that it is unlawful to disclose or otherwise divulge to any person who is not now present, other than a current member of the Board, anything that has transpired or has been discussed during this executive session. To do so is a violation of ARS 38-431.03 unless pursuant to a specific statutory exception.
- C. Discussion under A.R.S. §38-431.03 – A.3
 - A.3 – Discussion or consultation for legal advice with the attorney or attorneys of the public body regarding Policy issues.

V. RECONVENING OF SPECIAL MEETING

VI. RECESSING OF SPECIAL MEETING FOR REGULAR MEETING

VII. REGULAR MEETING – GENERAL FUNCTION

A. Call to Order and Roll Call

B. Moment of Silence and Meditation

C. Pledge of Allegiance

D. Approval of the Minutes

1-4

It is recommended that the Governing Board approve the Minutes of the February 24, 2011 Regular Meeting and Executive Session (all Governing Board Members were in attendance).

Motion _____ Second _____ Vote _____

E. Current Events: Governing Board and Superintendent

F. Public Participation**

- Members of the public may address the Governing Board during this portion of the agenda in regard to non-agenda items (not to exceed three (3) minutes at chair's discretion).
- Additionally, or instead of, members of the public may address the Governing Board during a specific item that is on the agenda (not to exceed three (3) minutes at chair's discretion).

G. It is recommended that the Governing Board approve the Consent Agenda.

Motion _____ Second _____ Vote _____

VIII. CONSENT AGENDA

*A. Approval/Ratification of Vouchers

5

The Vice President of the Board reviews all vouchers prior to the meeting of the Board. Vouchers represent orders for payment of materials, equipment, salaries and services.

*B. Personnel Items

6-8

Personnel items include resignations, terminations, requests for retirement or leave, recommendations for employment and position changes.

*C. Public Gifts and Donations

9

1. Linda Corderman donated 32 books with a value of \$610.50 to be used as incentives for the Read Across America Celebration.

2. Honeywell International Charity Matching donated a check in the amount of \$300.42 for the benefit of students at Ironwood Elementary School.

*D. Out-of-County/State Field Trips

10-22

1. Dianna Bonney, Orangewood School, submitted an out-of-county/state field trip request to Camp Colley, Coconino National Forest, AZ, for 6th - 8th grade students at no cost to the District.

IX. ACTION / DISCUSSION ITEMS

- A. Review of Employee Benefits Trust Recommendation and Discussion, Consideration and Possible Action Regarding Employee Benefits Plan Funding Level for 2011-2012 (D. Rex Shumway) 23-27

Motion _____ Second _____ Vote _____

X. INFORMATION / DISCUSSION ITEMS

- A. Capital and Bond Implementation Plan Update (Jeff Cook and Paul Hartley, H2 Group) 28-42

XI. FUTURE AGENDA ITEMS

XII. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS

XIII. CALL FOR EXECUTIVE SESSION

Call for Executive Session: Pursuant to A.R.S. §38-431.03 – A.5 and A.R.S. §38-431.03 – A.1

It is recommended that the Governing Board establish an Executive Session to be held immediately during a recess in the Regular Meeting for:

- A.5 – Discussions or consultations with the designated representative of the public body in order to consider its position and instruct its representatives regarding negotiations with employee organizations regarding the salaries, salary schedule, or compensation paid in the form of fringe benefits of employees of the public body – specifically regarding the 2011 Interest-based Negotiation (IBN) process.
- A.1 – Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting – specifically regarding the quarterly evaluation of the Superintendent.

Motion _____ Second _____ Vote _____

XIV. RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION

XV. EXECUTIVE SESSION – GENERAL FUNCTION

- A. Call to Order and Roll Call
- B. Confidentiality Statement
All persons present are hereby reminded that it is unlawful to disclose or otherwise divulge to any person who is not now present, other than a current member of the Board, anything that has transpired or has been discussed during this executive session. To do so is a violation of ARS 38-431.03 unless pursuant to a specific statutory exception.

XV. EXECUTIVE SESSION – GENERAL FUNCTION (continued)

- C. Discussion under A.R.S. §38-431.03 – A.5
- A.5 - Discussions or consultations with the designated representative of the public body in order to consider its position and instruct its representatives regarding negotiations with employee organizations regarding the salaries, salary schedule, or compensation paid in the form of fringe benefits of employees of the public body – specifically regarding the 2011 Interest-based Negotiation (IBN) process.
- D. Discussion under A.R.S. §38-431.03 – A.1
- A.1 - Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting – specifically regarding the quarterly evaluation of the Superintendent.

XVI. RECONVENING OF REGULAR MEETING

XVII. ADJOURNMENT

Motion _____ Second _____ Vote _____

NOTES:

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.

(*) Items marked with an asterisk (*) are designated as Consent Agenda Items. This implies that the items will be considered without discussion. Consent Agenda items may be removed for discussion and debate by any member of the Governing Board by notifying the Board President or the Superintendent twenty-four (24) hours before regular Board meeting or by a majority of the Governing Board members present at the Board Meeting.

(**) Members of the public who wish to address the Board on an item which is on the agenda may be granted permission to do so by completing an AUDIENCE PARTICIPATION form and giving it to the Board's Secretary PRIOR TO THE BEGINNING OF THE MEETING. Those who have asked to speak will be called upon to address the Board at the appropriate time.

(**) During open session, the Board shall not hear personal complaints against school personnel or any other person connected with the District. Policy KE is provided by the Board for disposition of legitimate complaints including those involving individuals.

(**) The Board may listen but cannot enter into discussion on any item not on the agenda. Depending upon the number of requests to speak to the Board, time limitations may be imposed in order to facilitate accomplishing the business of the District in a timely manner.

GOVERNING BOARD MINUTES: REGULAR MEETING AND EXECUTIVE SESSION

2010-2011

February 24, 2011

Administrative Center
Governing Board Room
4650 West Sweetwater Avenue
Glendale, AZ 85304-1505

I. REGULAR MEETING – GENERAL FUNCTION**A. Call to Order and Roll Call**

Mr. Maza called the meeting to order at 7:00 p.m. Governing Board members constituting a quorum were present: Mr. Chris Maza, Mr. Bill Adams, Ms. Clorinda Graziano, Mr. Aaron Jahneke, and Mrs. Tee Lambert.

B. Moment of Silence and Meditation

Mr. Maza called for a moment of silence and meditation.

C. Pledge of Allegiance

Mr. Maza led the Pledge of Allegiance.

D. Adoption of the Regular Meeting Agenda

A motion was made by Mr. Adams that the Governing Board adopt the Regular Meeting Agenda. The motion was seconded by Mr. Jahneke. The motion carried.

UNANIMOUS**E. Approval of the Minutes**

A motion was made by Mr. Adams that the Governing Board approve the Minutes of the February 1, 2011 Special Meeting –Study Session. The motion was seconded by Ms. Graziano. The motion carried.

UNANIMOUS**F. Approval of the Minutes**

A motion was made by Mr. Jahneke that the Governing Board approve the Minutes of the February 10, 2011 Regular Meeting and Executive Session (Confidential). The motion was seconded by Mrs. Lambert. The motion carried.

UNANIMOUS**G. Current Events: Governing Board and Superintendent**

Mr. Adams shared that he visited Cactus Wren Elementary School and enjoyed visiting with the principal and staff. He enjoyed the Information Technology (IT) presentation given to the staff and thanked all IT personnel for their expertise and work that they do.

Mr. Adams shared that he recently saw Mr. Art Othon, former Washington Elementary School District Board member, who sent his regards to the staff. Mr. Adams thanked him for his dedication and service to the District.

