

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

DATE: May 26, 2011

TIME: Regular Meeting 7:00 p.m.
Executive Session to follow Regular Meeting

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. REGULAR MEETING – GENERAL FUNCTION

- A. Call to Order and Roll Call
- B. Moment of Silence and Meditation
- C. Pledge of Allegiance
- D. Adoption of the Regular Meeting Agenda

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

Motion _____ Second _____ Vote _____

- E. Approval of the Minutes

1-10

It is recommended that the Governing Board approve the Minutes of the May 12, 2011 Regular Meeting and Executive Session (all Governing Board Members were in attendance).

Motion _____ Second _____ Vote _____

- F. Current Events: Governing Board and Superintendent

- G. 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).

- H. Special Recognition

Special recognition of teachers who received the Outstanding Middle Level Educators of the Year Award from the Arizona Middle Level Association: Carron Myres, Sweetwater School; Gwen Hogan, Sweetwater School; Carlos Martinez, Royal Palm Middle School; and Kirsten Dukeshier, Mountain Sky Junior High School

- I. It is recommended that the Governing Board approve the Consent Agenda.

Motion _____ Second _____ Vote _____

II. CONSENT AGENDA

- | | |
|---|-------|
| *A. Approval/Ratification of Vouchers
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. | 11 |
| *B. Personnel Items
Personnel items include resignations, terminations, requests for retirement or leave,
recommendations for employment and position changes. | 12-15 |
| *C. Public Gifts and Donations (The Value of Donated Items is Determined by the Donor)
1. The Abraham Lincoln Traditional School Guild donated 90 Science workbooks with a
value of \$387.00 to be used for the benefit of 3 rd grade students.
2. The Abraham Lincoln Traditional School Guild donated keyboard headphones with a value
of \$408.43 to be used for the benefit of music students.
3. Fry's Food Stores donated a check in the amount of \$500.00 to be used for the benefit of
students at Desert Foothills Junior High School.
4. Carol Norris and Brian Vance donated computers with an approximate value of \$825.00 to
be used for the benefit of students and staff in the Washington Elementary School District.
5. The Ocotillo Bulldog Parent/Teacher Organization donated a check in the amount of
\$3,276.98 to be used to purchase projectors and SMART Boards for the benefit of students
at Ocotillo Elementary School.
6. Kroger donated a check in the amount of \$500.00 to be used for the benefit of students at
Mountain View School. | 16 |
| *D. Submission of the School Safety Program Grant on Behalf of the District in an Amount Not to
Exceed \$1,724,373.00 | 17 |
| *E. Signatories for General Statement of Assurance | 18-30 |
| *F. Proposed Governing Board Meeting Dates for the 2011-2012 School Year | 31-32 |
| *G. First Reading of Proposed Board Policy IHBHD – Online/Concurrent/Correspondence
Courses | 33-38 |
| *H. First Reading of Proposed Amended Board Policy JFB – Open Enrollment | 39-45 |
| *I. First Reading of Proposed Amended Board Policy JFAB – Tuition/Admission of Nonresident
Students | 46-49 |
| *J. First Reading of Proposed Board Policy JHD – Exclusions and Exemptions from School
Attendance (Chronic Health Conditions) | 50-58 |

III. FUTURE AGENDA ITEMS

IV. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS

V. CALL FOR EXECUTIVE SESSION

Call for Executive Session: Pursuant to A.R.S. §38-431.03 – A.3 and A.4

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

- A.3 and A.4 – Discussion or consultations with the attorney or attorneys for the public body for legal advice and in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation – specifically regarding bond improvement contract issues.

Motion _____ Second _____ Vote _____

VI. RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION

VII. EXECUTIVE SESSION – GENERAL FUNCTION

A. Call to Order and Roll Call

B. Confidentiality Statement

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

C. Discussion under A.R.S. §38-431.03 – A.3 and A.4

A.3 and A.4 – Discussion or consultation with attorneys of the public body for legal advice and in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiation, or in settlement discussions conducted in order to avoid or resolve litigation – specifically regarding bond improvement contract issues.

VIII. RECONVENING OF REGULAR MEETING

IX. ADJOURNMENT

Motion _____ Second _____ Vote _____

NOTES:

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

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

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

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

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

GOVERNING BOARD MINUTES: REGULAR MEETING AND EXECUTIVE SESSION

2010-2011

May 12, 2011

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

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

Mr. Maza called the meeting to order at 7:01 p.m. Governing Board members constituting a quorum were present: Mr. Chris Maza, Mr. Bill Adams, Ms. Clorinda Graziano, Mr. Aaron Jahneke, and Mrs. Tee Lambert.

B. Moment of Silence and Meditation

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

C. Pledge of Allegiance

Mr. Maza led the Pledge of Allegiance.

D. Adoption of the Regular Meeting Agenda

A motion was made by Mrs. Lambert that the Governing Board adopt the Regular Meeting Agenda. The motion was seconded by Ms. Graziano. 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 April 28, 2011 Regular Meeting and Executive Session. The motion was seconded by Mrs. Lambert. The motion carried. Mr. Adams abstained from the vote for the Executive Session minutes.

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

Mr. Adams shared that he enjoyed attending the following events and thanked everyone involved in organizing the wonderful events:

- WESD Lamp of Learning Celebration – congratulated the honorees
- Sahuaro's Talent Show – good parent/family/community event
- Palo Verde – Social studies teacher, Rich Curtin, celebrated Law Day 2011 with a mock court
- Desert Foothills – Teacher, Paul Hrovat, had students plead their cases to former Supreme Court Justice Sandra Day O'Connor and Arizona Supreme Court Chief Justice Rebecca White Berch

Mrs. Lambert shared that she enjoyed attending the following events:

- Participated on a panel with Board members from Glendale Union High School District and Glendale Elementary School District, a Superintendent, a Business Director, and a community member for Support Our Schools AZ (SOSA) to promote people to get involved with schools/education and to run for school Governing Boards
- WESD Lamp of Learning Celebration
- Naturalization Ceremony at Maryland School – very touching to hear keynote speaker, Holocaust survivor Gerda Weissman Klein

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Mr. Jahneke shared that he enjoyed attending the following events:

- SOSAz Forum - Mrs. Lambert did an excellent job answering questions, as did everyone on the panel
- Naturalization Ceremony at Maryland School
- Washington Elementary School Author's Night in conjunction with SOSAz – Author Jack Gantos was incredible and Arizona State Senator for District 14, Debbie McCune Davis, was present at the event
- WESD Lamp of Learning Celebration
- Washington District Education Association (WDEA) Recognition and Installation Dinner

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

- BEGIN Graduation Ceremony – thanked Dr. Maggie Westhoff and her staff for the well planned event
- John Jacob's String and Band Concert Assembly
- Ocotillo's Band and Strings Concert
- Desert Foothills – Former Supreme Court Justice Sandra Day O'Connor and Arizona Supreme Court Chief Justice Rebecca White Berch – students were well prepared for the event
- WESD Lamp of Learning Celebration – thanked Carol Donaldson and her staff for the wonderful event
- WDEA Recognition and Installation Dinner
- Naturalization Ceremony at Maryland School – thanked the faculty, students, and staff for the awesome event
- Nancy Putnam's Retirement Party at Lookout Mountain Elementary School

Mr. Maza shared that he enjoyed attending the following events:

- BEGIN Graduation Ceremony
- WESD Lamp of Learning Celebration
- WDEA Recognition and Installation Dinner – thanked WDEA for the invitation and enjoyed sharing a table with Sandy Mendez Benson with Invest in Education!
- Thanked Governing Board members, in advance, who will be attending the upcoming promotion ceremonies

Dr. Cook introduced Ms. Luanne Herman, principal of Sweetwater School, who, in turn, introduced math teacher, CeCe Kure. Ms. Kure thanked the Governing Board members and the Administration for making decisions that made it possible for her to attend the Math Institute last summer. She stated it was a wonderful experience and she was happy to share the information and get her students more excited about math. Ms. Kure introduced 4th grade students, Kaelen Bareng and John Poertner, and their parents. Kaelen and John demonstrated the mathematics concept of listing using possible combinations. Kaelen and John were presented with certificates, mathematics books, pencil holders, rulers, calculators and pencils.

G. Public Participation

There was no public participation.

H. Approval of the Consent Agenda

Mrs. Lambert requested that Item *II.B. – Personnel Items be pulled from the Consent Agenda for separate consideration.

UNANIMOUS

A motion was made by Mrs. Lambert that the Governing Board approve the remaining Consent Agenda items. The motion was seconded by Ms. Graziano. The motion carried.

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II. CONSENT AGENDA

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

UNANIMOUS

Approved and ratified the vouchers as presented.

***B. Personnel Items**

UNANIMOUS

A motion was made by Mrs. Lambert that the Governing Board approve Consent Agenda item *II.B. – Personnel Items as presented. The motion was seconded by Mr. Adams. The motion carried

Dr. Cook acknowledged the hiring of Carol Patterson, new principal of Palo Verde Middle School. Dr. Cook welcomed, congratulated, and thanked Carol Patterson for her willingness to serve and work with the District at Palo Verde Middle School. Dr. Cook stated that Ms. Patterson has a state-wide reputation and is a premier principal. Dr. Cook reported that many Palo Verde staff members were in attendance in support of Ms. Patterson.

Dr. Cook introduced Mindy Whalen, chairperson of the Palo Verde Site Council. On behalf of the Palo Verde Site Council, Ms. Whalen thanked the Board and reported that they are thrilled to have Ms. Patterson join the Palo Verde staff.

Mr. Maza read a letter received from Mr. Larry Lobdell, Jr., President of the United Neighbors Association, who asked that the letter be read at the Board meeting. The United Neighbors Association congratulated Ms. Patterson as the new Palo Verde Middle School principal and stated they looked forward to working with her on community projects.

***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. Box Tops for Education/General Mills donated a check in the amount of \$838.00 to be used for art supplies and materials for students at Moon Mountain Elementary School.
2. Arroyo Elementary School PTO donated a check in the amount of \$844.76 to be used for the Catalina Island field trip in May 2011.
3. Box Tops for Education/General Mills donated a check in the amount of \$304.40 to be used to purchase library books at Mountain Sky Junior High School.
4. Alliance Communities donated a check in the amount of \$750.00 to be used for the Physical Education Department fitness room at Mountain Sky Junior High School.

***D. Extension and Renewal of Annual Contract for Specified Goods and Services**

UNANIMOUS

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

UNANIMOUS

***F. Agreements to Provide Summer Meals to City of Phoenix Parks and Recreation, Gompers Habilitation Center, ACCEL School and Beth Yachad Messianic Worship Center**

UNANIMOUS

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- *G. Arizona Nutrition Network – Arizona Department of Health Service Contract, ADHS11-000743, Amendment 4** **UNANIMOUS**
- *H. Authorization to Amend the Intergovernmental Agreement with the City of Phoenix for the Head Start Program** **UNANIMOUS**
- *I. Renewal of Intergovernmental Agreement Between Participating Districts and the Washington Elementary School District for Title I Private School Consortium** **UNANIMOUS**
- *J. Acceptance of the Blue Cross Blue Shield of Arizona Grant in the Amount of \$5,000.00** **UNANIMOUS**
- *K. Reappointment of Community Member to the Trust Boards** **UNANIMOUS**
- *L. Second Reading and Adoption of Proposed Amended Policy DFF – Income From School Sales and Services** **UNANIMOUS**
- *M. Second Reading and Adoption of Proposed Amended Policy IGD – Curriculum Adoption** **UNANIMOUS**
- *N. Second Reading and Adoption of Proposed Amended Policy JLDA – School Counselors and Psychologists** **UNANIMOUS**
- *O. Second Reading and Adoption of Proposed Amended Policy KHB – Advertising in Schools** **UNANIMOUS**

III. ACTION / DISCUSSION ITEMS

- A. Revised Expenditure Budget (Revision #2) for Fiscal Year 2010-2011** **UNANIMOUS**
 Dr. Cook advised the Board that the District is required by law to present the revised expenditure budget for approval at a Governing Board meeting prior to May 15, 2011. Dr. Cook introduced Ms. Cathy Thompson who presented the data.

