

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

DATE: January 13, 2011

TIME: Special Meeting, Executive Session 6:30 p.m.
Regular Meeting 7:00 p.m.

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

Motion _____ Second _____ Vote _____

II. CALL FOR EXECUTIVE SESSION

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

It is recommended that the Governing Board establish an Executive Session to be held immediately during a recess in the Special 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 Board's interests for the 2011 Interest-based Negotiation (IBN) process.

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 A.R.S. §38-431.03 unless pursuant to specific statutory exception.

IV. 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 Board’s interests for the 2011 Interest-based Negotiation (IBN) process.

V. RECESSING OF EXECUTIVE SESSION FOR SPECIAL MEETING

VI. REGULAR MEETING – GENERAL FUNCTION

A. Call to Order and Roll Call

B. Organization of the Board

1-3

C. Moment of Silence and Meditation

D. Pledge of Allegiance

E. Adoption of the Regular Meeting Agenda

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

Motion _____ Second _____ Vote _____

F. Approval of the Minutes

4-13

It is recommended that the Governing Board approve the Minutes of the December 9, 2010 Regular Meeting and Executive Session (Confidential) (all Governing Board Members were in attendance).

Motion _____ Second _____ Vote _____

G. Current Events: Governing Board and Superintendent

A Cardinals Academy student will demonstrate a mathematics concept that aligns with the newly adopted Mathematics Program Guide.

H. Special Recognition

- Special recognition of Bindika Darjee, a refugee from Bhutan and a 6th grade student at Maryland School, who was selected as one of the ELL Student Success Stories in Arizona. She was recognized at the OELAS conference on December 10, 2010, at the Wigwam Resort in Litchfield Park.

I. 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).

J. It is recommended the Governing Board approve the Consent Agenda.

Motion _____ Second _____ Vote _____

VII. CONSENT AGENDA

- | | | |
|-----|--|-------|
| *A. | Approval/Ratification of Vouchers | 14 |
| | 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 | 15-17 |
| | Personnel items include resignations, terminations, requests for retirement or leave, recommendations for employment and position changes. | |
| *C. | Public Gifts and Donations (The Value of Donated Items is Determined by the Donor) | 18-19 |
| | 1. The Green Schoolhouse Series donated a gift card to Toys R Us with a value of \$810.00 for the benefit of students and their families at Orangewood School. | |
| | 2. The Green Schoolhouse Series donated a gift card to Toys R Us with a value of \$810.00 for the benefit of students and their families at Roadrunner School. | |
| | 3. Rodel Charitable Foundation donated a check in the amount of \$6,040.00 to be used for the MAC-Ro Math Program assemblies and student incentives for the benefit of participating students at Desert View, Mountain View, Shaw Butte, and Sunnyslope Schools. | |
| | 4. John C. Lincoln Health Network and the Lincoln GIVES Committee donated a check in the amount of \$2,925.00 to fund the Student of the Month recognition program at Sunnyslope School. | |
| | 5. The medical staff at John C. Lincoln Hospital donated a check in the amount of \$2,500.00 to be used for the benefit of students at Sunnyslope School. | |
| | 6. Washington Education Foundation donated a check in the amount of \$1,000.00 to be used for the benefit of students and teachers at Royal Palm Middle School as a result of Royal Palm contributing the most donations per capita to United Way. | |
| | 7. The Phoenix Suns donated tickets with a value of \$688.75 for eighth grade students at Palo Verde Middle School. | |
| | 8. Stacy Wieser donated a check in the amount of \$1,000.00 to be used for the benefit of students at Orangewood School and Palo Verde Middle School. | |
| *D. | Out-of-County/State Field Trip | 20-23 |
| | 1. Barbara Newman, Mountain Sky Junior High School, submitted an out-of-county/state field trip request to Marana High School, Tucson, AZ, January 28-29, 2011, for 7 th and 8 th grade students at a cost of \$225.00. | |
| *E. | Adoption of Resolution Authorizing the Execution of Warrants Between Board Meetings | 24-25 |
| *F. | Submission of the Arts in Education – Professional Development for Arts Educators Grant on Behalf of the District in an Amount Not to Exceed \$350,000.00 | 26 |
| *G. | Second Reading and Adoption of Proposed Amended Board Policies BDA – Board Organizational Meeting and BDB – Board Officers | 27-30 |
| *H. | Second Reading and Adoption of Proposed Amended Board Policies GBB – Staff Involvement in Decision Making and GCU – Professional Staff Memberships in Professional Organizations (Dues-Paying Employee Organizations) | 31-35 |

VIII. ACTION / DISCUSSION ITEMS

- A. Ratification of Structured English Immersion Budget Submission (Janet Sullivan)

36-42

Motion _____ Second _____ Vote _____

IX. FUTURE AGENDA ITEMS

X. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGEMENTS

XI. 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.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 X Discussion
FROM: Dr. Susan J. Cook, Superintendent Information
 1st Reading
DATE: January 13, 2011
AGENDA ITEM: Organization of the Board
INITIATED BY: D. Rex Shumway, Legal Counsel SUBMITTED BY: Dr. Susan J. Cook,
Superintendent
PRESENTER AT GOVERNING BOARD MEETING: Tee Lambert, Governing Board President
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BDA/BDB/A.R.S. 15-321

SUPPORTING DATA

Funding Source: N/A

Budgeted: N/A

Pursuant to A.R.S. 15-321 and Governing Board Policy BDA, the Governing Board is required to hold an organizational meeting prior to January 15 to elect officers.

The current presiding President will call for nominations for the position of President. Any interested Board member may submit his/her name for consideration or be nominated by another Board member. The nominee(s) will state the reasons for desiring the position. Board members will then cast a voice vote. A majority vote of the Board members will decide the election unless there are three (3) or more choices. A plurality vote will then be used.

The newly elected President will call for nominations for the position of Vice President. Any interested Board member may submit his/her name for consideration or be nominated by another Board member. The nominee(s) will state the reasons for desiring the position. Board members will then cast a voice vote. A majority vote of the Board members will decide the election unless there are three (3) or more choices. A plurality vote will then be used.

The current policy BDB is attached notwithstanding the proposed policy changes to be considered further in the agenda.

SUMMARY AND RECOMMENDATION

At the discretion of the Governing Board.

Superintendent



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

Agenda Item VI.B.

**B-0950 BDB
BOARD OFFICERS**

President

The duties of the President of the Board shall be as follows:

- Preside over all meetings and conduct meetings in accordance with Arizona law and policies of the District.
- Affix signatures to papers and documents as authorized by the Board or by law.
- Perform all duties imposed by statute.
- Represent the District before members of the community when authorized by the Board.
- Consult with the Superintendent on the agenda for each meeting.
- Consult with Board members on proposed agenda.
- Encourage and maintain orderly and democratic participation.
- Keep all discussions factual and on the subject at hand.
- Allow for full and complete exploration of each item of business.

In the absence of the President of the Board, the Vice-President shall assume this position temporarily and perform all the functions of the President.

In the absence of both the President and Vice-President, the Past President shall serve as the temporary president for the meeting only. In the absence of the President, Vice-President and Past President (where the position is not filled because of the lack of a Past President), the remaining three (3) members of the Board shall elect a temporary president for the meeting only. The minutes of the meeting shall reflect the election of the temporary president.

Vice-President

The Vice-President, or President in absence of the Vice-President or other designee of the Board, shall be responsible for the review of all expense vouchers prior to the Board meeting in which action is scheduled and sign such papers or documents required by the Board or by law.

Past President

The Past President shall preside over Board meetings in the absence of both the President and the Vice-President.

Adopted: June 21, 2006

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

CROSS REF.: BDF - Advisory Committees

BEC - Executive Sessions/Open Meetings

BED - Meeting Procedures/Bylaws

BEDB - Agenda

BEDBA - Agenda Preparation and Dissemination

BEDH - Public Participation at Board Meetings

GOVERNING BOARD MINUTES: REGULAR MEETING AND EXECUTIVE SESSION

2010-2011

December 9, 2010

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**

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

B. Moment of Silence and Meditation

Mrs. Lambert called for a moment of silence and meditation.

C. Pledge of Allegiance

Mrs. Lambert led the Pledge of Allegiance.

D. Adoption of the Regular Meeting Agenda

At the discretion of the chair, Mrs. Lambert moved Information Item IV.A. – 2010 United Way Update before the Consent Agenda. A motion was made by Mr. Adams to adopt the Regular Meeting Agenda. The motion was seconded by Mr. Maza. The motion carried.

UNANIMOUS**E. Approval of the Minutes**

A motion was made by Mr. Jahneke that the Governing Board approve the Minutes of the November 18, 2010 Regular Meeting. The motion was seconded by Ms. Graziano. The motion carried.

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

Mr. Jahneke shared that he enjoyed attending Manzanita Elementary School's Winter Concert. He said the dancing reindeer were very entertaining.

Mr. Adams shared that he enjoyed attending the Winter Concerts at the following schools:

- Royal Palm Middle School
- Mountain Sky Junior High School
- Mountain View School
- Ironwood Elementary School
- Abraham Lincoln Traditional School

Mr. Adams shared that he enjoyed visiting Alta Vista Elementary School and listened to the Island Waves band. He stated he was very proud of the District employees for coming together to support Alta Vista to enable the majority of the staff to attend the memorial service for Office Manager, Jeannette Martinez.

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

- John Jacobs Elementary School's Patriotic Concert
- Cardinals Academy Art Show at Barney's of New York in Scottsdale

December 9, 2010

Ms. Graziano apologized for not being able to attend more events during this busy season. She thanked all of the performing groups for taking the time to share their learning with the community.