Ms. Graziano shared that she enjoyed attending the following events:

- John Jacobs Elementary School – Anniversary Celebration and Parade
- Arroyo Elementary School – VIP Lunch
- 5th and 6th grade District Honor Band Rehearsals – thanked teachers for allowing her to attend
- 7th and 8th grade Honor Band and Honor Orchestra Rehearsals – thanked teachers for allowing her to attend

Mr. Maza reminded Board members to send thank you notes for the calendars received from the Lookout Mountain students in Mrs. Sauer's art class.

February 24, 2011

Mr. Maza acknowledged his family members visiting from Orland Park, IL. One of the guests was a retiree from a school district in Illinois.

Dr. Cook introduced Ms. Maria Farmer, principal of Desert View Elementary School, who, in turn, introduced 5th grade student, Xavier Gonzales, his family, and his teacher, Ms. Karen Tryon. Xavier demonstrated a mathematics concept by solving a word problem in two different ways, using the matrix system and partial products. Xavier was presented with a certificate, mathematics book, a pencil holder, a ruler, calculator and pencils.

H. Special Recognition

- Dr. Cook recognized the students' hard work and preparation for the District and Regional Spelling Bees. Dr. Cook introduced Ms. Natalie McWhorter, Director of Curriculum, who congratulated the District and Regional Spelling Bee winners. Ms. McWhorter thanked the parents and principals for their support. The students were presented with a certificate.

I. Public Participation

There was public participation. Ms. Pat MacArthur, principal of Arroyo Elementary School, thanked the District for its support during her 19 year career.

J. Approval of the Consent Agenda

UNANIMOUS

A motion was made by Mrs. Lambert that the Governing Board approve the Consent Agenda items as presented. The motion was seconded by Mr. Jahneke. The motion carried.

II. CONSENT AGENDA

***A. Approval/Ratification of Vouchers**

UNANIMOUS

Approved and ratified the vouchers as presented.

***B. Personnel Items**

UNANIMOUS

Approved the personnel items as presented.

***C. Public Gifts and Donations**

UNANIMOUS

Approved the public gifts and donations as presented.

1. Orangewood PTA donated a shade structure with a value of \$6,285.55 for the benefit of students at Orangewood School.
2. The Tumbleweed Class of 2010-2011 donated a comb binding machine with a value of \$412.00 for the benefit of students and teachers at Tumbleweed Elementary School.
3. Brett and Shawnna Neseth donated a xylophone and bongo drums with a value of \$498.00 for the benefit of students at Chaparral Elementary School.
4. Great Skate donated 160 guest passes (five per school) with a value of \$960.00 to be used as incentives for the Read Across America Celebration.
5. Washington Education Foundation donated 96 Barnes & Noble gift cards (three per school) with a value of \$480.00 to be used as incentives for the Read Across America Celebration.

February 24, 2011

6. Inter-State Studio & Publishing Co. donated a commission check in the amount of \$591.00 to be used toward yearbook printing costs for the benefit of students at Lakeview Elementary School

***D. Annual Intergovernmental Cooperative Purchase Agreements with the Greater Phoenix Purchasing Consortium of Schools (GPPCS) and Strategic Alliance for Volume Expenditures (SAVE)** **UNANIMOUS**

***E. Authorization to Issue RFQ No. 10.018, Sports Officials** **UNANIMOUS**

***F. Acceptance of E-rate Funds** **UNANIMOUS**

***G. Acceptance of the Arizona Community Foundation Grant in the Amount of \$673.00 and the First Things First Grant in the Amount of \$365,342.32** **4-0 AYE**

Mr. Adams recused himself due to a conflict of interest.

***H. Collaborative Partner Agreement with Arizona Kith and Kin Project** **UNANIMOUS**

III. INFORMATION / DISCUSSION ITEMS

A. Review of 2009-2010 Single Audit

Dr. Cook advised the Board that they are provided findings from the Single Audit each year. Dr. Cook introduced Ms. Cathy Thompson who, in turn, introduced Mr. Dennis Osuch from the auditing firm of LarsonAllen. Mr. Osuch presented a summary of the audit that was conducted on activity during the 2009-2010 fiscal year. Mr. Osuch thanked Ms. Thompson and LeeAnn Gallagher, Internal Auditor for the District, for their hard work and assistance during the audit.

B. Report Regarding Federal Relations Network

Governing Board Member, Tee Lambert, provided a report about the Federal Relations Network (FRN) Conference held in Washington, D.C., on February 6-8, 2011. Mrs. Lambert reported that the National School Boards Association (NSBA) was focused on talking to congressional leaders regarding the following:

- ESEA Reauthorization
- Increased IDEA Funding
- Building Relationships
- Flexibility

Mrs. Lambert stated she requested email updates regarding legislation associated with education which she will forward to Dr. Cook to be forwarded to Board members.

Board members thanked Mrs. Lambert for representing the District at the FRN Conference.

IV. FUTURE AGENDA ITEMS

There were no future agenda items.

V. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS

There were no acknowledgments.

February 24, 2011

VI. CALL FOR EXECUTIVE SESSION

Call for Executive Session: Pursuant to A.R.S. §38-431.03 – A.5

UNANIMOUS

It was recommended that the Governing Board establish an Executive Session to be held immediately during a recess in the Special Meeting for:

A.5 – Discussion or consultations with the designated representative of the public body in order to consider its position and instruct its representatives regarding negotiations with employee organizations regarding the salaries, salary schedule, or compensation paid in the form of fringe benefits of employees of the public body – specifically regarding the Board's interests for the 2011 Interest-based Negotiation (IBN) process.

A motion was made by Mr. Adams to call for an Executive Session. The motion was seconded by Mr. Jahneke. The motion carried.

VII. RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION

VIII. EXECUTIVE SESSION – GENERAL FUNCTION

A. Call to Order and Roll Call

All Board members were in attendance.

B. Confidentiality Statement

All persons present are hereby reminded that it is unlawful to disclose or otherwise divulge to any person who is not now present, other than a current member of the Board, anything that has transpired or has been discussed during this executive session. To do so is a violation of ARS 38-431.03 unless pursuant to a specific statutory exception.

C. Discussion under A.R.S. §38-431.03 – A.5

A.5 – Discussion or consultations with the designated representative of the public body in order to consider its position and instruct its representatives regarding negotiations with employee organizations regarding the salaries, salary schedule, or compensation paid in the form of fringe benefits of employees of the public body – specifically regarding the Board's interests for the 2011 Interest-based Negotiation (IBN) process.

IX. RECONVENING OF REGULAR MEETING

X. ADJOURNMENT

A motion was made by Mr. Jahneke to adjourn the Regular Meeting at 8:17 p.m. The motion was seconded by Mr. Adams. The motion carried. **UNANIMOUS**

SIGNING OF DOCUMENTS

Documents were signed as tendered by the Governing Board Secretary

BOARD SECRETARY

DATE

BOARD OFFICIAL

DATE

February 24, 2011

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 FROM: Dr. Susan J. Cook, Superintendent Discussion
 DATE: March 10, 2011 Information
 AGENDA ITEM: *Approval/Ratification of Vouchers 1st Reading

INITIATED BY: Debra Karns, Accounting Manager SUBMITTED BY: David Velazquez, Director of Finance

PRESENTER AT GOVERNING BOARD MEETING: Cathy Thompson, Director of Business Services

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA, DK and A.R.S. §15-321

SUPPORTING DATA

Funding Source: Various
 Budgeted: Yes

The Vice President of the Board reviews all vouchers prior to the meeting of the Board. Vouchers represent orders for payment of salaries, materials, equipment, and services. Documentation for warrants is available for inspection from the Finance Department located at the District Administrative Center.