Ms. Thompson pointed out the following items to the Board:

- The end of the year budget showed a decrease from the original budget based on a reduction that the Legislature had approved because of a State Budget shortfall in equalization monies for the year.
- The 160.0% increase for Debt Service was the money that the District paid for registered warrants because the District is not receiving anticipated funds from the State on a monthly basis.
- The Pupil Transportation account typically increases, however, this year was reduced by 12.0%.
- Account 590 - Grants and Gifts to Teachers should have been \$21,911 and Account 595 - Advertisement should have been \$93,075. David Velazquez identified the errors just before the Board meeting and they will be corrected before submission to the State on May 13, 2011.

Mrs. Lambert asked if the District's current year budget would be additionally decreased, even though the State made budget adjustments during the year. Ms. Thompson responded that the State had already put forward approximately \$945 million of current year money into next year's budget. The Legislature chose not to rollover an additional amount of money, therefore, the District took the reduction in the current year.

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Mrs. Lambert asked if the District would be receiving the May payment. Ms. Thompson replied that the District will receive the full May payment, however, the June payment will be reduced.

Mr. Jahneke asked if the June payment would be paid in fiscal year 2011-2012. Ms. Thompson stated that the August, September, and November payments will roll into fiscal year 2011-2012 and will be received in August 2011. Ms. Thompson advised that the June payment will not be received, therefore, the reduction in the budget for that amount.

Mr. Jahneke asked about the \$2,000,000.00 carryover transfer of funds to Unrestricted Capital. Ms. Thompson explained that the increase to Unrestricted Capital was due to a transfer of additional budget capacity from M&O. The transfer assists with providing emergency funding for capital needs for fiscal year 2012.

A motion was made by Mr. Jahneke that the Governing Board approve the 2010-2011 Revised Expenditure Budget (Revision #2). Pursuant to ARS 15-905G, Mr. Jahneke further moved that the Governing Board authorize the flexibility to exceed the budget in a subsection as long as the overall M&O Budget was not exceeded. The motion was seconded by Ms. Graziano. The motion carried.

B. Adjacent Ways Budget and Levy of Taxes for Fiscal Year 2011-2012

4-1 AYE

Dr. Cook advised the Board that the District's recommendation was to approve a levy for Adjacent Ways funding and introduced Ms. Cathy Thompson to offer information.

Ms. Thompson advised that it had been three years since the Board had been asked to approve a levy for Adjacent Ways funding. She stated that there were three large site improvement projects at Maryland, Desert View, and Manzanita Elementary Schools. Ms. Thompson stated that the cost to the taxpayers within the district boundaries is very low and is estimated to be approximately \$3.00 for a home valued at \$100,000.00. Ms. Thompson advised that the District only requests a levy for specific projects that are eligible and does not levy an exact amount every year.

Mr. Adams asked if the bond money that was approved in November 2010 could cover these Adjacent Ways projects. Ms. Thompson replied that these projects could be paid with bond money. However, Ms. Thompson advised that the scopes of several of the bond projects were larger than initially estimated and additional projects have been identified. Therefore, there is not enough bond money to cover the projects identified. Ms. Thompson stated that if Adjacent Ways funding was used for these projects, it would maximize the bond money for other projects. Dr. Cook advised that the approved bond was for \$65 million and there have been \$83 million identified for projects, therefore, we have more need than we have bonding capacity.

Ms. Graziano asked how much the District had taxed this year or the average for the last several years. Ms. Thompson responded that the District had not asked for an Adjacent Ways levy in the last three years. Ms. Graziano asked if this would be the only levy for this year and Ms. Thompson replied yes.

Mrs. Lambert asked if there would be any Adjacent Ways needs at Roadrunner Elementary School related to the Green Schoolhouse project. Ms. Thompson stated that there are no plans to request a levy for Roadrunner projects, but will use Capital funds instead.

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Mr. Jahneke asked if the District saved money by doing Adjacent Ways projects while doing other projects. Ms. Thompson responded that the Adjacent Ways projects are actually a portion of bond projects, but meet the eligibility requirements for the Adjacent Ways funding source. Ms. Thompson stated that Adjacent Ways projects must be for pieces of a project that are adjacent to the property or a bus lane on the edge of a school property. Ms. Thompson reiterated that if Adjacent Ways funding was used for these projects, it would maximize the bond money for other projects.

Mrs. Lambert asked if the levy of approximately \$3.00 for a home valued at \$100,000.00 would be a one-time levy for the current year. Ms. Thompson replied that it would be a one-time levy for this year.

Mr. Adams stated he was appreciative of the taxpayers' support for the recent bond election and expressed concern for subjecting taxpayers to a levy, even though it is minimal, so soon after the bond election. Ms. Graziano mentioned that the Board had the option of levying a tax every year rather than when there was a project need. Mrs. Lambert stated she preferred the current Policy of the levy for specific projects because there are very few projects that are eligible for Adjacent Ways funding. She felt that these projects were a safety issue and benefited the neighborhood and the taxpayers, as well as the schools. She believed that the Governing Board had been conservative with Adjacent Ways projects and had done their due diligence ensuring that good decisions were made for the taxpayers, as well as the students.

A motion was made by Ms. Graziano that the Governing Board approve the levy for Adjacent Ways funding for the 2011-2012 fiscal year in the amount of \$400,000.00. The motion was seconded by Mr. Jahneke. A roll call vote was requested. The motion carried 4-1 Aye. Mr. Adams voted nay.

C. Health Insurance Eligibility for Employees with Less Than 0.75 FTE Contracts

Dr. Cook advised the Board members that the Interest-Based Negotiations (IBN) team had several discussions regarding the issue of health insurance eligibility for part-time employees. Dr. Cook introduced Ms. Sue Snyder who reviewed the IBN team's recommendations.

Mr. Adams asked what the District's cost savings would be for employees working under 30 hours per week if they did not receive health coverage. Ms. Snyder advised that it would be approximately \$200,000.00.

Ms. Graziano was pleased that the 79 employees with contracts of 0.5 FTE to 0.7499 FTE who elect to have health insurance benefits through the District will continue to be eligible for District health insurance benefits for one year. She expressed concern for those 79 employees and asked if it would be possible to allow them to be eligible until the end of their employment. Dr. Cook responded that IBN never considered that option. Mr. Justin Wing advised that most, if not all, of the 79 employees would have the opportunity to elect to work 0.75 FTE or greater in the 2012-2013 school year if they wished to be eligible for health insurance.

Mr. Maza asked if there would be positions available if a 0.5 FTE employee wished to increase hours to 0.75 FTE. Mr. Wing replied that there would be opportunities for employees to do so.

Mr. Adams advised that there are very few companies who offer health insurance to part-time employees, especially in these economic times. Mr. Adams stated that he was in favor of Option B because of the current financial status of the District.

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A motion was made by Ms. Graziano that the Governing Board approve that administrators and certified employees whose employment with WESD begins on or after 7/1/2011 and who have contracts for 0.75 FTE or greater will be eligible for District health insurance benefits for the 2011-2012 school year. The motion was seconded by Mrs. Lambert. A roll call vote was requested. The motion carried 4-1 aye. Mr. Adams voted nay.

4-1 AYE

A motion was made by Ms. Graziano that the Governing Board approve that continuing WESD administrators and certified employees, i.e., those whose employment began on or before 6/30/2011, who have contracts of 0.5 FTE or greater will continue to be eligible for District health insurance benefits. The motion was seconded by Mr. Jahneke. A roll call vote was requested. The motion did not pass 3-2 nay. President Maza, Mr. Adams, and Mrs. Lambert voted nay.

3-2 NAY

Ms. Graziano stated that she intentionally did not add “for the 2011-2012 school year” to the motion as recommended by IBN. Mr. Maza advised that he had a strong concern with not adding “for the 2011-2012 school year” to the motion. Mr. Maza stated that many of the educational support professionals work 0.75 FTE to provide health insurance benefits for their families. Although he was not in favor of cutting health insurance benefits for employees, he felt that employees had the choice to increase their contract hours in order to be eligible for health insurance benefits.

Mrs. Lambert stated she was in favor of the options she would propose because they give teachers considering contracts for next year a comfort level of knowing they will have health insurance benefits for the 2011-2012 school year and will give them one year to consider other health insurance options.

Mr. Adams appreciated the passion and compassion of the conversation and trying to do what is right for the employees. He stated that the Board had a fiscal responsibility to its constituents to make the proper financial decision.

Mr. Adams asked questions about discriminating against employee groups by offering differing insurance packages. Mr. Shumway and Dr. Cook will investigate further.

Mr. Maza asked how many eligible 0.5 FTE to 0.7499 FTE employees waive the health insurance benefits. Mr. Wing replied that 79 employees are eligible for health insurance benefits, however, approximately half of them waive the insurance.

Mr. Adams suggested that the Governing Board ask the Trust Board for a recommendation regarding this subject. Mr. Maza respectfully disagreed because the Governing Board makes the decisions regarding the health insurance program, as well as the funding of the Trust. Dr. Cook concurred with Mr. Maza that this topic is a Governing Board issue and not a Trust Board matter.

A motion was made by Mrs. Lambert that the Governing Board approve that continuing WESD administrators and certified employees, i.e., those whose employment began on or before 6/30/2011, who have contracts of 0.5 FTE or greater will continue to be eligible for District health insurance benefits for the 2011-2012 school year.

3-2 AYE

Mrs. Lambert further moved that the Governing Board approve that administrators and certified employees whose employment with WESD begins on or after 7/1/2011 and who have contracts of at least 0.5 FTE but less than 0.75 FTE will be eligible for health insurance coverage through WESD, *with the District paying for a percentage of the premium cost equal to the employee's FTE and the employee paying the balance of the premium cost.*

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Finally, Mrs. Lambert moved that the Governing Board approve that all administrators and certified employees, both those continuing employment with WESD, as well as those new to the District who begin employment on or after 7/1/2012, who have contracts of at least 0.5 FTE but less than 0.75 FTE will be eligible for health insurance coverage through WESD, *with the District paying for a percentage of the premium cost equal to the employee's FTE and the employee paying the balance of the premium cost.*

All motions were seconded by Mr. Maza. A roll call vote was requested. The motion carried 3-2 aye. Mr. Adams and Ms. Graziano voted nay.

D. Community Use of School Facilities Fee Structure for Fiscal Year 2011-2012

UNANIMOUS

Dr. Cook advised the Board that they were asked to approve the Community Use of School Facilities Fee Structure each year. Dr. Cook introduced Dr. Steve Murosky who offered the fee schedule for 2011-2012, which maintained the 2010-2011 facility use fees.

A motion was made by Mr. Adams that the Governing Board approve the 2011-2012 community use of school facilities fee schedule as presented, to take effect on July 1, 2011. The motion was seconded by Mr. Jahneke. The motion carried.

Mrs. Lambert asked how the community had responded to our facility use fees. Dr. Murosky responded that the facility use has remained status quo for several years. Mr. Maza expressed appreciation for providing the facilities at a reasonable fee.