Ms. Graziano thanked the following schools for their artwork displayed in the Governing Board Room: Tumbleweed, Sunset, Lakeview, Alta Vista, and Cactus Wren Elementary Schools.

Mr. Maza thanked Mrs. Lambert and Board members for allowing him to serve as Vice President this past year.

Mr. Adams thanked President Lambert and Vice President Maza for their leadership on the Governing Board this past year.

Mrs. Lambert thanked the schools for all of their holiday events that they plan.

Board members wished everyone a safe and happy holiday.

Dr. Cook shared that students from Washington Elementary School would demonstrate mathematics concepts. Dr. Cook introduced Principal, Dave McNeil, who introduced 3rd grade students and their teachers, Victor Frenes and Ms. Pearson, Janna Muhammad and Ms. Rodriguez, Andrea Ocana and Mr. Rojas, Molly Bragg and Ms. Winchester. Family members of the students were acknowledged for their attendance. The students demonstrated multiplication math reasoning and Mr. Jahneke also participated in the demonstration. The students were presented with a certificate, mathematics book, and a pencil holder with a ruler, calculator and pencils.

G. Special Recognition

- Dr. Cook recognized the Invest in Education PAC for their successful efforts and work with the bond and override elections. Dr. Cook presented a plaque to Sandy Mendez Benson, Chair, and Sherry Dudek, Treasurer, for their extraordinary leadership.

H. Public Participation

There was no public participation.

IV. INFORMATION / DISCUSSION ITEMS

A. 2010 United Way Update

Dr. Cook introduced Ms. Pam Horton, chairperson for the District's United Way campaign. Ms. Horton reported that District employees contributed \$39,493.00 to the 2010 United Way campaign. She thanked the 32 site coordinators for their efforts to make the campaign a success. She also thanked the employees for their support and generosity.

Ms. Horton thanked Schmitt Jewelers and the Washington Education Foundation (WEF) for their donations for the District's incentive program. WEF President, Ms. Virginia Ptuyac, presented a \$1,000.00 check to Royal Palm's campaign coordinator, Rose Grunig, for raising the most per capita with their contribution of \$2,514.00. Employees designated \$12,574.00 to be donated to the WEF.

Chaparral and Tumbleweed Elementary Schools had the greatest increase in giving. The campaign coordinators, Ken Schofield and Peggy Pitts-Miller, were recognized for their work with a certificate.

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I. REGULAR MEETING – GENERAL FUNCTION (continued)

I. Approval of the Consent Agenda

UNANIMOUS

Ms. Graziano requested that Item *II.F. – Annual Intergovernmental Cooperative Purchase Agreements with the Mohave Educational Services Cooperative (MESC) for the H2 Group be pulled from the Consent Agenda for separate consideration.

A motion was made by Mr. Jahneke that the Governing Board approve the remaining Consent Agenda items. The motion was seconded by Mr. Adams. 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 (The Value of Donated Items is Determined by the Donor)**

UNANIMOUS

Approved the public gifts and donations as presented.

1. McCarthy Building Companies donated books with an approximate value of \$2,000.00 for the benefit of students at Desert View Elementary School.

2. North Phoenix Kiwanis donated \$12,576.81 from a fundraising project (75% of the project) for the benefit of all students in the Washington Elementary School District.

3. Switch Restaurant & Bar donated food with an approximate value of \$300.00 for the Academic Support Programs holiday dinner for staff appreciation.

4. Atlasta Catering and Events donated food with an approximate value of \$800.00 for the Academic Support Programs holiday dinner for staff appreciation.

5. Peoria Police and Fire Department donated nine pairs of Nike and Jordan basketball shoes with an approximate value of \$500.00 for the benefit of the 8th grade boys' basketball team at Palo Verde Middle School.

6. Mountain Sky SPICE (PTO) donated a check in the amount of \$900.00 towards the purchase of a mat to protect the gym floor.

***D. Out-of-State Travel**

UNANIMOUS

1. Tee Lambert, Governing Board President, to attend the 38th Annual Federal Relations Network Conference, February 4-9, 2011, in Washington, D.C. at a cost of \$2,245.00.

***E. Annual Intergovernmental Cooperative Purchase Agreements with the Mohave Educational Services Cooperative (MESC)**

UNANIMOUS

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- *F. Annual Intergovernmental Cooperative Purchase Agreements with the Mohave Educational Services Cooperative (MESC) for the H2 Group **UNANIMOUS**

A motion was made by Ms. Graziano that the Governing Board approve the Intergovernmental Cooperative Purchase Agreements and contract purchases with the Mohave Educational Services Cooperative (MESC) for the H2 Group in an amount not to exceed \$645,668.00 for a three-year Agreement beginning December 2010 and extending through June 30, 2013 to come from the bond money. The motion was seconded by Mr. Adams. The motion carried.

Ms. Graziano asked if verbiage needed to be added to the motion stating that funding was coming from the bond money. Dr. Cook responded that the funding source was indicated on the Summary Sheet, however, Ms. Graziano could state it in her motion if she desired.

- *G. Annual Intergovernmental Cooperative Purchase Agreements with the Strategic Alliance for Volume Expenditures (SAVE) **UNANIMOUS**
- *H. Quality First Enrollment Agreement and Program Improvement Grant with First Things First **UNANIMOUS**
- *I. Teacher Evaluation System Verification – Statement of Assurance **UNANIMOUS**
- *J. Second Reading and Adoption of Proposed Amended Board Policy JK – Student Discipline **UNANIMOUS**
- *K. Second Reading and Adoption of Proposed Amended Board Policy JL – Student Wellness **UNANIMOUS**

III. ACTION / DISCUSSION ITEMS

- A. 2010-2011 Revised Expenditure Budget (Revision #1) **UNANIMOUS****

Dr. Cook introduced Ms. Cathy Thompson who offered the Board the 2010-2011 revised expenditure budget. Ms. Thompson advised that the revisions to the adopted expenditure budget include adjustments to budget balance carry forward – reflective of the final 2009-2010 annual financial report, adjustments to the final student count for last school year, adjustments to the transportation revenue control limit and adjustments based on growth in the prior year.

Mr. Maza asked what the current student count was since part of the expenditure budget is based on student count. Dr. Cook replied we were down 751 students from a year ago.

Ms. Graziano asked about the allowed 4% carryover. Ms. Thompson responded that there was budget capacity of \$5.1 million and cash available of \$4.2 million. She advised that the District cannot carry forward budget capacity without cash to accommodate it. Ms. Thompson stated that the last couple of years have been very challenging. Ms. Thompson advised that every effort was made to have enough cash to accommodate the budget capacity to avoid raising taxes to the taxpayers.

Ms. Graziano asked if part of the problem was because the State is not paying funds as scheduled. Ms. Thompson agreed.

A motion was made by Mr. Jahneke that the Governing Board approve the 2010-2011 Revised Expenditure Budget (Revision #1). The motion was seconded by Ms. Graziano. The motion carried.

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B. To Consider and, if Deemed Advisable, to Adopt a Resolution Ordering the Sale of School Improvement Bonds for the District **UNANIMOUS**

Dr. Cook advised the Board that as a result of voters approving the District's special bond election on November 2, 2010, the District was authorized to issue school improvement bonds. Dr. Cook introduced Mr. Bill Davis, Managing Director of Public Finance at Piper Jaffray & Co. Mr. Davis was accompanied by Mr. Logan McKenzie from Piper Jaffray & Co. Ms. Thompson advised that Mr. James Giel, bond counsel from Gust Rosenfeld, was also in attendance. Ms. Thompson thanked Mr. Davis, Mr. McKenzie, and Mr. Giel for their guidance regarding the issuance of the school improvement bonds, as well as their assistance on the special bond election pamphlet.

Mr. Davis congratulated the District for their successful special bond election and thanked Ms. Thompson for her assistance. Mr. Davis advised the Board that the resolution, if approved, would authorize the sale of the first installment of the voter authorization bonds (\$10,000,000.00). Mr. Davis and Mr. McKenzie provided a proposed timetable for the \$10,000,000.00 bond sale (culminating with sale scheduled for February 10, 2011). A proposed plan for the balance of the total \$65,000,000.00 authorization was also provided.

Mr. Davis advised that the resolution, because of recent statutory changes and market volatility, allows the bonds to be sold via competitive sale or negotiated sale. Mr. Davis stated that his advice on new money transactions to issuers had always been to sell their bonds competitively. He advised that in most markets, it was the best way to get the lowest possible interest rates and reduce the interest expense.

Mrs. Lambert asked what were the benefits of competitive sale versus negotiated sale. Mr. Davis responded that the advantage of a competitive sale is that the District would do a national request, e.g., mutual funds, other broker/dealers, who submit a sealed bid, and on that day the District would know that they got the lowest possible interest rate. Mr. Davis advised that on a negotiated sale, the District would pick a team of underwriters in advance and anticipate the sale on a particular date. The team of underwriters would have timing flexibility to change the date on a moment's notice based on market volatility.

Ms. Graziano clarified that in a competitive sale, the District would accept the lowest bidder's offer for the full \$10,000,000.00. Ms. Graziano asked if the District could refuse all offers if they did not meet the District's expectations. Mr. Davis stated that there is a clause in the Resolution stating the District could cancel the sale with 24 hours advance notice. Mr. Davis advised that the District has the ability to preserve the right to deny any and all bids.

Mr. Adams asked Mr. Davis which option would give the District the best interest rate, competitive sale or negotiated sale. Mr. Davis replied that the competitive sale would be the District's best option at this time.