APPROVE/RATIFY FY10/11 PAYROLL VOUCHERS (warrants for services and materials, payroll expense):

02/08/11	2,937,515.21
Totals:	2,937,515.21

APPROVE/RATIFY FY 10/11 EXPENSE VOUCHERS (warrants for services and materials, payroll expense):

02/09/11	3,966,425.26
02/11/11	12,538.90
02/16/11	2,052,003.89
Totals:	6,030,968.05

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve and ratify the payroll and expense vouchers as presented.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item *VIII.A.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO:	Governing Board	<u> X </u>	Action
		<u> </u>	Discussion
FROM:	Dr. Susan J. Cook, Superintendent	<u> </u>	Information
		<u> </u>	1st Reading
DATE:	March 10, 2011		
AGENDA ITEM:	<u>*Personnel Items</u>		
INITIATED BY:	<u>Justin Wing, Director of Human Resources</u>	SUBMITTED BY:	<u>Justin Wing, Director of Human Resources</u>
PRESENTER AT GOVERNING BOARD MEETING:	<u>Justin Wing, Director of Human Resources</u>		
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION:	<u>BBA</u>		

SUPPORTING DATA

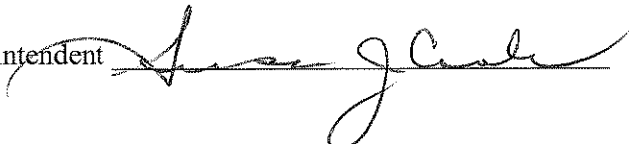
Funding Source: Various
Budgeted: Yes

The attached personnel actions are presented for approval.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the personnel items as presented.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item *VIII.B.

PERSONNEL ACTION RECOMMENDED
March 10, 2011

I. RESIGNATIONS, RETIREMENTS, EXCESSES, AND LEAVES OF ABSENCE**A. ADMINISTRATIVE**

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
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B. CERTIFIED

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
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Brownell	Jennifer	Teacher	Roadrunner	Resignation from Leave of Absence	40	6/30/2011
Gonzalez	Jose	Teacher-5th Grade	Alta Vista	Resignation	2	3/18/2011
Gruning	Rose	Teacher-CCSC Autism	Royal Palm	Retirement	6	5/26/2011
Harrison	Laura	Teacher-Kindergarten	Ocotillo	Resignation	1	5/26/2011
Lewis	Seith	Teacher-5th Grade	Lookout Mountain	Leave of Absence for 2011-2012 year		6/30/2011
Moore	Cathleen	Teacher-Reading	Chaparral	Rescinding Retirement Request		
Perryman	Carolyn	Academic Intervention Specialist	Richard Miller	Retirement	6	3/25/2011
Sinclair	William	Teacher-5th Grade	Lookout Mountain	Retirement	16	5/26/2011
Swanson	Jeannie	Teacher-Kindergarten	Alta Vista	Resignation	5	3/18/2011
Teisberg	Jean	Teacher-3rd Grade	Mountain View	Retirement	10	5/26/2011
Wallace	Deirdre	Teacher-6th Grade	Sunnyslope	Retirement	18	5/26/2011
Westwood	Judith	Teacher-4th Grade	Lakeview	Resignation	10	5/26/2011
Wilson	John	Teacher-Computers	Cholla	Retirement	34	5/26/2011

C. FULL-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
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Hall	John	Night Custodian	Ocotillo	Resignation	2 days	2/9/2011
Jasinek	George	Trades Specialist-Plumber	Maintenance	Resignation from Leave of Absence	15	6/30/2011
Speer	Anna Lee	Lead Psychologist	Special Services	Retirement	21	6/10/2011

D. PART-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
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Angelini	Shawndell	ELL Testing Specialist	Chaparral	Resignation	2	3/4/2011
Hall	Lauren	Special Ed. Assistant	Sweetwater	Resignation	6 mo.	2/4/2011
Ingersoll	Khanh	Food Service Helper	Mountain View	Termination	2.5	2/15/2011
Klem	Caitlin	Special Ed. Assistant	Sahuaro	Resignation	6 mo.	2/18/2011
Medina	Kerry	Food Service Clerk	Cactus Wren	Resignation	5 mo.	2/22/2011
Wanek	Robin	Bus Driver	Transportation	Resignation	2	3/9/2011

II. EMPLOYMENT**A. ADMINISTRATIVE**

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW LOCATION
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B. CERTIFIED

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW LOCATION
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PERSONNEL ACTION RECOMMENDED
March 10, 2011

C. FULL-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION
Beatty	David	Night Custodian	E	Mountain Sky
Hernandez Jr.	Ernesto	Night Custodian	E	Mountain Sky
Scott	Lynnda	Health Technician	E	Moon Mountain

D. PART-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION	
Ascencio	Tania	Headstart Instructor	E	Maryland	Return from Leave of Absence
Bucher	Anna	Kidspace Assistant	E	Ironwood	
Hester	Carol	Special Ed. Assistant	E	Mountain Sky	
Marion	Donna	Bus Assistant	E	Transportation	
Martinez	Joseph	Instructional Assistant	E	Cholla	
Sandoval	Sara	Personal Care Provider	N	Washington	New Student
Shiban	Amanda	Paraprofessional	E	Mountain View	
Soto Martinez	Aline	Office Technician	E	Ironwood	
Townsend	Julie	Special Ed. Assistant	E	Sahuaro	
White	Ashlyn	Paraprofessional	E	Washington	

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: March 10, 2011 Information
AGENDA ITEM: *Public Gifts and Donations (The Value of Donated Items is Determined by the Donor) 1st Reading
INITIATED BY: Dr. Susan J. Cook, Superintendent SUBMITTED BY: Dr. Susan J. Cook, Superintendent
PRESENTER AT GOVERNING BOARD MEETING: Dr. Susan J. Cook, Superintendent
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA and A.R.S. §15-341

SUPPORTING DATA

Funding Source: Donations
Budgeted: N/A

1. Linda Corderman donated 32 books with a value of \$610.50 to be used as incentives for the Read Across America Celebration.
2. Honeywell International Charity Matching donated a check in the amount of \$300.42 for the benefit of students at Ironwood Elementary School.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the gifts and donations as presented.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item *VIII.C.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: March 10, 2011 Information
AGENDA ITEM: *Out-of-County/State Field Trip 1st Reading
INITIATED BY: Orangewood School SUBMITTED BY: Administrative Services,
Curriculum, Accounting and
Purchasing Departments
PRESENTER AT GOVERNING BOARD MEETING: Dianna Bonney, Teacher
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA, IJOA and A.R.S. §15-341

SUPPORTING DATA

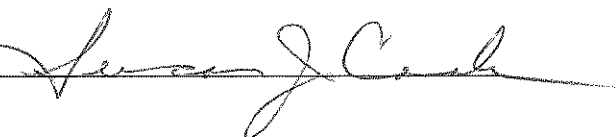
Funding Source: See Attached
Budgeted: No Cost to District

1. Dianna Bonney, Orangewood School, submitted an out-of-county/state field trip request to Camp Colley, Coconino National Forest, AZ, for 6th - 8th grade students at no cost to the District.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the out-of-county/state field trip request as presented.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item *VIII.D.

Washington Elementary School District

Request for Out-of-County/State Field Trip

Date of Governing Board Agenda Item: **March 10, 2011**

Instructions:

Submit this form electronically to the Superintendent's Office at least four weeks prior to the date of the proposed trip. All out-of-county/state field trips must be approved by the Governing Board. Please type and provide complete information by completing all spaces; indicate n/a (not applicable), if appropriate.