IV. INFORMATION / DISCUSSION ITEM

A. Parent Satisfaction Survey Update

Dr. Cook advised the Board that the results of the 2011 Parent Satisfaction Survey was being presented in response to Ms. Graziano's request as a Future Agenda Item during a previous Board meeting. Dr. Cook stated that this year's results was being compared to previous years to show trend data. Dr. Cook introduced Ms. Janet Sullivan who reviewed the data presented to the Board.

Ms. Graziano thanked Ms. Sullivan for the information. She asked if there was another survey regarding food services, transportation, and health services. Dr. Cook advised that this was the only survey given to parents. Dr. Cook stated that this survey was written several years ago by a professional survey writer from an outside company to avoid a built-in bias. The survey writer also provided surveys from other Districts as a reference when creating WESD's survey. The survey had not been revised in order to compare data from year to year. Dr. Cook advised that the survey could be modified. In order to receive more parent feedback, schools plan to offer incentives, e.g., classroom ice cream parties, for those who return the surveys.

Mr. Jahneke asked if the survey provided space for comments from the parents. Ms. Sullivan replied that there is a comment section and the comments are reviewed at the school level, as well as the District level. Mr. Maza asked if the comments are available for the Board members to view. He was advised that it is public information and available upon request.

Mrs. Lambert asked if Ms. Sullivan had heard about a survey prepared by the Arizona Department of Education (ADE). Ms. Sullivan replied that there had been discussions regarding an ADE prescribed parent survey for all schools, but no definitive information has been received.

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V. FUTURE AGENDA ITEMS

Ms. Graziano requested that the District consider updating the Parent Satisfaction Survey.

VI. GOVERNING BOARD AND SUPERINTENDENT ACKNOWLEDGMENTS

Mr. Adams thanked Board members for the open dialogue. Even though they did not agree with each other, it was an opportunity to express their feelings in a professional, not personal, manner.

Ms. Graziano thanked the District and administrators for its professionalism and always keeping in mind what is best for the students and their families. She also thanked the District for not having computers on the dais as it can be distracting. She thanked the schools who provide their school events for the District calendar and encouraged all the schools to do so.

Mr. Jahneke stated that he enjoyed working with his fellow Board members and appreciated the opportunity to serve on the Board.

Mrs. Lambert thanked the teachers and the committees for their hard work. She also thanked the District for its integrity and hard work.

Dr. Cook acknowledged Vicky Bonavito, physical education teacher at Desert View Elementary School, who received a \$5,000.00 grant from Blue Cross Blue Shield of Arizona, which was approved as Consent Item J. Dr. Cook received a congratulatory letter from Blue Cross Blue Shield.

VII. CALL FOR EXECUTIVE SESSION

Call for Executive Session: Pursuant to A.R.S. §38-431.03 – A.3 and A.4

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

- A.3 and A.4 – Discussion or consultations with the attorney or attorneys for the public body for legal advice and in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation – specifically regarding bond improvement contract issues.

UNANIMOUS

A motion was made by Mrs. Lambert to call for an Executive Session. The motion was seconded by Ms. Graziano. The motion carried.

VIII. RECESSING OF REGULAR MEETING FOR EXECUTIVE SESSION

IX. EXECUTIVE SESSION – GENERAL FUNCTION

A. Call to Order and Roll Call

Governing Board members present: Mr. Chris Maza, Ms. Clorinda Graziano, Mr. Aaron Jahneke, and Mrs. Tee Lambert. Mr. Bill Adams recused himself from the Executive Session due to a conflict of interest.

May 12, 2011

B. Confidentiality Statement

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

C. Discussion under A.R.S. §38-431.03 – A.3 and A.4

- A.3 and A.4 – Discussion or consultations with the attorney or attorneys for the public body for legal advice and in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation – specifically regarding bond improvement contract issues.

X. RECONVENING OF REGULAR MEETING

XI. ADJOURNMENT

A motion was made by Mrs. Lambert to adjourn the Regular Meeting at 9:40 p.m. The motion was seconded by Mr. Jahneke. The motion carried 4-0. Mr. Adams was absent for the Adjournment.

4-0 AYE

SIGNING OF DOCUMENTS

Documents were signed as tendered by the Governing Board Secretary

BOARD SECRETARY

DATE

BOARD OFFICIAL

DATE

May 12, 2011

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 FROM: Dr. Susan J. Cook, Superintendent Discussion
 Information
 1st Reading
 DATE: May 26, 2011
 AGENDA ITEM: *Approval/Ratification of Vouchers
 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):

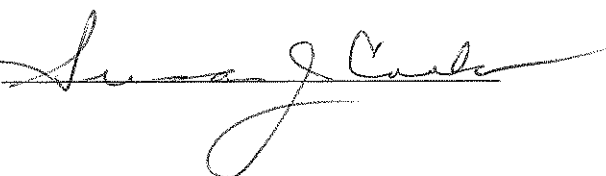
05/03/11	<u>2,957,154.79</u>
Totals:	<u>2,957,154.79</u>

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

04/29/11	13,419.68
05/04/11	5,247,309.83
05/06/11	9,146.03
05/11/11	<u>3,388,496.99</u>
Totals:	<u>8,658,372.53</u>

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					

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: May 26, 2011 Information
AGENDA ITEM: *Personnel Items 1st Reading

INITIATED BY: Justin Wing, Director of Human Resources
SUBMITTED BY: Justin Wing, Director of Human Resources

PRESENTER AT GOVERNING BOARD MEETING: Justin Wing, Director of Human Resources

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

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 *II.B.

PERSONNEL ACTION RECOMMENDED

May 26, 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
-----------	-------	----------	----------	--------	------------------	----------------

Andazola	Alicia	Teacher-Kindergarten	Sahuaro	Resignation	7	5/26/2011
Anzalone	Katherine	Teacher-1st Grade	Shaw Butte	Resignation	3	5/26/2011
Ashby	Patricia	Speech Pathologist	Palo Verde	Resignation	5	5/26/2011
Batiste	Audrey	Teacher-Kindergarten	Ocotillo	Leave of Absence for 2011-12 Fiscal Year		5/26/2011
Bercea	Ioana	Teacher-5th Grade	Orangewood	Resignation	3	5/26/2011
Douglas	Thomas	Teacher-Orchestra/Band	Desert Foothills	Resignation	2	5/26/2011
Fix	Jane	Teacher-4th Grade	Alta Vista	Resignation	5	5/26/2011
Gartner	Jennifer	Teacher-Language Arts	Desert Foothills	Resignation	6	5/26/2011
Goodman	Megan	Teacher-1st Grade	Sahuaro	Leave of Absence for 2011-12 Fiscal Year		5/26/2011
Hebein	Jenna	Teacher-CCSC	Sweetwater	Resignation	4	5/26/2011
Kign	Arlea	Academic Intervention Specialist	Tumbleweed	Resignation	7	5/26/2011
Munding	Kathleen	Speech Pathologist	Ocotillo/Palo Verde	Resignation	2	5/26/2011
O'Keeffe	Jamie	Teacher-Reading/Language Arts/Social Studies	Royal Palm	Resignation	6	5/26/2011
Pepple	Lois	Academic Intervention Specialist	Sahuaro	Leave of Absence for Remainder of Fiscal Year		4/25/2011
Sinclair	Albert	CCB Intervention Specialist	Royal Palm	Resignation	8	5/26/2011
Tompkins	Sara	Teacher-5th Grade	Lakeview	Resignation	4	5/26/2011
Tracy	Kayla	Teacher-Art	John Jacobs	Resignation	1	5/26/2011
Walker	Jill	Academic Intervention Specialist	John Jacobs	Resignation	1	5/26/2011
Weltlich	Nicole	Speech Pathologist	Chaparral/Sunset	Resignation	1	5/26/2011

C. FULL-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
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Beatty	David	Night Custodian	Mountain Sky	Termination	3 mo.	5/11/2011
Cervantez	John	Night Custodian	Shaw Butte	Resignation	1	4/26/2011
Kroll	Adam	Web Programmer Analyst	MIS	Resignation	7	5/20/2011
Mangold	Carl	Social Worker	Mountain Sky	Resignation	3	5/26/2011
Rodriguez	Eliazer	Bus Driver	Transportation	Resignation	5	5/13/2011
Sanchez	Omar	Night Custodian	Palo Verde	Resignation	2	4/27/2011
Slaybaugh	Chad	Psychologist	Special Services	RIF (ARRA)	2	6/10/2011
Stalkfleet	Lindy	Office Technician	Chaparral	Resignation	7	5/13/2011
Wyffels	Betty	Library Technician	Lookout Mountain	Retirement	11	5/25/2011

PERSONNEL ACTION RECOMMENDED

May 26, 2011

D. PART-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
Bobieco	Catalina	Nutrition Service Unit Leader	Desert View	Resignation	1	5/25/2011
Bushong	Julia	Paraprofessional	Cholla	Resignation	3	5/25/2011
Call	Mary	ELL Testing Specialist	Lakeview	Retirement	19.5	5/25/2011
Crenshaw	Jeff	Monitor	Mountain View	Position Eliminated	13	5/25/2011
Dreiling	Ronald	Paraprofessional	Sahuaro	Resignation	2	5/25/2011
Estala	Jessica	Headstart Support Instructor	John Jacobs	Leave of Absence		8/15/2011
Gonzalez	Guadalupe	Monitor	Tumbleweed	Resignation	2	5/6/2011

D. PART-TIME CLASSIFIED - CONTINUED

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
Hoegh	Susan	Suspension Monitor	Desert Foothills	Resignation	3.5	5/25/2011
Keeling	Thomas	Special Ed. Assistant	Lookout Mountain	Resignation	1.5	5/25/2011
Lehor	Michael	Nutrition Service Unit Leader	Mountain Sky	Resignation	5	5/25/2011
Logan	Joyce	Crossing Guard	Royal Palm	Resignation	3	5/6/2011
Lopez	Marina	Office Technician	Sahuaro	Resignation	7 mo.	4/28/2011
Martinez	Frances	Headstart Office Technician	Manzanita	Retirement	9	6/7/2011
Martynova	Nina	Special Ed. Assistant	Sweetwater	Deceased	5	5/4/2011
Medley	Melissa	Paraprofessional	Sahuaro	Resignation	4	5/25/2011
Mendoza	Kathy	Instructional Assistant	Chaparral	Resignation	5	5/25/2011
Merchant	Douglas	Bus Driver	Transportation	Resignation	2 mo.	5/11/2011
Nerone	Theresa	Paraprofessional	Ironwood	Resignation	4	5/25/2011
Orozco-Arroyo	Sixta	Monitor/Crossing Guard	Lookout Mountain	Resignation	1	5/25/2011
Park	JiBong	Nutrition Service Helper	Royal Palm	Resignation	4	5/25/2011
Urbano	Margarita	Nutrition Service Helper	Chaparral	Resignation	9	5/25/2011
Williamson	Stacey	LPN 1:1	Sweetwater	Resignation	1	5/13/2011

II. EMPLOYMENT

A. ADMINISTRATIVE

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

LAST NAME	FIRST	POSITION	(E)XISTING OR LOCATION (N)EW
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McLaughlin	Leann	Teacher-Special Needs	E Mountain View	FY 2011-2012
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C. FULL-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	(E)XISTING OR LOCATION (N)EW
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Calderon	Carlos	Psychologist	E Special Services	
Di Santo	Enriqueta	Resource Information Center Coordinator	N Washington	First Things First Grant
Pristo	Larry	Psychologist	E Special Services	
Wolfe	Raymond	Help Desk Technician	E MIS	

PERSONNEL ACTION RECOMMENDED

May 26, 2011

D. PART-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION
Alanis De Arellano	Rosa	Crossing Guard	E	Sunnyslope
Black	Danielle	Nutrition Service Helper	E	Cholla
Born	Gloria	Bus Driver	E	Transportation
Lancaster	Melissa	Nutrition Service Helper	E	Cholla
Menephee	Donisha	Bus Driver	E	Transportation
Roberts	Mark	Bus Driver	E	Transportation

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: May 26, 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 Abraham Lincoln Traditional School Guild donated 90 Science workbooks with a value of \$387.00 to be used for the benefit of 3rd grade students.
2. The Abraham Lincoln Traditional School Guild donated keyboard headphones with a value of \$408.43 to be used for the benefit of music students.
3. Fry's Food Stores donated a check in the amount of \$500.00 to be used for the benefit of students at Desert Foothills Junior High School.
4. Carol Norris and Brian Vance donated computers with an approximate value of \$825.00 to be used for the benefit of students and staff in the Washington Elementary School District.
5. The Ocotillo Bulldog Parent/Teacher Organization donated a check in the amount of \$3,276.98 to be used to purchase projectors and SMART Boards for the benefit of students at Ocotillo Elementary School.
6. Kroger donated a check in the amount of \$500.00 to be used for the benefit of students at Mountain View School.
7. John Jacobs Parent/Teacher Organization donated a check in the amount of \$3,456.30 to be used to purchase patio tables.