Mr. Jahneke asked if the bond market would stay relatively stable considering the debate regarding tax cuts either expiring or being extended. Mr. Davis stated it was difficult to say how much the tax cuts would affect the bond market. Mr. Davis advised that the interest income for the bond investors would be exempt from State and Federal income tax.

A motion was made by Ms. Graziano that the Governing Board adopt a Resolution ordering the sale of School Improvement Bonds for the District in the amount of \$10,000,000.00. The motion was seconded by Mr. Maza. The motion carried.

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C. Structured English Immersion Model Adoption

UNANIMOUS

Dr. Cook advised the Board that the District is required by law to annually ask the Board to adopt the Structured English Immersion (SEI) Models. Dr. Cook introduced Ms. Janet Sullivan who reviewed the SEI models recommended for adoption by the Board.

A motion was made by Mr. Jahneke that the Governing Board approve the models (Attachment A). Mr. Jahneke further moved that the Governing Board authorize Mrs. Tee Lambert, Governing Board President, to execute the documents. The motion was seconded by Mr. Maza. The motion carried.

D. 2010-2011 Teacher Performance Pay Plan

UNANIMOUS

Dr. Cook advised the Board that they must annually approve the District's Classroom Site Fund Pay for Performance Compensation Plan to be submitted to the Arizona Department of Education (ADE) by December 31, 2010. Dr. Cook introduced Dr. Lyn Bailey who reviewed the proposed 2010-2011 Teacher Performance Pay Plan.

Mr. Jahneke asked if any of the rubrics were tied to the PLC Wednesdays when the evaluations were completed. Dr. Bailey responded that the PLC Wednesdays were a major contributing factor for Part I – School Improvement Plan objectives and were also used for Part II – Individual Teacher Achievement Focus.

Mr. Adams asked when the money would be released. Dr. Bailey advised that after the SIRT review in May, teachers would receive compensation in their May 13, 2011 paychecks.

Ms. Graziano thanked Dr. Bailey for including the 2010-2011 Assessment Calendar with the agenda item material. Ms. Graziano also thanked the faculty for their time and efforts in completing all of the required assessments.

Mrs. Lambert asked if ADE reviews the District's Classroom Site Fund Pay for Performance Compensation Plan every year that it is submitted. Dr. Bailey advised that ADE reviews each District's plan every three years. Dr. Bailey stated that WESD's plan was reviewed three years ago and Part II – Individual Teacher Achievement Focus was added because of a recommendation made by ADE at that time.

A motion was made by Ms. Graziano that the Governing Board approve the District's proposed 2010-2011 Classroom Site Fund Pay for Performance Compensation Plan and authorize its submission to the Arizona Department of Education. The motion was seconded by Mr. Jahneke. The motion carried.

E. First Reading of Proposed Amended Policies BDA – Board Organizational Meeting and BDB – Board Officers

UNANIMOUS

Mrs. Lambert stated that at the November 18, 2010 Governing Board meeting, the Governing Board discussed possible revisions to Board Policies BDA – Board Organizational Meeting and BDB – Board Officers that would eliminate the office and duties of the Past President.

A motion was made by Ms. Graziano that the Governing Board approve the First Reading of proposed amended Policies BDA – Board Organizational Meeting and BDB – Board Officers. The motion was seconded by Mr. Jahneke. The motion carried.

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F. Discussion, Consideration and Possible First Reading of Proposed Amended Board Policies GBB – Staff Involvement in Decision Making and GCU – Professional Staff Memberships in Professional Organizations (Dues-Paying Employee Organizations)

Dr. Cook advised that the subcommittee comprised of Mrs. Lambert, Ms. Graziano and herself met several times prior to and following the June 1, 2010 Study Session which was facilitated by Ms. Sue Snyder. The subcommittee offered the proposed amended Board Policies provided in the agenda item for the Board's consideration.

Ms. Graziano stated that the subcommittee reviewed Policies and negotiated agreements from other school Districts regarding the subject of sole representation:

Mrs. Lambert advised the Board that when the subcommittee prepared the Policy, they kept in mind the Board's interests pertaining to representation that were defined at the June 1, 2010 Study Session.

Mr. Adams stated that sole representation was a sensitive issue and suggested that it be tabled for future discussion. He waived making a motion until discussion was completed.

Mr. Jahneke stated that at the time he requested this subject as a future agenda item, he had in mind the relationship between the District's affiliated groups with the Governing Board and the District's decision making processes. Mr. Jahneke requested Board members' feedback regarding how this Policy change had the potential to improve decision making processes and relationships within the District.

- Mr. Maza felt this Policy change would not affect the collaborative effort within the District and would allow the Board to acknowledge a particular group. Mr. Maza stated he hoped this Policy change would return the focus to teaching and student achievement.
- Ms. Graziano stated that this Policy change would protect the collaborative effort within the District from any future leadership changes.
- Mr. Adams stated that the current process seems to be working well without sole representation. However, he would consider the Policy change if the membership status of the employee organization was assessed annually to ensure the 50% plus one membership rather than the re-evaluation every three years as stated in the proposed Policy.
- Mrs. Lambert found it interesting that when meeting with all of the employee organizations, they were ambivalent regarding this Policy. She stated that the District currently has a diversity of voices of different groups and acknowledged the groups as having value in the system and being advocates for education and teachers. Mrs. Lambert stated she had enjoyed seeing the results in the decision making process of the District where all the organizations and employees (members and non-members) work together and show respect for each other. She advised that if an organization does not meet the 50% plus one criteria, there will be no changes to the current structure. However, if an organization meets the 50% plus one criteria, they could possibly move forward and change the entire dynamics of the decision making structure that comes forward with their recommendations.

Mr. Adams asked if WPA, which is comprised of 100% of the principals and assistant principals, would automatically qualify to be the sole representation group.

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Dr. Cook advised that the WPA members do not pay membership dues, however, pay a nominal social fee that is not a requirement to be a member. It would be up to the WPA members whether they wanted to change their organizational structure in order to be considered for sole representation.

A motion was made by Mr. Maza that the Governing Board approve the First Reading of proposed amended Board Policy GBB – Staff Involvement in Decision Making. The motion was seconded by Ms. Graziano.

Mr. Adams made a friendly amendment to the motion to change the last sentence of the first bullet point under Sole Representation to read: “This status will be assessed annually by the Governing Board to ensure that 50% plus one membership of the employee organization is still in effect.”

Mr. Jahneke asked if it should be clarified what would happen if the membership fell below 50%.

Mr. Maza accepted Mr. Adams’ friendly amendment to his motion and added the following sentence which will be the last sentence of the first bullet point under Sole Representation: “In the event the membership of an employee organization should drop below the 50% plus one threshold, the Governing Board would reconsider sole representation status.”

Ms. Graziano withdrew her second to the first motion. The amended motion was seconded by Mr. Jahneke. A roll call vote was requested. The motion carried 3-2. Ms. Graziano and Mrs. Lambert voted Nay.

3-2 AYE

A motion was made by Mr. Maza that the Governing Board approve the First Reading of proposed amended Board Policy GCU – Professional Staff Memberships in Professional Organizations (Dues-Paying Employee Organizations). The motion was seconded by Ms. Graziano. The motion carried.

UNANIMOUS

G. Governing Board Involvement in the National School Board Association (NSBA) Annual Conference

3-2 NAY

Mr. Adams reported that the NSBA Annual Conference will be held in San Francisco, CA, on April 9-11, 2011. Mr. Adams stated this was of value for professional development opportunities to network with Board members from across the nation and strengthen the Board’s position to help our students and faculty. The cost would be approximately \$2,500.00 per person and Mr. Adams encouraged all Board members to attend.

Mr. Maza stated he was supportive of this conference and thought the agenda was very good.

Mrs. Lambert asked Dr. Cook if there was budget capacity for all Board members to attend the conference. Dr. Cook responded that money would have to be moved if Board members approved conference attendance.

Ms. Graziano asked if there was money for any out-of-state travel by employees in the District. Dr. Cook replied that the only out-of-state travel presented for Board approval had been mandatory travel, e.g., presenter, award recipient, or a condition of a grant acceptance.

December 9, 2010

Ms. Graziano stated she had planned to attend the conference, but was going to pay for her own expenses. She stated that she did not feel comfortable approving out-of-state travel expenses for the Board when employees cannot take advantage of worthwhile conferences to attend. Ms. Graziano said the Board needs to set the example and not be the exception to the rule. Mr. Adams stated that he attended the NSBA conference in San Diego, CA two years ago and paid for his own expenses.

Mrs. Lambert was concerned about funding because there are rumors that because of the State's budget shortfall, they could possibly reduce the District's funding this school year. Mrs. Lambert stated that information from NSBA is provided to the Arizona School Boards Association (ASBA) which is presented at ASBA conferences held locally at a reasonable cost which Board members could possibly attend.

A motion was made by Mr. Adams that the Governing Board approve Bill Adams to attend the NSBA Annual Conference to be held April 9-11, 2011, in San Francisco, CA, as the sole representative of the Washington Elementary School Board. A friendly amendment was made by Mr. Maza to state: "...that the Governing Board approve participation and funding to the NSBA Annual Conference for those people designated by President Lambert. Mr. Adams accepted Mr. Maza's friendly amendment. The motion was seconded by Mr. Maza. The motion failed 3-2. Ms. Graziano, Mr. Jahneke, and Mrs. Lambert voted Nay.

IV. INFORMATION / DISCUSSION ITEMS

A. 2010 United Way Update

At the discretion of the chair, Mrs. Lambert moved IV. – Information/Discussion Item, IV.A. – 2010 United Way Update, before Item II. – Consent Agenda.