School: **Orangewood School**

Dates of Travel: **May 16-18, 2011**

Destination of Field Trip: **Camp Colley, Coconino National Forest**

of Student Participants: **30**

Grade Level(s): **6-8**

of Adults (1:8): **6**

Emergency Contact Number: **602-819-6060**

Person Requesting Trip/Contact at Board Meeting: **Dianna Bonney**

Principal Approved: Yes ☒ No ☐ Principal Name: **Andree Charlson**

Office Manager received a copy of this form. Yes ☒ No ☐

Summary of Event/Purpose:

Staff of Phoenix Parks Dept. has received a grant from the Subaru Foundation (attached) to provide environmental stewardship awareness and training for 30 students from Orangewood School. Cross-grade level involvement is geared toward developing an environmental club on the Orangewood Campus which enhances the curriculum through multiple STEM-related activities.

Educational Use:

Instructional Goal(s): Include the specific objectives regarding what the students will know and be able to do in a specific content area, e.g. science, social studies, etc. as a result of the field trip. For example: The students will identify current political leaders in Arizona and describe the major influences each has had on Arizona as specified in the fourth grade social studies curriculum. Instructional objectives of this trip include science, math, and social studies standards taken from the curriculum of all three grade levels. The primary objectives will come from the science inquiry and process standards found in the first three strands of the science curriculum.

Itinerary:

Include specific information in all five categories.

Date	Site (from)/ Time	Location (to)/Time	Transportation	Phone Number for Hotel/Event Location
May 16, 2011	Depart Orangewood School - 7:00 a.m.	Arrive Camp Colley - 10:00 a.m.	Bus transportation provided by City of Phoenix Parks Dept.	602-495-5507 Camp Colley
May 16-18, 2011	Camp Colley - Various activities on site as detailed in the attached Subaru Grant	On site at Camp Colley (Near Blue Ridge Ranger Station)		
May 18, 2011	Depart Camp Colley - 4:00 p.m.	Arrive Orangewood - 7:00 p.m.	Bus transportation provided by City of Phoenix Parks Dept.	

Additional Information

Please indicate the process your school used to provide this opportunity to students who are unable to provide their own funds, if students are funding the trip:

No funding will be required for students. 100% of funding is provided by Phoenix Parks and the Subaru Foundation.

No eligible student will be denied the field trip due to financial hardship.

Yes ☒

Please indicate accommodations for students with special circumstances. NOTE: Additional chaperones are required to accommodate specific student needs.

Camp Colley is handicap accessible, including specialized wheel chairs for off-road conditions.

No eligible student will be denied the field trip due to special education/health needs.

Yes ☒

Chaperones:

List all certified and non-certified staff and parents who are chaperoning the trip. Please note: one adult chaperone is required for every eight students. (This must match number of adults indicated on front section.)

Certificated	Non-Certificated	Parent
Dianna Bonney, 8 th grade science	James Spellman (Park Ranger who secured grant funding)	Susan Spellman
Randy Tucker, 7 th grade social studies		Linda Watson
		Karrie Marino

For Academic Services Use Only

Natalie McWhorter

2-24-11

Signature

Date

Out-of-County/State Field Trip Cost Sheet

IMPORTANT:

- ALL OUT-OF-STATE FIELD TRIPS **MUST** USE DISTRICT APPROVED (CONTRACTED) TRAVEL AGENT. PLEASE ATTACH TRAVEL AGENT QUOTE TO THIS DOCUMENT FOR BOARD REVIEW/APPROVAL.
- OUT-OF-COUNTY FIELD TRIPS **MUST** USE DISTRICT APPROVED (CONTRACTED) CHARTER BUSES IF NOT USING DISTRICT OWNED BUSES.

Total package price:	\$ <u>0</u>	(should match attached travel agent ¹ quote)
Includes:		
	\$ <u>0</u>	Lodging
	\$ <u>0</u>	Food: <input type="checkbox"/> Included <input type="checkbox"/> Sack Lunch <input type="checkbox"/> Individual Purchase
	\$ <u>0</u>	Transportation: <input type="checkbox"/> District buses
		<input type="checkbox"/> Charter buses ² (contracted vendors only- RFP 07.011)
		<input type="checkbox"/> Airfare
	\$ <u>0</u>	Registration/Entry Fees
	\$ _____	Travel Insurance ³ (optional expense)
	\$ _____	Other _____
	\$ <u>0</u>	TOTAL (should match package price above)
		<small>(totals are estimates only, based on number of anticipated students/adults and are subject to change)</small>
# Students participating:	<u>30</u>	TOTAL PER STUDENT COST: \$ <u>0</u>
		<small>(trip total ÷ total # students participating + approved ratio # parents = per student cost)</small>
# Chaperones participating:	<u>3</u>	<small>(approved ratio for parents 1:8, can be included within student cost)</small>
# Additional parents:	<u>3</u>	Payment method: _____
# Scholarship students:	<u>0</u>	Funding source: _____
<small>(No eligible student will be denied a field trip due to financial hardship)</small>		<small>(tax credit, gifts & donations, auxiliary, PTA/PTO, etc.)</small>

FIELD TRIP POSSIBLE FUNDING SOURCES (check all that apply):

- ☐ Tax Credit (Fund 526 – donation based)
 ☒ Other Subaru Foundation and

Camp Colley Foundation

- ☐ Gifts & Donations (Fund 530 – donation based)
☐ Auxiliary Operations (Fund 525 – fee based)
☐ Student Activities (Fund 850 – fundraising based)
☐ PTA/PTO

This expenditure was reviewed for compliance with designated and/or qualifying funding sources.	For Finance Department Use Only Debra K. Karns _____ Signature	2/28/11 _____ Date
This expenditure was reviewed for compliance with applicable procurement laws and regulations.	For Purchasing Department Use Only Howard Kropp _____ Signature	2/28/11 _____ Date

¹ Information regarding District awarded travel RFP is available on the Purchasing Department's intranet site.

² Information regarding District awarded charter bus RFP is available on the Purchasing Department's intranet site.

³ Application form for travel insurance is available on the Purchasing Department's intranet site.

Subaru of America Foundation, Inc.

Grant Application Package

Instructions:

- Complete entire grant application package being sure to answer all questions.
- Submit **two copies** of the forms **and** all required documentation as noted. A checklist is included at the end of this application.
- The address for mailing the completed package is at the end of the document. Unfortunately, we cannot accept faxed or emailed proposal packages.

Date of submission:

ORGANIZATIONAL INFORMATION

Contact Information

Organization Name: Camp Colley
Legal Name: Camp Colley Foundation
(if different from above)
Executive Director: Jeff Spellman
Primary Contact: Jeff Spellman
Title: Administrator
Address: 428 E. Thunderbird Road, #224, Phoenix, AZ 85022
Phone: 602.495.5507 Fax:
Email: jeff.spellman@phoenix.gov
Website address: <http://campcolley.org/>

Financial information:

Organization budget for most recent year: \$The organization does not prepare an annual budget; attached is the financial statement for the last fiscal year

Fiscal year end: September 30

Please briefly explain any major differences in income, expenses or endowment from previous fiscal year: There are no major differences; economic conditions affected investment income

Top four funders to your organization during the past last fiscal year:	
Golf Tournament Fundraiser	\$40,716
Grants	\$22,000
Individual donations	\$3,797
Other donations	\$1,000

Board of Directors:

Number of board members: 13

Ethnic and gender make-up (by percentage): White Female - 46%; White Male - 46%; Hispanic Male - 8%

Percentage that financially supports organization: 100

If less than 100% support from board, please explain:

Specialties represented on board (i.e. education, technical, HR): Business owners, finance, community relations

Organizational history and mission:

The Camp Colley Foundation is a nonprofit 501-c3 organization founded to provide private financial and public support for the camp. The goals are to raise funds and provide capital/operational support. Camp Colley is an outdoor adventure camp on the Mogollon Rim Ranger District operated by the City of Phoenix Parks and Recreation Department. The Camp was founded in 1999 with the mission of providing a variety of programming for participants of all ages, abilities, ethnicities, and socioeconomic backgrounds with quality opportunities to understand and conserve the

environment, expand personal values, develop lifelong skills, and achieve personal growth. The camp includes 30 acres of wooded and prairie land with facilities to serve up to 70 people at a time. The Camp Colley Foundation and the City of Phoenix entered into a 15-year agreement in 2004.