SUMMARY AND RECOMMENDATION

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

Superintendent 

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

Agenda Item *II.C.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: May 26, 2011 Information
AGENDA ITEM: *Submission of the School Safety Program Grant on Behalf of the District in an Amount Not to Exceed \$1,724,373.00 1st Reading

INITIATED BY: Dr. Steve Murosky, Director of Academic Support Programs 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: Yes

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 intent of the School Safety Program is to place School Resource Officers (SRO) and Juvenile Probation Officers (JPO) on school grounds to contribute to safe school environments that are conducive to teaching and learning. The grant provides seed money for the salary and benefits of these officers as established in ARS §15-155 for the purpose of violence and juvenile delinquency prevention. School Safety Program officers maintain a visible presence on campus; deter delinquent and violent behaviors; serve as an available resource to the school community; and provide students and staff with Law-Related Education (LRE) instruction and training. Officers are required to teach a minimum of 180 hours of LRE instruction per year. The officer is expected to intervene as a law enforcement officer or juvenile probation officer when necessary.

Grants will be submitted for Cholla, Desert Foothills, Mountain Sky, Mountain View, Royal Palm, Palo Verde and Washington. The annual cost of a City of Phoenix School Resource Officer is \$109,484.00, including all benefits. If awarded, the grant funds will pay 75% of the annual SRO salary equaling \$82,113.00 per year. The City of Phoenix pays the remaining 25% of the total annual salary. The maximum amount of the grant submission will be for seven schools, three years per school at \$82,113.00 per year, for a total of \$1,724,373.00.

SUMMARY AND RECOMMENDATION

It is recommended the Governing Board approve submission of the Arizona Department of Education School Safety Program grant on behalf of the District in an amount not to exceed \$1,724,373.00 and authorize the Superintendent to sign all necessary documents.

Superintendent



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

Agenda Item *I.L.D.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 FROM: Dr. Susan J. Cook, Superintendent Discussion
 DATE: May 26, 2011 Information
 AGENDA ITEM: *Signatories for General Statement of Assurance 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

SUPPORTING DATA

Funding Source: N/A
 Budgeted: N/A

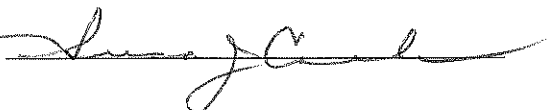
In order for the District to participate in federally funded projects administered through the Arizona Department of Education (ADE), a signed General Statement of Assurance must be on file with the ADE. Warrants for federally funded projects may not be processed for approved grants until a current Statement is on file. Additionally, the Statement permits users to be issued a user name and password to enable the electronic transmittal of documents. Grant applications, amendments, and completion reports are examples of documents that need to be submitted electronically.

It is requested that Superintendent, Dr. Susan J. Cook; Assistant Superintendent of Administrative Services, Dr. Lyn Bailey; Assistant Superintendent of Academic Services, Janet Sullivan; and Director of Business Services, Cathy Thompson be approved as signatories on grant applications and grant-related documents, and as authorized representatives for the District. A copy of the General Statement of Assurance is attached. The General Statement of Assurance is due on June 10, 2011 and may be amended at any time.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve Superintendent, Dr. Susan J. Cook; Assistant Superintendent of Administrative Services, Dr. Lyn Bailey; Assistant Superintendent of Academic Services, Janet Sullivan; and Director of Business Services, Cathy Thompson as signatories and authorized representatives of the Washington Elementary School District for the General Statement of Assurance.

Superintendent



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

Agenda Item *II.E.



FY 2012 GENERAL STATEMENT OF ASSURANCE

DUE DATE - 6/10/2011

RETURN SIGNED ORIGINAL DOCUMENT TO:

Arizona Department of Education
Attention: Grants Management Office, Bin 3
1535 West Jefferson Street
Phoenix, Arizona 85007
Inquiries: grants@azed.gov
Phone-602.542.3470, Fax- 602.542.3264

A General Statement of Assurance must be filed **ANNUALLY** with the Superintendent of Public Instruction in order to participate in any Arizona Department of Education (ADE) administered program. **ONLY** those individuals whose original signature appears on this document will be recognized as the **AUTHORIZED REPRESENTATIVE**; and, the only individuals with the authority to sign for the entity they represent. These individuals will be issued a User ID to enable the electronic transmittal of documents.

Name of Educational Agency:

Washington Elementary School District (CTDS: 070406000 EntityID:4260)

(Please first search your entity's name from the drop down box above. If not found, you may type your entity's name and CTDS number)

Mailing Address:

4650 West Sweetwater Avenue, Glendale, AZ 85304

Payment Address:

4650 West Sweetwater Avenue, Glendale, AZ 85304

Phone:

602-347-2615

E-mail: cathy.thompson@wedschools.org

Intent:

Federal and State assisted programs require that recipient agencies guarantee accountability to the United States and the State of Arizona, eliminate unlawful discrimination and ensure equal opportunities for the beneficiaries or potential beneficiaries of Federal financial assistance. The intent of the law is to accomplish this as soon as possible, but with careful review and meaningful efforts at voluntary compliance.

The General Assurance Statement does not cover the unique aspects of individual programs. Individual program staff will inform or make available to the recipient agency any changes in the rules and regulations that are applicable to that program.

Revised 04/01/2011

ASSURANCES

The parties referred to in this document are the United States Department of Education, the Bureau of Indian Affairs of the United States Department of Interior, the United States Department of Agriculture, and the United States Department of Labor, all herein referred to as the "DEPARTMENT," and the State Board of Education of the State of Arizona, herein referred to as the "STATE AGENCY," and the local educational agency, herein referred to as the

"SUBGRANTEE," Name of Educational Agency: Washington Elementary School District (CTDS: 070406000 EntityID:4260)

CTDS # (If not listed above) County Maricopa, State of Arizona.

The STATE AGENCY may make funds available to the SUBGRANTEE for programs operated by the SUBGRANTEE in accordance with requirements and regulations applicable to such programs. Misrepresentation of information on grant applications can result in termination of program participation.

Consistent with 34 C.F.R. Sections 76-85, the SUBGRANTEE assures, if awarded a grant, sub-grant, or contract:

1. That the SUBGRANTEE will accept funds in accordance with applicable Federal and State statutes, regulations, program plans, and applications, and administer the programs in compliance with all provisions of such statutes, regulations, applications, policies and amendments thereto.
2. That the control of funds provided to the SUBGRANTEE under each program and title to property acquired with those funds will be in a designated eligible recipient and that a designated eligible recipient will administer those funds and property.
3. That the SUBGRANTEE has the necessary legal authority to apply for and receive the proposed grant or sub-grant and enter into the contract.
4. That the SUBGRANTEE will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organization" utilizing generally accepted accounting principles (GAAP). That the SUBGRANTEE will furthermore utilize competitive bidding practices in compliance with applicable procurement regulations.
5. That the SUBGRANTEE will use fiscal control and fund accounting procedures that will ensure proper disbursement of, and accounting for, Federal funds paid to that agency under each program.
6. That the SUBGRANTEE will make reports to the STATE AGENCY and to the DEPARTMENT as may reasonably be necessary to enable the STATE AGENCY and DEPARTMENT to perform their duties (e.g. Monthly cash management report, completion report, other required reports by a program)
7. That the SUBGRANTEE will maintain records, including the records required under Section 443(a) of the General Education Provisions Act ("GEPA"), 20 U.S.C. § 1232f, and provide access to those records as the STATE AGENCY or DEPARTMENT and the Comptroller General or any of their authorized representatives in the conduct of audits authorized by Federal Law or State Statute. This cooperation includes access without unreasonable restrictions to its records and personnel for the purpose of obtaining relevant information.
8. That the SUBGRANTEE will provide reasonable opportunities for participation by teachers, parents, and other interested agencies, organizations and individuals in the planning for and operation of each program.
9. That any application, evaluation, periodic program plan or report relating to each program will be made readily available to parents and to other members of the general public.
10. That in the case of any project involving construction, the project is not inconsistent with overall State plans for the construction of school facilities, if applicable; and in developing plans for construction, due consideration will be given to excellence of architecture and design and to compliance with standards prescribed under Section 504 of the Rehabilitation Act of 1973 and applicable provisions of Chapter 4 of Title 34, A.R.S., in order to ensure that facilities constructed with Federal (which become subsequently State) funds are accessible to and usable by handicapped individuals.

11. That the SUBGRANTEE has adopted effective procedures for:

Acquiring and disseminating to teachers and administrators participating in each program, significant information resulting from educational research, demonstration and similar projects; and Adopting, if appropriate, promising educational practices developed through those projects.

12. That no person shall, on the ground of race, color, national origin, handicap, or sex be excluded from participation, be denied the benefits, or be otherwise subjected to discrimination under any program or activity for which the SUBGRANTEE receives Federal financial assistance. Admissions policies for private schools are understood and agreed to be part of such programs. In this vein, the SUBGRANTEE agrees to assure compliance with the Governor of Arizona's Executive Order 99-4 prohibiting discrimination in employment, as well as Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d *et seq.*); Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681-1683); Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Age Discrimination Act (42 U.S.C. § 6101 *et seq.*); and the Americans with Disabilities Act ("ADA") (42 U.S.C. § 12101 *et seq.*).
13. That the SUBGRANTEE may not use its Federal or State funding to pay for any of the following:
 - A. Religious worship, instruction, or proselytization.
 - B. Equipment or supplies to be used for any of the activities specified in paragraph 13A, herein.
 - C. Construction, remodeling, repair, operation, or maintenance of any facility or part of a facility to be used for any of the activities specified in paragraph 13A, herein.
 - D. An activity of a school or department of divinity. A school or department of divinity is defined in 34 C.F.R. § 76.532(b).
14. That no Federal funding may be used for the acquisition of real property unless specifically permitted by the authorizing statute or implementing regulations for the program.
15. That the SUBGRANTEE may not count tuition and fees collected from students toward meeting matching, cost sharing, or maintenance of effort requirements of a program.
16. That the SUBGRANTEE shall, to the extent possible, coordinate each of its projects with other activities that are in the same geographic area served by the project and that serves similar purposes and target groups.
17. That the SUBGRANTEE shall, to the extent possible, if its project includes activities to improve the basic skills of children, youth, or adults, coordinate its project with other basic skills activities that are in the same geographic area served by the project. Basic skills mean reading, mathematics, and effective communication, both written and oral.
18. That the SUBGRANTEE shall continue its coordination with the STATE AGENCY during the length of the project period.
19. The SUBGRANTEE shall cooperate in any evaluation by the DEPARTMENT.
20. That if a program so requires, provisions shall be made for the participation of children enrolled in private schools in the area to be served. Such provision shall:
 - A. Provide private school students with a genuine opportunity for equitable participation.
 - B. Provide an opportunity to participate in a manner that is consistent with the number of eligible private school students and their needs.
 - C. Maintain continuing administrative direction and control over funds and property that benefit students enrolled in private schools.
 - D. Comply with the requirements of 34 C.F.R. §76.652 through 76.662.
21. That no provision of any law shall be construed to authorize the consolidation of any applicable program with any other program, such as the commingling of funds derived from one appropriation with those derived from another appropriation.
22. That funds will be used to supplement and not supplant State and local funds expended for educational purposes and, to the extent practicable, increase the fiscal effort that would, in the absence of such funds, be made by the SUBGRANTEE for educational purposes.
23. That the SUBGRANTEE will comply with all relevant laws relating to privacy and protection of individual rights including 34 C.F.R. Part 99 (Family Educational Rights and Privacy Act of 1974).
24. That the SUBGRANTEE will comply with any applicable federal, state and local health or safety requirements that apply to the facilities used for a project.
25. That it shall maintain records for 5 years following completion of the activities for which the SUBGRANTEE uses the federal or state funding and which show:
 - A. The amount of funds under the sub-grant or grant.
 - B. How the SUBGRANTEE uses the funds.
 - C. The total cost of the project.
 - D. The share of that total cost provided from other sources.