B. Trust Board Update

Mr. Rex Shumway reported that in addition to review of monthly financial reports and extension/renewal of annual vendor contracts, preliminary projections for 2011-2012 were reviewed. Mr. Shumway advised that the next Trust Board meeting would be held on January 18, 2011, when they will review updated projections and employee survey information.

V. FUTURE AGENDA ITEMS

Ms. Graziano requested a summary of the Student and Parent Survey results.

VI. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS

Ms. Graziano acknowledged and thanked Mr. Peter Shah who is retiring as Facilities Manager at Abraham Lincoln Traditional School with 25 years of service. Ms. Graziano acknowledged Mr. Shah's dedication, loyalty and service to the District and its students.

Dr. Cook acknowledged that Adriana Andrade, a student at Royal Palm Middle School, will be celebrated at the MLK Annual Breakfast on January 20, 2011, at the Arizona State University Tempe campus. Adriana and her family, Dr. Cook, and staff members from Royal Palm Middle School plan to attend the event.

Dr. Cook acknowledged Mrs. Alice Whisenhunt who hosted the reception of the Cardinals Academy Art Show at Barney's of New York in Scottsdale, AZ, on December 1, 2010.

Dr. Cook acknowledged a refugee student from Maryland School who will be recognized at the OELAS conference on December 10, 2010.

December 9, 2010

VII. CALL FOR EXECUTIVE SESSION

UNANIMOUS

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

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

- 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 evaluation of the Superintendent.

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

VIII. RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION

IX. 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.1

- A.1 – Annual Evaluation of the Superintendent.

X. RECONVENING OF REGULAR MEETING

XI. ADJOURNMENT

UNANIMOUS

A motion was made by Mr. Jahneke to adjourn the meeting at 10:09 p.m. The motion was seconded by Mr. Maza. The motion carried.

SIGNING OF DOCUMENTS

Documents were signed as tendered by the Governing Board Secretary

BOARD SECRETARY

DATE

BOARD OFFICIAL

DATE

December 9, 2010

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 FROM: Dr. Susan J. Cook, Superintendent Discussion
 DATE: January 13, 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):

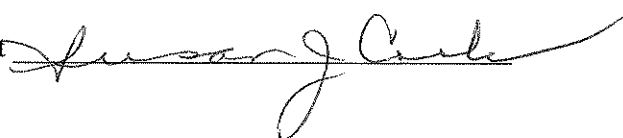
11/30/10	2,854,913.53
12/10/10	2,926,473.90
Totals:	5,781,387.43

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

11/22/10	500.00
11/24/10	1,860,243.83
12/01/10	3,577,526.23
12/08/10	2,183,914.34
12/10/10	164,969.35
12/15/10	4,308,231.29
Totals:	12,095,385.04

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 *VII.A.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO:	Governing Board	<u> X </u>	Action
FROM:	Dr. Susan J. Cook, Superintendent	<u> </u>	Discussion
DATE:	January 13, 2011	<u> </u>	Information
		<u> </u>	1st Reading
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>		

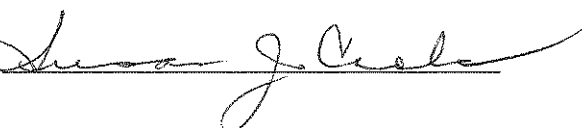
SUPPORTING DATA

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 *VII.B.

PERSONNEL ACTION RECOMMENDED

January 13, 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
Hancin	Michael	Teacher-Resource	Manzanita	Resignation	9	4/4/2011
Kergér	Shelby	Teacher-5th Grade	Tumbleweed	Leave of Absence		4/4/2011
Koos	Alfred	Teacher-PE	Cholla	Resignation from Leave	3.5	12/6/2010
Nibouar	Jennifer	Teacher-Language Arts	Palo Verde	Retirement	3.5	1/20/2011
Rademacher	Leslie	Teacher-Mathematics	Mountain Sky	Resignation	4 mo.	1/3/2011
Thames	Alice	Teacher-4th Grade	Chaparral	Retirement	15	6/29/2011
Thomas	Patricia	Teacher-Reading	Palo Verde	Leave of Absence		3/16/2011

C. FULL-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
Anderson	Michelle	Office Manager	Chaparral	Retirement	15	3/5/2011
Rodriguez	Ofelia	Night Custodian	Mountain Sky	Resignation	3	12/10/2010
Rueda	Mario	Public Safety Officer	Safety/Security	Resignation	3.5	12/8/2010

D. PART-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
Acosta	Nicole	Food Service Helper	Food Services	Resignation	2 wks.	11/29/2010
Bernert	Steve	Bus Driver	Transportation	Resignation	2.5	11/29/2010
Braun	Jesse	Paraprofessional	Ocotillo	Termination	1	11/2/2010
Cox	Tina	Food Service Helper	Orangewood	Resignation	3 mo.	12/10/2010
Dhondt	Ernestine	Special Ed. Assistant	Sweetwater	Retirement	30	12/16/2010
Eason	Katera	Monitor	Orangewood	Termination	5 mo.	12/1/2010
Erickson	Deborah	Bus Driver	Transportation	Retirement	1	12/9/2010
Horner	Sara	Special Ed. Assistant	Sweetwater	Resignation	4 mo.	12/10/2010
Kennedy	Cynthia	Food Service Helper	Mountain View	Resignation	5 days	11/24/2010
Lerma	Josephine	Crossing Guard	Arroyo	Resignation	3 mo.	12/14/2010
Molina	Samala	ELL Testing Specialist	Maryland	Resignation	3 mo.	12/7/2010
PereteDeGonzalez	Juana	Food Service Clerk	Manzanita	Resignation	3	11/19/2010
Rios	Mary	Bus Driver	Transportation	Resignation	5 mo.	11/19/2010
Sharrock	Harri	Bus Driver	Transportation	Retirement	16	1/26/2011
Simon	Marlene	Special Ed. Assistant	Ironwood	Position Ended	10	12/16/2010
Small	Daniel	Special Ed. Assistant	Royal Palm	Resignation	1.5	12/16/2010

PERSONNEL ACTION RECOMMENDED

January 13, 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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Ames	Lindsay	Teacher-4th Grade	N	Sunnyslope	Leveling
Meredith	Wendy	Teacher-3rd Grade	E	Sunset	
Patten	Kathleen	Teacher-4th Grade	E	Washington	Return from Leave of Absence

C. FULL-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION
-----------	-------	----------	------------------------	----------

Caronna	Daniel	Night Custodian	E	Ocotillo
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D. PART-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION
-----------	-------	----------	------------------------	----------

Bautista	Melisa	Food Service Helper	E	Ironwood
Cooper	Chelsey	Bus Driver	E	Transportation
Cooper	Daniel	Bus Driver	E	Transportation
Cruz	Edith	Paraprofessional	E	Ocotillo
DeBoard	Jane	Food Service Helper	E	Food Services
Diaz	Shannon	Crossing Guard	E	Arroyo
Elton	Kenneth	Crossing Guard	E	Ironwood
Evans	Robert	Crossing Guard	E	Shaw Butte
Galiccia	Berenice	Crossing Guard	E	Roadrunner
Martinez-Flores	Marisela	ELL Testing Specialist	E	Sunnyslope
Mitchell	Cleveland	Bus Driver	E	Transportation
Munguia De Rangel	Maria	Crossing Guard	E	Sunnyslope
Phelps	Rachel	Paraprofessional	E	Mountain View
Trotter	Michael	Bus Driver	E	Transportation
Walley	Johnna	Paraprofessional	E	Maryland

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: January 13, 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. The Green Schoolhouse Series donated a gift card to Toys R Us with a value of \$810.00 for the benefit of students and their families at Orangewood School.
2. The Green Schoolhouse Series donated a gift card to Toys R Us with a value of \$810.00 for the benefit of students and their families at Roadrunner School.
3. Rodel Charitable Foundation donated a check in the amount of \$6,040.00 to be used for the MAC-Ro Math Program assemblies and student incentives for the benefit of participating students at Desert View, Mountain View, Shaw Butte, and Sunnyslope Schools.
4. John C. Lincoln Health Network and the Lincoln GIVES Committee donated a check in the amount of \$2,925.00 to fund the Student of the Month recognition program at Sunnyslope School.
5. The medical staff at John C. Lincoln Hospital donated a check in the amount of \$2,500.00 to be used for the benefit of students at Sunnyslope School.
6. Washington Education Foundation donated a check in the amount of \$1,000.00 to be used for the benefit of students and teachers at Royal Palm Middle School as a result of Royal Palm contributing the most donations per capita to United Way.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the gift and donation as presented.

Superintendent



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

Agenda Item *VII.C.

***Public Gifts and Donations (The Value of Donated Items is Determined by the Donor)**

January 13, 2011

Page 2

7. The Phoenix Suns donated tickets with a value of \$688.75 for eighth grade students at Palo Verde Middle School.
8. Stacy Wieser donated a check in the amount of \$1,000.00 to be used for the benefit of students at Orangewood School and Palo Verde Middle School.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: January 13, 2011 Information
AGENDA ITEM: *Out-of-County/State Field Trip 1st Reading

INITIATED BY: Mountain Sky Jr. High School SUBMITTED BY: Administrative Services,
Curriculum, Accounting and
Purchasing Departments

PRESENTER AT GOVERNING BOARD MEETING: Barbara Newman, Assistant Principal

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA, IJOA and A.R.S. §15-341

SUPPORTING DATA

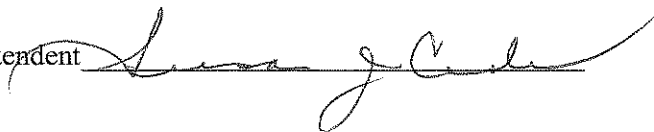
Funding Source: See Attached
Budgeted: N/A

1. Barbara Newman, Mountain Sky Junior High School, submitted an out-of-county/state field trip request to Marana High School, Tucson, AZ, January 28-29, 2011, for 7th and 8th grade students at a cost of \$225.00.