Our accomplishments are best conveyed by the participants themselves in post experience questionnaires. One mother expressed it best when she said, "I don't know how to describe what happened, but it did. We were brought together as a family in a beautiful place outdoors. We ran through fields, hiked trails and climbed a fire tower. We walked in creeks, fished for crawdads and helped clean up trails. We played flashlight tag at night, slept in tents and ate with other families. We enjoyed the nature around us and now look forward to doing it again, again and again."

PROPOSAL SUMMARY

Name of project: Subaru Environmental Stewardship Camp

Community Served: Middle school students in Social Studies and Earth Science Programs - Phoenix Metropolitan Area

Demographics of community to be served: Phoenix has a population of 4,281,899 making it the 12th largest US metropolitan area. There is a significant population diversity of White, Hispanic, Black, Indian and Asian cultures. The middle school students targeted in this project represent this cultural diversity and also represent diverse levels of socioeconomic status.

Project budget: \$ 6,542.00

Amount requested: \$5,000

Names and amounts of other funders for requested project/program:			
Committed		Pending	
Camp Colley Foundation	\$1,542.00		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Please summarize your proposal, limiting your proposal to a maximum of two typewritten pages with a font no smaller than 10 pt.

Description:

Camp Colly is proposing to offer two separate three day camp experiences for thirty (fifteen for each camp) Phoenix Public School children enrolled in Social Studies and Earth Sciences curriculums. Prior to attending the camp, the children will complete a lesson plan focusing on environmental stewardship and the principles of "Leave No Trace." They will earn their camp trip by performing volunteer environmental stewardship service. The children will be led by two

teachers working with the camp naturalist, a National Forest Service Ranger, and camp staff. The children will camp in tents and cooperate as a team in all basic responsibilities including setting up camp, assisting in serving meals, clean up, planning of the days and carrying out activities and projects.

The purpose of the Subaru Environmental Stewardship Camp is for children to explore and define the value of nature in their lives, how they can be enriched by nature, and how they can incorporate environmental stewardship into their lives.

The program will include activities such as hikes, exploring a creek, visiting a fire tower, mountain biking, canoeing, nature crafts and campfire story telling/singing. They will also complete an environmental stewardship project for the camp or for the the National Forest Service. Each evening, the children will discuss their day in relation to the purpose of the project.

Project need and goals, including how you will measure results.

Richard Louv in his book 'Last Child In the Woods' (2005) presents research and compelling arguments that children require regular contact with nature to maintain physical & emotional health. He also shows how the spread of modern technological culture -- with its sterility, violence, and hyperwiring -- can erode that relationship. Urban middle school children are in need of experiences in nature that show them the joys and enrichment that can be gained through nature - without electronic toys - and how they can gain personal pride through volunteer environmental stewardship.

Goals and Measurement:

- (1) The children will show increased knowledge and understanding of environmental stewardship and the principles of "leave no trace" as measured by a post-test of the pre-camp lesson plan, and content analysis of campfire evening discussions.
- (2) The children will complete both pre camp stewardship projects and additional stewardship projects at camp, gaining a sense of personal accomplishment and pride. Measurement will be through content analysis of facilitated/focused campfire discussions and a post-camp experience questionnaire.
- (3) The teachers participating in the project will develop and practice new tools and techniques in teaching their Civics and Earth Science classes. Measurement will be through content analysis of debriefing discussions with the teachers, camp naturalist and the Forestry Service Ranger.

A professional evaluator will consult with the teachers and camp staff in the design and administration of the post-test and content analysis tools.

Explain how the project is aligned with the Subaru of America Foundation focus. (Please do not just restate SOAF's priorities but include a brief narrative of how your project fits those goals.)

The proposed project engages children in the actual experiences of exploring nature, feeling the joys, the freshness and vitality that nature offers, and the actual completion of environmental stewardship service resulting in self pride and enhanced self value. This will provide an emotionally charged experience for the children - a time to remember - a time when the meaning and value of engaging and preserving the nature around them became an ongoing part of their lives.

Collaboration with other organizations.

Camp Colley will collaborate with the Phoenix Public School System and The National Forest Service.

Targeted audience and approximate number of children/youth who will benefit.

Thirty Phoenix Public Middle School children enrolled in Social Studies and Earth Science Curriculums

Impact program has on target audience.

The children will gain a greater understanding of how the wonders of nature can stimulate their curiosity, entertain their minds, calm their fears, fulfill their need for play and relationship with others, and bring them a sense of both challenge and peace of mind - all without any electronic toys. Having gained this understanding, the children will complete stewardship projects and learn how to incorporate the philosophy of environmental stewardship into their lives.

Project timetable.

Upon receipt of funding, the camp director will contract with the School System and two teacher-leaders to move forward with the program. Since the funding decision is made in November, it is anticipated that funding would begin by January.

January - February: The teachers will meet with the camp naturalist and the Forest Service Ranger in developing the content of the pre-camp lesson plan and the process of selecting the children and guiding them through their pre-camp stewardship project.

March: The children will be selected and taken through the pre-camp lesson plan, and also guided through their volunteer stewardship service.

Post-test measurement will be administered for the lesson plan, and documentation will be gained for evidence of completed projects.

Progress report will be written and submitted to Subaru.

April: Teachers, camp naturalist and Forest Ranger will finalize the three day camp logistics and program.

May: The camp program will be run as planned and measurements will be administered.

July: Final report will be written and submitted to Subaru.

I certify that the information included in this proposal is correct and accurate; that the organization's IRS tax-exempt status is still in effect; and that should a grant be awarded, it will be used for the purposes stated in this proposal.

Signature, Executive Director

Date

CHECKLIST FOR REQUIRED ATTACHMENTS

(2 copies of each)

- ☐ Completed application
- ☐ Detailed project budget
- ☐ Itemized organizational budget for current fiscal year, showing actual figures
for previous fiscal year
- ☐ Brief descriptions of key staff and qualifications
- ☐ Board of Director list including affiliations
- ☐ Most recent audited financial statements, or Form 990 if no audited statements
- ☐ IRS 501(c)3 letter

MAILING AND CONTACT INFORMATION

Sandra Capell, Community Services Manager
Subaru of America Foundation, Inc.
2235 Route 70 West
Cherry Hill, NJ 08002

P: 856.488.5099
F: 856.488.3300
foundation@subaru.com

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board

X
X

 Action
Discussion
Information
1st Reading

FROM: Dr. Susan J. Cook, Superintendent

DATE: March 10, 2011

AGENDA ITEM: Review of Employee Benefits Trust Recommendation and Discussion, Consideration and Possible Action Regarding Employee Benefits Plan Funding Level for 2011-2012

INITIATED BY: David Ludwig, Employee Benefits Trust Board Chairman SUBMITTED BY: D. Rex Shumway, Legal Counsel

PRESENTER AT GOVERNING BOARD MEETING: D. Rex Shumway, Legal Counsel

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: EIC and A.R.S. §15-382

SUPPORTING DATA

Funding Source: Various
Budgeted: Yes

At a Special Meeting of the Employee Benefits Trust Board (EBT) held on March 1, 2011, the Trust Board reviewed final projections, considered possible plan changes and voted to recommend a final plan and funding contribution levels for 2011-2012.