26. If real property or structures are provided or improved with the aid of Federal financial assistance, the SUBGRANTEE will comply with applicable statutes, regulations and the project application in the use, encumbrance, transfer or sale of such property or structure. If personal property is so provided, the SUBGRANTEE will comply with applicable statutes, regulations and the project application in the use, encumbrance, transfer, disposal and sale of such property.
- 27.. That in the event of a sustained audit exception, and upon demand of the STATE AGENCY, the SUBGRANTEE shall immediately reimburse the STATE AGENCY for that portion of the audit exception attributable under the audit to the SUBGRANTEE, but shall also immediately reimburse the STATE AGENCY expenses in defending the audit exception, including and not limited to travel and attorney's fees, in an amount proportional to the amount of the audit exception attributable to the SUBGRANTEE. The SUBGRANTEE agrees to hold the STATE AGENCY harmless for any audit exception arising from the SUBGRANTEE's failure to comply with applicable regulations.
28. That the SUBGRANTEE is aware all Federal funds granted to it are conditioned upon the availability and appropriation of such funds by the United States Congress and are subject to reduction or elimination by the United States Congress at any time, even following award and disbursement of funds. The SUBGRANTEE shall hold the STATE AGENCY harmless for any reduction or elimination of Federal funds granted to it. In the event of non-appropriation and notice, the SUBGRANTEE shall immediately cease further expenditures under any project.
29. That the SUBGRANTEE is in compliance with State and Federal laws and regulations.
30. This assurance is given in consideration of and for the purpose of obtaining any and all grants, loans, contracts, property, discounts or other financial assistance extended after the date hereof to the SUBGRANTEE by the DEPARTMENT, through the STATE AGENCY, including installment payments, after such date on account of applications for financial assistance which were approved before such date. The SUBGRANTEE recognized and agrees that such financial assistance will be extended in reliance on the representations and agreements made in this assurance, and that the United States and the State of Arizona, individually or jointly, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the SUBGRANTEE, its successors, transferees and assigns. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the SUBGRANTEE. (The next page is provided for additional signers. **Please use blue ink.**)
31. Federal grant recipients, sub recipients and their grant personnel are prohibited from text messaging while driving a government owned vehicle, or while driving their own privately owned vehicle during official grant business, or from using government supplied electronic equipment to text message or email while driving. Recipients must comply with these conditions under Executive Order 13513, "Federal Leadership On Reducing Text Messaging While Driving," October 1, 2009

Section A

Must be signed by:

a. Districts: Board President, Superintendent

b. Charters: Charter Contract Signer

c. Other Type of Entities (Not Districts or Charters) : Comparable authorized official

Educational Agency:

Washington Elementary School District (CTDS: 070406000 EntityID:4260)

Title:

District - Superintendent

Name:

Susan J. Cook

Date:

5/26/11

Signature
in Blue Ink

If Section A signer requires an access to the online Grants Management Access via Common Logon, please list it under Section B (Next Page for access request)
In case of any change in Section A signer, entity must resubmit a new General Statement of Assurance.

SECTION B

Name of Educational Agency:

Washington Elementary School District (CTDS: 070406000 EntityID:4260)

Fiscal Year:

2012

CTDS # (If not listed above)

GSA Access	Capture Access	Remove Access	Grant Email Contact	First Name	Last Name	Title	Email	Phone	GSA Signer Signature in Blue Ink or Removal Reason
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Both	Susan	Cook	Superintendent	susie.cook@wedschools.org	602-347-2602	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Both	Lyn	Bailey	Assistant Superintendent of Administrative	lyn.bailey@wedschools.org	602-347-2657	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Both	Janet	Sullivan	Assistant Superintendent of Academic Services	janet.sullivan@wedschools.org	602-347-2820	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Both	Cathy	Thompson	Director of Business Services	cathy.thompson@wedschools.org	602-347-2615	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Mike	Cannon	Technology Coordinator	mike.cannon@wedschools.org	602-347-2863	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Craig	Carter	Director of Special Services	craig.carter@wedschools.org	602-347-2632	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Brandon	Dahl	Finance Coordinator	brandon.dahl@wedschools.org	602-347-3524	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Marguerite	DiMiceli	Technology Program Coach	marguerite.dimiceli@wedschools.org	602-347-2866	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Shannon	Fernando	Office Specialist, Curriculum	shannon.fernando@wedschools.org	602-347-2838	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Terry	Kidd	Administrative Assistant to Superintendent	terry.kidd@wedschools.org	602-347-2602	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Josh	Lingenfelter	Budget Manager	joshua.lingenfelter@wedschools.org	602-347-3522	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Elizabeth	Martinez	Senior Finance Analyst	elizabeth.martinez@wedschools.org	602-347-2608	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Kathleen	McKeever	Administrator of After School Programs	kathleen.mckeever@wedschools.org	602-347-2690	

GSA Access User: Can create, edit, save, and submit an application, amendment, cash management report, and completion report to ADE. GSA user must sign in blue ink above.
 Capture only User: Can create, edit, and save an application, amendment, and completion report. No signature is required.
 Grant Email Contact: Please select whether ADE Grants Management Office can send an email notification to each user. Email type can be Financial, General, Both, or None.

Revised 04/01/2011

5-1

SECTION B

Name of Educational Agency:

Washington Elementary School District (CTDS: 070406000 Entity ID:4260)

Fiscal Year:

2012

CTDS # (If not listed above)

GSA Access	Capture Access	Remove Access	Grant Email Contact	First Name	Last Name	Title	Email	Phone	GSA Signer Signature in Blue Ink or Removal Reason
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Linda	McKeever	Administrator of Title I	linda.mckeever@wedschools.org	602-347-2680	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Natalie	McWhorter	Director of Curriculum	natalie.mcwhorter@wedschools.org	602-347-2663	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Loridee	Montgomery	Senior Assessment Specialist	loridee.montgomery@wedschools.org	602-347-3541	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Steve	Murosky	Director Academic Support Programs	steve.murosky@wedschools.org	602-347-3504	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Joe	Negron	Parent Outreach Coordinator	joe.negron@wedschools.org	602-347-2692	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Alice	Pickel	ELD Program Coach	alice.pickel@wedschools.org	602-347-2639	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Barbara	Post	Gifted Administrator	barbara.post@wedschools.org	602-347-2651	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Kristianna	Quihuis	Administrative Assistant, Special Services	kristianna.quihuis@wedschools.org	602-347-2632	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Jeannine	Skipper	Administrative Assistant, Academic Services	jeannine.skipper@wedschools.org	602-347-2820	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	LuAnn	Sloan	Office Specialist, Special Services	luann.sloan@wedschools.org	602-347-2653	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Anne	Sterling	Director of Assessment	anne.sterling@wedschools.org	602-347-3543	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	David	Velazquez	Director of Finance	david.velazquez@wedschools.org	602-347-3506	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None	Dorothy	Watkins	Administrator of Social Services	dorothy.watkins@wedschools.org	602-347-2636	

GSA Access User: Can create, edit, save, and submit an application, amendment, cash management report, and completion report to ADE. GSA user must sign in blue ink above.
 Capture only User: Can create, edit, and save an application, amendment, and completion report. No signature is required.
 Grant Email Contact: Please select whether ADE Grants Management Office can send an email notification to each user. Email type can be Financial, General, Both, or None.

SECTION B

[illegible]

GSA Access User: Can create, edit, save, and submit an application, amendment, cash management report, and completion report to ADE. GSA user must sign in blue ink above.

Capture only User: Can create, edit, and save an application, amendment, and completion report. No signature is required.

Grant Email Contact: Please select whether ADE Grants Management Office can send an email notification to each user. Email type can be Financial, General, Both, or None.

Constitutionally Protected Prayer Policy Certification
NCLB Title IX, Section 9524

The authorized signatory of the local education agency (LEA) affirms that no policy of the LEA prevents, or otherwise denies participation in, constitutionally protected prayer in any of the elementary or the secondary schools in the LEA. In affirming this provision, the LEA understands that, if the LEA refuses to submit this certification or does so in bad faith, the ADE may bring enforcement action that may include withholding of NCLB funds until the LEA complies with this requirement.

SECTION 9524. SCHOOL PRAYER

(a) **GUIDANCE-** The secretary shall provide and revise guidance*, not later than September 1, 2002, and of every second year thereafter, to State educational agencies, local educational agencies, and the public on constitutionally protected prayer in public elementary schools and secondary schools, including making guidance available on the Internet. The guidance shall be reviewed, prior to distribution, by the Office of Legal Counsel of the Department of Justice for verification that the guidance represents the current state of the law concerning constitutionally protected prayer in public elementary schools and secondary schools.

(b) **CERTIFICATION-** As a condition of receiving funds under this Act, a local education agency shall certify in writing to the State educational agency involved that no policy of the local educational agency prevents, or otherwise denies participation in, constitutionally protected prayer in public elementary schools and secondary schools, as detailed in the guidance required under subsection (a). **The certification shall be provided by October 1 of each year.** The State educational agency shall report to the Secretary by November 1 of each year a list of those educational agencies that have not filed the certification or against which complaints have been made to the State educational agency that the local educational agencies are not in compliance with this section.

*The guidance from the ED on religion and Public Schools was posted on February 7, 2003 at: http://www.ed.gov/policy/gen/guid/religionandschools/prayer_guidance.html

Section C

Must be signed by:

- a. **Districts: Board President, Superintendent**
- b. **Charters: Charter Contract Signer**
- c. **Other Type of Entities (Not Districts or Charters) : Comparable authorized official**

Educational Agency: Washington Elementary School District (CTDS: 070406000 EntityID:4260)	
Title: District - Superintendent	Name: Susan J. Cook
Date: 5/26/11	Signature:
Please be informed that regardless of your entity type, in order to receive any federal Title funding from ADE, Section C must be signed by the authorized personnel.	