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 *VII.D.

Washington Elementary School District

Request for Out-of-County/State Field Trip

Date of Governing Board Agenda Item: **January 13, 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: **Mountain Sky Junior High**

Dates of Travel: **January 28-29, 2011**

Destination of Field Trip: **Marana High School - Marana School District Tucson, Arizona**

of Student Participants: **18**

Grade Level(s): **7-8**

of Adults (1:8): **3**

Emergency Contact Number: **623-628-7214**

Person Requesting Trip/Contact at Board Meeting: **Barbara Newman**

Principal Approved: Yes ☒ No ☐ Principal Name: **Perry Mason**

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

Summary of Event/Purpose:

Marana Unified School District hosts an annual state wrestling tournament in Tucson as a final event for the junior high wrestling season. The tournament was started in 2007, and since has grown so that most of the top wrestlers and teams in the state of Arizona compete in the event. The wrestling coaches at Mountain Sky would like to attend this event with a team of wrestlers to further their wrestling knowledge and use the event as a final experience for the season.

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. The wrestling tournament supports the extracurricular goals of the school, by enriching the student experience both socially and physically. Students have the opportunity to test their knowledge and skills against some of the best competition in the state.**

Itinerary:

Include specific information in all five categories.

Date	Site (from)/ Time	Location (to)/Time	Transportation	Phone Number for Hotel/Event Location
January 28th	Depart Students' Homes - 8:00 a.m.	Arrive Marana H.S. - 11:00 a.m. for weigh-ins. Wrestling begins at 1:00 pm and lasts until 9:00 pm depending on the individual wrestler's bracket and success in early rounds.	Parents	Tournament director Brett Kramer - Marana Unified School District 520-609-0760
January 29th	Marana H.S. 9:00 a.m. until 8:00 p.m. pending wrestlers success in earlier rounds.	Home - Unknown. wrestlers will be able to leave when they are either eliminated by a loss or when parent decides to take them home.	Parents	Tournament director Brett Kramer - Marana Unified School District 520-609-0760

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:

The Mountain Sky athletic budget pays the \$225.00 team registration fee for up to 18 athletes. Junior High wrestling allows for 18 weight classes (68,73,78,83,88,93,98,104,111,125,133,142,154,167,180,200, and Heavyweight). Each school may enter only one wrestler per weight class in order to allow for fair team scoring. No unattached wrestlers or club teams are allowed, for the reason mentioned prior. Each team will determine the wrestlers representing their school at each weight class, usually decided through a "wrestle-off" procedure, which is commonly used to determine Varsity and Junior Varsity teams. Financially, there is no cost to the student who wishes to attend. The only cost which may be incurred is transportation and housing if the family chooses to stay in Tucson Friday evening. Due to the fact that many wrestlers will be eliminated from competition during the first evening, and families may want to go home, there has not been an effort to force families to incur a cost of a night's stay. Also, since the tournament starts later in the morning on Saturday (9:00 am), it is possible for a family to drive back the next morning to wrestle. As for transportation costs, many families who wish to have their athlete participate, but do not want to drive, tend to work out rides with other families. Since the students will need to leave before school even starts on Friday, they will leave from their homes Friday morning. To date, we have not had a student unable to attend based on financial concerns. The only issue which has arisen in the past has been when a parent who cannot attend for work or prior commitments does not want to send their student with another family. Team parents have always been willing to help any other family out with transportation, but the school does not facilitate that discussion, for liability reasons.

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.

Mountain Sky will have two coaches for the 18 wrestlers. Since wrestling is an individual sport, those 18 wrestlers will be wrestling at various times throughout the two days. Wrestlers are not allowed to be on the mats until they are called, and must report when called within a certain amount of time. Therefore, families tend to sit together and listen for their wrestler to be called, and not with their coaches, as the coaches will be with wrestlers on the mat. Once a wrestler has lost they are eliminated. Of course, families may stay and watch after their athlete has been eliminated, but most families decide to leave. Currently, the team has two parent volunteers, but there will be other parents sitting together with the team.

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
	Johnny Mainez - Head Wrestling Coach	Brian Metheny
		Tim Russo

For Academic Services Use Only

Natalie McWhorter

12-8-10

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: \$ _____ (should match attached travel agent¹ quote)

Includes:

\$ _____ Lodging

\$ _____ Food: ☐ Included ☐ Sack Lunch ☐ Individual Purchase

\$ _____ Transportation: ☐ District buses

☐ Charter buses² (contracted vendors only- RFP 07.011)

☐ Airfare

\$ 225.00 Registration/Entry Fees

\$ _____ Travel Insurance³ (optional expense)

\$ _____ Other _____

\$ 225.00 TOTAL (should match package price above)

(totals are estimates only, based on number of anticipated students/adults and are subject to change)

Students participating: 18 TOTAL PER STUDENT COST: \$ 0-registration fee paid with tax credit/auxillary (sports activity fees)

(trip total ÷ total # students participating + approved ratio # parents = per student cost)

Chaperones participating: 3 (approved ratio for parents 1:8, can be included within student cost)

Additional parents: _____ Payment method: _____

Scholarship students: _____ Funding source: _____

(No eligible student will be denied a field trip due to financial hardship)

(tax credit, gifts & donations, auxillary, PTA/PTO, etc.)

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

- ☒ Tax Credit (Fund 526 – donation based) ☐ Other _____
- ☐ 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	1/4/2011 _____ Date
This expenditure was reviewed for compliance with applicable procurement laws and regulations.	For Purchasing Department Use Only Howard Kropp _____ Signature	1/4/2011 _____ 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.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 FROM: Dr. Susan J. Cook, Superintendent X Discussion
 DATE: January 13, 2011 Information
 AGENDA ITEM: *Adoption of Resolution Authorizing the Execution of Warrants Between Board Meetings 1st Reading

INITIATED BY: Cathy Thompson, Director of Finance SUBMITTED BY: D. Rex Shumway, Legal Counsel

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

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: ARS 15-321 (G); DK

SUPPORTING DATA

Funding Source: Various
 Budgeted: Yes

Board Policy DK – Payment Procedures provides as follows:

“In order to receive appropriate discounts and maintain good vendor relations, the Board directs the prompt payment of salaries and bills, but only after due care has been taken to assure that such amounts represent proper obligations of the District for services and/or materials received.

“The Superintendent will implement procedures for the review of purchase invoices to determine that items or service are among those budgeted, itemized goods or services have been satisfactorily supplied, funds are available to cover payment, and invoices are in order and for the contracted amounts.”

Through the adoption of Policy DK, the Board has directed prompt payment of salaries and bills. In order to accomplish this, the Governing Board may ratify the payment of salary and other expenses that have occurred between Board meetings. A.R.S. §15-321(G) authorizes the Governing Board to adopt a resolution for this purpose. The Governing Board previously adopted this resolution on February 14, 2007. This resolution will be adopted on an annual basis in January of each year.

Attached is the resolution.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board adopt the Resolution authorizing the execution of warrants between Board meetings for the 2011 calendar year.

Superintendent



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

Agenda Item *VII.E.

**RESOLUTION AUTHORIZING THE EXECUTION OF
WARRANTS BETWEEN BOARD MEETINGS**

WHEREAS, A.R.S. §15-321 sets forth the procedures for execution of warrants drawn on the District, and

WHEREAS, said statute provides that an order for salary or other expense may be signed between Board meetings if a resolution to that effect has been passed prior to the signing and that order is ratified by the Board at the next regular or special meeting of the Governing Board;

NOW, THEREFORE, BE IT RESOLVED, that said statutory procedure be, and herein is, ordered for use in the District during the 2011 calendar year in accordance with the provisions of A.R.S. §15-321.

This resolution was moved, seconded, and passed at a meeting of the Washington Elementary School District No. 6 Governing Board on January 13, 2011.

ATTEST:

Vice President

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 FROM: Dr. Susan J. Cook, Superintendent X Discussion
 DATE: January 13, 2011 Information
 AGENDA ITEM: *Submission of the Arts in Education – Professional Development for Arts Educators Grant 1st Reading
 on Behalf of the District in an Amount Not to Exceed \$350,000.00

INITIATED BY: Natalie McWhorter, Director of Curriculum SUBMITTED BY: Dr. Steve Murosky, Director of Academic Support Programs

PRESENTER AT GOVERNING BOARD MEETING: Dr. Steve Murosky, Director of Academic Support Programs

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: DDA

SUPPORTING DATA

Funding Source: Grants
 Budgeted: No

In accordance with Board policy DDA, the District may submit proposals to private foundations and other sources of financial aid for subsidizing such activities as innovative projects, feasibility studies, long-range planning, research and development, or other educational needs. If grants are awarded, they are subject to Governing Board approval prior to acceptance.

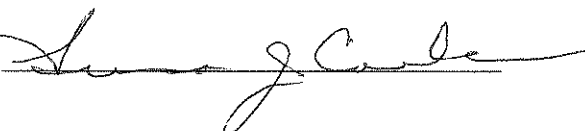
The U.S. Department of Education Arts in Education – Professional Development for Arts Educators Grant supports the implementation of high-quality professional development model programs in elementary and secondary education in music, dance, drama, media arts, and visual arts for arts educators and other instructional staff of K-12 students in high-poverty schools. Projects include professional development programs for teachers working in high-poverty schools. Designed for K-12 arts teachers and other instructional staff, programs must focus either on the development, enhancement, or expansion of standards-based arts education programs or on the integration of standards-based arts instruction with other core academic area content.