In arriving at the recommended funding level, the EBT took into consideration the following:

- The direction from the Governing Board to formulate a plan for 2011-2012 that maintained District contribution rates at that same level as provided for in the 2010-2011 plan, with any additional funding to come from EBT contingency funds or plan design changes.
- The recommendation from the Administration that in order to address the projected 15.8% (\$2,439,150) increase, the PPO deductibles/out-of-pocket maximums and the EPO employee buy-up and dependent coverage should be increased. In order to minimize employee costs, a portion of the excess contingency reserves of the EBT, as determined fiduciary prudent by the EBT, will be used to cover a significant amount of the projected cost increase.

The Trust Board voted to provide the following recommendation for employee benefits to the Governing Board for the 2011-2012 school year:

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the proposed Employee Benefits Plan for 2011-2012 as provided in the recommendation from the Employee Benefits Trust and as recommended by the Administration, including the contribution rates as described in the Monthly Contribution Rates for July 2011 through June 2012.

Superintendent 

Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item IX.A.

**Review of Employee Benefits Trust Recommendation and Discussion, Consideration and Possible Action
Regarding Employee Benefits Plan Funding Level for 2011-2012**

March 10, 2011

Page 2

- With the exception of changes mandated by Federal Healthcare reform that generally increase the level of benefits and the changes in the PPO deductibles, out-of-pocket maximums, co-pays and lifetime and annual maximums (see Summary of Changes to Medical Benefits), maintain the same level of benefits as provided in the 2010-2011 plan.
- Approve the Self-Funded Budget, with the associated contributions rates, that results in a 15.8% increase over the 2010-2011 Budget. (See the attached Self Funded Budget Projection and associated Monthly Contribution Rates.) The District contribution should remain at \$5,046.48 per employee. Employees in the PPO will be impacted through the increased deductibles/out-of-pocket maximums. Employees in the EPO will experience a significant increase in the employee buy-up and cost for dependent care as noted in the Monthly Contribution Rates.



SUMMARY OF CHANGES TO MEDICAL BENEFITS				
PPO Plan	Current (through 6/30/10)		Effective 7/1/11	
	In-Network	Out-of-Network	In-Network	Out-of-Network
Annual Deductible	\$500 per person	\$1,000 per person	\$600 per person	\$1,200 per person
	\$1,000/family	\$2,000/family	\$1,200/family	\$2,400/family
Coinsurance	80%	60%	80%	60%
Out-of-Pocket Maximum	\$1,500 per person	\$4,000 per person	\$2,000 per person	\$4,000 per person
	\$3,000/family	\$8,000/family	\$4,000/family	\$8,000/family
Lifetime Maximum	\$2 million per person		Unlimited	
Annual Maximum	N/A		\$2 million per person	
Hospital Services	80% after deductible met	60% after deductible met	80% after deductible met	60% after deductible met
PCP Office Visit	80% after deductible met	60% after deductible met	\$20 Copay	60% after deductible met
Specialist Office Visit	80% after deductible met	60% after deductible met	\$40 Copay	60% after deductible met
Emergency Room	\$150 Copay; then 80% after deductible met	\$150 Copay; then 80% after deductible met	\$150 Copay; then 80% after deductible met	\$150 Copay; then 80% after deductible met
Urgent Care	\$25 Copay; then 80% after deductible met	\$25 Copay; then 60% after deductible met	\$25 Copay; then 80% after deductible met	\$25 Copay; then 60% after deductible met
Prescriptions-Retail	Generic: \$10 Copay Preferred Brand: 20% coinsurance/\$20 minimum-\$50 maximum copay Non-preferred Brand: 20% coinsurance/\$50 minimum-\$100 maximum copay	You will be reimbursed for covered drugs according to the in-network discount price for the drug minus the applicable coinsurance/copay	Generic: \$10 Copay Preferred Brand: 20% coinsurance/\$20 minimum-\$50 maximum copay Non-preferred Brand: 20% coinsurance/\$50 minimum-\$100 maximum copay	You will be reimbursed for covered drugs according to the in-network discount price for the drug minus the applicable coinsurance/copay
Prescriptions-Mail Order	Generic: \$20 copay Preferred Brand: \$40 copay Non-preferred Brand: \$80 copay	No Coverage	Generic: \$20 copay Preferred Brand: \$40 copay Non-preferred Brand: \$80 copay	No Coverage



Washington Elementary School District
SELF-FUNDED BUDGET PROJECTION
For the Period July 01, 2011 through June 30, 2012

CURRENT INCOME *	Medical PPO	Rx PPO	PPO Medical/Rx	Medical EPO	Rx EPO	EPO Medical/Rx	All Medical/Rx	Dental	TOTAL
Total Current Income			\$8,890,312			\$5,287,717	\$14,178,030	\$1,222,536	\$15,400,565
PROJECTED EXPENSES									
Historical Adj. Weighted Avg. PEPM Claim Cost**	\$243.94	\$74.70	\$318.64	\$484.31	\$118.91	\$603.23		\$25.23	
Beginning IBNR Reserve	\$29.81	\$5.81	\$35.62	\$59.48	\$9.20	\$68.68		\$2.07	
Ending IBNR Reserve	\$32.89	\$5.80	\$38.69	\$65.16	\$9.25	\$74.41		\$2.02	
Incurred Fee For Service Claims	\$247.02	\$74.69	\$321.71	\$490.00	\$118.96	\$608.96		\$25.18	
Midpoint Trend	1.156	1.145	1.154	1.156	1.145	1.154		1.086	
Trended Inc. Fee For Service Claims PEPM	\$285.65	\$85.49	\$371.14	\$566.62	\$136.16	\$702.78		\$27.35	
Capitation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Experience-Based Trended Inc. Claims Cost PEPM	\$285.65	\$85.49	\$371.14	\$566.62	\$136.16	\$702.78		\$27.35	
Projected Enrollment	1,772	1,772	1,772	848	848	848	2,620	2,733	
Total Annual Projected Incurred Claims	\$6,073,999	\$1,817,832	\$7,891,831	\$5,765,901	\$1,385,581	\$7,151,482	\$15,043,314	\$896,871	\$15,940,184
Proposed Plan Design Adjustment Eff. 7/1/11***	1,030	1,000	1,023	1,030	1,000	1,024	1,024	1,000	1,022
Projected Incurred Claims - Proposed Plan	\$6,256,219	\$1,817,832	\$8,074,051	\$5,938,878	\$1,385,581	\$7,324,459	\$15,398,511	\$896,871	\$16,295,381
Claim Fluctuation Margin @ 0.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected Incurred Claims w/ Margin	\$6,256,219	\$1,817,832	\$8,074,051	\$5,938,878	\$1,385,581	\$7,324,459	\$15,398,511	\$896,871	\$16,295,381
Stop Loss Premiums	\$388,760	\$0	\$388,760	\$199,820	\$0	\$199,820	\$588,580	\$0	\$588,580
Administration	\$550,312	\$0	\$550,312	\$263,355	\$0	\$263,355	\$813,667	\$106,587	\$920,254
Other****	\$113,953	-\$86,700	\$27,253	\$91,547	-\$83,300	\$8,247	\$35,500	\$0	\$35,500
Total Projected Plan Expenses	\$7,309,244	\$1,731,132	\$9,040,377	\$6,493,600	\$1,302,281	\$7,795,881	\$16,836,258	\$1,003,458	\$17,839,715
SURPLUS/(DEFICIT)			(\$150,064)			(\$2,508,164)	(\$2,658,228)	\$219,078	(\$2,439,150)
CALCULATED CHANGE TO RATES			1.7%			47.4%	18.7%	-17.9%	15.8%
Estimated IBNR Liability as of 06/30/12	\$833,620	\$144,377	\$977,997	\$791,336	\$110,046	\$901,382	\$1,879,378	\$71,426	\$1,950,805
Recommended Contingency Reserves*****									\$5,050,000

The above projection is an estimate of future cost and is based on information available to The Segal Company at the time the projection was made. The Segal Company has not audited the information provided. A projection is not a guarantee of future results. Actual experience may differ due to, but not limited to, such variables as changes in the regulatory environment, local market pressure, health trend rates and claims volatility.