Certification Regarding Lobbying; Debarment, Suspension, Ineligibility and Voluntary Exclusion; and Drug-Free Workplace

Lower Tier Covered Transactions

This certifies compliance with requirements regarding Lobbying; Debarment, Suspension, Ineligibility and Voluntary Exclusion; and, Drug-Free Workplace, as prescribed in 34 C.F.R. Part 82 and Part 85, and 7 C.F.R. Part 3017, and the required regulations implementing Executive Order 12549. Copies of these regulations may be obtained by contacting the person to whom this statement is submitted.

(BEFORE COMPLETING CERTIFICATION, READ THE REQUIREMENTS THAT FOLLOW)

- (1) All fund participants must certify, by submission of this statement, that project funds will not, in any way, be used for the purpose of Lobbying or otherwise influencing decisions supporting the granting of funds administered by the Arizona Department of Education (ADE).
- (2) The prospective lower tier participant certifies, by submission of this statement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (3) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this statement.
- (4) Furthermore, that sub-grantees receiving ADE administered funds will provide a drug-free workplace.

Section D

Must be signed by:

- a. Districts: Board President, Superintendent
- b. Charters: Charter Contract Signer
- c. Other Type of Entities (Not Districts or Charters) : Comparable authorized official

Educational Agency: Washington Elementary School District (CTDS: 070406000 EntityID:4260)	
Title: District - Superintendent	Name: Susan J. Cook
Date: 5/26/11	Signature

REQUIREMENTS FOR CERTIFICATION

This certification is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the participant or prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

By signing and submitting this statement, it is understood that the participants and prospective lower tier participant has done so in accordance with the following:

LOBBYING:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the above signed, to any person for influencing or attempting to influence an officer of employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a Federal contract, grant loan or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-grantees shall certify and disclose accordingly.
- (d) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

- (a) The prospective lower tier participant shall provide immediate written notice to the person to whom this statement is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- (b) The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntary excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to whom this statement is submitted for assistance in obtaining a copy of those regulations.
- (c) The prospective lower tier participant agrees by submitting this statement that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency from which this transaction originated.
- (d) The prospective lower tier participant further agrees, by submitting this statement, that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- (e) A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non Procurement List.
- (f) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealing.
- (g) Except for transactions authorized under paragraph (e) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, the department or agency from which this transaction originated may, in addition to other remedies available, pursue suspension and/or debarment.

DRUG-FREE WORKPLACE (Grantee other than Individuals)

As required by the Drug-Free Workplace Act of 1988, and subsequent regulations, the applicant certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
- (b) Establishing an on-going drug-free awareness program to inform employees about the dangers of drug abuse; grantee's policy of maintaining a drug-free workplace; any available drug counseling, rehabilitation, and employee assistance programs; and, the penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a).
- (d) Notify the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will abide by the terms of the statement; and, notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.
- (e) Notifying the agency, in writing, within 10 calendar days after receiving notice under paragraph (d) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Director, Grants Policy and Oversight Staff, Department of Education, 400 Maryland Avenue, S.W. (Room 3652, GSA Regional Office Building No. 3), Washington, DC 20202-4248. Notice shall include the identification number(s) of each affected grant.
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d), with respect to any employee who is so convicted:
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

DRUG-FREE WORKPLACE (Grantees who are Individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610-

- A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
- B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Director, Grants Policy and Oversight Staff, Department of Education, 400 Maryland Avenue, S.W. (Room 3652, GSA Regional Office Building No. 3), Washington, DC 20202-4248. Notice shall include the identification number(s) of each affected grant.

Section E - FY 2012 General Statement of Assurance

Educational Agency: Washington Elementary School District (CTDS: 070406000 EntityID:4260)

FFATA (Federal Funding Accountability and Transparency Act) Reporting Requirements

The Federal Funding Accountability and Transparency Act (FFATA) was signed on September 26, 2006. The intent is to empower every American with the ability to hold the government accountable for each spending decision. The end result is to reduce wasteful spending in the government. The FFATA legislation requires information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable web-site, which is www.USASpending.gov.

The FFATA Sub-award Reporting System (FSRS) is the reporting tool Federal prime awardees (i.e. prime grants recipients, e.g. Arizona Department of Education) use to capture and report sub-award and executive compensation data regarding their first-tier sub-awards to meet the FFATA reporting requirements. Prime grant awardees (e.g. Arizona Department of Education) will report against sub-grants awarded. The sub-award information entered in FSRS will then be displayed on www.USASpending.gov associated with the prime award furthering Federal spending transparency.

In accordance with 2 CFR Chapter 1, Part 170 REPORTING SUB-AWARD AND EXECUTIVE COMPENSATION INFORMATION, Prime Awardees (e.g. Arizona Department of Education) awarded a federal grant are required to file a FFATA sub-award report by the end of the month following the month in which the prime awardee awards.

As a condition of receiving funds through Arizona Department of Education, a local education agency shall certify in writing to the Arizona Department of Education that a local education agency met the annual CCR (Central Contractor Registration) requirement and DUNS requirement. Please provide the following information. This information will be used by the Arizona Department of Education as a prime recipient to meet FFATA reporting requirements.

1. Please verify that the LEA/School District has a current CCR Registration. Expiration date: 9/7/11

2. Please provide the LEA/District DUNS number : 002902088

* Check to see if your organization is already registered at the CCR web-site. You will be able to search CCR (<https://www.bpn.gov/CCRSearch/Search.aspx>) by using either your organization's Data Universal Number System (DUNS) number or legal business name. Your organization needs to renew their CCR registration each calendar year.

* You will be able to search the existing DUNS number or request a new DUNS number via D&B website at <http://fedgov.dnb.com/webform>

A Data Universal Numbering System (DUNS) number is a unique, non-indicative 9-digit identifier issued and maintained by D&B that verifies the existence of a business entity globally. D&B assigns DUNS numbers for each physical location of a business. All U.S. Government contractors/grantees globally can receive a DUNS number at no charge and, under normal circumstances, within 24-72 business hours when using the D&B web form process by accessing: <http://fedgov.dnb.com/webform>. The Transparency Act requires information disclosure concerning entities receiving Federal financial assistance through Federal awards such as grants and sub-grants. See 31 U.S.C. 6101 note. One of the data elements required is the unique identifier of the entity receiving the award. All sub-awardees required to have a DUNS number as an unique identifier.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: May 26, 2011 Information
AGENDA ITEM: *Proposed Governing Board Meeting Dates for the 2011-2012 School Year
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: BE and ARS 15-321

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

Attached is a calendar of proposed Governing Board meeting dates for the 2011-2012 school year. No proposed meetings will occur during Fall or Spring Breaks.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board adopt the proposed schedule of Governing Board meeting dates for the 2011-2012 school year.

Superintendent



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

Agenda Item *II.F.

(Draft)
GOVERNING BOARD MEETING SCHEDULE
2011-2012

MEETING DATES	TIME	LOCATION
July 14, 2011	7:00 p.m.	Governing Board Room
August 25, 2011	7:00 p.m.	Governing Board Room
September 8, 2011	7:00 p.m.	Governing Board Room
September 22, 2011	7:00 p.m.	Governing Board Room
October 13, 2011	7:00 p.m.	Governing Board Room
October 27, 2011	7:00 p.m.	Governing Board Room
November 10, 2011	7:00 p.m.	Governing Board Room
December 8, 2011	7:00 p.m.	Governing Board Room
January 12, 2012	7:00 p.m.	Governing Board Room
January 26, 2012	7:00 p.m.	Governing Board Room
February 9, 2012	7:00 p.m.	Governing Board Room
February 23, 2012	7:00 p.m.	Governing Board Room
March 8, 2012	7:00 p.m.	Governing Board Room
April 12, 2012	7:00 p.m.	Governing Board Room
April 26, 2012	7:00 p.m.	Governing Board Room
May 10, 2012	7:00 p.m.	Governing Board Room
May 24, 2012	7:00 p.m.	Governing Board Room
June 14, 2012	7:00 p.m.	Governing Board Room
June 28, 2012	7:00 p.m.	Governing Board Room

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 FROM: Dr. Susan J. Cook, Superintendent Discussion
 Information
 X 1st Reading
 DATE: May 26, 2011
 AGENDA ITEM: *First Reading of Proposed Board Policy IHBHD – Online/Concurrent/Correspondence Courses
 INITIATED BY: D. Rex Shumway, Legal Counsel SUBMITTED BY: D. Rex Shumway, Legal Counsel
 PRESENTER AT GOVERNING BOARD MEETING: D. Rex Shumway, Legal Counsel
 GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BGF

SUPPORTING DATA

Funding Source: N/A
 Budgeted: N/A

As a result of statutory provisions changes enacted by the Legislature regarding the development of the Arizona online instruction (AOI) program, ASBA Policy Services has recommended the adoption of new Policy IHBHD – Online/Concurrent/Correspondence Courses. Although the AOI is primarily geared toward high school students, it is possible that some middle school students may be eligible to participate in courses that provide high school credit. The following is a summary of the new Policy:

- Provides standards for class and course standards.
- Provides direction for receiving credit towards promotion or graduation.
- Defines student membership accounting standards.

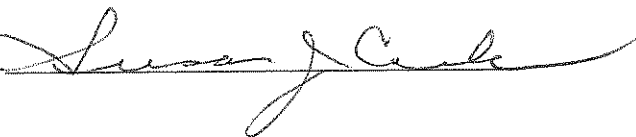
Additionally, attached is Regulation IHBHD-R – Online/Concurrent/Correspondence Courses that also contains new provisions as determined pursuant to the authority of the Superintendent.

These recommended changes have been reviewed by District Legal Counsel.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the First Reading of Proposed Board Policy IHBHD – Online/Concurrent/Correspondence Courses.

Superintendent



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

Agenda Item *II.G.

ONLINE / CONCURRENT /
CORRESPONDENCE COURSES

Arizona Online Instruction

Arizona online instruction (AOI) is a learning option for meeting the needs of students in the information age. The District Governing Board may authorize student enrollment in AOI course for credit to fulfill the academic requirements of the Governing Board and the State Board of Education (SBE). The course(s) must be provided by an online course provider or an online school selected and approved by the SBE as defined by and in accordance with the criteria established in A.R.S. 15-808.

To satisfy District class and course standards, the course offerings and content must:

- meet District and SBE academic standards for the identified student population,
- provide at least the minimum course of study and competency requirements for graduation from high school, based on the current cohort year requirements, and
- prepare student for post-secondary success in the world of work, technical school, or college.

To receive credit towards promotion or graduation, a student participating in Arizona online instruction shall:

- satisfactorily complete the course requirements,
- participate in the testing requirements prescribed by A.R.S. 15-741 et seq., and
- not be allowed to participate in AOI if the student fails to comply with the testing requirements; or the online instruction provider fails to administer the tests to at least ninety-five percent (95%) of the students participating in the provider schools' AOI.

Upon the student's enrollment in AOI, the student's parents or guardians shall be notified of the state testing requirements.

The District shall coordinate with the AOI provider the gathering, recording, maintenance and reporting of applicable information to the student's parents or guardians, District officials, and the appropriate agencies.

If a student's academic achievement declines while the student is participating in AOI, the student's parents or guardians, teachers and instructors, and the school's administrator shall confer to evaluate whether the student's continued participation in AOI should be allowed.

A student may participate in AOI as either a part-time or full-time student for membership and attendance purposes as prescribed by A.R.S. 15-808. When the student is concurrently enrolled part-time in the District and participating part-time in AOI, daily attendance and membership of the student shall be recorded and reported for funding apportionment purposes as specified by A.R.S. 15-808 and the Uniform System of Financial Records (USFR).

Whenever a student becomes ineligible for continuation in an AOI course or program, for whatever reason, the student shall be enrolled in a District course or courses appropriate to the student's academic qualifications.

The District may make application to the Arizona State Board of Education to become a provider of Arizona Online Instruction.