The eligibility requirement for this grant specifically requires LEAs to partner with at least one other agency. Therefore, Washington Elementary School District will apply for this grant in collaboration with Childsplay of Arizona.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the submission of U.S. Department of Education Arts in Education – Professional Development for Arts Educators grant on behalf of the District in an amount not to exceed \$350,000.00.

Superintendent



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

Agenda Item *VII.F.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 FROM: Dr. Susan J. Cook, Superintendent Discussion
 Information
 DATE: January 13, 2011 X 2nd Reading

AGENDA ITEM: *Second Reading and Adoption of Proposed Amended Board Policies BDA – Board Organizational Meeting and BDB – Board Officers

INITIATED BY: Tee Lambert, Governing Board President SUBMITTED BY: D. Rex Shumway, Legal Counsel

PRESENTER AT GOVERNING BOARD MEETING: Tee Lambert, Governing Board President

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BGF

SUPPORTING DATA

Funding Source: N/A

Budgeted: N/A

At the December 9, 2010 Board meeting, the Governing Board voted to approve the First Reading of proposed amended Policies BDA – Board Organizational Meeting and BDB – Board Officers. No additional revisions were requested. The Policies are now ready for final adoption.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the Second Reading and Adoption of Proposed Amended Board Policies BDA – Board Organizational Meeting and BDB – Board Officers.

Superintendent 

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

Agenda Item *VII.G.

BOARD ORGANIZATIONAL MEETING

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

The meeting shall be called to order by the President of the Board for the preceding year, or the Vice-President, in the order of priority, provided one of these officers is still a member of the Board. If none of the former officers is a member of the Board, a temporary president shall be elected and the meeting shall be called to order by the temporary president. The person calling the meeting to order shall preside until the successor is chosen.

The new President of the Board shall take office upon election. The Board shall then elect a Vice-President. ~~If the immediate past Board President remains as a duly elected member of the Governing Board, the Board may designate the immediate past Board President to serve as an Officer in the position of Past President. If the immediate past Board President does not remain on the Board, then the prior past Board President may be designated to serve in the position of Past President.~~

All officers of the Board shall hold office for a term of one year and until their successors are elected.

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

Adopted: June 21, 2006

LEGAL REF.: A.R.S. 15-321
38-431 *et seq.*

CROSS REF.: BDB – Board Officers
BE – School Board Meetings
BEC – Executive Sessions/Open Meetings
BEDA – Notification of Board Meetings

BOARD OFFICERS

President

The duties of the President of the Board shall be as follows:

- Preside over all meetings and conduct meetings in accordance with Arizona law and policies of the District.
- Affix signatures to papers and documents as authorized by the Board or by law.
- Perform all duties imposed by statute.
- Represent the District before members of the community when authorized by the Board.
- Consult with the Superintendent on the agenda for each meeting.
- Consult with board members on proposed agenda.
- Encourage and maintain orderly and democratic participation.
- Keep all discussions factual and on the subject at hand.
- Allow for full and complete exploration of each item of business.

In the absence of the President of the Board, the Vice-President shall assume this position temporarily and perform all the functions of the president.

In the absence of both the President and Vice-President, the ~~Past President~~ remaining three members of the Board shall ~~serve as the~~ elect a temporary president for the that meeting only. ~~In the absence of the president, vice president and past president (where the position is not filled because of the lack of a past president), the remaining three members of the Board shall elect a temporary president for the meeting only.~~ The minutes of the meeting shall reflect the election of the temporary president.

Vice-President

The Vice-President, or president in absence of the Vice-President or other designee of the Board, shall be responsible for the review of all expense vouchers prior to the board meeting in which action is scheduled and sign such papers or documents required by the Board or by law.

Past President

~~The past president shall preside over Board meetings in the absence of both the president and the vice president.~~

Adopted: June 21, 2006

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

CROSS REF.: BDF – Advisory Committees
BEC – Executive Sessions/Open Meetings

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO:	Governing Board	<u> X </u>	Action
FROM:	Dr. Susan J. Cook, Superintendent	<u> </u>	Discussion
		<u> </u>	Information
DATE:	January 13, 2011	<u> X </u>	2nd Reading
AGENDA ITEM:	*Second Reading and Adoption of Proposed Amended Board Policies GBB – Staff Involvement in Decision Making and GCU – Professional Staff Memberships in Professional Organizations (Dues-Paying Employee Organizations)		
INITIATED BY:	Aaron Jahneke, Governing Board Member	SUBMITTED BY:	Tee Lambert, Governing Board President; Clorinda Graziano, Governing Board Member
PRESENTER AT GOVERNING BOARD MEETING:	Tee Lambert, Governing Board President; Clorinda Graziano, Governing Board Member		
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION:	<u>BGF</u>		

SUPPORTING DATA

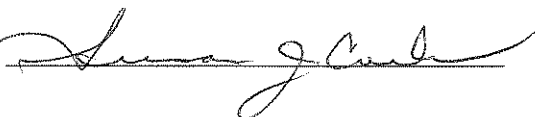
Funding Source: N/A
Budgeted: N/A

At the December 9, 2010 Board meeting, the Governing Board voted to approve the First Reading of proposed amended Policies GBB – Staff Involvement in Decision Making and GCU – Professional Staff Memberships in Professional Organizations (Dues-Paying Employee Organizations). The additional revisions requested have been made and the Policies are now ready for final adoption.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the Second Reading and Adoption of Proposed Amended Board Policies GBB – Staff Involvement in Decision Making and GCU – Professional Staff Memberships in Professional Organizations (Dues-Paying Employee Organizations).

Superintendent



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

Agenda Item *VII.H.

STAFF INVOLVEMENT IN DECISION MAKING

The Governing Board reserves unto itself the full responsibility for adopting policies governing the District. It shall be the policy of the Governing Board to encourage employee participation in the decision making at both the site/department and District level. The Superintendent is authorized to establish permanent or temporary councils, cadres, or committees to facilitate the proper administration of Governing Board policies, administrative procedures, and educational programs.

Employee organizations will be included in the decision-making process when revisions/changes are made to policies affecting employees and in District committees (including, but not limited to District Councils, IBN, and study groups). Representation by the various employee groups on District committees shall be consistent with the membership guidelines for the specific District committee. An employee organization may be designated to have sole representation for a specific employee group on District committees as provided hereafter. The Superintendent shall weigh with care the counsel given by employees, especially that given by groups designated to represent large segments of the staff, and inform the Governing Board of such counsel in presenting recommendations for Governing Board action.

Sole Representation

- An employee organization wishing to have sole representation status for an employee group (administration, certified, classified) may apply to the Governing Board for consideration. The group wishing to acquire sole representation status must send a written request to the Governing Board. The written request shall include the name of the employee group they wish to represent (administration, certified, or classified), proof that the employee organization's paying membership consists of 50% plus one member of the entire employee group employed by the District that they would like to represent, a list of offices held (minimum of three), current officers, and a request for placement on a Governing Board agenda for consideration during the month of October. If the Governing Board finds the applying organization's data is accurate, sole representation shall be granted to that employee organization. Every three (3) years this status will be re-evaluated. This status will be assessed annually by the Governing Board to ensure that 50% plus one membership of the employee organization is still in

effect. In the event the membership of an employee organization should drop below the 50% plus one threshold, the Governing Board would reconsider sole representation status.

- Sole Representation of an employee group shall mean that the executive board of the recognized employee organization shall have the responsibility for selecting and approving all appointments of employees representing that employee group on all District committees (including, but not limited to: District councils, IBN, study groups). In selecting and approving appointments, the executive board of the recognized employee organization shall consider applications from any employee in the represented group, including non-members.
- When Sole Representation status is granted to an employee organization by the Governing Board, it shall remain in full force unless, during the month of October of each year, another employee group petitions the Governing Board for an election. The petitioning group's written request must include proof that they have a paying membership of at least 35% of the employee group they wish to represent, the employee group they wish to represent, a list of offices held (a minimum of three), current officers, and a request for placement on a Governing Board agenda for consideration. If the Governing Board finds the applying organization's data are accurate, a vote will be conducted by secret ballot of all District employees within that employee group. In the event of a representation election, the process shall be agreed upon by all parties (the Governing Board and the two (2) employee groups in question). The employee group that wins the majority of all votes cast shall be recognized by the Governing Board as the Sole Representative for that employee group.

Adopted: date of manual adoption

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

CROSS REF.: GCU – Professional Staff Memberships in
Professional Organizations

PROFESSIONAL STAFF MEMBERSHIPS IN PROFESSIONAL ORGANIZATIONS

(Dues-Paying Employee Organizations)

Employees shall not use regular duty time for the purpose of conducting employee organization business.

Employee organizations may use school facilities before or after the school day subject to the provisions of the District rental policy applied to all private organizations. The organization shall pay for replacement of any school property damaged or destroyed by its members.

An employee organization bulletin Board will be accessible to all employees.

The Superintendent or designee shall grant leave time to employee organizations.

For the purpose of this policy, the term "employee organization" means an association comprised of current District employees, membership in which is voluntary and requires the payment of annual dues, which exists in whole or in part to advocate for members regarding employment-related issues.

Employee organizations may participate in the decision-making process involving policy revisions/changes and District committees as provided for in Policy GBB – Staff Involvement in Decision Making.