* Annualized based on January-2011 enrollment.

** Based on claims data through January-2011.

*** Health Reform

**** Includes offsets for pharmacy rebates and investment income on trust reserves, consulting fees and aggregating specific liability.

***** Contingency reserves (aka claim fluctuation reserves) are recommended at a 95% confidence interval to cover the inherent risk that claims experience develops less favorably than expected due to a higher increase in price and utilization of services and greater frequency of large claims (up to the individual stop loss deductible).

5108178v5

★ SEGAL



Washington Elementary School District
Monthly Contribution Rates
For the Period July 1, 2011 through June 30, 2012

MEDICAL CONTRIBUTIONS						
	TOTAL		WESD		EMPLOYEE	
	Current	New	Current	New	Current	New
	2010-2011	2011-2012	2010-2011	2011-2012	2010-2011	2011-2012
PPO						
Employee	\$386.54	\$386.54	\$386.54	\$386.54	\$0.00	\$0.00
Dependent	\$463.24	\$463.24	\$0.00	\$0.00	\$463.24	\$463.24
Dual Spouse	\$193.27	\$193.27	\$193.27	\$193.27	\$0.00	\$0.00
EPO						
Employee	\$455.64	\$496.54	\$386.54	\$386.54	\$69.10	\$110.00
Dependent	\$593.28	\$944.44	\$0.00	\$0.00	\$593.28	\$944.44
Dual Spouse	\$593.28	\$944.44	\$193.27	\$193.27	\$400.01	\$751.17

DENTAL CONTRIBUTIONS						
	TOTAL		WESD		EMPLOYEE	
	Current	New	Current	New	Current	New
	2010-2011	2011-2012	2010-2011	2011-2012	2010-2011	2011-2012
Dental						
Employee	\$34.00	\$33.00	\$34.00	\$33.00	\$0.00	\$0.00
Dependent	\$39.79	\$57.00	\$0.00	\$0.00	\$39.79	\$57.00

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board
FROM: Dr. Susan J. Cook, Superintendent
DATE: March 10, 2011
AGENDA ITEM: Capital and Bond Implementation Plan Update
INITIATED BY: Cathy Thompson, Director of Business Services
SUBMITTED BY: Cathy Thompson, Director of Business Services
PRESENTER AT GOVERNING BOARD MEETING: Jeff Cook, Paul Hartley of H2 Group
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

On December 9, 2010 the Governing Board approved a contract with H2 Group to assist the District with an implementation plan and project management for the recently approved bond authorization.

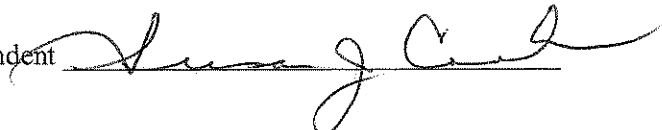
In January 2011, staff from H2 Group, together with Mike Kramer, Director of Capital Projects, visited each school campus to review planned projects and evaluate to see if additional projects should be added to the implementation plan. Over the next several weeks, H2 Group worked with a District administrative team to determine more specific budgets for each identified project, group projects and identify the procurement strategies to be utilized for project groups, and develop a timeline for completion of projects in conjunction with the estimated bond cash management timeline.

This information will now be shared with individual school administrators and the District Facility Council to ensure that all stakeholders are aware of the estimated timeframes for project completion at their sites.

Mr. Jeff Cook and Mr. Paul Hartley from H2 Group will present status to date of the bond implementation plan and answer any questions that Governing Board members may have.

SUMMARY AND RECOMMENDATION

No action required.

Superintendent 

Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item X.A.

BOND MANAGEMENT PLANNING

WASHINGTON ESD
2010 BOND PROGRAM
MARCH 2011 UPDATE

WASHINGTON ESD – 2010 BOND PROGRAM BOND MANAGEMENT PLAN

▪ GOALS

- RESOLUTION OF NEEDS**
- EFFICIENT IMPLEMENTATION OF BOND**
- BEST ECONOMIC USE OF BOND DOLLARS – improving high performance schools**
- EXPEDITIOUS COMPLETION OF PROJECTS AS DETERMINED BY CASH FLOW**

WASHINGTON ESD – 2010 BOND PROGRAM BOND MANAGEMENT PLAN

PROCESS

1. BOND FUNDING / CASH FLOW
2. ASSESS NEEDS vs. CASH FLOW
3. PRIORITIZATION ANALYSIS
4. PROCUREMENT STRATEGY
5. ADMINISTRATION REVIEW
6. DRAFT PRESENTATION
7. FINAL PRESENTATION AND APPROVAL

WASHINGTON ESD – 2010 BOND PROGRAM BOND MANAGEMENT PLAN

- **IDENTIFY FUNDING SOURCES**
 - **BOND PROGRAM**
 - **\$10,000,000 FY 2011**
 - **\$20,000,000 FY 2013**
 - **\$25,000,000 FY 2016**
 - **\$10,000,000 FY 2017**
 - **CAPITAL OUTLAY - \$500K PER YEAR**
 - **ADJACENT WAYS - \$400K PER YEAR**
 - **INSURANCE PROCEEDS? (HVAC & ROOFING HAIL DAMAGE)**
 - **OTHER?**

WASHINGTON ESD – 2010 BOND PROGRAM BOND MANAGEMENT PLAN

- **NEEDS ASSESSMENT vs. CASH FLOW**
 - MEET WITH EACH SITE
 - PRINCIPAL, FACILITY MGR, DISTRICT KEY STAFF,
 - REVIEW PROJECTS
 - WALK CAMPUS
 - 1 TO 1 ½ HOURS
- **DOCUMENT PROJECTS**

WASHINGTON ESD – 2010 BOND PROGRAM BOND MANAGEMENT PLAN

- **ADMINISTRATION REVIEW**
 - **PRIORITIZATION RECOMMENDATION**
 - **REVIEW AND COMMENT**
 - **RE-DRAFT PRIORITIZATION**
 - **PREPARE DRAFT PLAN**