Adopted:

LEGAL REF.:	<u>A.R.S.</u>	<u>15-203</u>
		<u>15-341</u>
		<u>15-701</u>
		<u>15-701.01</u>
		<u>15-741</u>
		<u>15-892</u>
		<u>15-808</u>
		<u>15-901</u>
	<u>A.A.C.</u>	<u>R7-2-301</u>
		<u>R7-2-302</u>
		<u>R7-2-302.01</u>
		<u>R7-2-302.02</u>

R7-2-302.03

R7-2-302.04

USFR Memorandum No. 244

CROSS REF.: DI – Fiscal Accounting and Reporting
IHA – Basic Instructional Program
IHB – Special Instructional Programs
IJNDB – Use of Technology Resources in Instruction
IKE – Promotion and Retention of Students
IKF – Graduation Requirements
JE – Student Attendance
JR – Student Records

REGULATION**REGULATION****ONLINE / CONCURRENT /
CORRESPONDENCE COURSES****Arizona Online Instruction**

A student or the student's parents or guardians may apply to the student's school administrator for part-time concurrent or full-time enrollment in an Arizona online instruction (AOI) program.

The Student's school administrator shall confer with the student and the student's parents or guardians to:

- **explore the student's interest in an understanding of the AOI program.**
- **describe the AOI course or program provider's requirements of the student, and**
- **explain the state testing requirements for the student's participation in AOI, as well as the additional testing situations that might result in the student's loss of eligibility to continue in AOI.**

The school's administrator, or a person designated by the administrator, shall monitor the student's performance and progress in the AOI course or program of study. Periodic reports to the student's parents or guardians shall be made at the same time and in the same manner as those for District students of like classification not participating in the AOI.

If a determination is made that the student's academic achievement has declined while the student is participating in the AOI, the student's parents or guardians, teacher(s) and instructor(s), and the school's administrator shall confer to evaluate whether the student's continued participation in AOI should be allowed. When a student's decline in academic achievement, or for any other reasons, results in the student becoming ineligible to continue participation in AOI, the student shall be placed in a school class or course commensurate with the student's academic level and AOI program of study, or as nearly equivalent as is practical.

REGULATION**REGULATION**

The school's administrator shall cooperate with the AOI provider as necessary to accommodate onsite assistance to special need students participating in AOI courses or programs.

The school's administrator shall ensure that the daily attendance and membership of each student participating in AOI is recorded, maintained, and reported as required by law.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: May 26, 2011 X Information
AGENDA ITEM: *First Reading of Proposed Amended Board Policy JFB – Open Enrollment 1st Reading
INITIATED BY: D. Rex Shumway, Legal Counsel SUBMITTED BY: D. Rex Shumway, Legal Counsel
PRESENTER AT GOVERNING BOARD MEETING: D. Rex Shumway, Legal Counsel
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BGF

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

As a result of statutory changes enacted by the Legislature, ASBA Policy Services has recommended that Policy JFB – Open Enrollment be amended to reflect the changes in the law. The following is a summary of the recommended changes:

- Provides that the District may charge tuition for nonresident students when the charge is authorized according specific ARS provisions.
- Requires that the District's open enrollment policy shall be posted on the District's website.
- Provides immunity for the District and its personnel from civil liability for open enrollment decisions made in good faith.

These recommended changes have been reviewed by District Legal Counsel.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the First Reading of Proposed Amended Board Policy JFB – Open Enrollment.

Superintendent 

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

Agenda Item *II.H.

OPEN ENROLLMENT

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

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

Definitions

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

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

Enrollment Options

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

Information and Application

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

The information packet shall include the enrollment application form and shall advise applicants that they must submit enrollment applications on or before May 15 of each year to be considered for enrollment during the following school year.

Late Application

In the event applications are received after May 15 or there is excess capacity remaining for which no applications were submitted by May 1, at the discretion of

the Superintendent or school principal applications for enrollment shall be considered based upon the following:

- Consideration on the basis of the order of the completed applications submitted after May 15.
- Determination of capacity as defined in this Policy.
- Enrollment preferences, provided hereafter, do not apply.
- Admission standards are met.
- Applications for the current year must be submitted by the end of the third (3rd) quarter or grading period.

Capacity

The Superintendent shall annually estimate how much excess capacity may exist to accept transfer pupils and advise the Governing Board regularly. The estimate of excess capacity shall be made in accordance with the following criteria:

- The school in which the student seeks to enroll has the capacity to serve the student without adversely impacting educational opportunities for resident students attending their resident school. Factors to be considered in making this determination include, but are not limited to, the following:
 - Physical capacity of the school building and classrooms.
 - Availability of staff personnel (i.e., administrators, teachers, other certificated employees, related service providers).
 - Capacity in the relevant special programs.
 - Availability of other resources.
- The estimate of existing capacity shall also take into considerations:
 - District resident pupils in assigned school attendance areas, including those issued certificates of educational convenience and those required to be admitted by statute.

- The enrollment of eligible children of employees. (In order to encourage qualified employees to join the staff, children of employees will be enrolled without payment or tuition.)
- Children requesting transfers from underperforming or schools needing improvement as determined by the Arizona Department of Education pursuant to the No Child Left Behind Act.

Enrollment Priorities

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

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

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

- Enrollment preference shall be given to resident pupils who are enrolled in a school that is within the school district – but outside the attendance area – of the pupil’s residence.
- Enrollment preference shall be given to resident pupils who are seeking enrollment in a school that is within the school district – but outside the attendance area – of the pupil’s residence.
- Enrollment preference shall be given to nonresident pupils that are enrolled in a school that is within the school district and are applying for “continuing enrollment” (as hereafter defined) in the school.
- Enrollment preference shall be given to siblings of resident transfer pupils who were enrolled in the school the previous year and who would be enrolled concurrently with such pupils in kindergarten.

- Enrollment preference shall be given to siblings of nonresident pupils who were enrolled in the school the previous year and who would be enrolled concurrently with such pupils in kindergarten
- Enrollment preference shall be given to resident transfer pupils who were not enrolled in the school the previous year and any sibling who would be enrolled concurrently with such pupils in kindergarten.
- Enrollment preference shall be given to nonresident pupils who were not enrolled in the school the previous year and any sibling who would be enrolled concurrently with such pupils in kindergarten.

If capacity is not sufficient to enroll pupils in any of the above categories, they shall be selected through a random selection process adopted by regulation of the Superintendent.

Admission Standards

A pupil who has been expelled by any school district in this state or who is not in compliance with a condition of disciplinary action imposed by any other school or school district or with a condition imposed by the juvenile court shall not be admitted. A pupil must be in compliance with all school regulations regarding conduct, academic progress, and attendance. Acceptance for enrollment may be revoked upon finding the existence of any of these conditions.

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

Transportation will be the responsibility of the parent unless the transportation is required by the Individuals With Disabilities In Education Act, McKinney Vento Act or No Child Left Behind Act.

Notification

The District shall notify the emancipated pupil, parent, or legal guardian in writing as promptly as possible whether the applicant has been accepted, placed on a waiting list pending the availability of capacity, or rejected.

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

Enrollment Criteria for Continuing Students

Students enrolled under the open enrollment policy must submit an enrollment application form each year in order to be considered for “continuing enrollment” (defined as previously accepted without a break in attendance). The District will give enrollment priority to continuing open enrollment students and their siblings, as long as the enrollment of such students may be accomplished in accordance with the District’s admission criteria. In addition to the capacity considerations previously described, the following criteria shall be used to evaluate continued open enrollment eligibility and may result in the denial of open enrollment for subsequent years:

- The student, or his or her parent or guardian, has engaged in misconduct by providing false or misleading information to the District or to any District employee, including information requested or required on any open enrollment application;
- The student is currently under long-term suspension or expulsion or has been involved in a series of five (5) or more short-term suspensions during the current school year;
- The student withdrew from school to avoid possible long-term suspension or expulsion;
- The student has a record of excessive absences, truancy and or tardy arrival to school (for purpose of this Policy excessive absences shall be defined as ten (10) or more unexcused absences and/or for tardy arrival, ten (10) or more tardies in any school year);
- The student is not in compliance with any condition of disciplinary action imposed by this District or with any condition imposed by a juvenile court pursuant to A.R.S. §8-301 *et. seq.*; or
- The student has been adjudicated delinquent or convicted of a crime.

Building principals will notify parents if their student will be denied admittance for the following school year. The letter of notification will include reasons for denial and the data upon which the decision was based.

Budgetary Impact of Open Enrollment

Application of this policy and corresponding administrative regulations is intended to accommodate open enrollment students within District staffing allocations. It is not intended to permit over enrollment which requires additional expenditures for staffing.

Adopted: October 25, 2006

LEGAL REF.: A.R.S. 15-764
15-797
15-816 et seq.
15-823
15-824
15-825
15-922

CROSS REF.: EEAA – Walkers and Riders
IIB – Class Size
JF – Student Admissions
JFAA – Admission of Resident Students
JFAB – Admission of Nonresident Students
JG – Assignment of Students to Classes and Grade Levels

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: May 26, 2011 X Information
AGENDA ITEM: *First Reading of Proposed Amended Board Policy JFAB – Tuition/Admission of Nonresident Students 1st Reading

INITIATED BY: D. Rex Shumway, Legal Counsel SUBMITTED BY: D. Rex Shumway, Legal Counsel

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

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BGF

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

As a result of statutory changes enacted by the Legislature, ASBA Policy Services has recommended that Policy JFAB – Tuition/Admission of Nonresident Students be amended to reflect the changes in the law. The following is a summary of the recommended changes:

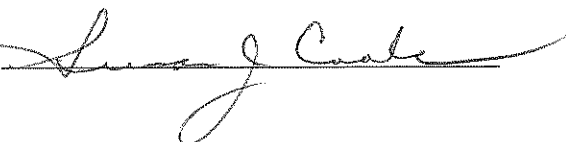
- Provides that the District may admit a pupil who is a resident of another school district and charge tuition based on a voluntary agreement between the two districts.
- Provides that the District may not include in its student count students who are not residents of Arizona, and declares that district shall not receive funding from the state for such students.

These recommended changes have been reviewed by District Legal Counsel.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the First Reading of Proposed Amended Board Policy JFAB – Tuition/Admission of Nonresident Students.

Superintendent



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

Agenda Item *II.I.

TUITION / ADMISSION OF NONRESIDENT STUDENTS

For purposes of open enrollment a "nonresident pupil" means a student who resides in this state and who is enrolled in or is seeking enrollment in a school district other than the school district in which the student resides. A student who is not a resident of the District but is a resident of Arizona who meets the age and other requirements for open enrollment established by state law and District policy shall be admitted to a school without payment of tuition.

A student shall also be admitted to a school *without tuition* payment, if:

- The student is the child of a United States resident who is not a resident of Arizona, if this is in the best interest of the student and the student is placed with a relative per A.R.S. 15-823 and the placement is not to avoid tuition payment.
- The Student is a resident of the United States and evidence indicates that because the parents are homeless or the child is abandoned, as defined in A.R.S. 8-201, the child's physical, mental, moral or emotional health is best served by placement with a person who does not have legal custody of the child and who is a resident within the school district, unless it is determined that the placement is solely for the purpose of obtaining an education in this state without payment of tuition.
- The student presents a certificate of educational convenience issued by the County School Superintendent pursuant to A.R.S. 15-825.
- The student is a child of a nonresident teaching or research faculty member of a community college district or state university or a nonresident graduate or undergraduate student of a community college district or state university whose parent's presence at the district or university is of international, national, state, or local benefit.