The District recognizes the right of employees to participate in employee organizations and acknowledges that membership and participation in employee organizations is a matter of individual choice. The District shall not require, encourage, discourage, nor prohibit membership/participation in employee organizations.

As employees of the District, members of employee organizations are expected to adhere to all District policies and regulations and to support and promote the District's vision, mission, and values.

In compliance with approved District policies and regulations, the Superintendent shall develop guidelines to codify acceptable operational standards for employee

organizations within the confines of the District. The Superintendent shall specifically address the following items:

- Granting of release time for employee organization-related functions;
- Access to current and prospective employee organization members;
- Channels for distributing employee organization-related information;
- Use of District facilities, services, equipment, and materials by employee organizations.

Adopted: August 28, 2008

LEGAL REF.: A.R.S. 15-132 through 135

CROSS REF.: GBB – Staff Involvement in Decision Making

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 FROM: Dr. Susan J. Cook, Superintendent X Discussion
 DATE: January 13, 2011 Information
 AGENDA ITEM: Ratification of Structured English Immersion Budget Submission 1st Reading

INITIATED BY: Janet Sullivan, Assistant Superintendent for Academic Services

SUBMITTED BY: Janet Sullivan, Assistant Superintendent for Academic Services

PRESENTER AT GOVERNING BOARD MEETING: Janet Sullivan, Assistant Superintendent for Academic Services

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA; A.R.S. 15-756

SUPPORTING DATA

Funding Source: N/A
 Budgeted: N/A

The purpose of this agenda item is to present the SEI Budget Application for the 2011-2012 school year. On December 9, 2010 the Governing Board approved the Structured English Immersion (SEI) Model Selection forms for submission to the Arizona Department of Education (ADE) pursuant to A.R.S. §15-756.02. This statute requires governing boards to select one or more Task Force-approved model(s) for implementation on a school-by-school basis. In addition to the model selection, an SEI Budget Request Application may be submitted for incremental costs associated with implementing the SEI models. The completed budget forms were not available for the December 9th agenda when the model selection forms were approved. However, the forms subsequently became available. The application was due and submitted on December 17, 2010. Thus the District SEI Budget Application is brought for ratification at this time.

All of the data that are populated in the current year forms by the ADE for the following school year's budget are based on the prior year's data. Therefore, the 2011-2012 SEI budget request is based upon 2009-2010 class size and ELL student population data. The process leading to the 2011-2012 SEI budget application presented included:

- On July 15, 2010, WESD staff provided the "non-ELL average class size information" and governing board class size policies as requested by the ADE. These data reflected the numbers approved by grade level through the budgeting process and IBN recommendations.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board ratify the Structured English Immersion Budget budget application submission that was submitted on December 17, 2010.

Superintendent 

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

Agenda Item VIII.A.

Ratification of Structured English Immersion Budget Submission

January 13, 2011

Page 2

- On November 1, 2010, WESD received the incremental teacher spreadsheets which indicated the number of teachers ADE calculated would be necessary to implement the model, including the number of incremental teachers needed beyond the existing staff to fully implement the SEI models. While the distribution did not match exactly the calculations as applied by WESD staff, the total number of incremental teachers matched the 40.8 FTE (full time equivalent) indicated.

The school level budget forms were then pre-populated for the incremental teacher FTE agreed upon, including the individual teacher and benefit costs provided by the Department, (\$44,731.00 and 11,182.75 respectively), for a total budget of \$2,281,297.80. After applying the Federal, State, and local funding offsets as indicated on the budget request forms, and despite the offset variance request for the application of federal funds to the incremental SEI costs, WESD is not eligible for funding from the SEI fund.

The Structured English Immersion (SEI) Budget Request form is attached for Governing Board review.

ROLLUP BUDGET**Structured English Immersion (SEI) BUDGET Request Form A**

A lawsuit involving the funding of the education of English language Learners, Miriam Flores et al., is presently on appeal. Depending on the outcome of that case, the amount of monies available from the State for teaching English Language Learners (ELL) may change.

For the purpose of this (A) MODEL REQUIRED INCREMENTAL COSTS form, the "all students counts are based on the 100th Day Attending ADM Count for the prior school year. For the purpose of this (A) MODEL REQUIRED INCREMENTAL COSTS the English Language Learner counts are based on the previous year data from the SdELL-72 report compiled by the Arizona Department of Education on August 15. There are no exceptions to these data points.

Entity: Washington Elementary School District CTDS: 070406000

Contact Name: Janet Sullivan

E-mail: janet.sullivan@wesdschools.org

Phone: 602-347-2820

(A) MODEL REQUIRED INCREMENTAL COSTS

Submitted costs must be compliant with the "cost efficient" requirement of the "SEI" models stated in 15-756.01 (D).

15-756.01 H: The Task Force shall establish procedures for school districts and charter schools to determine the incremental costs for implementation of the research based models of structured English immersion developed by the Task Force.

15-756.01 L 2: "Incremental Costs" means costs that are associated with a structured English immersion program pursuant to section 15-752 or a program pursuant to section 15-753 and that are in addition to the normal costs of conducting programs for English proficient students. Incremental costs do not include costs that replace the same types of services provided to English proficient students or compensatory instruction.

Instruction	Incremental Cost
1 - Incremental Teacher Salaries: Incremental teachers are required to meet the English Language Learners (ELL) Task Force model requirements, as per ARS 15-756.01. Use TOTAL number of incremental teachers (from SEI Incremental Worksheet or school/district/charter holder calculation) multiplied by the current statewide average teacher salary from the prior year for each teacher. If a teacher is not on LEA direct contract, the expenses associated with that teacher should be listed on line 3 and not be included on this line or line 2. Function Code:/Instruction , Object Code: 6100 & 6150/Salaries	\$1,825,024.80
2 - Incremental Teacher Benefits: Benefits for the incremental teachers may include Retirement, Social Security Contributions, Unemployment Insurance, Workers' Compensation and health care coverage. Use TOTAL number of incremental teachers (from SEI Incremental Worksheet or school/district/charter holder calculation) multiplied by 25% of the current statewide average teacher salary for the prior year for each teacher. Function Code:/Instruction , Object Code: 6210, 6220, 6230, 6240, 6250, 6260 & 6270/Benefits	\$456,273.00
3 - Teacher Professional Services: For Charter School and contract teachers in lieu of lines 1 & 2: Incremental teaching staff that provides instructional services. If a teacher is on LEA direct contract, the expenses associated with that teacher should be listed on lines 1 and 2 and not included on this line. The costs allowed per teacher, for teacher professional services, must not exceed the statewide average teacher salary plus 25% for benefits. Function Code: Object Code: 6300	\$0.00
4 - Explanation/Justification (1000 character max)	

Curriculum	
<p>5 - Textbooks, Instructional Aids & Assessments:</p> <p>Costs prohibited from being included as incremental costs of implementing the SEI models include capital expenses, facilities costs, and computers. Costs permitted to be included are incremental costs of materials, supply and classroom assessment costs that are for materials used in actual classroom instruction and are:</p> <p>1.) Required for cost efficient implementation of models and</p> <p>2.) In addition to the normal costs of providing textbooks, instructional aids, and assessments for English proficient students and</p> <p>3.) Aligned to K-12 English Proficiency Standards and the DSI.</p> <p>Classroom assessments are defined as English language proficiency formulative assessments, which are to be administered for the purpose of monitoring learning, focusing instruction and providing immediate feedback to the teacher and student during the learning process. Costs for the AZELLA may not be included.</p> <p>Function Code:/Instruction, Object Code: 6642/Text Books; 6643/Instructional aids</p>	\$0.00
6 - Explanation/Justification (1000 character max)	
Transportation	
<p>7 - Transportation for Staff Between Classroom Sites for the SEI/ELD Program:</p> <p>If the model adopted requires the use of an itinerant teacher to service more than one site, funding for mileage is an allowable expense based on these standards.</p> <p>Function Code: 2500 , Object Code: 6580/Meals, Hotel, Mileage; 6626/Gasoline costs (for District/Charter vehicle)</p>	\$0.00
8 - Explanation/Justification (1000 character max)	
Training Expenses	
<p>9 - Travel expenses for training administrators:</p> <p>Administrators may be required to travel to attend training in the SEI Models or the DSI. Standard state mileage, lodging, meals and incidental expenses are allowable expenses. Only training provided by, or approved by the Arizona Department of Education (ADE) is eligible. ADE will require names and attendance dates. Proof of registration and attendance is required for reimbursement and must be on file in the school district or charter holder office. Costs for in-state travel are limited to authorized items and limits on individual expenses based on Arizona Department of Administration stated travel policies. Reimbursement claim forms must be on file in the school district or charter holder office.</p> <p>Function Code: 2500 Object Code: 6580/Meals, Hotel, Mileage; 6626/Gasoline costs (for District/Charter vehicle)</p>	\$0.00
<p>10 - Travel expenses for training teachers:</p> <p>Teachers may be required to travel to attend training in the SEI models or the DSI standard state mileage, lodging, meals and incidental expenses are allowable expenses. Only training provided by, or approved by, the Arizona Department of Education is eligible. ADE will require names and attendance dates. Proof of registration and attendance is required for reimbursement and must be on file in the school district or charter holder office. Costs for in state travel are limited to authorized items and limits on individual expenses based on Arizona Department of Administration stated travel policies. Reimbursement claim forms must be on file in the school district or charter holder office.</p> <p>Function Code: 2200, Object Code: 6580/Meals, Hotel, Mileage; 6626/Gasoline costs (for District vehicle)</p>	\$0.00
<p>11 - Teacher stipend for non-school day, non-school year training:</p> <p>A stipend paid to teachers that attend SEI model or DSI required training that occurs outside the regular school day or school year is an allowable expense. Only training provided by, or approved by, the Arizona Department of Education is eligible. ADE will require names and attendance dates. Proof of registration and attendance is required and must be on file in the school district or charter holder office. The stipend must be provided in a manner that is compliant with the "cost efficient" requirement of the SEI models as stated in 15-756.01(D).</p> <p>Function Code: 2200 , Object Code: 6110 & 6150</p>	\$0.00