WASHINGTON ESD – 2010 BOND PROGRAM BOND MANAGEMENT PLAN – MARCH UPDATE

PROJECT TYPE	FACILITY COUNCIL	PRE-INSPECTION CAPITAL SPREADSHEET	POST-INSPECTION	BOND MANAGEMENT PLAN
NEW CONSTRUCTION	\$ 16,500,000	\$ 16,000,000	\$ 16,500,000	
MAJOR RENOVATION +\$4M	\$ 12,899,200			
RENOVATIONS / SMALL ADDS	\$ 7,230,600	\$ 8,111,500	\$ 11,896,939	
CONCRETE / ASPHALT PAVING	\$ 3,189,967	\$ 5,069,967	\$ 8,824,306	
LANDSCAPE	\$ 55,000	\$ 805,000	\$ 610,184	
SPECIAL SYSTEMS	\$ 1,366,587	\$ 1,814,192	\$ 2,685,368	
ROOFING	\$ 4,649,280	\$ 4,602,800	\$ 8,109,348	
LIGHTING	\$ 625,000	\$ 766,761	\$ 1,320,648	
FLOORING	\$ 760,000	\$ 1,045,000	\$ 1,893,960	
PAINTING	\$ 690,000	\$ 840,000	\$ 1,529,280	
HVAC	\$ 3,418,202	\$ 10,030,680	\$ 11,627,805	
FF&E	\$ 110,000	\$ 145,000	\$ 760,800	
FENCING	\$ 100,000	\$ 428,000	\$ 396,640	
PLAYGROUNDS	\$ 368,000	\$ 603,000	\$ 1,041,872	
PORTABLES	\$ 400,000	\$ 400,000	\$ 6,902,720	
WINDOW REPLACEMENT	INCLUDED IN RENOVATION	\$ -	\$ 4,291,160	
PUPIL TRANSPORTATION	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	
BOND CONTINGENCY	\$ 10,600,000	\$ 10,600,000	INCLUDED IN PROJECTS	
TOTALS	\$ 65,961,836	\$ 63,761,850	\$ 80,693,080	
BOND FUNDS	\$ 65,000,000	\$ 65,000,000	\$ 65,000,000	
CAPITAL OUTLAY	\$ 4,500,000	\$ 4,500,000	\$ 4,500,000	
ADJACENT WAYS	\$ 2,811,840	\$ 2,811,840	\$ 2,811,840	
TOTAL FUNDING	\$ 72,311,840	\$ 72,311,840	\$ 72,311,840	

WASHINGTON ESD – 2010 BOND PROGRAM BOND MANAGEMENT PLAN

▪ BOND PROGRAM OVERVIEW

▪ FACILITY COUNCIL PRE-BOND	\$65, 961,836
▪ CAPITAL SPREADSHEET(PRE)	\$63,761,850
▪ POST BOND CIP INSPECTION	\$80,693,030

WASHINGTON ESD – 2010 BOND PROGRAM BOND MANAGEMENT PLAN

■ BMP DRAFT – ALL FUNDING SOURCES

▪ 2011	\$9,503,039
▪ 2012	\$2,286,144
▪ 2013	\$18,967,606
▪ 2014	\$2,309,101
▪ 2015	\$1,041,880
▪ 2016	\$23,842,988
▪ 2017	\$7,682,904
▪ 2018	\$5,296,955
▪ 2019 (FUTURE)	\$9,762,413

TOTAL PROJECTS BY PROJECT GROUP

PROJECT GROUP	2011	2012	2013	2014	2015	2016	2017	2018	2019	TOTALS
NEW CONSTRUCTION	2,500,000		14,000,000							16,500,000
MAJOR RENOVATIONS										
RENOVATIONS / SMALL ADDS	20,000					7,814,836	2,294,887	1,266,216		11,396,939
ASPHALT/CONCRETE	1,937,783	886,400	1,377,064	364,720	275,200	3,094,059	946,480			8,824,306
IRRIGATION/LANDSCAPE	124,800					485,384				610,184
SPECIAL SYSTEMS	37,440	237,192	7,280	288,280	265,000	1,430,176	220,000			2,685,368
ROOFING	385,720	150,000	849,200	737,192	100,000	4,059,534	1,833,702			8,109,348
EXTERIOR LIGHTING	637,256	311,496	277,648			84,848				1,310,648
DOORINGS	134,040	302,016	342,680	247,440	401,680	456,704				1,893,560
PAINTING	180,440	224,760	274,960			549,130				1,319,290
HVAC	42,480		726,894	671,469		2,678,735	2,385,835	2,597,530	2,529,853	11,627,805
F&E / MISC PROCUREMENTS	292,120		119,080			249,600		100,000		760,800
FENCING	87,360	174,380				135,000				396,740
PLAYGROUNDS						312,072		719,800		1,031,872
PORABLES	150,000					2,322,320		1,435,200	2,995,200	5,902,720
WINDOW REPLACEMENTS	873,600								3,417,560	4,291,160
PUPIL TRANSPORTATION	1,000,000		1,000,000							2,000,000
TOTALS	9,302,019	2,286,144	18,967,606	2,309,100	1,041,880	23,842,588	7,682,904	5,296,955	9,762,413	80,683,030
BOND SALES	10,000,000		20,000,000			25,000,000	20,000,000			55,000,000
CUMULATIVE BONDS	10,000,000		20,000,000			55,000,000	65,000,000			65,000,000
BOND FUND BALANCE	496,961	(13,799,183)	(756,783)	(3,065,890)	(4,107,770)	(2,950,758)	(633,662)	(5,530,617)	(15,693,020)	
CAPITAL OUTLAY	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	4,500,000
ADJACENT WAYS	400,000	400,000	400,000	400,000	400,000	400,000	413,840			2,813,840
OTHER CAPITAL										
CUMULATIVE CAPITAL FUND	1,396,961	10,617	1,043,211	534,110	892,230	2,449,242	5,078,176	881,223	(6,381,180)	

WASHINGTON ESD – 2010 BOND PROGRAM BOND MANAGEMENT PLAN

■ BMP BY PROJECT GROUP

▪ NEW CONSTRUCTION	\$16,500,000	
▪ RENOVATIONS	\$11,398,939	
▪ ASPHALT CONCRETE	\$ 8,824,306	
▪ IRRIGATION / LANDSCAPE	\$ 610,184	
▪ SPECIAL SYSTEMS	\$ 2,685,368	
▪ ROOFING	\$ 8,109,348	
▪ EXTERIOR LIGHTING	\$ 1,320,648	
▪ FLOORING	\$ 1,893,960	
▪ PAINTING	\$ 1,329,280	FUTURE
▪ HVAC	\$11,627,805	\$2,529,853
▪ FF&E / MISC PROCUREMENTS	\$ 760,800	\$ 100,000
▪ FENCING	\$ 396,640	
▪ PLAYGROUNDS	\$ 1,041,872	\$ 719,800
▪ PORTABLES	\$ 6,902,720	\$2,995,200
▪ WINDOW REPLACEMENTS	\$ 4,291,160	\$3,417,560
▪ PUPIL TRANSPORTATION	\$ 3,000,000	

NOTE: ALL PROJECTS HAVE INDEPENDENT PROCUREMENT STRATEGIES

WASHINGTON ESD – 2010 BOND PROGRAM BOND MANAGEMENT PLAN

- LOOKOUT MOUNTAIN – PROJECTED PLAN
 - ARCHITECT SELECTION – APRIL
 - CM AT RISK SELECTION – APRIL/MAY
 - DESIGN - APRIL 2011 – APRIL 2012
 - CONSTRUCTION - JULY 2012 – DEC 2013
 - FF&E DEC 2013
 - MOVE-IN LATE NOV-DEC 2013
 - STUDENTS JAN 2014
 - DEMOLITION JAN 2014
 - PARKING LOTS JAN / FEB 2014
 - FINAL COMPLETION MARCH 2014

WASHINGTON ESD – 2010 BOND PROGRAM BOND MANAGEMENT PLAN

NEXT STEPS

- **BOND MANAGEMENT PLAN PRESENTATION –
DRAFT**
 - 1. **INDIVIDUAL SITES / ADMINISTRATORS**
 - 2. **FACILITY COUNCIL**
 - 3. **ADMINISTRATION REVIEW**
 - 4. **FINAL DRAFT**
 - 5. **SCHOOL BOARD**
 - 1. **REVIEW AND APPROVE**

**WASHINGTON ESD – 2010 BOND PROGRAM
BOND MANAGEMENT PLAN**

QUESTIONS?