The District shall admit the following students, *charging tuition* as prescribed in statute:

- The child of an Arizona resident who is not a resident of the District, if the District provides a high school and the student is a resident of an Arizona common school district that is not in a high school district and that does not

offer instruction in the student's grade. Special circumstances may apply in accordance with A.R.S. 15-2041 after three hundred fifty (350) students have been admitted.

- For an Arizona resident who is not a resident of the District, if the district of residence provides only financing for students who are instructed by another school district and for students from a unified district that does not offer instruction in the student's grade.
- A pupil who is issued a certificate of educational convenience to attend school in the School District or adjoining the school district to that in which the pupil is placed by an agency of this state or a state or federal court of competent jurisdiction, as provided in A.R.S. 15-825.

The District shall admit a pupil who is the resident of a school district that has entered into a voluntary agreement with the District, charging tuition as agreed to in accordance with A.R.S. 15-824(E)(3).

The District may admit nonresident foreign exchange students without payment of tuition, or as it may otherwise prescribe.

The District shall not include in its student membership count students who are not Arizona residents. The District is prohibited from obtaining state funding for any student who is not a resident of the state.

“Residence” Defined

The residence of a student is the residence of the person having legal custody of the student, except as provided in A.R.S. 15-823 through A.R.S. 15-825.

Residency of the parent/guardian or surrogate may be determined by showing the individual's presence and intent to remain in the District. Documentation of residency may include, but is not limited to, landlord-tenant agreements, rent or lease receipts, and receipts for utility payments.

Adopted: date of manual adoption

LEGAL REF.: A.R.S. 8-201
 15-816 through 15-816.07
 15-821
 15-823 through 15-825

WASHINGTON ELEMENTARY DISTRICT NO. 6

5/26/11

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42 U.S.C. 11301, McKinney-Vento Homeless Assistance
Act of 2001

CROSS REF.: IKEB – Acceleration
JFABD – Admission of Homeless Students
JFB – Open Enrollment
JG – Assignment of Students to Classes and Grade Levels
JLCB – Immunizations of Students
JLH – Missing Students
JR – Student Records
JRCA – Request for Transfer of Records

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: May 26, 2011 Information
AGENDA ITEM: *First Reading of Proposed Board Policy JHD – Exclusions and Exemptions from School Attendance (Chronic Health Conditions) 1st Reading
INITIATED BY: D. Rex Shumway, Legal Counsel SUBMITTED BY: D. Rex Shumway, Legal Counsel
PRESENTER AT GOVERNING BOARD MEETING: D. Rex Shumway, Legal Counsel
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BGF

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

As a result of statutory changes enacted by the Legislature, ASBA Policy Services has recommended that Policy JHD – Exclusions and Exemptions from School Attendance (Chronic Health Conditions) be amended to reflect the changes in the law. The following is a summary of the recommendation:

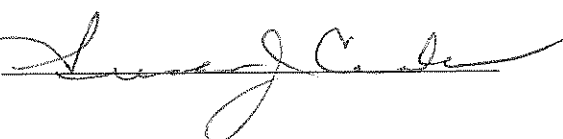
- Expands the list of appropriately certified health professionals that may identify students as having a chronic health condition requiring management on a long-term basis.
- Includes the statutory provisions that prohibit interfering or overriding the rights of parents or guardians concerning the education and health care of pupils with chronic health problems.
- Includes the statutory provisions that prohibit school personnel from authorizing absences from school for a student with a chronic health problem without prior consent from the parent/guardian and prohibit school personnel from recommending, prescribing, or providing medication to those students without prior consent from the parent/guardian.

Additionally, attached is Regulation JHD-R – Exclusions and Exemptions from School Attendance (Chronic Health Conditions) and Exhibit JHD-EB – Exclusions and Exemptions from School Attendance (Certification of Students with Chronic Health Conditions) that also contain revisions as determined pursuant to the authority of the Superintendent.

These recommended changes have been reviewed by District Legal Counsel.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the First Reading of Proposed Board Policy JHD – Exclusions and Exemptions from School Attendance (Chronic Health Conditions).

Superintendent 

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

Agenda Item *II.J.

EXCLUSIONS AND EXEMPTIONS FROM SCHOOL ATTENDANCE

(Chronic Health Conditions)

The District will provide appropriate educational opportunities for any student identified by an ~~licensed physician or podiatrist~~ **appropriately certified health professional in the fields of podiatry, chiropractic, medicine, naturopathic medicine, osteopathy, physician assistant, or registered nurse practitioner** as having a chronic health condition **requiring management on a long-term basis** that will affect regular school attendance. Homework will be made available in a timely manner to ensure that such students have the opportunity to successfully complete assignments and avoid losing credit because of their absence from school. The assigned teacher(s) shall have the responsibility to provide, in a timely manner, homework for students designated as having chronic health conditions. Further, students with chronic health conditions shall be provided flexibility in physical education activity requirements so that they may participate in the regular physical education program to the extent that their health permits. Staff members responsible for physical education activities programs shall develop and implement such guidelines.

Nothing in this policy shall be construed to obstruct, interfere with or override the rights of parents or guardians concerning the education and health care of pupils with chronic health problems.

Nothing in the policy shall be construed to authorize school personnel to either:

- **authorize absences from school for a student with a chronic health problem without the prior consent of the student's parent or guardian.**
- **recommend, prescribe or provide medication to a student with a chronic health problem without the prior consent of the student's parent or guardian.**

The Superintendent shall develop regulations for meeting the requirements of this policy.

Adopted: date of manual adoption

LEGAL REF.: A.R.S. 15-346
 15-761
 15-843
 15-902
 32-801 et seq.
 32-900 et seq.
 32-1401 et seq.
 32-1501 et seq.
 32-1601 et seq.
 32-1800 et seq.
 32-2501 et seq.

CROSS REF.: IHBf – Homebound Instruction

REGULATION**REGULATION****EXCLUSIONS AND EXEMPTIONS
FROM SCHOOL ATTENDANCE****(Chronic Health Conditions)****Identification/Referral Process**

Staff members shall be informed of procedures to follow in serving "students with chronic health conditions." Teachers will review registration data and make note of any students who were previously served as students with chronic health conditions.

Registration forms, enrollment data, and attendance registers will identify certified students with chronic health conditions who are eligible for modified instructional services.

The screening procedures used to screen kindergarten students and new enrollees for possible referral to special education or compensatory programs will provide an indication of whether students with high absenteeism have health conditions that may be considered chronic if they are due solely to illness, disease, pregnancy complications, an accident or severe health problems of an infant child of a student. Students can be identified or referred at any time during the school year.

The person responsible for collection of attendance data shall be informed of these available services and should be given direction for noting whether a student's frequent absences are due to illness, disease, pregnancy complications, an accident or severe health problems of an infant child of a student. Registration, enrollment, and attendance procedures shall indicate eligible students with chronic health conditions for documenting ADM adjustments with the Arizona Department of Education, School Finance Section.

When a student is identified as possibly requiring services as a student with a chronic health condition (via registration, screening procedures, attendance data, or parent referral), a ~~medical~~ **chronic health condition** certification form with a letter of explanation shall be sent to the parents, to be returned within thirty (30) days. The teacher and parent shall meet within fifteen (15) days following return of the ~~medical~~ **chronic health condition** certification.

REGULATION**REGULATION**

Upon referral of a student for medical chronic health condition certification, the school office, shall be consulted to include any medical chronic health condition data in the records (i.e., the annual report that identifies types of chronic illnesses monitored). The office may provide information to assist teachers in dealing with chronic health conditions.

Eligibility Criteria

The parents shall submit a written medical chronic health condition certification to the District, which will include:

- Medical Certified health professional or nurse practitioner diagnosis.
- Medical Certified health professional or nurse practitioner prognosis.
- Physical limitations affecting physical education activities and requirements.
- Anticipated surgeries, treatment, or hospitalizations that, although not expected to cause sufficient absences to require homebound services, may interfere with regular school attendance.
- Physician's Certified health professional or nurse practitioner signature and date signed.

The appropriate instructional services needed are to be recommended by the teacher after consultation with the parent according to the following considerations:

- The nature of the health condition relevant to the student's anticipated activity level during absences (based on review of the medical chronic health condition certification).
- The student's academic capacity.
- The teacher's recommendations for service delivery based on course-work difficulty and the student's ability to learn independently.
- The amount of face-to-face instruction time required by the student for optimum continuous learning outside the regular classroom.

REGULATION**REGULATION**

- The most appropriate service delivery in order to maintain integration in the regular education program as much as possible (i.e., regular physical education activities).

After the teacher and the parent have discussed the student's needs, an instructional agreement will be recommended by the parent and the teacher specifying the delivery and return of homework assignments and anticipated contact time with the teacher to assist the student in completing required course work *during absences*. This agreement, together with the teacher's recommendation for appropriate instructional services, will be forwarded to the administration for review and modification, if necessary, prior to signature by the parent, teacher, and Superintendent.

If the absences of a student who is classified and has served as a student with a chronic health condition amount to three (3) school months (or sixty [60] school days), another ~~medical~~ **chronic health condition** certification shall be obtained and reviewed by the teacher and the parent. They shall discuss the appropriate service delivery necessary for continuous learning. If homebound services are appropriate, the policies for referral shall be followed, which may entail:

- Obtaining parental consent to evaluate.
- Obtaining ~~medical~~ **chronic health condition** certification.

On a yearly basis, the District shall review instructional needs of any student with a chronic health condition. An updated ~~medical~~ **chronic health condition** certification shall be obtained for each school year to verify the need for continuing instructional modifications and ADM adjustments, if applicable. However, the student may be recertified at any time to reevaluate appropriate services needed.

Miscellaneous Provisions

Homework assignments will be provided *during absences* of students with chronic health conditions, and credit will be given for course work completed within established time lines.

REGULATION**REGULATION**

Students with chronic health conditions will be given credit for completed course work if frequent absenteeism is due to chronic health conditions as certified by a ~~licensed physician~~ **certified health professional or nurse practitioner**.

Physical education course-work requirements shall include the option for students with chronic health conditions to participate in regular program activities as much as their health permits. Such students shall be provided integrated educational programming as much as possible. Modification to requirements may be made with Board approval.

The counselors who schedule students with chronic health conditions will take into consideration the anticipated days of absence (noted on the medical certification form) and the feasibility of completing courses requiring laboratory work or vocational workshops.

EXHIBIT**EXHIBIT**

EXCLUSIONS AND EXEMPTIONS FROM SCHOOL ATTENDANCE

~~MEDICAL~~ CERTIFICATION OF STUDENTS WITH CHRONIC HEALTH CONDITIONS

(Obtained from a licensed physician or podiatrist
Certified health professional or nurse practitioner)

Student's name	Parent's name	Address
District	School	Grade level
Date of birth	Phone number	Date of initial consultation

Medical Certified health professional or nurse practitioner diagnosis:

Medical Certified health professional or nurse practitioner prognosis:

Physical limitations affecting physical education activities:

EXHIBIT**EXHIBIT**

Anticipated absences due solely to illness, disease, pregnancy complications, an accident or severe health problems of an infant child of a student (include anticipated surgeries, treatments, or hospitalizations that may interfere with school attendance during the _____ year):

Example 1: _____'s physical condition may result in frequent absences in the school year that may exceed ten (10) consecutive school days per semester, but I do not anticipate that _____ will be absent enough days to require homebound services.

Example 2: _____ will require three (3) hospitalizations of approximately four (4) days' duration each and three to five (3 - 5) treatments of one (1) day each during the school year.

Other relevant information:

Type or print ~~physician's~~ **certified health professional or nurse practitioner** name and licensed title

Date

Physician's **Certified health professional or nurse practitioner** signature and title