12 - Classroom Substitutes: The cost to provide a substitute while a teacher is attending authorized training in the SEI models and the DSI is allowed. Only training provided by, or approved by the Arizona Department of Education is eligible. ADE will require teacher names and attendance dates. Proof of registration and attendance at the training, and support documentation of the substitute is required, and must be on the file in the school district or charter holder office. Function Code: 2200 , Object Code: 6113 & 6153	\$0.00
13 - Explanation/Justification (1000 character max)	
14/15 - Other Expenses: Other expenses that are required to implement the SEI models. Detailed itemization and justification regarding the necessity of the items are required for any costs listed as "other". All expenses must be for model-required incremental costs and must be compliant with the "cost efficient" requirement of the SEI models as stated in 15-756.01(D). Function Code: 2200 Object Code: 6113 & 6153	\$0.00
16 - Explanation/Justification (1000 character max)	
Total: \$2,281,297.80	

Structured English Immersion (SEI) BUDGET Request Forms B & C

(B) OFFSETS This form is submitted only at the School District or Charter level. For the purpose of this Part B OFFSETS form except for any noted exceptions, revenue amounts are based on the previous fiscal year. For the purpose of this Part B OFFSETS form the ELL student count required by this form is the count in SAIS (ELLS28-1 report) as of 9/1. The offsets are provided per 15-756.01, "Notwithstanding any other law, the maximum amount of the budget request shall be incremental costs of the models selected offset by the following monies:"			
FEDERAL FUNDS			
NOTE: Any requested changes to the form's pre-populated numbers require a request for modification be submitted on the Offset Variance report (Part D).			
	Total Funds	ELL population as a % of qualified population	Offset Amount
18 - Title I: The portion of TITLE I monies determined by the English Language Learner population as a percentage of the qualified population. (As per ARS 15-756.01, sub-section 1, 2.)	\$14,344,790.00	21.00%	\$3,011,948.20
19 - Title II-A: The portion of TITLE II-A monies determined by the English Language Learner population as a percentage of the qualified population. (As per ARS 15-756.01, sub section 1, 2.)	\$1,419,094.35	20.00%	\$284,087.12
20 - Title III: All Federal TITLE III monies and any other federal monies designated solely for the educational needs of the English Language Learners. (As per ARS-756.01, sub-section I,1.)	\$935,761.00	100.00%	\$935,761.00
21 - Impact Aid: The portion of impact aid monies determined by the English Language learner population as a percentage of the qualified population. A school district or charter holder shall only apply unexpended impact aid monies to English Language Learner programs after it has applied its impact aid monies for other allowable uses as permitted by state law. (As per ARS 15-756.01, sub-section I, 3.)	\$0.00	16.00%	\$0.00
22 - Total Federal Fund Offsets:			\$4,231,796.32
State and Local Funds			

23 - Desegregation Funding: The portion of desegregation monies levied pursuant to ARS 15-910 determined by the English Language Learner population as a percentage of the qualified population. (As per ARS 15-756.01, sub-section I,4.)	\$6,255,448.96	16.00%	\$1,007,582.44
24 - ELL "Group B Weight": The ELL support level weight prescribed in ARS 15-943. (As per ARS 15-756.01, sub-section I,5.)	\$1,394,134.06	100.00%	\$1,394,134.06
25 - Total State and Local Funding Offsets (Add lines 23 & 24):			\$2,401,716.50

(C) BUDGET REQUEST

15-756.01 J. The difference calculated pursuant to section 15-756.03 for monies from the Arizona structured English Immersion fund established by section 15-756.04. Beginning July 15, 2008, school districts and charter schools shall not include the incremental costs of any pupil who is classified as an English Language learner after July 1 2007 and who has been classified as an English Language Learner for more than two years in the calculation of the school district's or charter school's Structured English Immersion budget request. (As per ARAS 15-756.01, sub-section J).

26 - Total Incremental Costs of the models (from line 17):	\$2,281,297.80
27 - Total Federal, State and Local Funding Offsets (Add lines 22 & 25):	\$6,633,512.82
28 - Budget Request (Subtract line 27 from line 26):	\$0.00

(C) ALTERNATE BUDGET REQUEST CALCULATION

29 - Total Incremental Costs of the models (from line 17):	\$2,281,297.80
30 - Selected Federal, State, and Local Funding Offsets (Line 25):	\$2,401,716.50
31 - Alternate Budget Request Calculation (Subtract line 30 from line 29):	\$0.00

1 ADE percentage calculated by dividing the number of ELL students by the NCLB Title I eligible count as of 9/1 for the previous fiscal year.

2 Funding is based on the allocation from the previous fiscal year.

3 ADE percentage calculated by dividing the number of ELL students by the 100 day ADM for the previous year.

4 ADE offset calculated by multiplying qualified impact aid funds for the previous year by ELL population as a % of the qualified population.

5 ADE percentage calculated by dividing the number of ELL students by the 100 day ADM for the previous year.

6 ADE calculated by multiplying total district desegregation funding for the previous year by the ELL population as a % of the qualified population.

7 Funding is based on the number of ELL students utilizing funding multiplier provided by ADE School Finance.

8 ADE calculation is the number of ELL students divided by (.8(NCLB Title I eligible count as of 9/1 for the previous fiscal year) + .2(100 day ADM for the previous year)).

(D) OFFSET VARIANCE REPORT

In the event that a School District or Charter Holder disagrees with the pre-populated amounts listed on lines 18-24 of the Part (B) Offsets form, the School district or Charter Holder must provide a detailed explanation/justification on this form.

FEDERAL FUNDS

18 - Title I: The portion of TITLE I monies determined by the English Language Learner population as a percentage of the qualified population. (As per ARS 15-756.01, sub section I, 2.) EXPLANATION/JUSTIFICATION: (1000 character max)

Federal funds cannot be used to offset the cost of implementing the state-mandated program, thus these funds are not available to hire incremental teachers for the four-hour SEI model.

19 - Title II-A: The portion of TITLE II-A monies determined by the English Language Learner population as a percentage of the qualified population. (As per ARS 15-756.01, sub-section I, 2.) EXPLANATION/JUSTIFICATION: (1000 character max)

Federal funds cannot be used to offset the cost of implementing the state-mandated program, thus these funds are not available to hire incremental teachers for the four-hour SEI model. In addition, this is not an allowable expense per the Title II Expenditures Guidelines provided by ADE.

20 - Title III: All Federal TITLE III monies and any other federal monies designated solely for the educational needs of English Language Learners. (As per ARS 15-756.01, sub-section I, 1.) EXPLANATION/JUSTIFICATION: (1000 character max)

Federal funds cannot be used to offset the cost of implementing the state-mandated program, thus these funds are not available to hire incremental teachers for the four-hour SEI model.

21 - Impact AID: The portion of impact aid monies determined by the English language learner population as a percentage of the qualified population. A school district or charter holder shall only apply unexpended impact and monies to English Language Learner programs after it has applied its impact aid monies for other allowable uses as permitted by state law. (As per ARS 15-756.01, sub-section I, 3). EXPLANATION/JUSTIFICATION: (1000 character max)

STATE AND LOCAL FUNDS

23 - Desegregation Funding: The portion of desegregation monies levied pursuant to ARS 15-910 determined by the English Language Learner population as a percentage of the qualified population. EXPLANATION/JUSTIFICATION: (1000 character max)

24 - ELL "Group B Weight": The ELL support level weight prescribed in ARS 15-943. EXPLANATION/JUSTIFICATION: (1000 character max)

(E) ATTESTATION

Contact Name: Janet Sullivan

Phone: 602-347-2820

E-mail: janet.sullivan@wesdschools.org

ARS 15-756.03 B states that "Each school district or charter school structured English Immersion Budget Request shall include the signature of the superintendent of the school district and the chief financial officer of the school district or the principal of the charter school and the chief financial officer of the charter school that certifies that the information in the budget request is true to the best of that person's knowledge and has been calculated in accordance with the form prescribed in section 15-756.01, subsection I and that monies from the Arizona Structured English Immersion Fund established by section 15-756.04 will not be used to supplant any federal, state or local monies, including desegregation monies levied pursuant to section 15-910, used for English language learners that were budgeted for English language learners as of February 23, 2006.

Your signatures below certify that detailed records will be retained and made available for audit upon request.

I certify that:

1.) The information in the budget request is true to the best of my knowledge, and has been calculated in accordance with the form prescribed in section 15-756.01, subsection I; and,

2.) The monies from the Arizona Structured English Immersion fund established by section 15-756.04 will not be used to supplant any federal, state or local monies, including desegregation monies levied pursuant to section 15-910, used for English language Learners as of February 23, 2006; and,

3.) Instructional materials used for English language development of English Language Learners are aligned with the Arizona English Language Proficiency Standards and the Discreet Skills Inventory.

School District Superintendent/Charter School Principal (e-signature)

Date:

Susan J. Cook

12/17/2010 12:00:00 AM

"I hereby attest that to the best of my knowledge this budget request complies with A.R.S. 15-756.03 B.

School District/Charter School Chief Financial Officer (e-signature)

Date:

Cathy Thompson

12/17/2010 12:00:00 AM

12/17/2010 11:52:29 AM